



## BHARATIYA VIDYA BHAVAN'S MEHTA VIDYALAYA

HATHI SADAN, COPERNICUS LANE, KASTURBA GANDHI MARG, NEW DELHI-110001

School ID. – 2026130, CBSE Affiliation No. – 2730011

BVB /MV/Folder/2025

Dt:.....

### **Subject: Invitation to Submit Sealed Quotation for making Folders.**

Dear Sir/Madam,

We are pleased to invite your esteemed company to submit a sealed quotation for making one fold Folders as per the specifications given below. (Similar folder/sample can be collected from School Office for reference)

#### **Specifications:**

1. One fold Folder with Printing on front & Back + 1 side inside printing and single pocket.
2. No of folders : 650
3. Height : 33cm
4. Width :24cm
5. Paper :350 GSM glossy
6. Paper Quality : SBS WHITE BACK

Please submit your quotation in a sealed envelope clearly marked "*Quotation for Folder*" by 10 Feb 2025. Quotations should be sent to the Principal Mehta Vidyalaya, Kasturba Gandhi Marg, New Delhi-110001.

We look forward to receiving your quotation and working with you on this project. Should you have any questions or need further information, please do not hesitate to contact us.

Thank you,

Yours Sincerely,  
Dr. Anju Tandon  
Principal