

File no. IGNCA/CU-22/2015-16

Indira Gandhi national Centre for the Arts

Conservation Unit

3rd November 2015

Sub: Invitation of quotation for supplying for Lokta paper (made from bark of Dafna tree)

Indira Gandhi national Centre for the Arts (IGNCA), an autonomous trust under ministry of Culture invites sealed quotation for supplying of Lokta Paper (made from bark of Dafna tree)

S.No.	Item	Specifications	Quantity
1.	Lokta Paper (made from bark of dafna tree)	1. Thickness- 40 gsm 2. Long fibre 3. Internally sized and glazed 4. Dimensions – 20 X 30 inches 5. Free from external impurities 6. Naturally processed	2000 sheets

If your firm is interested you may send the sealed tender for supply of above mentioned item with mentioned specification on or before 10th November 2015 at 3.30 PM positively to undersigned. The quotation will be opened on 12th November 2015 at 3.30 PM the quotation received after due date and time will not be entertained.

The term and conditions for the quotation are indicated below;

1. The IGNCA reserves the right to accept or reject any or all quotations without assigning any reason whatsoever.
2. Delivery schedule ; 15 days from the date of issue of tissue of the work order
3. Payment : the payment will be made after completion of the job to the satisfaction of the authorized officer
4. It is necessary to send sample along with quotation
5. Price of the material should be quoted in Indian rupee (INR)
6. Taxes and other statutory duties to be shown separately

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