



नेशनल टेक्सटाइल कारपोरेशन लिमिटेड  
NATIONAL TEXTILE CORPORATION LIMITED

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



CIN NO.  
U74899DL1968GOI004866

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./2026/

Date.15.04.2026

**TENDER**

To

**TENDER DUE ON 22.04.2026 up to 2.00 PM.**

**Sub.: Printing & supply of staff canteen Lunch, Tea, Coffee coupon & Leave Application form.**

National Textile Corporation Ltd (WR) is inviting sealed Tender from reputed parties for Printing and supply of staff canteen Lunch, Tea and Coffee coupon with NTC LOGO & Leave Application form for NTC WRO (As per sample and specification). The bidders are requested to kindly quote the lowest Rate in the same form OR on their letter head as per our format only and return duly signed & stamp in a sealed envelope on or before 22.04.2026 up to 2.00 PM. at Material Dept., 3<sup>rd</sup> floor, NTC House.

Specification/descriptions given bellow.

Sr. No	Specification / Description:	Qty. (No. of Bks)	Rate per lot (Rs.)
1	Staff canteen <b>Lunch coupon</b> to be printed with NTC LOGO in <b>White colour</b> (containing 20 leaves in each Booklet) with Numbering from Sr. No. 1 to 20 in each page having Booklet Sr. No. 001 to 500 to be printed on Coupon. Printing in Hindi. Size – 2" x 3". <b>(As per Specification/Sample)</b>	500 Books	
2	Staff canteen <b>Tea coupon</b> to be printed with NTC LOGO in <b>Pink colour</b> (containing 20 leaves in each Booklet) with Numbering from Sr. No. 1 to 20 in each page having Booklet Sr. No.001 to 500 to be printed on Coupon. Printing in Hindi. Size – 2" x 3". <b>As per Specification/Sample</b>	500 Books	
3	Staff canteen <b>Coffee coupon</b> to be printed with NTC LOGO in <b>Yellow colour</b> (containing 20 leaves in each Booklet) with Numbering from Sr. No. 1 to 20 in each page having Booklet Sr. No. 001 to 500 to be printed on Coupon. Printing in Hindi. Size – 2" x 3". <b>(As per Specification/Sample)</b>	500 Books	
4	Leave application form size 22 cm x 14.5 cm, 100 sheets each pad (prtg. Bilingual Hindi & English, APS)	10 pads	
<b>G.S.T. @ %</b>			
<b>*Total</b>			

**\*Tender will be finalized on lowest total rate.**

**Eligibility Criteria:** Xerox copy of G. S. T. Registration Certificate to be attached with tender

**Payment terms:** 30 days after submission of GST Tax Invoice Bill.

**Delivery:** Within 15 days from the date of receipt of order, Free Delivery at NTC House, 15 N M Marg, Bellard State, Mumbai-400001.

**Force Major:** Contract is subject to Mumbai jurisdiction.

**The party 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.**

The corporation reserves the right to accept or reject the Tender without assigning any reason.

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

(Material Department)

**Signature and seal of the Party.**

पंजीकृत कार्यालय : कोर 4, स्कोप कॉम्प्लेक्स, 7 लोधी रोड, नई दिल्ली 110 003.  
Registered Office: Core- IV, Scope Complex, 7 Lodhi Road, New Delhi 110 003.  
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