

## NOTICE INVITING QUOTATIONS

No.Q/FSI-OT/580/9/2019

13.03.2019

### **Subject: Fabrication of Medals, Trophies and Certificates**

Quotations are invited from reputed distributors/vendors for fabrication and supply of following Medals and Trophies **at Foreign Service Institute, Baba Gang Nath Marg (Near Ber Sarai Market), (Opp Kendriya Vidyalaya), New Delhi-110067:**

| Sl No. | Items          | Specification  | Nos.         | Cost | GST (if applicable) | Total cost |
|--------|----------------|--|--------------|------|---------------------|------------|
| 1      | Gold Medal     | Weight: 10 gm gross<br>Carat: 22<br>Diagram: 3 cm<br>Printing: Both side | One<br>(1)   |      |                     |            |
| 2      | Silver Medal   | Weight: 10 gm gross<br>Diagram: 3 cm<br>Printing: Both side              | One<br>(1)   |      |                     |            |
| 3      | Brass Trophies | Size: 12 inch<br>With wooden stand and<br>name plate                     | Three<br>(3) |      |                     |            |

2. Last date of submission of quotation is by **05.04.2019** by **1700 hrs.** Interested vendors may drop their quotations in Tender Box at Foreign Service Institute, Baba Gang Nath Marg (Near Ber Sarai Market), (Opp Kendriya Vidyalaya), New Delhi-110067 dully superscribed as “**Quotation for fabrication of Medals, Trophies**”. Clarification, if any, may be sought from the undersigned during working time. The bids will be opened on **08.4.2019 at 1500 hrs.** The bidders may be present during the opening of bid.

3. The items should be supplied within 7 working days after issuing the Purchase Order. The purchase order will be issued by e-mail. Vendor may also collect the original of Purchase Order from the FSI.

4. No advance payment will be made. Payment will be made within one month after delivery of the items. Payment will be made by ECS only. The vendor shall give his/her bank details for ECS transfer as per attached proforma.

  
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अनिल दत्त रतुड़ी/Anil Dutt Raturi  
अनुभाग अधिकारी (सी)  
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नई दिल्ली/New Delhi

### Details for Payment

|           |                   |           |  |
|-----------|-------------------|-----------|--|
| Type      | <b>Commercial</b> | Name      |  |
| PAN No.   |                   |           |  |
| GST No.   |                   |           |  |
| Add.      |                   | Add 1.    |  |
| City      |                   | Add 2.    |  |
| Country   |                   | State     |  |
| District  |                   | Pin Code  |  |
| Mob. No.  |                   | Phone No. |  |
| E-Mail    |                   | A/c No.   |  |
| Bank Name |                   | IFSC Code |  |