



आईटीआई लिमिटेड
पंजीकृत एवं निगमित कार्यालय :
आईटीआई भवन, दूरवाणीनगर,
बंगलूर - 560 016, भारत
फोन : +91 (80) 2561 4466
फैक्स : +91 (80) 2561 7525
वेबसाइट : www.itilttd-india.com

ITI LIMITED

Registered & Corporate Office :
ITI Bhavan, Dooravaninagar,
Bangalore - 560 016, India
Phone : +91 (80) 2561 4466
Fax : +91 (80) 2561 7525
Website : www.itilttd-india.com

To: -As per source list enclosed-	ENQUIRY		
	CRP21A001/1		
	DATE	08	01

Dear Sir / Madam,

Please send your quotation with most competitive rate, in a sealed cover, superscribed with our enquiry reference and due date, for the following:-

Sl.No	DESCRIPTION	QTY
1	Printing & supplying of THICK OFFICE FILE , 4 Flap file with 2 hole with eyelid cover hold on right cover (back cover of file) and 1 eyelid cover hold on left top of front cover, in Bilingual (English & Hindi) with ITI Logo in and matter on top of front cover in Black colour with 2 tag (1 big fine quality 18" size red colour and 1 small fine quality 4" size multicolour)	1000 Nos
2	Printing and supplying of TEMPORARY FOLDER (tag file) 2 hole with eyelid cover hold on right cover (back cover of file) and 1 eyelid cover hold on left top of front cover, in Bilingual (English & Hindi) with ITI Logo in and matter on top of front cover in Black colour with 2 tag (1 big fine quality 18" size red colour and 1 small fine quality 4" size multicolour)	1000 Nos
A	Samples	Samples of the above items, if required, can be obtained from the office of the undersigned during the office hours.
B	Sample approval	In the event of an order, bulk supplies to be made only after obtaining clearance on sample supply of 50 Nos each.
C	Tender Due Date	12:00 PM on 27th January 2021
D	Tender Opening Date	03.00 PM on 27th January 2021 at ITI Bhavan, Dooravaninagar, Bangalore
E	Terms of Payment	Within 30 days from the date of submission of bills
F	Validity of offer	Shall be valid for a period of 60 days from the date of quotation
G	Delivery Schedule	Pilot Supply for approval within 15 days from receipt of PO and bulk supply within 15 days from approval of pilot supply
H	Delivery Point	ITI Limited, ITI Bhavan, Dooravaninagar, Bangalore – 560 016
I	Late Tenders	Quotes received after the due date & time will not be considered under any circumstances.
J	ITI reserves the right to place repeat order at the same price and terms & condition within a period of one year upon satisfactory completion of the order.	
K	ITI Ltd reserves the right to cancel the Purchase Order, in case of default/breach of the contract	
L	All suits shall be subject to jurisdiction of Bangalore	

Encl: Price Bid Format (Annexure-I)

For ITI Ltd

DGM-MM&CPIO
Phone: 080-25614466
Extn : 2263 Email : corporatemm@itilttd.co.in

FORMAT FOR PRICE QUOTE

Sl. No	Item Particulars	Quantity	Rate Each (Rs.Ps)	Amount (Rs.Ps) Qty x Rate	GST%	GST Amount (Rs.Ps)	Total Amount (Rs.Ps)
		(a)	(b)	(a*b)=(c)	(d)	(c*d)=(e)	(c+e)=(f)
1	Thick Files <i>(as per specification in the tender)</i>	1000 Nos					
2.	Temporary Folders <i>(as per specification in the tender)</i>	1000 Nos					
	Total Amount						
Amount in word:							

Note: All-inclusive price in the Total Amount will be considered for price comparison.

**Name & Address
of the Bidder**

Signature & seal of the Bidder