

**U.T. ADMINISTRATION OF DAMAN & DIU
OFFICE OF THE PRINCIPAL
GOVERNMENT COLLEGE DAMAN**

No. GC/EST/MAG-PRIN-QUOT/2019-20/873

Date: 21/12/2019

QUOTATION NOTICE

Quotation are invited on the behalf of The Principal, Government College Daman from the registered printing agencies/ dealers for the printing of College annual magazine as per the terms and conditions prescribed herein.

Terms & Conditions:

1. The interested parties should quote their rates on Letter head with the name, address, contact numbers and mobile number under their signature and seal.
2. The delivery of the item to be made at Office of the Principal, Government College Daman within 15 days from issue date of Supply/Work Order
3. The rate should be inclusive of visual design, layout, process, paper, printing & binding with all taxes and transportation/packing etc. charges and rates will be valid up to 90 days from the date of opening of quotations.
4. No advance payment shall be made until the items are received, and sanctioned by the competent authority.
5. The payment shall be made directly to the bank account of the agency only after successful delivery of the items to the satisfaction of The Principal of Government College Daman.
6. The sealed quotation should reach this office on or before 06/01/2020 up to 14:00 hrs. by post/courier or may be submitted by hand to the office of the undersigned. The envelop shall be dually sealed and clearly superscripted in the top center mentioning "PRICE QUOTATION FOR PRNTING & DELIVERY OF COLLEGE ANNUAL MAGAZINE"
7. The quotation shall be opened on the same date mentioned above at 16:00 hrs.
8. The terms and conditions of this notice including those prescribed by this office shall be acceptable to the suppliers. No separate agreement will be executed for the purpose.
9. Quotation received through email or fax shall not be considered / accepted under any circumstances.
10. Any alteration from the quality in the quality/specification as mentioned in this notice will not be accepted, the supplier shall have to replace the same with correct one at his own cost and risk.

11. In the event of any dispute, the decision of the undersigned shall be final and binding on suppliers.
12. The right to reject or accept any or all quotations is reserved without assigning any reason thereof by the undersigned.
13. Taxable bill should be valid and amount should be quoted including all taxes.
14. A CD containing soft copy of the published item shall be provided in PDF as well as 'Open format' along with delivery of published items.

Specifications for Printing & Supply of College Annual Magazine 'Abhivyakti 2019'

Sealed Quotation invites for the following items

S. No	Particulars
1.	Size of the Magazine: 265mm x 210mm Pages: 72 Black and White and 16 Multi-color Paper Quality: 70 GSM for Black & White Printing 130gsm for Multi-color Cover page & Back cover page printing Paper quality: 250 GSM Lamination of the magazine: Matt lamination Binding: Perfect Binding Copies: 1000
2.	4 pages plus or minus Charges
3.	Design Charge for External cover and back page Design Charge for Inside Pages Title Design
4.	Delivery Charges



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