



**THAPAR INSTITUTE**  
OF ENGINEERING & TECHNOLOGY  
(Deemed to be University)

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Enquiry No. TIET/CS/MB/19-20/Souvenir  
Date : April 18, 2019

**Sub:** Request for Quotation(s) for the Supply of Souvenir.

Dear Sir

We shall be grateful if you kindly let us have your lowest **quotations** for the following materials. THE QUOTATIONS SHOULD REACH THE UNDERSIGNED **LATEST BY 30-04-2019** through courier or e-mail accompanied by appropriate illustrative literature/catalogues/pamphlets/technical details, samples and specifications as the case may be. **On the quotation envelope/ subject the Enquiry Number & Date should be mentioned on the top of the Envelope/mail subject.**

Sr. No.	Item Name	Qty.
1.	<b>Printing &amp; Supply of Souvenir 2018</b> With inner pages 130GSM, Title 300GSM Laminated Perfect Binding with Thread (Total No. of Pages: 500 +4pages) Also please quote for every extra 4 pages.	2100 No.

**The offer sent by you must furnish the following details:**

- Name, Make & specifications of each item.
- Price Breakup itemwise with MRP.  
(Treat it mandatory)
- Educational discount if any.
- Validity of quotation should be at least 60 Days.
- GST %
- Delivery FOR Central Stores TIET. Patiala
- Insurance, Freight & other charges if any.
- Minimum Delivery Period.
- Payment terms. Net 30 days against delivery & satisfactory installation at Thapar Institute, Patiala
- Guarantee / Warranty Information.
- Also please share your Companies Turnover and Market Share along with the offer.

Regards,

Head Commercial