



The Institution of Engineers (India)

AN ISO 9001 : 2015 CERTIFIED ORGANISATION
(ESTABLISHED 1920, INCORPORATED BY ROYAL CHARTER 1935)
8 Gokhale Road, Kolkata-700 020

A Century of Service to the Nation

Ref : SP/T-1788

Date : 24 Apr 2023

Tender No : T- 1788
Due Date : 04 May 2023

Dear Sir,

Quotation is invited for supply of 15,000 pcs of envelope with printing as per the following specifications :

1. Brown Clothlined Envelope : 15,000 Pcs; Size : 36 cm (L) x 26.5 cm (W) x Flap 5.5 cm, paper quality as per enclosed sample.

Your sealed quotation mentioning **Basic Price** and **GST** separately and other relevant details including acceptance of Tender conditions should reach the undersigned within 04 May 2023 by 4 P.M mentioning the tender no. and due date on the top of the envelope.

Tender Condition

- Payment will be made after satisfactory supply of the materials.
- Standard LD clause for delay in supply @ 2% per week or part thereof subject to maximum 10% of the ordered value
- Receipt of material subject to inspection.

IEI reserves the right to reject the Tender in full or part without assigning any reason.

Thanking you,

Yours faithfully,

Director (Administration)

T-1788

Supply of Brown Clothlined Envelope - 15,000 pcs

Price Part

Item	Unit	Rate (Rs.)	GST (%)	Amount (Rs.)
Brown Clothlined Envelope (as per sample) Size : 36 cm (L) x 26.5 cm (W) x Flap 5.5 cm				
Total				

(In words : _____)

Name of the Company:

Signature of Vendor:

Date:

Seal of Vendor:

Phone/Mobile:

Email:

Seal & Signature of the bidder


P. Roy