Prime Ministers Museum & Library (PMML)
Teen Murti House
New Delhi – 110011

No.: F/PMML/The Archives/2026-2027/000012
Date: 23/06/2026

Subject: Notice Inviting Quotation (NIQ) for procurement of archival boxes for The Archives, PMML

Sealed quotations are invited from eligible and reputed manufacturers/suppliers for the **procurement of archival boxes for The Archives, PMML,** complete in all respects at the premises of **Prime Ministers Museum & Library (PMML), New Delhi**, as per the specifications mentioned.

1. **Scope of Work/supply:** Procurement of archival boxes for The Archives, PMML

2. **Specifications:**

   Archival Boxes (Corrugated Boxes)

   Dimensions: - approximately 125 mm × 258 mm × 382 mm.

3. **Quantity: 5000 no.**

4. Terms & Conditions:

1. The rate quoted should be inclusive of all taxes, duties, loading/unloading, transportation and installation at site. The material supplied should be brand new and conform to the specifications mentioned. The bidder should be a manufacturer or an authorized dealer/supplier. Documentary proof in this regard must be enclosed with the quotation.

2. Quotations must be duly signed and stamped by the bidder. Photocopy, unsigned quotations will not be considered.

3. Unrealistic, incomplete, vague or conditional quotations shall be liable to rejection.

4. **Delivery Period: The selected bidder shall submit one sample of the archival box for inspection and approval by the concerned Section within the stipulated time. The bulk supply shall commence only after approval of the sample by the concerned Section.**

5. The Competent Authority reserves the right to accept or reject any or all quotations without assigning any reason.

6. Payment shall be released only after satisfactory supply, installation and submission of pre-receipted bill in duplicate.

5. Submission of Quotation:

The quotation in a sealed envelope superscribed as: **"Quotation for Procurement of archival boxes for, The Archives, PMML**" should be submitted at:

Reception Counter
Prime Ministers Museum & Library (PMML)
Teen Murti House
New Delhi – 11 0011

on or before **30/06/2026** at **11:00 AM.**

FORMAT FOR QUOTATION

S.No.	Specification	Qty	Rate	Amount
1.	**Archival Boxes (Corrugated Boxes)** Dimensions: - approximately 125 mm × 258 mm × 382 mm.	5000		
	Total			
	Add GST@18%			
	Grand Total and Rounded off			

Seal and Signed

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