



# Satyawati College सत्यवती कॉलेज

ASHOK VIHAR, PHASE-III, DELHI-110052

अशोक विहार, फेज-III, दिल्ली-110052

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SC/ADMN/1508/2019

March 28, 2019

## Subject: Quotation for Printing of College Magazine for the year 2018-19

Dear Sir/Madam,

Quotations in Sealed cover are invited from Printers for Printing of College Magazine. Details of which are given below:

1. 500(Five Hundred) copies of Magazine will be printed. Total no. is tentative. It may be increased or decreased if so desired.
2. Magazine will be printed in the following sections:
  - a) English
  - b) Hindi
  - c) Sanskrit
  - d) Urdu
  - e) Photo
3. Printing papers would be as per our previous Magazine.
4. Cover will be coloured with front page printed and size of Magazine as per specification given by the Committee.
5. Printers are requested to submit a copy of the Magazine printed by them, if any.
6. Pre-bid meeting will be held on 02.04.2019 in the committee room at 11 a.m.

Any other particulars including tender form and printing of Magazine can be taken from Mr. Shashi Bhushan Verma, the S.O. in Room No.1 on any working days except Saturday, Sunday and Public Holidays. You may also note that the Magazine duly completed in all respects should be delivered to the College within 8 days of final placement of order. Last date of submitting the tender to the undersigned in 12.04.2019 up to 12.00 Noon.

Tenders will be opened on 12<sup>th</sup> April, 2019 at 12.30 p.m. in the college.

**Note: Printer will also have to submit a soft copy of the Magazine along with hard copy.**

*Rajesh*  
28-03-19  
Rajesh Kumar  
Convener,  
Magazine Committee

*Manjula Das*  
Dr. Manjula Das  
Officiating Principal