

MOTILAL NEHRU COLLEGE
ANNUAL REPORT AND MAGAZINE COMMITTEE

TENDER NOTICE (2017-18)

Sealed quotations are invited for the printing of college Magazine "NAVAAGAT" and Annual Report as per details given below. The quotations must reach the college latest by 3rd January, 2018 along with a copy of PAN/TAN & GST number of the concerned firm. The envelope containing the quotation should be superscribed with "Quotation for Annual Report and Magazine". Also send one sample of cover page for magazine and annual report.

The quotations will be opened on 4th January, 2018 at 12.00 Noon in the Principal's Room.

I.	Nature of Work	:	Printing of Magazine with Layout-design
	Approximate number of Copies	:	1000
	Size	:	20cm x 26cm
	Approximate number of pages per copy	:	100
	1. Cover Page	:	Four colour printing in 300 gsm Sinner mass paper with Lamination(Matt Finish)
	2. Inner Page	:	Four colour printing on 130 gsm Sinner mass paper
	3. Binding	:	Perfect Binding with Stitching

Note: The rates for items at 1,2 and 3 must be specified separately.

II.	Nature of Work	:	Printing of Annual Report
	Approximate number of Copies	:	500
	Size	:	18cm x 24cm
	Approximate number of pages per copy	:	40
	A. Cover Page	:	Two colour printing in 300 gsm Sinner mass paper with lamination
	B. Inner Page	:	Two colour printing on 130 gsm Sinner mass paper
	C. Binding	:	Central Stitching

Note: The rates for items at A, B and C must be specified separately.

III.	Matter	:	In Hard Copy
IV.	Time Allotted	:	10 days after the Approval

The Annual Report is to be printed in both English and Hindi versions.

Soft Copy of Magazine as well as Annual Report has to be provided for the purpose of uploading on the College Website.

For any further clarification you may contact the Convener (Mobile: 9818002596)

Ritika Thuria
(RITU KATHURIA)
Convener


PRINCIPAL