



नेशनल टेक्सटाइल कारपोरेशन लिमिटेड  
NATIONAL TEXTILE CORPORATION LIMITED

(भारत सरकार का उपक्रम)  
( A Government of India Undertaking )



पश्चिम क्षेत्र कार्यालय: एनटीसी हाउस , 15 एन एम मार्ग, बेलार्ड इस्टेट, मुंबई 400001.  
WESTERN REGION OFFICE: NTC House, 15 N. M. Marg, Ballard Estate, Mumbai 400 001.  
दूरध्वनी / Tel. 022-22686600, फ़ैक्स / Fax- 022-22686631, Email : ntelwr.mumbai@ntcltd.org

NTC(WR)/MM/PRTG/2024/

Date: 21.10.2024

To,

**TENDER NOTICE**

**TENDER DUE ON: 04.11.2024 up to 2.00 PM**

Dear Sir,

**Sub: Tender For Printing & Supply Of Leave Register For HR & Admin Department, NTC WRO.**

National Textile Corporation Ltd. (W.R.), Mumbai is inviting sealed offers from reputed parties for the Printing & Supply of Leave Register For HR & Admin Department, NTC Ltd. (WR). You are requested to kindly quote your lowest offer in the same below given format OR if bidders are fill on their letter head, please do it in same format only and return duly signed & stamp in a sealed envelope on or before 04.11.2024 up to 2.00 PM. at Materials Department., 4<sup>th</sup> floor, NTC House.

Specification / Description given below.

Sr. No	Specifications / Description	Qty.	Rate/ Unit (Rs.)	Amt. (Rs.)
1	Leave Register size 28 ½" x 43 ½", Ledger paper printing in Hindi & English. Hard Board and strong leather Binding 400 folios in each Book with Numbering from 001 to 400 as per specimen. (As per sample)	1		
	GST @ %			
	Total			

**Eligibility Criteria:** Attach Xerox copy of G. S. T. Registration Certificate with tender.

**Delivery:** - Within 10 days from the date of receipt of order.

**Payment Terms:** - 30 days from the date of submission of bills

**Jurisdiction:** All suits or proceedings relating to any dispute or claim arising out of or in course of performance in this contract shall be filed in appropriate court in the State of Maharashtra as case may be.

**The parties who are registered with MSME including SC/ST category will be given preference. The bidder should submit the supporting documents regarding their registration with MSME.**

NTC had reserved the right to accept or reject any or all tenders without assigning any reason.

Thanking you,  
Yours faithfully,  
For NTC Ltd (WR)

(S. U. Satpute)  
Dy. Manager (Matls)

**Signature and seal of the Party.**