



लक्ष्मीबाई महाविद्यालय LAKSHMIBAI COLLEGE

(दिल्ली विश्वविद्यालय University of Delhi)

अशोक विहार Ashok Vihar-III

दिल्ली Delhi-110052

कार्यालय Office : 011-27308598, 27304076 टेलीफैक्स Telefax : 27304076

Ref No. LBC/E-Tendering

Dated:- 18-02-2019

NOTICE

E-Tenders are invited for printing of the following items:-

Sl. No.	Description of Material	Quantity	Rate per Magazine	GST Nos.	Total Cost per Magazine (inclusive of all taxes)
1.	Printing and supply of College Magazine "Jyoti" 2018-2019 (Back & Front Cover page extra) 24 Pages Coloured Total Pages 90 approx. Extra page- (Size, Quality, Quantity and Printing strictly as per sample)	2000 Nos.			
2.	Printing and supply of Annual Report 2018-2019. (Size, Quality, Quantity and Printing strictly as per sample)	125 Nos.			

Sample (2017-2018) for the above items are kept in the College office for inspection on all working days. The rates should reach the college latest by 05-03-2019.

Note:-

1. The vendors must attach the specimen of each type of pages with description i.e thickness of paper, quality of paper with the tender.
2. The envelope must contain words "Tender for College Magazine and Annual Report 2019" and details of vendor (Company Name, Address and Contact details).

3. Rates should be inclusive of cartage charges.
4. The rate of GST nos. should be clearly mentioned.
5. The vendors are requested to kindly submit an earnest money of Rs.10,000/- (Ten Thousand only) along with tender document in the form of Demand Draft in favour of "The Principal, Lakshmibai College" payable at New Delhi which will be refunded after the completion of satisfactory work.
6. The number of Coloured and Black & White page(s) may be increased or decreased.
7. PAN No. must be quoted as per Govt. Policy.
8. If at any stage, it is found that the material used to print the college magazine is not according to the sample shown by you or as per the direction of the Magazine Committee/The Principal, a fine may be imposed on the firm and/or payment may be withhold fully or partly and/or the order may be treated as cancelled. In that case the firm is required to take back the rejected material on its own expenses. The decision of the Principal/Magazine Committee in this regard shall be binding on the firm, depending upon the circumstances.
9. The Principal reserves the right to reject some or all the tenders, without assigning any reason thereof.


PRINCIPAL
