Dear Sir,

Quotation is invited for supply of 1,000 pcs of envelope as per the following specifications:

1. Brown Clothlined Envelope: 1,000 Pcs; Size: 45 cm (L) x 27 cm (W) x bottom flap 13 cm, bellow 13 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 12 July 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)
Supply of Brown Clothlined Envelope - 1000 pcs

Price Part

<table>
<thead>
<tr>
<th>Item</th>
<th>Unit</th>
<th>Rate (Rs.)</th>
<th>GST (%)</th>
<th>Amount (Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brown Clothlined Envelope (as per sample)</td>
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<tr>
<td>Size: 45 cm (L) x 27 cm (W) x bottom flap 13 cm, bellow 13 cm</td>
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</tbody>
</table>

Total

(In words:__________________________________________)

Name of the Company:

Signature of Vendor:

Date:

Seal of Vendor:

Phone/Mobile:

Email:

Seal & Signature of the bidder