

No.8-1/2013-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.

Dated the,

M/s. _____

Subject :- Quotation for Procurement of Journals for the year of 2013.

Sir,

Please let this office know if you can supply the enclosed list of Journals, **(Annexure “A” and “B”** with our terms and conditions for the period Jan-Dec. 2013. If so, please send rates along with maximum discount offered as per the enclosed list. The rates quoted for each title would remain same and no extra payment would be made due to any reason for the whole year. The rates quoted must be valid for 3 months if supply order will be issued during said validity, the rate of conversion will be taken as date of tender opening & firm is bound to make supplies on said quoted rate & conversion only. Only firms registered with GOC need to apply.

Quotation should be addressed to the Director, NCDC, 22-Sham Nath Marg, and Delhi-110054 and should reach this library on or before **2nd July 2013 by 11.30 AM** in sealed cover.

Before dropping the quotation in tender box, an entry should be made by the firm in the register kept with A.L.& I.O in library. It is the responsibility of the firm to ensure timely delivery of quotation. Late receipt of tenders by hand or by courier will not be entertained. Tender will be opened up at **12.00 AM on 2nd July 2013.**

Encl:

- (1) Terms and conditions
- (2) List of Journals, Annexure “A” “B”.

Yours faithfully,

(SHASHI TALWAR)
Asstt. Library & Information Officer
For Director