



## HOMI BHABHA NATIONAL INSTITUTE

Regd. Office: 2<sup>nd</sup> Floor, Training School Complex, Anushaktinagar, Mumbai 400 094  
Telephone: 022-25597611

Ref: HBNI/LPS(10)/2020/

November , 2020

To,

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**Sub: Procurement of 2000 HBNI file folders.**

Dear Sir,

Quotations are invited in a sealed cover for procurement of HBNI file folder as per dimensions and other specifications mentioned in Annexure - A on the terms and conditions mentioned below:

- 1) Quotations should be placed in an Envelope super scribing enquiry number and the due date.
- 2) The amount of item should be worked out and the requisite totals given.
- 3) The rates shall be inclusive of all taxes/GST. GST should be shown separately.
- 4) The validity of the quotation offer shall be for a minimum period of 30 days.
- 5) The officer inviting the quotations reserves the right to accept or reject any or all tenders invited, without assigning any reason.
- 6) Payment: 100% payment together with statutory levies shall be made within 30 days of receipt and final acceptance of the material ordered.
- 7) Consignee: Material should be delivered at Central Office, Homi Bhabha National Institute, 2<sup>nd</sup> Floor, Training School Complex, Anushaktinagar, Mumbai 400 094. (Tel. Nos. 25597611 / 25597626)

Your Quotation should be sent in a sealed envelope addressed to Dy. Registrar, HBNI, 2nd floor, Training School Complex, Anushaktinagar, and Mumbai- 400094 on or before 16/11/2020 (15.00 hrs.).

Thanking You,

Yours faithfully,

(Dr. P. D. Naik)  
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**ANNEXURE – A**

Sl. No.	Description	Qty	Cost per unit (Rs.)	TotalApprox. cost (Rs.)
1.	File Folder in different colors with printed HBNI Logo & Name, with two lid holes and two white lace for each file folder.  Size 35 cms x 24 cms made of 720 GSM paper.	2000 Nos.		

**Note: Please obtain a copy of sample from HBNI office with prior appointment.**