



IISJ/ADMIN/RFQ_ALL/Certificates_090926/039/2026-27

09/09/2026

Letter of Enquiry - Printing of Certificates for Academic Year 2026-27

We would like to request you to send us the quotation for printing of following Certificates for school academic Year 2026-27 as specified in table below,

Please quote the competing price and delivery time for the following as per the samples attached. Vendor to bring draft copies for school approval as and when required.

Sl no	Description of Materials	Quantity (pcs)
1	CCA Merit Certificates 4 Color, 300 gsm, A4 Size, Glossy	11,000
2	Islamic Studies/Moral Science Certificates 4 Color, 300 gsm, A4 Size, Glossy	500
3	A1/A+ Certificates 4 Color, 300 gsm, A4 Size, Glossy	5000
4	Sports Certificates 4 Color, 300 gsm, A4 Size, Glossy	1500
5	Workshop Participation Certificate 4 Color, 300 gsm, A4 Size, Glossy	500
6	100% Attendance Certificates for Students 4 Color, 300 gsm, A4 Size, Glossy	1,470
7	CCA Non-Competitive Certificate for KG & JPS 4 Color, 300 gsm, A4 Size, Glossy	2,500
8	CCA Participation Certificate 4 Color, 300 gsm, A4 Size, Glossy	600
9	Foundation Day Certificate for Students 4 Color, 300 gsm, A4 Size, Glossy	500
10	Foundation Day Certificate for Teachers 4 Color, 300 gsm, A4 Size, Glossy	150
11	Common Certificate for Teachers 4 Color, 300gsm, A4 Size Glossy	300
12	Common Certificate for Students 4 Color, 300gsm, A4 Size Glossy	800





13	Certificate of Appreciation 4 Color,300 gsm,A4 Size Glossy	200
14	Talent Test Certificate 4 Color,300gsm.A4 Size Glossy	400
15	Best Class Teacher 4 Color,300 gsm,A4 Size Glossy	50
16	Best Class Award 4 Color,300 gsm, A4 Size, Glossy	50

Notes:

1. Sealed and closed quotation should reach to the administration section during office hours (07:30am to 02:00pm) on or before **Thursday, 17th September 2026**.

2. Quotation should be addressed in the name of Principal IIS Jubail clearly superscribing on the envelope **"QUOTATION FOR PRINTING OF CERTIFICATES – YEAR 2026-27"**

3. For more details and any clarification please contact, Tel – 013 362 4130 Ext-242/226 or Email: adminofficer@iisjubail.org or procurementassistant@iisjubail.org.

Thanks & regards

Rela/26

Admin Officer (Interim)
 IIS Jubail, KSA

