

F. No.4-11/2016-SP.IV  
Government of India  
Ministry of Youth Affairs and Sports  
(Department of Sports)  
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Shastri Bhawan, New Delhi,  
Dated the 27 June, 2015

To,

As per list

Subject : Quotation for Printing of Citation Certificates in respect of Sports and Adventure Awardees, 2016.

Sir,

I am directed to invite quotations for printing of Citation Certificates of Sports and Adventure Awardees, 2016 as per specification given below:

- i. Approximately 28 Certificates in Hindi and English on Khadi Handmade paper with golden border and National Emblem
- ii. Approximately 28 Folder of Khadi Handmade paper for keeping Citation Certificates
- iii. Size of the certificates will be 36 cm x 27cm. The rates quoted by you should inclusive of all costs but exclusive of taxes. In case of fluctuation in the number of certificates, payment will be made on Pro Rata basis.

2. It is requested that quotations in sealed cover should reach to the Section Officer, Room No.10-C, Ministry of Youth Affairs and Sports, Shastri Bhavan, Gate No. 6, New Delhi by 3.00 pm. on 11.07.2016 and the quotations will be opened on the same day at 3.30 p.m.

Yours faithfully,



(S.P.S. Tomar)

Under Secretary to the Government of India  
Tele No 2307 3206

## Annexure

Sl.No.	Particulars	To be filed by the tendered
1.	Name of the firm	
2.	Address of the firm	
3.	Name of the authorized signatory (IN BLOCK CAPITAL)	
4.	Specimen Signature of the authorized signatory	
5.	Telephone Number of the Office bearer	
6.	Fax Number of the Firm	
7.	PAN/TIN Number of the firm	
8.	Whether the firm has at least 2 years of experience in the field of printing	
9.	Whether all the documents are signed authorized signatory of the firm	(Yes/No)
10.	Whether the Firm has submitted EMD (Yes/No). If yes, then Draft Number and date	
11.	Rate quoted (including of all cost and exclusive of taxes)	

Declaration:

I/We hereby certify that the information furnished above is full and correct to the best of my/our knowledge. I/We understand that in case of any deviation in the above statement at any stage, the company will be blacklisted and will not have any dealing with the Ministry in future.

(Signature and Seal of authorized signatory)

Date.....