



Satyawati College

सत्यवती कॉलेज

ASHOK VIHAR, PHASE-III, DELHI-110052

अशोक विहार, फेज-III, दिल्ली-110052

Website :-www.satyawati.du.ac.in, E-mail :-principal@satyawati.du.ac.in

Fax / फैक्स : +91-27446953, Phone / फोन : +91-11-27240406, +91-11-27219570

SC/ADMN/1509/2019

March 28, 2019

Subject: Quotation for Printing of College Annual Report for the year 2018-19

Dear Sir/Madam,

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

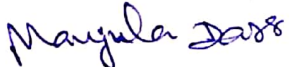
1. 500(Five Hundred) copies of Annual Report will be printed. Total no. is tentative. It may be increased or decreased if so desired
2. Annual Report will be printed in the following sections:
 - a) English
 - b) Hindi
 - c) Sanskrit
 - d) Urdu
 - e) Photo
3. Printing papers would be as per our previous Annual Report.
4. Cover will be coloured with front page printed and size of Annual Report as per specification given by the Committee.
5. Printers are requested to submit a copy of the Annual Report 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 Annual Report 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 Annual Report 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 09.04.2019 up to 10 AM

Tenders will be opened on 09th April, 2019 at 11.30 a.m. in the college.

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


Tarun Garg
Convener,
Annual Report Committee


Dr. Manjula Das
Officiating Principal