

No.6-Stores/NCDC/ Printing /2015-16
Government of India
NATIONAL CENTRE FOR DISEASES CONTROL
(Directorate General Of Health Services)
22-Sham Nath Marg, Delhi-110054.

Dated:

To,

Sir,

Please let this office know if you can get the following work done within 4 weeks of placement of order. The said quotations must be valid for one year and must be sent in double cover duly wax sealed and prominently subscribed “ **No.6-Stores/NCDC/Printing /2015-16**”:-

1. Printing of Letterhead- Double Color with **Embossed Golden Logo** in Executive Bond Paper.
2. Printing of Letterhead- Double Color with Logo in Executive Bond Paper..
3. Printing of Letterhead- Single Color with **Embossed Golden Logo** in Executive Bond Paper.
4. Printing of Letterhead- Single Color with Logo in Executive Bond Paper..
5. .Printing of Indent Book Bounded (100 Pages in duplicate with Sr. Nos.).
Qty.50 no.
6. Printing of Bill Register Bounded (100-150 Pages). **Qty. 15-30**
7. Printing of HIV testing Record Register (150 page)Good quality Hard binding **Qty. 15-30**
8. Printing of CD4/CD8testing Record Register(150 page) Good quality Hard binding **Qty. 15-30**
9. Printing of Central Blood Collection Master testing (250 page)Record Register Good quality Hard binding **Qty. 15-30**
10. Printing of Contingent Bill Register, 400 page(T.R.29) Good quality Hard binding **Qty. 10-20**
11. Printing of Visitor register 250 page hard binding **Qty.5-10**

Sample can be seen at stores section, NCDC on 27.8.15 and 28.8.15, between 3pm to 4.30 pm.

It should be addressed to the Chairperson, Purchase Committee, NCDC, 22-Sham Nath Marg, Delhi-110054 and should reach this office on or before **4.9.15(11.00 AM)**. The quotations which are not received duly sealed, mentioning this office letter No. and last date of receiving will not be accepted. Firm has to ensure that sealed quotation have been put in Tender Box kept in store section, after making proper entry in register. Any similar job done/details must be supported with document. **Only firms registered (with valid registration) with DAVP & Deptt. of Printing, Min. of H & FW, need to quote.** Copy of valid registration must be enclosed with tender otherwise tender will be ignored.

Yours Faithfully

STORES OFFICER
For Director