To

List of addresses enclosed

Sub: Purchase of Craft (Brown) paper-inviting rate quotation-Regarding.

Sir,

With reference to the subject cited above, it is informed that this office is in requirement of 14.5 Ream of Craft (brown) Paper as per following specification. You are requested to quote your lowest rates (per ream) as per the terms and conditions stated below:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the Item</th>
<th>Specification</th>
<th>Required quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Craft (Brown) paper</td>
<td>1. Make – Star Brand</td>
<td>14.5 Ream</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. GSM: 90</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>3. Size (23” x 36”)</td>
<td></td>
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</tbody>
</table>

**TERMS & CONDITIONS**

1. Details of rates and taxes (if any) be mentioned separately in the quotation.
2. Sealed quotation should reach the undersigned by post on or before 26.12.2019 (3.00 PM).
3. Quotation will be opened on the same day at 4.00 PM. Interested parties may present themselves at the time of opening of the quotations in case they choose to do so.
4. Sealed quotation should be super scribed as “Quotations for Craft (Brown) Paper” for identification purpose.
5. The quantity of Craft (Brown) paper may be increased or decreased at the time of placing the supply order.
6. The rate of quotation should be valid for 180 days.
7. The undersigned reserves the right to reject any quotation not fulfilling the desired stipulation and /or cancel the entire process of purchase without assigning any reason.

Yours faithfully,

Scientist-B

Copy to:
1. The Director, NSSO, Bangalore with the request to communicate this tender notice to the computer section for display the same at the CSB website at www.csb.gov.in and Central Public Procurement Portal www.eprocure.gov.in and any other web site where it is essential to be posted.
2. The Notice Board of SSPC, Udhampur for display.

Scientist-B