

No. 32(7)/96-97/RMNH/BPL
GOVERNMENT OF INDIA
National Museum of Natural History
(Ministry of Environment and Forests)

Tansen Marg,
Mandi House,
New Delhi.
Dated:- 19/02/2011

To

M/S _____

Sub : Printing & Supply of publication on :
Museum Accessibility -----3000 Nos. copies
Biodiversity Booklets ----- 3000 Nos. copies
Sir,

I am directed to state that this museum requires to print 3000 Nos. copies of each booklet as mentioned above as per the specification enclosed herewith.

If you are interested to undertake the Job of Printing & Supply the above booklets to this office, you may submit your quotation to the undersigned latest by 28th Feb., 2011 alongwith EMD (Earnest Money Deposit) of 02% of the quoted amount by Pay Order/Demand Draft in favour of the "Pay & Accounts officer, Ministry of Environment & Forests, New Delhi". Quotation received without EMD will not be entertained. The received quotations will be opened on the same day at 3.00 P.M.

3. (A) The tender should be accompanied by specimen of the outstanding work done by the firm alongwith the sample of the paper to be used for Printing of booklets.

(B) The content and design of the booklet should be got approved prior to final printing.

(C) The rate per copy should be quoted in words and figures clearly and should be inclusive of all taxes & vat etc. if any applicable.

(D) The firms quoting for the work are required to submit their complete machinery infrastructural detail alongwith their quotation.

(E) Tenders received after the stipulated time and date, or without required documents shall not be entertained.

(F) Director, NMNH reserves the rights to accept or reject any tender in full or part without assigning any reason thereof.

Yours faithfully

(Dr. Reena Dey)
Scientist-C