



**NOTICE INVITING QUOTATIONS**

विदेश सेवा संस्थान  
विदेश मंत्रालय, नई दिल्ली  
FOREIGN SERVICE INSTITUTE  
MINISTRY OF EXTERNAL AFFAIRS  
NEW DELHI

No.Q/FSI-OT/580/07/2017

09.08.2017

**Subject: Supply of Conference/seminar leatherite 68 bags with FSI logo at Foreign Service Institute**

Quotations are invited from reputed distributors/vendors for supply of the following item at Foreign Service Institute, Baba Gang Nath Marg (Near Ber Sarai Market), (Opp Kendriya Vidyalaya), New Delhi-110067:

| Sl No. | Items                                                                                                       | Nos. | Unit Price (Rs) | GST (if applicable) | Total Price |
|--------|-------------------------------------------------------------------------------------------------------------|------|-----------------|---------------------|-------------|
| 1      | Conference/seminar Leatherite bags with FSI logo<br><br>(size 45"x35" and leatherite handle & hanging belt) | 68   |                 |                     |             |

2. Last date of submission of quotation is 14.08.2017 by 1400 hrs. Interested vendors may drop their quotations in Tender Box at Foreign Service Institute, Baba Gang Nath Marg (Near Ber Sarai Market), (Opp Kendriya Vidyalaya), New Delhi-110067 dully superscribed as "*Quotation for supply of Conference/seminar leatherite 68 bags with FSI logo*" or send by e-mail.

3. The items should be supplied within 2 working days after issuing the Purchase Order. The purchase order will be issued by e-mail. Vendors may also collect the original Purchase Order from FSI. Sample of the bag is available with SO(OT), FSI.

4. If vendor would not complete the job within the time limit, FSI will not make the payment. FSI may take necessary action to black list the vendor, in case vendor is not able to complete the work in time. They may be debarred for any work at FSI in future.

4. No advance payment will be made. Payment will be made within one month after delivery of the items. Payment will be made by ECS only. The vendor shall give his bank details for ECS transfer.

अनिल दत्त रतुरी/Anil Dutt Raturi

अनुभाग अधिकारी (एफएसआइ ओटी)

Section Officer (FSI-OT)

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