



February 06, 2020

Ref no. ZHDC/NIQ/Printing work/2020


**NOTICE INVITING QUOTATION****NAME OF WORK: - PRINTING OF COLLEGE MAGAZINES**

Sealed quotations are invited by the Principal Zakir Husain Delhi College, Jawaharlal Nehru Marg New Delhi -110002, from the reputed/experienced printers for the printing of college magazine. Details are given below:

Sl. No.	Name of Deptt./ Magazine	No. of Pages	Description of Material
1.	<u>GAMBOU (Sports Magazine)</u>	36	<u>Size</u> 7.5*10 Front Back on Art Paper inside 150gsm <u>Cover pages</u> - 4 colored pgs. in 300 GSM Paper with lamination <u>Qty.</u> 100 (All Pages 4 Color )  <u>Binding</u> :- perfect binding

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

1. The vendor must submit sample and similar jobs undertaken by them along with their quotation. They are also requested to inspect sample of the college magazine kept in the office on any working day from 10:00 p.m. to 5:00. The vendor is required to provide the sample of art paper and card along with the quotation.
2. The successful vendor would be responsible to get the approval of final proof (in color) of the entire magazine by the component authority.
3. After final approval for the printing magazine is given, together with the softcopy of the magazine both format and open files with fonts (mentioning the version of the software used), on DVD or pen drive.
4. Interested Distributors/reputed Firms/suppliers may submit offer in a sealed envelope duly addressed to the Principal ZHDC New Delhi -110002, with quotation against Ref. no. on the Top of the envelope, dated 13/02/2020 at 03:00 p.m., personally or through courier/speed post to the Main Reception near front gate, ZHDC, Jawaharlal Nehru Marg, New Delhi- 110002.

  
7.2.2020

# ZAKIR HUSAIN DELHI COLLEGE

(UNIVERSITY OF DELHI)

Jawaharlal Nehru Marg, New Delhi - 110002  
Tel.: 011-23232218, 23232219, 23233420, Fax : 011-23215906  
Website: www.zakirhusaindelhicollege.ac.in  
email: zakirhusaindelhicollege@gmail.com



# जाकिर हुसैन दिल्ली कॉलेज

(दिल्ली विश्वविद्यालय)

जवाहरलाल नेहरू मार्ग, नई दिल्ली - 110002  
दूरभाष: 011-23232218, 23232219, 23233420. फ़ैक्स: 011-23215906  
वेब रथल: www.zakirhusaindelhicollege.ac.in  
इ-मेल: zakirhusaindelhicollege@gmail.com

Accredited Grade 'A' by NAAC

5. The vendor must clearly indicate the rate and **taxes (if any)** in their quotation. Up to date Trade License, Income Tax and GST no. Clearance Certificate must be accompanied along with the quotation. Must have experience of executing satisfactory similar job for Govt. Organizations/Academic Institutions.
6. The quantity mentioned above may be increased or decreased at the time of order as per actual requirement.
7. Payment will be made only after the successful completion of the job and after receipt of the materials in good condition.
8. The process of printing work will be discontinued at any stage without assigning any reason by the undersigned.

**Clarifications:** For more detail of items please contact the (S.O. Admn) between 3.00 PM to 5.PM during working day, at least three days (03) before closing date of the quotations.

  
7.2.2020  
(Dr. Masroor Ahmad Beg)  
Officiating Principal 

Copy to:  
Du Website  
College Website