



**Office of International Relations
Indian Institute of Technology
Kharagpur-721302**

Ref. No. 1911/2023/OIR

Date: 26.06.2023

Sub: Request to approve the procurement of MoU Folders

For the record keeping purpose of original copies of MoUs at the Office of International Relations, the customized folders are required.

The estimated budget for 200 pieces of folders is INR 20160. Attached is the price quotation.

Submitted for consideration and approval please.

Associate Dean, IR and Ranking

Dean, Outreach and AA

MOU ENTERPRISE

All kinds of Selfink Stamp, Gift & Promotionals and General Order Supplier

Kushberia, Uluberia, Howrah-711316

Mobile : 8420050916, 9433236188 (W)

Email : mouenterprise55@yahoo.com

PAN No.: AMTPD2667F

GSTIN : 19AMTPD2667F1ZQ

IIT Vendor Code : V/2016/578

QUOTATION

Ref. No. ME/2023-2024/

Your Enq No. VERBAL

Date : 22/06/23

Dated :

To
Associate Dean IR
IIT Kharagpur

With reference to the above enquiry, are submitting our quotation as under-

1) MOU FOLDER	Qty 200 P4	Rate @ 100.80/- including G.S.T 12%.
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Terms and Condition

1. Validity.....60.....Days

2. Delivery.....10.....Days

3. Payment.....20.....Days

4. GST Extra.....12%.....

Bafan Dhar
Yours Faithfully

For MOU ENTERPRISE