



साहित्य अकादेमी

(राष्ट्रीय साहित्य संस्थान)

संस्कृति मंत्रालय, भारत सरकार की स्वायत्तासी संस्था

Sahitya Akademi

(National Academy of Letters)

An Autonomous Organisation of Government of India, Ministry of Culture

SAC.38/ 2304-2307

February 13, 2024


Dear Sir/Madam,

**Inviting quotations for procuring cloth bags**

Sahitya Akademi (National Academy of Letters) which deals in literature in 24 languages of India recognized by it was established by the Government of India and is fully funded by the Ministry of Culture to work actively for the development of Indian letters and coordinate literary activities in all Indian languages.

The sub-regional office of Sahitya Akademi at Chennai invites sealed quotations for procuring bags of small and medium sizes as per the following specifications, with Sahitya Akademi logo printed on both the sides:

Sl. No.	Bag Size	Length x Breadth	Inner Width	Quantity
1	Small Bag	8" x 11"	2"	7000
2	Medium Bag	9" x 11.5"	4"	5000

  
Sahitya Akademi  
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Terms and conditions are as under:

1. Copy of PAN/TAN/Service Tax/VAT etc. as applicable should be submitted
2. On acceptance of the quotation, supply should made within 30 days from the date of work order.
3. Rates quoted shall be valid for a period of 6 months from the date of work.
4. Payment will be made within 30 working days from the date of supply, subject to satisfactory supply of quality and quantity.

Quotations addressed to 'Office in Charge, Sahitya Akademi, No. 443, 2<sup>nd</sup> Floor, Guna Complex, Anna Salai, Teynampet, Chennai – 600 018, must reach within 21 days, from the date of issue of this letter, i.e. on or before March 4, 2024.

Thanking you,

Yours sincerely

  
(T.S. Chandrashekhara Raju)  
Office in Charge  
13/02/2024

Quotation to be uploaded on Sahitya Akademi website

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