

No.17-1/2014-Library
Government of India
National Centre for Disease Control
(Formerly known as National Institute of Communicable Diseases)
(Directorate General of Health Services)
22, Sham Nath Marg, Delhi-110054.

M/s. _____

Sub: Quotation for Disposal of old Newspapers/Magazines-reg.

Dear Sir,

The library is in process for auctioning of old Hindi/English Newspapers/Magazines. The estimated weight of old newspapers is 1300/- kg. and Magazine is 50/- kg.

The interested, firms to please send their quotation. The quotation, which could remain valid for at least 3 months may be sent in duly wax, sealed cover and prominently subscribed "**Quotation for Disposal of old Newspapers/Magazines-reg.**

The firm fulfilling all the requirements & accepted to the institute, with highest rates, will be considered.

Quotation should be addressed to the Director, NCDC, 22-Sham Nath Marg, Delhi-110054 and should reach this library on or before 16/09/2015 up to 2.30 PM in Envelope containing quotations may be super scribed as "Not to be opened before by 16/09/2015 2.30 PM with sealed cover.

Before dropping the quotation in tender box, which is placed in central Library an entry should be made by the firm in the register kept by AL&IO. It is the responsibility of the firm to ensure timely delivery of quotation. Late receipt of tenders by hand or by any, means by courier, will not be entertained.

Encl: Format for Disposal of Newspapers/Magazines

Yours faithfully,

Additional Director/In charge Library

No.17-1/2014-Library
Government of India
National Centre for Disease Control
(Formerly known as National Institute of Communicable Diseases)
(Directorate General of Health Services)
22, Sham Nath Marg, Delhi-110054.

FORMAT QUOTATIONS FOR DISPOSAL OF OLD NEWSPAPERS/ MAGAZINES.

Name & Address of Firm: _____

Sir,

I have read your terms/conditions and we quote our rates for Quotation for Disposal of old Newspapers/Magazines for the year 2015-16 as under:-

1. Newspapers: (Hindi /English) Rate in Rs.:- _____

2. Magazines: (Hindi/ English) Rate in Rs.:- _____

Proof of Identity of the owner of the Firm:-

1. Aadhar Card No. _____

2. PAN No. _____

3. Contact Address of the Firm: _____

4. E-Mail Address:- _____

5. Phone No:- _____

6. Mobile No:- _____

Enclosure:-

1. Self attested Copy of Aadhar Card
2. Self attested Copy of PAN CARD

Yours faithfully,

Signature: _____

Place _____

Name: _____

Date _____

Rubber Stamp/Seal of the firm

(Note:-Providing the above information at Sr. No.1 to 6 is Mandatory for submission of quotation.) also stamp/seal of the firm is mandatory.