



K.K. Handiqui State Open University

Head Office: Patgaon, Rani, Guwahati - 781017

Advt. No. KKHSOU/D.El.Ed./77/2012/56

Sealed Quotations are invited for Production of DVD with printed cover of KKHSOU Study Materials from government registered DVD/CD Production Centre. The details may be obtained from university website- www.kkhsou.in. Quotation addressed to the Registrar alongwith a demand draft of Rs. 1000/- (non-refundable) drawn in favour of KKHSOU payable at Guwahati should reach the University office on or before 31st August, 2017.

The quotation(s) will be opened on 03.09.2017 at 11.00 AM at University's Head Office, Patgaon, Rani, Guwahati - 781017.

**Sd/-
Registrar**

Quotation form for production of DVD

1. Name of the Firm/Production Centre :
2. Status of the Firm/Production Centre : Proprietorship/Partnership/Company/Any other (to be specified)
3. Trade License/Registration Number :
4. DD empanelled No :
5. PAN Number :
6. TIN Number :
7. GST Registration No. :
8. Income/Sale Tax Clearance Certificate (to be enclosed)
9. Work experience certificate/work order copy for execution of such work from any reputed/recognized organization

(Self attested copies of the document in support of Sl. 1 to 9 enclosed)

10. Details of the DVD [for 15,000 (2.86 MB) + 15,000 (2.76 MB) = 30,000 nos. approx.]
11. Rate in details including tax as follows :

Sl. No.	Item	Rate
1	Printing of hard cover without plastic cover (sample may be obtained from office)	
2	Designing of the cover	
3	Printing of the cover	
4	Printing of the sticker	
5	Rate of DVDs (Moser Bear or Sony)	
6	Plastic Cover for DVD	
7	Pasting of labels and final packaging	

Total Rs.

In words – (Rupees)

12. Payment terms and condition of the KKHSOU will be accepted :

Date :

(Authorized Signatory with seal)

Full name :