



Delhi College of Arts & Commerce

(University of Delhi)

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Ref. No. DCAC/2018/29

April 09, 2018
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TENDER NOTICE

The College intends to invite sealed tender for printing and supply of College Magazine-2017-2018

S.No	DESCRIPTION OF MATERIAL	QUANTITY
1	Printing and supply of College Magazine consisting of around 100 normal pages and 12 colored pages, cover pages extra	2500 Nos.

While quoting the rates, vendors are required to comply with the following and quote the rates accordingly:

1. Vendors are requested to inspect the sample of College Magazine in office on any Working days from 10.00 a.m to 4.00 p.m.
2. The number of coloured and black & white page (s) may be increased or decreased.
3. Cost of extra pages to be separately mentioned for black & white and colour pages.
4. Please note that cost of GST/TAX, if any, must be included in the cost.
5. Mentioning of TIN/TAN/PAN No. as applicable must be quoted as per Government Policy.
6. An earnest money of Rs. 5000/- will have to be deposited with the College by the Printer after the approval of the tender/quotations and before the issue of supply order, which will be refunded after the completion of satisfactory work.
7. The successful vendor must have to get approved the sample of College Magazine before final printing of the same. The final blue-print will be provided to College in Soft copy as well.
8. If at any stage, it is found that the material used to print the College Magazine of the final product is not according to the sample shown to you or as per the direction of the Magazine Committee/the Principal may impose a fine on the firm and /or payment may be withhold fully or partly and/or order may be treated as cancelled. The decision of the Principal/Magazine Committee in this regard shall be binding on the firm, depending upon the circumstances.
9. The Principal reserves the right to reject some or all the quotation, without assigning any reason thereof.

The quotation duly sealed and super scribed, "Quotation for College Magazine must reach in the College on or before 30th April, 2018 upto 4.00 p.m by Speed Post/Courier only.


(Dr. Rajiv Chopra)
OSD-Principal