



Central Silk Board
Ministry of Textiles, Govt. of India
Silk Mark Organisation of India
4th Floor, Kuralagam, N.S.C Bose Road,
Chennai - 600 108.
Phone. No.044-25344774



CSB/CH/7/SMOI/2019-20

11.11.19

To

Sir,

Sub: Inviting quotation for Printing and Supply of Calendar 2020 – Regarding.

I am to refer to the subject cited above and to inform that, this Office is proposed to print Calendar 2020 as per the specifications and quantity given below:-

Sl.No	Particulars	Specification	Quantity
1.	Printing and Supply of Calendar 2020:- Double side.	1.Size: 30 (H)x 20(W) inches with details of Silk Mark /CSB Logo to be Printed at the top (in color) and address in the bottom of the calendar. 2. Paper to be used for printing: Maplitho with 70 GSM.	1000 Nos.

Therefore you are requested to quote your lowest rates for the same. The terms and conditions are as follows.

- Rates and applicable GST: The parties who are interested may quote their rates for printing and supply of Calendar (Double side) printing along with the applicable GST in their quotation for evaluation.
- Escalation Charges: No escalation charges will be admitted during the period of the validity of the quotation.
- The rates quoted should be valid for a period of 90 days from the date of quoting the rates.
- The quotation should be sealed and super scribed as "quotation for printing & supply of Calendar 2020 and to be addressed to **The Deputy Director(Insp), Silk Mark Organisation of India, 4th Floor, Kuralagam, NSC Bose Road, Broad Way, Chennai 600 108.**
- **The last date for receipt of quotation is on 02.12.2019 (up to 2 PM.) and the quotation will be opened on the same day at 4.00 PM by the committee constituted for the said purpose.**
- The interested parties or their authorised representatives may participate at the time of opening the Quotations.
- The Calendars should be printed legibly, properly bound and packed and supplied to its Office at **4th Floor, Kuralagam, NSC Bose Road, Broad Way, Chennai 600 108.**
- No Advance will be paid to the parties for printing and supplying calendars. The payments will be made only on receipt of the satisfactory supply of Calendars in time after deducting the TDS if any.
- The undersigned reserves the right to accept/reject any quotation/quotations without assigning any reasons thereof.

Yours faithfully,

(P.M.Pandi)
Deputy Director (Insp.)