

Maharshi Valmiki College of Education
(University of Delhi)
Geeta Colony, Delhi 110 031

NOTICE INVITING QUOTATIONS FOR COLLEGE MAGAZINE SANCHETNA

The College intends to get printing work of College magazine '**SANCHETNA**' 2015-16 and request you to forward the rates as per the description given below. The Content is ready with type setting work in PDF format. The sealed quotation superscripted as "**Quotation for printing of College Magazine**" on top of the envelop must reach the College office latest by **08-05-2017**(before 1: PM). Quotations received after due date and time will not be accepted:

Sl. No.	Item	Description
1	Paper Size	A4
2	No. of Pages in one magazine	Total-104(Colour- 14, B/W- 90, including cover pages)
3	Printing Type	Offset/Digital(4 colour and black and white)
4	Paper Quality	300gsm art paper(cover) and 100/120 gsm (inside)
5	Languages	English, Hindi and Punjabi
6	Binding	Perfect
7	No. of copies	300 copies of the magazine to be printed

Terms and condition:

While submitting the quotations following terms and conditions are required to be followed:

1. The firm's profile with details and duly signed.
2. The rate should inclusive of all taxes.
3. The firms should have valid PAN & VAT / Central Sales tax, Service tax Registration Number.
4. The firms must provide experience certificates/work order along with proof.
5. The firm must provide its Bank Details for online payment along with proof duly signed by Authorized Representative.
6. The payment will be made to the firm at any Bank Account maintained in India by way of NEFT/RTGS/DD after deducting the TDS as applicable.
7. Payment will only be made after successful delivery at college within stipulated time.
8. Late submission of tenders will not be accepted. Tenders by "Telex/Telegram/Fax/E-mail" will not be accepted. Tenders may be submitted by Registered Post, by Hand in Person or by Courier at the college address.
9. The tender is not transferable.
10. The courts at Delhi alone shall have jurisdiction in any matter arising out of or relating to this quotation.
11. The decision of the college shall be final and binding on the vendor.

Yours Sincerely,

(Dr. PK Sharma)
Officiating Principal