



SRI GURU NANAK DEV KHALSA COLLEGE

(UNIVERSITY OF DELHI)

NAAC Accredited B++

DEV NAGAR, NEW DELHI-110 005

Celebrating 550th Birth Anniversary of Sri Guru Nanak Dev Ji

Dated: _____

Ref. No.: _____

Quotation Invitation Notice for printing of College Journal

Sealed Quotations are invited from experienced printers for the printing of College Journal (Journal of Research and Innovation), the specifications for which are given under:

S. No	Specifications	No of copies
1.	Printing College Journal Size : 7.2 inches x 9.5 inches Total no. of pages 134 to 138 Cover pages: 2 side Cover page Four Colour printed pages and lamination included Inside Pages: Single Colour Printing, no lamination Page setting and Proofing (3 proofs) 2 copies for submission to RNI Dispatching packing etc included	100

*Mention GST separately

Kindly note the following points for submitting the quotation:

1. The quotation should consist of Proforma Invoice/ Financial quotation provided in a sealed envelope.
2. The Quotation/ Proforma Invoice should clearly indicate the unit price of the item, taxes applicable, discount (if any), and any other incidental charges. Amount should be mentioned in Indian Rupees (INR).
3. Since the payment will be made through RTGS/NEFT/Bank transfer mode, vendors should also provide the correct account details in the Quotation/ Proforma Invoice. Payment will be made after the delivery and installation of the items. Vendor should also provide a copy of PAN card and GST registration certificate.
4. The college/Principal reserves the right to reject/accept any or all quotation without assigning any reason thereof. The college/ Principal also reserves the right for changing the quantity (number of copies and pages) to be printed or specifications, as per its discretion.

The sealed quotations may be sent to the office of the Principal, Sri Guru Nanak Dev Khalsa College, Dev Nagar, Karol Bagh, New Delhi 110005 on or before 19 April, 2021 by 3:00 pm.

Oftg. Principal
(Dr. Gurmohinder Singh)