



साहित्य अकादेमी

(राष्ट्रीय साहित्य संस्थान)

संस्कृति मंत्रालय, भारत सरकार की सवायतशासी संस्था

Sahitya Akademi

(National Academy of Letters)

An Autonomous Organization of Government of India, Ministry of Culture

SAC.39/1283-1287

November 15, 2021

Sub: Inviting quotations for designing, printing & supplying Sahitya Akademi's newsletter

Dear Vendor,

Sahitya Akademi, Chennai invites sealed quotation from printers for designing, printing and supplying Sahitya Akademi's newsletter in A4 size of the following quantities:

Sl. No.	Particulars	No. of Pages			Quantity		
1	130 GSM art paper for inner text (multi colour)	40 pages	60 pages	80 pages	1100	2200	3300
2	170 GSM art paper for wrapper (multi colour)	4 pages (back to back printing)					
3	100 GSM paper, A4 size cover, single colour printing	--					

Sealed quotations should reach us on or before 30th November 2021, addressing the undersigned, superscripting at the top 'Quotation for printing and supplying Sahitya Akademi's Newsletter'. Any vendor or his authorized representative is free to be present at the time of opening of quotations at 2.00 p.m. on 1st December 2021.

Terms and Conditions:

1. Rates should be including of GST
2. Quotation must be supported by paper sample duly signed and stamped indicating GSM, size, nomenclature etc. of paper brand for each item.
3. Copy of PAN/TAN/VAT/Service Tax/GST to be submitted along with the quotation.
4. Since the work is done on quarterly basis, payment will be made on successful completion of the work and submission of bill. Rates may be quoted accordingly.
5. Sahitya Akademi reserves the right to accept or reject in part or in full of any quotation without assigning any reason.

Thanking you,

Yours sincerely,

-Sd/-

(T.S. Chandrashekhara Raju)

Office in Charge