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EMPLOYEES' PROVIDENT FUND ORGANISATION  
Ministry of Labour - Govt. of India  
REGIONAL OFFICE  
LADY DOAK COLLEGE ROAD, CHOKKIKULAM,  
MADURAI - 625 002

No. TN/ RO/ MDU/ F / Printing/ 2011

Date 31.1.2012

By Speed Post

To

Sir,

Sub : Inviting of sealed/ closed quotation for printing of Forms/Registers -  
Regarding.

You are requested to submit your sealed/ closed quotation for the printing of Forms/ Registers in TRILINGUAL and quote the amount in the enclosed list to this office by name to Sri Abhishek Kumar, Regional Provident Fund Commissioner-II with superscription on the cover as "Quotation for printing of Forms/ Registers" on or before 13.02.12 subject to the following conditions :

1. The printing in Trilingual shall be done as per specimen and specifications. All the specimen are readily available in this office.
2. The printing works should be started after the approval of the proof and the total delivery should be made within the time limit allowed by this office. No piecemeal supply is entertained.
3. The printed forms should be delivered to this office at doorstep. The rate quoted by you should be inclusive of paper, boards printing charges, all taxes, delivery charges, freight charges, TDS etc. The rate shall be quoted in the form itself.
4. The printed forms which are not in conformity will be liable for rejection and this office will not take any responsibility for the loss if any consequent on such rejection.
5. Sample paper to be used for printing also should be enclosed with the quotation. Also furnish your tax account No. i.e. PAN. The quotation without PAN will not be considered.
6. This office has full right to reject the whole or part of your quotation without assigning any reason.

Yours faithfully,

Encl: List - 1 No.

(G. PANDIAN)  
ASSISTANT PROVIDENT FUND COMMISSIONER (ADM)

Copy to :- EDP Section for publishing the matter in the website 11/12

PARTICULARS	Quantity Requested	Printing no. of pages	Size & Specifications	Remarks	RATES
Form 5 & 10	50,000	2	A4 Size	white Seshayee	
Damages Statement	30,000	1	Fullscope Horizandle	"	
Form - 12A	60,000	1	A4 Size	"	
No Nominaban	10,000	2	Fullscope	"	
Form 23 forwarding	20,000	4	Fullscope	"	
Broad Sheet	20,000	4	"	"	
P.D. Forwarding (Enferant)	10,000	1	"	"	
7A Adjournment notice	10,000	2	"	"	
Form 9 (50 pages) Books	500	53	printed in Concord paper. A Book Contains 53 pages Bacu de Bacu. Front & Back thick Board wrapped. Binding.		
Form 12A Details (ENF) Annexure - 'A'	10,000	1	fullscope Horizandle	white Seshayee	
Insured Cover 15x37	8,000	2	Front side Black colour Printing - Bacu side Printing in Double colour i.e. Sky Blue and Red (Bacu side matter in 3 messages)		