



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



MM/16/

09.03.2023

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.	Nos	50					
M16036170	Supply of Envelopes with polythene layer, reinforced on inside of 14.2 Kgs ledger paper (green) size of envelope 380 X 280mm with multi colour MPA logo. Printing as per instruction in Bilingual.	Nos	200					
M16036150	Printing & supply of Envelopes, strong cloth reinforced, on 10.4 kgs ledger paper (rain proof), of size 420 X 150 mm. Each envelope to be supplied with printing in bilingual as per the specimen.	Nos	175					
M16036160	Supply of envelopes of strong cloth reinforced on 10.4 kgs ledger paper (rain proof) of size 330 x 450mm. Each envelope to be supplied with printing in bilingual as per the specimen.	Nos	300					

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/16/064** on or before due date i.e. **17/03/2023.**

Thanking you,

Yours faithfully,

Sr. DY. MATERIALS MANAGER

MPA Website