

No.17-1/2020-Library  
Government of India  
**National Centre for Disease Control**  
(Directorate General of Health Services)  
22, Sham Nath Marg, Delhi-110054.

Dated the,

M/s. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Sub: Quotation for Supply of Newspapers and Magazines for the year of 2020-21 – reg.**

Dear Sir,

Please let this office know if you can supply the enclosed list of **Newspapers and Magazines** for the year 2020-21. If so, please fill the enclosed format and quote maximum discount on the Newspaper/Magazine's price, as per the enclosed list. The quotation, which could remain valid for at least 3 months may be sent in duly wax, sealed cover and prominently subscribed "**Quotation for supply of Newspapers/Magazines for the year 2020-21**".

Quotation should be addressed to **The Director, NCDC, 22-Sham Nath Marg, Delhi-110 054** and should reach this library on or **before 16.03.2020** up to **02.30 PM**.

Before dropping the quotation in tender box, an entry should be made by the firm in the register kept with AL&I.O, Library. It is the responsibility of the firm to ensure timely delivery of quotation. Late receipt of tenders by hand or by courier or by any means will not be entertained. The terms and conditions of the quotation are as under:-

**Terms & conditions for supply of Newspapers/Magazines:-**

1.	All Magazines & Newspapers should reach on time in the NCDC Library without any additional charges.
2.	Firm should confirm in writing that they will be supplying all Newspapers/Magazines for the year 2020-21.
3.	Firm should confirm in writing that they will be producing the bill every month.
4.	Firm should also confirm that they have not quoted anything lower than this to any other institute.

Encl: 1. Format for Quotation  
2. List of Newspapers/Magazines

Yours sincerely,

( **P. S. Hada** )  
Asstt. Library & Information Officer  
For Director

**FORMAT OF QUOTATION FOR THE SUPPLY OF**  
**NEWSPAPERS & MAGAZINES**

Name & Address of Firm: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sir,

I have read your terms and conditions and we quote our rates for the supply of Newspapers (Hindi/English) and Magazines (Hindi/English) for the year 2019-20, as under:-

1. No. of Newspapers: 45 (Hindi /English) : Discount:\_\_\_\_\_

2. No. of Magazines: 32 (Hindi/ English) : Discount:\_\_\_\_\_

3. Proof of identity\_\_\_\_\_ PAN No.:\_\_\_\_\_

Yours faithfully,

Place:\_\_\_\_\_

Signature:\_\_\_\_\_

Name:\_\_\_\_\_

Date\_\_\_\_\_

Rubber Stamp/Seal of the firm

**List "A" : List of Newspaper**

S. No.	Newspapers Hindi & English	No. of copies
1	Hindustan Times	2
2	Indian Express	2
3	Times of India	3
4	Statesman	2
5	Hindu	3
6	Asian Age	2
7	Economic Times	3
8	Mail Today	1
9	Tribune	1
10	Pioneer	1
11	Mid day	1
12	Business Line	1
13	The Telegraph	1
14	Jansatta (H)	2
<u>15</u>	Hindustan (H)	3
<u>16</u>	Navbharat Times (H)	3
<u>17</u>	Rastriya Sahara (H)	2
<u>18</u>	Rajasthan Patrika (H)	2
<u>19</u>	Amar Ujjala (H)	2
20	Dainik Jagran (H)	2
21	Punjab Kesari (H)	2
22	Dainik Bhaskar (H)	2
23	Hari Bhumi(H)	1
24	Veer Arjun(H)	1
	<b>Total</b>	<b>46</b>

**List B : List of Magazines**

<b>S. No</b>	<b>Magazine Hindi &amp; English</b>	<b>No. of copies</b>
1.	Health	1
2.	Frontline (E)	1
3.	India Today (E)	1
4.	Newsweek (E)	1
5.	Out Look (E)	1
6.	Champak	1
7.	Partiyogita Darpan (E)	1
8.	Competition Success Review (E)	1
9.	Readers Digest (E)	1
10.	Science Reporter (E)	1
11.	Swamy's News	1
12.	Time	1
13.	Yojna (E)	1
14.	The Week	1
15.	National Geographic (E)	1
16.	Famina (E)	1
17.	Woman's Era (E)	1
18.	G.K. Today (E)	1
19.	Kurukshetra	1
20.	Down to Earth (E)	1
21.	Employment Newspaper	1
22.	Rojgaar Samachar	1
23.	Grah Sobha (H)	1
24.	Meri Sehali (H)	1
25.	Kadimbani (H)	1
26.	Jagran Sakhi (H)	1
27.	Nandan (H)	1
28.	Nirog Dham (H)	1
29.	Sarita (H)	1
30.	Aajkal(H)	1
31.	Bal Bharti(H)	1
32.	Economic & Political Weekly	1
	<b>Total :</b>	<b>32</b>