From

The Deputy Librarian-in-charge

To

QUOTATION NOTICE

Competitive sealed quotations are invited for the supply of photocopying paper, to the Kerala University Library, Thiruvananthapuram as per the following specifications:

- A4 size (210x277 mm) 220 Pkts
- A3 size (297x420 mm) 3 Pkts
- Foolscap size (215x345 mm) 15 Pkts

Rate quoted should be firm for at least 4 months and should be clear as to whether it is inclusive of VAT. No extra charges like freight charges, loading and unloading will be paid.

The quotation along with samples should reach, the undersigned on or before 3 pm on 5th May 2014. Quotations received without samples will be rejected. Quotations will be opened at 3.30 pm on 5th May 2014. Supply will have to be effected within 15 days from the date of receiving the firm order. Please, address your sealed quotations to the University Librarian, Kerala University Library, Thiruvananthapuram - 695034 and should be superscribed as Quotation for the supply of Photocopying paper.

Yours faithfully,

Deputy Librarian-in-charge