



Guru Gobind Singh Indraprastha University
Sector 16-C, Dwarka, New Delhi-110 078
(Purchase Branch)

Ph: 011-25302149-150 Email: purchasebranch@ipu.ac.in
Website: www.ipu.ac.in



F.13.6 (1)/ IPU/PUR/UCS/Paper Ream/2024/ 592

Dated: 14.11.2024

NOTICE

Subject: Inviting Quotations for procurement of A4 Size Paper Ream.

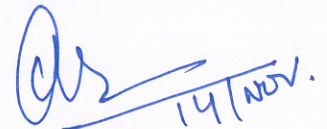
The University is in process of procurement of A4 Size Paper Ream, as per details below:

S. No.	Item Description	Qty.	Rate per Unit (in Rs.)	Total Amount (in Rs.)
i.	Photostat/Computer paper A4 size (210mm x 297mm) 75 GSM reams of 500 sheets net weight 2.34 kg per ream having capacity for double sided copying ream of reputed brand / manufacturer	1000		
GST (as applicable)				
Grand Total (in Rs.)				

The interested bidders are requested to submit the quotation (in sealed envelopes) on the above mentioned format, in the office of undersigned latest by **20th November, 2024 at 2:00 P.M.**

Terms & Conditions:

- i. FOR: Guru Gobind Singh Indraprastha University, Sector-16/C, Dwarka, New Delhi.
- ii. Payment: After satisfactory receipt of the material as per the specification and inspection by the Committee constituted by the Competent Authority, GGSIPU.
- iii. The sealed quotations must be submitted on the Company's letter head stating the amount in figures and words with GST part clearly. Any discrepancy in the same will lead to cancellation of quotation
- iv. Delivery: Within 5 days after issuance of Purchase Order.
- v. The Material along with triplicate copies of Challans, Bills and Purchase Order will be delivered to "In-Charge, University Central Store, Ground Floor, "A" Wing, Administrative Block, GGSIPU, Sector -16-C, Dwarka, New Delhi respectively between **10.00 AM to 04.00 PM.**

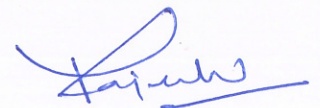

14/NOV.

(Dipin Arora)

Deputy Registrar (Purchase)

To,

In-Charge, UITs with a request to upload on University Website.



(Rajesh Sharma)

Assistant Registrar (Purchase)