

Hindustan Latex Family Planning Promotion Trust

HLFPPT invites duly filled sealed tenders/Proposal in the below mentioned format from the reputed printer for supply of printed official stationary on call basis, for its offices at Connaught Place, NOIDA & Sahibabad.

Please furnish the company profile including the years of experience.

Please furnish the list of clients you have in New Delhi-NCR

You are requested to kindly fill the rates as per the details given below

Sl. No.	Item	Size	Specifications	Rate
1	Big Envelops		White envelops with four colour printing	
2	Small Envelops			
3	Letter Heads			
4	Logo sheets			
5	Visiting Cards			

Rates & taxes

Please mention the taxes applicable i.e Vat & other taxes etc.

Conditions for submission of bills for payment.

The bills should be received by HLPPT on fortnightly basis, all the bills should be supported with necessary challans.

The payment will be made through cheque only payable in the name of the vendor.

Condition from vendor side including payment

The duly filled RFP should be submitted in **sealed envelop** to “***Corporate Procurement Committee***” at the following address on or before July 26, 2010

B14 A Sector 62 NOIDA
Gautam Budh Nagar UP 201301
Phone Nos. 0120-4673673

Regarding any query may please contact Ms. Deepika Dhamija, Front Office Executive.