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# MATA SUNDRI COLLEGE FOR WOMEN

(UNIVERSITY OF DELHI)

MATA SUNDRI LANE, NEW DELHI-110 002

PHONE : 23237291

Ref. No. : MSC/ADMN/165/2019-2636



Dated : 05/11/2019

## NOTICE

### **Sub: Quotations for printing of College Magazine "Bani" 2019-20**

The Principal Mata Sundri College for Women, New Delhi invites sealed quotations for printing of College magazine '**Bani**'. The quotation must reach the college latest by **Monday, 18<sup>th</sup> Nov., 2019**. The cover containing quotations must be superscribed "*Quotations for Magazine*". The quotations should include the following specifications and send the complete quotation with negative/positive etc.

The magazine is a multi-lingual and will be printed as per the following composition:-

Total number of copies of to be printed	=	2000
Total No. of pages	=	120 Black & White
Size of Magazine	=	India Today size (A4)

Printing will be on Sunshine Super printing paper of 90 GSM.

Colour Photographs will be on 30 additional pages of Imported Art paper (Sinarmas) of 130 GSM.

Cover pages will be on Imported Art paper 300 GSM.

Language wise break up of pages: English: 32 (app.). Hindi: 28 pages, Punjabi: 28, Sanskrit: 16 & Urdu: 16 pages

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**Terms & Conditions:**

1. The rates must be offered differently i.e. with break up of printing charges and material separately.
2. Magazine will have to be printed and supplied to the college within 20 days from the date of receipt of work order or one week after the submission of final proofs, failing which will invite a penalty of Rs. 300/- per day for the additional days taken to complete the work.
3. Cartage if any should be included in the rates itself.
4. If the pages exceed the specified limit the payment will be made for the additional pages according to the proportional rates.
5. The Principal has the right to reject any or all the quotations without assigning any reason.

The specimen copy of the magazine can be seen in the Admin Office on all working days between 10 A.M. and 3 P.M. For any query, please contact on telephone No. 23221449/23237291 during the said period.

*Harpreet Kaur*  
**Dr. Harpreet Kaur**  
**Principal**