



आईएसओ 9001-2015 पत्तन
AN ISO 9001-2015 PORT

MORMUGAO PORT AUTHORITY
MATERIALS MANAGEMENT DIVISION
ENGINEERING (MECHANICAL) DEPARTMENT



MM/BQ/16/037

25.08.2022

Dear Sir,

Sub:- Budgetary quotation

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

Code	Description	Qty.	Basic Rate/unit (Rs.)	Freight/unit (Rs.)	Insurance /unit (Rs.)	GST/unit (Rs.)	FOR Destination Amount/unit (Rs.)	HSN Code
M16200330	Printing and supply of PAR (Performance Appraisal Report) Forms for Class III Employees, in the form of sets consisting of 7 sheets (14 pages) on 90gsm green ledger paper of size 342 x 215mm with pin binding. Printing in bilingual as per attached specimen.	1000 Nos						
M16200410	Printing and supply of PAR (Performance Appraisal Report) Forms for Class IV Employees, in the form of sets consisting of 4 sheets (8 pages) on 90gsm green ledger paper of size 342 x 215mm with pin binding. Printing in bilingual as per attached specimen. Note: 1. All forms printing on both sides. 2. If required you may see the specimen PAR (Performance Appraisal Report) forms from our office.	300 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. MM/BQ/16/037 on or before due date i.e. **09/09/2022.**

Thanking you,
Yours faithfully,

Sr. DY. MATERIALS MANAGER
MPA Website