

NOTICE INVITING QUOTATION

Sealed quotations are invited from the local firms for necessary printing of Annual Report for the year 2015-16 both English and Hindi version in the following manner:

ENGLISH VERSION				HINDI VERSION			
1		2				3	
4 colours designing and offset printing complete in all respect with GSM 130 (imported art paper for text) and GSM 300 (imported card art papers for title cover).		Offset printing (Black & White) complete in all respect with GSM 80 and imported card art papers for colour title cover with GSM 300 (size 18x23/4).				Ordinary offset printing complete in all respect with 80 GSM S.S. Maplitho and imported card art paper for colour title cover with GSM 300.	
		For 04 pages of colour photographs in Art paper (120 GSM).		For 08 pages of colour photographs in Art paper (120 GSM).			
No. of pages approx.	No. of pages approx.	No. of pages approx.	No. of pages approx.	No. of pages approx.	No. of pages approx.	No. of pages approx.	No. of pages approx.
100-150	150-200	100-150	150-200	100-150	150-200	100-150	150-200
300 copies	300 copies	300 copies	300 copies	300 copies	300 copies	60 copies	60 copies
Rate per volume	Rate per volume	Rate per volume	Rate per volume	Rate per volume	Rate per volume	Rate per volume	Rate per volume

Sealed quotation properly superscribed as "Quotation for printing of Annual Report 2015-16", and properly addressed to the Registrar should be sent to the Registrar's Secretariat on or before 19.09.2016.

Note:

1. Selected firm will have to give consent on receipt of the order to abide by terms and conditions as well as rates approved as per quotation.
2. Over-writing should be avoided in the quotations.
3. No advance payment will be made in any case.
4. The Registrar, AMU reserves the right to accept or reject any of the quotations without assigning any reason thereof.
5. Selected firm have to strictly adhere to the time limit prescribed for printing of the Annual Report.
6. Selected firm will have to provide a preprint copy as proof which may help eliminate any error before final printing. In case of any defect in the printed work for example clarity of picture plates etc, **15%** of the bill will be deducted.
7. Soft copy of final print will also have to be provided.
8. The lowest bid will be considered final and in case of backing out by the bidder selected, the University will be fully authorized to take necessary penal action since it is time bound work.

Registrar, AMU

Copy forwarded to Director, Computer Centre for uploading the same on AMU website.

Registrar