



इग्नू  
जन-जन का  
विश्वविद्यालय

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ignou  
THE PEOPLE'S  
UNIVERSITY

IG/RCD/Print/2015-16/

Dated : 11-5-15

M/s \_\_\_\_\_

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Sub.: Printing of envelopes -reg

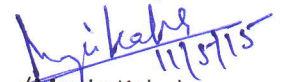
Dear Sir,

This office requires to get print envelopes for office use. The copies of samples are enclosed .  
Details are as under:

S. No.	PARTICULARS	Rate per thousand including printing	Other taxes/VAT% etc If any	Remarks
1	Window envelope 11'x5'(window size 5'x2') on 70GSM Paper white/brown			1.No separate cartage will be paid for supply of the items
2	Window envelope 11'x5' without window on 70GSM Paper white/brown			
3	Yellow Envelope laminated size 12'x10'			
4	Yellow Envelope laminated size 12'x16'			
5	Brown Cloth Lined envelope size 10'x13'(P-I)			2.IGNOU RC Delhi-1 reserves the rights to accept or reject any quotation without assigning reason thereof.
6	Brown Cloth Lined envelope size 3'x10'x13.5'(P-III)			

You are requested to kindly quote your rates under a sealed cover envelop so as to reach the undersigned latest by 21<sup>st</sup> May2015 positively. The right top corner of the envelopes should be superscribed by the words "quotation for Printing of envelopes".

Yours sincerely,

  
(Manju Kalra)

Section Officer