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## **MOTILAL NEHRU COLLEGE (Evening) (UNIVERSITY OF DELHI)**

Benito Juarez Road, New Delhi-110021

REF. NO.MLN/EVE/2019-20/

Dated:-12-03-2020

### **NOTICE INVITING QUOTATIONS**

Please refer to our earlier Notice dated 06-02-2020 Sealed quotations are invited for the printing of College Stationery:-

S.No.	Name of items	Required
1	Attendance Register Non-Teaching Staff	10 Nos
2	Leave Application Form	80 Pad (100 forms in each pad)
3	Joining Report	15 Pad (100 forms in each pad)
4	Security Refund Form	25 Pad (100 forms in each pad)
5	Salary Register	8
6	Conveyance Form	10 (100 forms in each pad)
7	Stock Register	8
8	Students Union Prize Certificate	100
9	Academic Prize Certificate	500
10	Cultural/Extra Cultural Prize Certificate	500
11	Leave Register	10
12	P.F. Register	5
13	Pension Register	5
14	Medical Register	2
15	Note Sheet Pad (Green)	20(100 sheet in each pad)
16	Service Book (Teaching & Non-Teaching Staff)	50
17	No Dues Form	50 Pad (100 forms in each pad)

The specimen of the above items may be seen in the College between 04:00 P.M. and 06:00 P.M. on any working day. The last date of submission of quotation has been extended upto 19-03-2020.

Yours faithfully,

(Dr. Vichitra)  
Oftg. Principal