



## EMPLOYEES' PROVIDENT FUND ORGANISATION

(MINISTRY OF LABOUR & EMPLOYMENT, GOVT. OF INDIA)

SUB REGIONAL OFFICE, BHAVISHYANIDHI BHAVAN

P.B.NO:1806, ERANHIPALAM.P.O., KOZHIKODE - 673 006.

Phone No: 2361293, 2767893, 2368193 Fax: 2768850

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No. KR/KK/Adm. I(5)/2014/

Dated: 21-05-2013

To

M/s KSCCF Ltd; Consumerfed, Chowannur, Kunnamkulam, 680 503

M/s Super Computer Forms, Dream and Building, Kaloor Road, Kozhikode 673 007

M/s Victory Computer Forms, 1/281-A, P.B # 50, Kunnamkulam 680 503.

M/s Castle Paper Products, West Hill, Kozhikode.

M/s Compuland, A5, Noor Complex, Mavoor Road, Kozhikode

M/s Compuworld, Hi-bon Plaza, Opp. New Bus stand, Mavoor Road, Kozhikode.

M/s LT Cartridge, Shop No. 17, Gr. Floor, Podar Chamber, Store Lane, B/H RBI, Fort, Mumbai - 400 001.

Sub: Quotation for supply of Computer Continuous pre-print papers  
for the financial year 2014-15 - reg.

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Sir,

With reference to the above, please quote your unit rate for the list of Computer Continuous pre-print papers / Computer Stationery for the use of this office for the financial year 2014-15 details of which are enclosed in the list. The terms and conditions are as follows:

### TERMS AND CONDITIONS:-

1. The items are to be printed as per the samples attached in the quotation and supplied as per the requirement of this office
2. Proof for scrutiny shall be forwarded to this office in duplicate and printing started after approval of the proof and revised proof should be sent, if necessary.
3. The rates quoted should be **inclusive of all taxes and delivery charges** as applicable under the Law(s)
4. Quotations should not have any over writing/corrections etc., on the rate quoted.
5. If rates being accepted, it shall remain the same through out the year 2014-15.
6. Items have to be supplied to the Stationery section at the first floor of this office situated at Eranhpalam, Kozhikode -6 at the cost of the supplier.
7. Payment shall be made only after receipt of the items in full quantity as ordered and in good condition as per the specification.
8. The quotation will be finalized, based on item-wise comparison.
9. Your quotation shall be accompanied with the **samples of the paper and EMD for an amount of Rs.2500/-** in the form of Demand Draft drawn in favour of Regional Provident Fund Commissioner, Kozhikode and shall be submitted in a **sealed cover duly superscribing 'QUOTATION FOR SUPPLY OF COMPUTER STATIONERY / CONTINUOUS PRE PRINT PAPERS'** and address the cover to 'THE REGIONAL P F COMMISSIONER. The last date for submission of the quotation is **04<sup>th</sup> JUNE, 2014** before 5.00 pm.
10. Quotations in **unsealed cover**, without paper sample and EMD will be summarily rejected.
11. The undersigned reserves the right to accept or reject any or all the quotations without assigning any reasons thereof.
12. In case of breach of any of the aforesaid terms and conditions, the EMD shall be forfeited.

Yours faithfully,

Encl: Items list.

( C SOMAN )

ASSISTANT P. F. COMMISSIONER

