



Dr. Gopal Ch. Barman
Regional Secretary

By Speed Post

SAE.146/Paper/

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Sub: Quotation for purchasing papers

Dear Sir,

Sahitya Akademi, an autonomous organization under Ministry of Culture, Govt. of India invites sealed quotation from reputed authorized wholesale paper dealers/distributors for supply of the following qualities of paper.

Sl no	Quality of Paper	Weight in K.g.	GSM	Required stock
01	20"x30"/ White Maplitho Paper	15.5 (per ream)	80	130 Ream
02	23"x36"/ Art Paper	34 (per ream)	128	3 Ream

Paper dealers/distributors are requested to submit different varieties of paper available under the specifications mentioned above. Quotation should be submitted on or before 12 December 2016 by 3.00 p.m. (in a sealed envelope) addressing the undersigned superscripting at the top '**Confidential Contents, Quotation for Printing Paper, Last date 12 December 2016 by 3.00 p.m.**'. Any paper dealer/distributor or his authorized representative is free to be present at the time of opening quotations at 4.00 p.m. on 12 December 2016. Complete supply in the original mill packing and from fresh lots shall have to be made within 7 days from the date of placing order and **by no means the delivery date of papers will be extended. The bill must be submitted on the date of delivery of the paper for early payment.** Dealers are also requested to visit our website www.sahitya-akademi.gov.in to submit their quotation on or before 12 December 2016 by 3.00 p.m.

Terms and Condition

1. Quotation must be supported by **paper sample duly signed and stamped** indicating GSM, size, nomenclature, etc of paper brand for each item.
2. Rate quoted must be inclusive of all charges of delivery, cartage and taxes.
3. Quoted rate should hold good for 45 days.
4. **Rates should be quoted in reams only.**
5. **Full delivery must be given at the same time. No part delivery will be entertained.**
6. The Sahitya Akademi reserves the right to accept or reject part or full of any quotation without assigning any reason.

Thanking you,

Yours faithfully,

Sd/-

(Gopal Ch. Barman)
Regional Secretary

Copy to H.O. for kind information and for placing on the website of Sahitya Akademi


05 December 2016