

**GOVERNMENT OF PUDUCHERRY**  
**DEPARTMENT OF SCIENCE TECHNOLOGY AND ENVIRONMENT**  
**PUDUCHERRY CLIMATE CHANGE CELL**  
**3<sup>rd</sup> Floor, PHB Building, Anna Nagar, Puducherry – 605 005.**  
**Telephone: (0413) 2201256; Telefax: (0413) 2203494.**

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Puducherry, the

**8 MAR 2024**

**NOTICE INVITING QUOTATION**

Department of Science, Technology & Environment, invites quotation from qualified firms for printing and supply of “Pocket Folders and Posters” for the use of Puducherry Climate Change Cell as per the specifications detailed below:

**Pocket Folder:**

- i) Description: Presentation folder with single pocket on the inside.
- ii) Quantity:
  - A4 Size Folder (32 x 24 cm) : 1000 Nos.
  - Legal Size Folder (38 x 24 cm) : 1000 Nos.
- iii) Material : 300 GSM Art Board.
- iv) Colour : Multicolour (Three sides)  
(As per design provided)
- v) Finishing : Perfect binding

**Awareness Poster:**


- i) Quantity : 1000 Nos.
- ii) Size : A4 size pamphlet
- iii) Material : 170 GSM Art Paper
- iv) Colour : Multicolour (double side)  
(As per design provided)

**TERMS AND CONDITIONS**

- 1) The materials should be supplied within 7 days after the issue of the work order.
- 2) The quotation shall remain valid for 30 days from the last date of submission.
- 3) Payment shall be made within 15 days after the supply of the materials in good condition.
- 4) The quotation should include the charges for GST.

Interested firms may submit their quotations with the cover superscribed as “Quotation for printing Pocket Folders and Posters.” The submissions should reach the address below on or before 13.03.2024, Wednesday, 5:30 P.M.

**The Director,**  
**Department of Science Technology and Environment**  
**3rd Floor, PHB Building,**  
**Anna Nagar, Puducherry -605 005.**

  
**YASAM LAKSHMI NARAYANA REDDY**  
**DIRECTOR / STATE NODAL PERSON**