Sir/Madam


I am by direction to inform that this University is proposed to printing the following items for the Department of Controller of Examination of this University. The details are given below:

<table>
<thead>
<tr>
<th>S.No</th>
<th>Particulars</th>
<th>No. copy Required</th>
<th>Size</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Printed Answer Booklet (Regular and SDE)</td>
<td>80000</td>
<td>Model Answer Booklet enclosed (32 Pages)</td>
</tr>
</tbody>
</table>

In this regard, I am by direction to request you to give the quotation for Print the above said items and the same to be sent to this University on or before 26.09.2022 by 3.00 p.m. in a sealed cover marked in the envelope as “Quotation for Printing of Answer Booklet” to this University.

P.T.O
Terms & Conditions:

1. Should be delivered within 15 days from the date of issue of Purchase Order.
2. A sample of the items for the printing has to be obtained from the University.
3. Rates include GST, transport and other charges. No payment will be made for other charges.
4. If any defect found after supply of the items, the same should be rectified at your cost and no extra payment will be made on the account.
5. Invoice signed by you and with your seal should be enclosed along with the invoice bill.
6. The bill should be submitted in triplicate to this office addressed to the undersigned.
7. The Answer booklet should be print and supplied as per the specification specified in the quotation.
8. Payment will be made only completion of delivery of the whole items against the order placed.
9. Terms and condition as per quotation notification will be applied.

Thanking you

Yours faithfully,

Registrar