

2
GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF HINDU RELIGIOUS INSTITUTIONS
OFFICE OF THE EXECUTIVE OFFICER
SRI DHARBARANYESWARA SWAMY DEVASTHANAM
THIRUNALLAR

No: EO(T)/SDSD/TNR/2025/ **786**

Date:18.12.2025

QUOTATION NOTICE

Sub: SDSD – Thirunallaru – 2026 - Printing of Sanipeyarchi festival invitation,
Door Slip & Wall Poster - Quotation Called for – Regarding.

Sealed quotations are invited from the reputed printers to print and supply the following “**SANIPEYARCHI FESTIVAL - 2026**” materials such as invitation, Door Slip & Wall Poster. Quotations should reach this office on or before 29.12.2025 at 4.00 PM. The printers are requested to enclose the Demand draft of Rs.20,000/- (Rupees Twenty thousand only) as EMD obtained from the bank in the Karaikal region in favour of the Executive Officer (Temples), Sri Dharbaranyeswara Swamy Devasthanam, Thirunallar along with their quotation.

Sl.No	Details of Printing Items	Requirements
1	Sanipeyarchi Invitation (4-Colour) – Tamil 12” X 18 “ – 170 GSM Art Paper	2500 (Two Thousand Five Hundred)
2	Sanipeyarchi Invitation (4-Colour) – English 11” X 8 ½” – 170 GSM Art Paper	2000 (Two thousand)
3	Door Slip (Florescent) English Sticker Type 13” X 6 ½”	1000 (One Thousand)
4	Door Slip (Florescent)– Tamil Sticker Type 13” X 6 ½”	1000 (One Thousand)
5	Wall Poster – English (Size 30” X 40”) – 100 GSM Art Paper (4-Colour)	1000 (One Thousand)
6	Wall Poster – Tamil (Size 30” X 40”) – 100 GSM Art Paper (4-Colour)	1000 (One Thousand)
7	Sanipeyarchi Special Pooja Notice (Single Colour) – Tamil & English (Front & Back Side - 80 GSM) A4 Paper	50000 (Fifty Thousand)
8.	6’x 4’ –Size Flex Banner with Wood Frame	25 Nos.

The quotations shall be opened by the undersigned at **4.30 PM on 29.12.2025** in the Chamber of the undersigned. Further, details in this regard can be had from this office during office hours. Tenderers may contact this office in person for sample materials.

Term and Conditions:

1. Validity: Your offer should be valid for 90 days from the date of your quotations.
2. Payment: Payment will be made on first and final bill basis.
3. The Rate quoted should be firm and inclusive of freight, insurance, GST (all charges), etc., and no change in rate will be accepted by this department after placing the order.
4. The printed items shall be supplied within 10 days from the date of issue of work order.
5. The details of GST registration number shall be provided in the offer failing which the quotation would not be accepted.
6. The quotation received after the last date and time and not in proper format will be rejected.
7. After receiving the work order, if the tenderer fails to supply the materials, he is liable to loose the EMD amount.
8. Quotation which is not received in sealed cover and not complying with the above instructions are liable to be rejected.
9. The Executive Officer (Temples) reserves the right to reject any or all the quotations without assigning any reasons therefore.


EXECUTIVE OFFICER (TEMPLES)