

अदिति महाविद्यालय

(दिल्ली विश्वविद्यालय)

औचंदी रोड, बवाना, दिल्ली-110039

दूरभाष : 27751317



Aditi Mahavidyalaya

(University of Delhi)

Auchandi Road, Bawana, Delhi-110039

Telephone : 27751317

Ref. No.

AM/2023/401

Dated.

10-3-23

**Subject: Quotation for the "STATIONARY FOR COLLEGE USE"**

Sir/Ma'am,

Sealed quotation are invited for "STATIONARY FOR COLLEGE USE" so as to reach the undersigned latest by 30<sup>th</sup> March 2023 till 5.00 PM along with term and conditions, if any and subject to the following condition.

- 1) You should undertake the job work with in stipulated time period unless otherwise intimated.
- 2) Your rates should be inclusive of GST, SGST and IGST.
- 3) Quotation envelope should be sealed and prescribed as "Quotation for "STATIONARY FOR COLLEGE USE"".
- 4) Your quotation rates will be valid up to one year.
- 5) Your quotation should be duly signed.

Please send your quotation in the name of The Principal, Aditi Mahavidyalaya (University of Delhi) Bawana, Delhi-110039. You may visit the college for sample on any working day between 10.00 AM to 4.00 PM.

Please send you quotation letter by post or hand.

Right of acceptance of any quotation is reserved with the undersigned.

Thanking you,

With regards,

PROF. MAMTA SHARMA  
PRINCIPAL

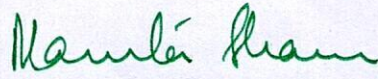
Encl: Specification for "STATIONARY FOR COLLEGE USE"



**ADITI MAHAVIDYALAYA  
(UNIVERSITY OF DELHI)  
BAWANA, DELHI-110039**

**Specification for "STATIONARY FOR COLLEGE USE"**

S.No.	Name of the item	Quantity
1	Leave Register	12
2	Dispatch Register	12
3	Diary Register	12
4	Leave Pad	60
5	Service Book	36
6	Flags	5 dozen
7	Log Book for Staff Car	12
8	Log Book for Generator	12

  
**PROF. MAMTA SHARMA**  
**PRINCIPAL** 