

Stores  
AS  
3/1/20

CLT & RI Chengalpattu
File No. 339
Date 31/1/2020
Asst. B. D. J.

Government of India  
Ministry of Health and Family Welfare  
**CENTRAL LEPROSY TEACHING AND RESEARCH INSTITUTE**  
CHENGALPATTU - 603 001

Officer i/c Stores ☎ 044-27429987

Email: oics.cltri@nic.in

No.F.5-8/2019 CS

Date: 27.01.2020

To

**All reputed firms/suppliers**

Sir,

Please submit your lowest quotation / rates for supply of the following printing of Annual Report to this institute, subject to the following terms and conditions.

Book size	A4
Quantity	200 Nos
Inner pages	64 pages, 100GSM. Art paper(16 pages 4/c printing and 48 pages s/c printing)
Wrapper	4 pages, 300GSM, Art paper, 4/c printing with gloss lamination
Binding	Side pinning with perfect binding

**Submit / send your quotation in a sealed cover superscribing as "Quotation for Printing Annual Report. The same should reach to this institute on or before 10.02.2020. After the due date, the quotation will not be considered.**

  
30/1/2020  
**DIRECTOR**

**TERMS AND CONDITONS:**

1. Price for printing of annual reports should be quoted alongwith its break up showing various items for charges.
2. The items on receipt will be inspected and payment will be made only for the accepted number
3. No insurance charges are payable as per the rules in the Government
4. Rates should be quoted F.O.R Chengalpattu. Delivery period should be quoted.
5. The Director shall have the right of rejecting the quotations in whole or part without assigning any reason therefore.
6. Copy of MSDS wherever applicable should be provided with the supply.

**Copy to:-**

1. Computer Section - to upload the quotation alongwith enclosures for wide publicity in [www.cltri.gov.in](http://www.cltri.gov.in) and Central Govt. Tender portal <http://tenders.gov.in>

(Through Dy. Dir. Epid & Stats)

2. Notice board for wide publicity.