

Sir,

**Sub: extension of quotation for cloth envelope cover for A&A Certificate**

The National Assessment and Accreditation Council (NAAC) is an autonomous organisation, established by the University Grants Commission (UGC), with its headquarters in Bangalore. We have the printing work with following specifications:

**Job Name : Cloth Envelope Cover for A&A Certificates**

Size : 14 X 16 inches  
Quantity : 1000 copies  
Printing : Screen printing  
Finishing : Centre Creasing. The cloth envelope cover has to be packed properly in 50 Numbers each packet in card board box.

*(The sample is available at NAAC office)*

Tax should be mentioned separately. TDS will be deducted as per GOI rules. The last date to submit to your quotation is **19<sup>th</sup> December 2022**. The sealed envelope should be sent through post/courier or by hand and Quotation should be super scribed by the job name, reference number and the last date for submission of Quotation.

Thanking You

Yours sincerely,



*Administrative officer*

ಆಡಳಿತಾಧಿಕಾರಿ, ನಾಕ್, ಬೆಂಗಳೂರು  
प्रशासनिक अधिकारी, नैक, बेंगलूरु  
**Administrative Officer**  
National Assessment and Accreditation Council,  
(NAAC), Bengaluru