



आईएसओ 9001-2015,
आईएसओ 14001-2015 तथा
आईएसपीएस अनुपालक पत्तन



SAGARMALA
PORT-LED PROSPERITY

मुर्गांव पत्तन प्राधिकरण

प्रशासनिक कार्यालय, हेडलैंड, सडा, गोवा- 403804

MORMUGAO PORT AUTHORITY

ADMINISTRATIVE OFFICE: HEADLAND, SADA, GOA 403804

Website: contactus@mptgoa.gov.in www.mptgoa.gov.in



वसुधैव कुटुम्बकम्
ONE EARTH - ONE FAMILY - ONE FUTURE

MM/16/

02.11.2023

To,

Dear Sir,

Sub:- Budgetary quotation

You are requested to kindly furnish your budgetary quotation for the subject items in the following format:-

Code No.	Description	Unit	Qty.	U/Rate (Rs.)	Freight (Rs.)	HSN/ SAC No.	Others (Rs.)	GST (Rs.)
M16200440	Offset Printing and supply of Earned Leave (EL) forms, in the form of pullout type pads. Each pad consisting of 200 sheets, on 68 gsm white paper of size 208 X 290 mm. Printing on both the sides in bilingual as per the specimen.	50 Nos						
M16200590	Printing and supply of Casual Leave (CL) forms, in the form of pullout type pads. Each pad consisting of 200 sheets on 68-70gsm Light Pink colour paper of size 210 X 297 mm. Printing on one side in bilingual as per the specimen.	100 Nos						
M16201300	Offset printing and supply of Gate Pass books for MPA returnable materials, FORM-A, in A-4 size on 57gsm paper in quadruplicate. The original copy on light yellow colour, duplicate copy on light pink colour, triplicate copy on light blue colour and fourth copy on white paper. The matter for printing is attached herewith. Kindly furnish a draft copy for approval before printing the final matter.	10 Nos						
M16201310	Offset printing and supply of Gate pass books for MPA non-returnable materials, FORM -B, in A-4 size on 57gsm paper in duplicate. The original copy on light blue colour, duplicate copy on white colour. The first copy should be perforated at the top. Each book should be supplied in the form of bound books with chart top cover with printing of book number form number and cardboard bottom and consisting of 100 sets i.e. 200 sheets duly numbered with book numbers as well as serial numbers on each set. Printing in Bilingual as per the Specimen.	10 Nos						

M16201320	Offset printing and supply of Gate Pass books for Contractor's materials (without payment of Dock Entry fees), FORM-C, in A-4 size on 57-62gsm paper in triplicate. The original copy on pink colour, duplicate copy on green colour and triplicate copy on white colour paper. The first two copies should be perforated at the top. Each book should be supplied in the form of bound books with chart paper top cover with printing of book number, form number and cardboard bottom, consisting of 100 sets i.e. 300 sheets, duly numbered with book numbers as well as serial numbers on each set. Printing in bi-lingual as per the specimen.	15 Nos					
M16200090	Printing and supply of Log Book Registers for vehicles. Each register consisting of 200 sheets (400 pages) on 12.4 Kgs. ledger paper in size 210 x 340 mm. The register should be centre binding have thick cardboard on both the sides with calicloth. Printing in bilingual as per the specimen.	30 Nos					
M16200100	Printing and supply of Inward Registers consisting of 300 sheets (600 pages) on 70 gsm white paper in size 210 x 340mm. The register should be centre binding with thick cardboard on both the sides with calicloth. Printing in bilingual as per the specimen.	20 Nos					
M16200110	Printing and supply of Out ward registers. Each register consisting of 400 sheets (800 pages) on 57gsm white paper in size 210 X 340 mm. The registers should be center binding with thick card board on both the sides with calicloth. Top cover printing as per sample.	10 Nos					

1. VALIDITY: Your quotation should be valid for 60 days from the date of opening. Confirm acceptance.
2. Kindly mention the HSN/SAC No. at the time of quoting.
3. Kindly submit your budgetary quotation no. **BQ/MM/16/093** on or before due date i.e. on **15.11.2023**.

Thanking you,

Yours faithfully,

Sr. DY. MATERIALS MANAGER