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# कोचिन पोर्ट ट्रस्ट COCHIN PORT TRUST

Willington Island, Cochin - 682 009  
Phone: +91 (484) 2666412, 2582100  
Fax: +91 (484) 2668163/2666512  
e-mail: secretary@cochinport.gov.in  
www.cochinport.gov.in



No.D8/Memento/2021- S

Date: 30.07.2021

## QUOTATION FOR SUPPLY OF MEMENTOS

Sir,

Quotation is invited for supply of 160 Numbers of memento to Cochin Port Trust. The quotation is valid from the month of August, 2021 to March, 2023. The sample of the memento is available with the office of Dy Secretary, CoPT. The terms and conditions of the quotation are enumerated below:

Sl. No	Item & Measurement	Approximate No. of Mementos required.	No. of Memento Required approximately	Rate quoted in Rs. ..for per piece only
1.	12 inch x 10 inch MDF Wood (Brown color finish) in 15mm thick with 10 inch x 8 inch Golden foil with multi-colour print and thick lamination.	For the Year 2021-2022 from August, 2021 till March, 2023.	160 Nos	
2.	14 inch x 12 inch MDF Wood (Brown color finish) in 15mm thick with 12 inch x 10 inch Golden foil with multi-colour print and thick lamination.	2022-2023	as per requirement	

### Conditions:

1. Quotation is due for opening 06.08.2021.
2. Quotation in sealed cover should reach to the Secretary, CoPT on or before 06.08.2021 at 2.30 PM
3. Quotation will be opened at 3.00 PM on 06.08.2021 in presence of bidders if any.
4. Rates quoted should be strictly as per unit specified.
5. Taxes, duties, surcharges etc should be shown separately.
6. Mementoes should be delivered to the concerned office in CoPT on or before 25<sup>th</sup> of every month, if in case 25<sup>th</sup> of the month is a holiday, the items should be delivered in the next working day.
7. The text as supplied by CoPT shall be printed on the memento.
8. The offer should be valid up to March, 2023 from the date of opening of Quotation.
8. Cochin Port Trust reserves the right to reject part or whole of the quotation without assigning any reason.
9. Bills will be processed for payment only after acceptance of mementoes by CoPT every month.
10. In case of defects, spelling mistakes in the text of memento, if any noted on supply, the memento would be rejected by Cochin Port Trust and the bidder is responsible to deliver a fresh memento in place of rejected one.

Yours faithfully,

Secretary  
30/7/21