



25/6/2018

INVITATION OF QUOTATIONS FOR PRINTING OF STUDENTS' ATTENDANCE REGISTER.

The competitive quotation for the following items:

Students' Attendance Register-2018-2019	
1.	Cover and Back – Laminated with spiral binding.
2.	Cover page with Baaz Color (background) and Mehroon Printing with Logo.
3.	Weight 120 GSM Sunshine Paper & Cover 200 GSM
4.	Paper Sheet Size 10.5" x 13.5" each.
5.	Rates will be called for approx. (5 sets), set details as follows:
Each Set Contains:	
a)	Lecture Attendance – 3 Sheets back to back
b)	Tutorial Attendance – 1 Sheet back to back
c)	Leave Records – 1 Sheet back to back
d)	Internal Assessment Record – 1 sheet back to back
Other Important Sheets	
a)	Academic Calendar – 1 sheet.
b)	Date Calendar 2018-2019 – 2 Sheets
c)	Time-Table – 1 Sem. and 2 Sem. – 2 Sheets

Approx. Quantity Required = 220 numbers.

Note:

- The printer shall be for the full quantity of any part as described above. Correction, if any, shall be made by crossing out, initialing dating and re-writing.
- All duties, taxes and other levies payable by the supplier under the contract shall be included in the total price.
- The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account
- The prices should be quoted in Indian Rupee only.
- Taxes should be clearly quoted.
- Each bidder shall submit only one quotation. Seek sample if required.
- Payment 100% on delivery, successful installation.
- The bidder will provide the transit insurance of the goods.
- You are requested to provide your offer latest by 17:00 hours on or before 06.07.2018.

Administrative Officer

