

NO.NIEPMD/Pur4 (03) /2014-15

13<sup>th</sup> Feb 2015

To,

**All Reputed Agencies**

**SUB: INVITATION OF QUOTATIONS FOR PRINTING OF  
ANSWER BOOKS & ENVELOPES**

Dear Sir/Madam,

NIEPMD is established at Chennai, Tamilnadu by Government of India to serve as a National Resource Centre to provide various services to Persons with Multiple Disabilities. The institute intended to print Answer booklet and cloth envelopes for its examination wing.

You are requested to send the competitive rates for printing and supply of following Materials to the institute as per the terms and conditions mentioned below;

Sl. No.	Description of Materials	Qty.
01	<b>Answer Book:</b> Form of size 10 3/4" X 8 1/4" containing 12 pages printed in single colour using 80 gsm Maplitho paper.	20,000 Books
02	<b>Thick Cloth Line Envelopes:</b> Form of size 16 1/2" X 11" screen printed in single colour	5,000 Nos.
03	<b>Thick Cloth Line Envelopes:</b> Form of size 16 1/2" X 11" screen printed in single colour.	1,000Nos.

Sample copies will be provided before printing. Bidders may see the sample materials to be printed in our office between 10.00 AM to 03.00 PM on all working days (Monday to Friday) before quoting.

**Terms and Conditions:**

- The agency may submit its competitive quotes in a **Sealed Envelop in the name of Director, NIEPMD** at Chennai on or before **06<sup>th</sup> Mar 2015** by 02.00 PM through speed post / courier / person drop in tender box placed at NIEPMD main building 3<sup>rd</sup> floor.
- The words "**QUOTATION FOR PRINTING OF MAIN ANSWERS BOOK & ENVELOPES**" should be mentioned in bold letters on the top of the sealed quotation.
- The materials are to be supplied at NIEPMD, Muttukkadu, Kovalam, Chennai within **15 days** from the date of Supply Order.
- Payment will be released within **30 days** from the date of satisfactory receipt of materials.

Yours faithfully,

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**S. Sankara Narayanan**  
Deputy Registrar (Admin)