



DELHI INSTITUTE OF HERITAGE RESEARCH & MANAGEMENT

(GOVT. OF NCT OF DELHI)

(Affiliated to GGS Indraprastha University)

18-A, SATSANG VIHAR MARG, QUTUB INSTITUTIONAL AREA, NEW DELHI - 110067

Phones : (11) 26567324, 26567326, E-mail: dihrm@bol.net.in

Dr. R.K.Trivedi
(Project Incharge)

Ref.- F.8(III)/Workshop-SW/2018/86-88
Date: 10.07.2018

To,

M/s

Sub: Quotation for Archival binding reg.

Sir,

I am directed to communicate that institute intends to require archival binding of restored documents with the following specification.

1. Size – A/3 with up to 500 pages with acid free get in paper.
2. Rounding of spine with end on paper.
3. Golden embossing head and spine.

You are requested to please furnish a rate quotation for the same to Director Delhi Institute of Heritage research and Management and reach within 10 days from date of issue of this letter in sealed envelope.

No convenience, labour charges etc, will be borne by the institute.

Your faithfully

S/d-

(Dr. R.K. Trivedi)

Copy to:

1. Director for information
2. HOD
3. Registrar
4. Guard file