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SAVITRI GIRLS' COLLEGE

NAAC-Accredited

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Ref. No.

Date

Ref No. 28/NIQ/19

Date: 05.02.2019

Notice inviting Quotation

Sealed rate quotation including taxes, if any, is hereby invited by the undersigned for printing of 'We' (January 2018—December 2018), the yearly news bulletin of Savitri Girls' College, Kolkata. The work includes composition of matter, supplied from this end, page designing, printing, binding and delivery to the college.

Details of the work

No. of pages	: A4 32 nos. + extra 4 pages
Pages	: 130 GSM glossy art paper
All multicolour print page impose & page design	: A4 32 nos. and extra 4 pages
Number of copies	: 50

Last date of submission of the quotation : 19.02.2019 by 3:00 pm

Date of opening of the quotation : 19.02.2019 at 4:00 pm at office of the undersigned

Terms and conditions:

- The rate should be inclusive of all taxes. No charges for carrying of articles will be borne by this end.
- No material will be supplied from this end.
- The final printed news bulletin, as per order, is to be delivered within 15 days from the date of issuing of work order.
- The vendor / supplier will be responsible to collect the matters from the college to complete the work within due time.
- The vendor/supplier will be responsible to satisfy the teachers, in charge of the news bulletin in terms of quality of print and matters.
- For further enquiry please contact Dr. Nabanita Sen, Department of Education, Prof. Arjun Sarathi Das, Department of Economics of this college.

Adutta 05.02.19
Dr. Amrita Dutta
Principal

Copy forwarded to:

1. The President, Savitri Girls' College for kind perusal of the President
2. Head Clerk, SGC with a request to place in the notice board and website for wide circulation of the notice
3. Office copy