



Memo No.: 56/TG-25

Date: 04.04.2023

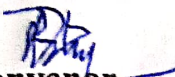
**Notice Inviting Quotation for Publication of College Magazine, 2023**


Sealed Quotations are hereby invited by the Office of the Principal, Taki Government College within 18.04.2023 from reputed, registered, and professional DTP agencies for publication of College Magazine, 2023 of Taki Government College, as per the following specifications.

SI No.	Specification	Details	Rate Per Unit (in Rs.)
1.	Black and White pages with design at header section, on 80 GSM Maplitho paper	120 Pages	
2.	Multi-Colour Pages with accurate reproduction of photographs/paintings on 100 GSM Art Paper	10 pages	
3.	Front and back Cover Pages on 250 GSM Laminated Multi-Colour Paper		
4.	Page Size	10x7 inch	
5.	Total No. of copies	3500 approx	

The terms and conditions of the tender process are as follows.

1. Sealed quotations, as per the above mentioned specifications must be submitted at the College Office within 18.04.2023 (5-00 PM).
2. The tender inviting authority shall verify the credentials which are mandatory for the participation before issuance of the Award of Contract (AOC).
3. The items must be delivered within 20 days from the receipt of Award of Contract.
4. The design elements and stylization/positioning of individual pieces of writings/photos/paintings must be vetted by the College magazine committee before the final stage of printing. Any suggestion of correction/omission must be incorporated by the agency in due course.
5. Payment of bills on its production will be made after successful completion of requisite services within reasonable time.
6. The undersigned reserves the right of accepting or cancelling the tender without assigning any reason. In case of any dispute, the College's decision will be treated as the final and conclusive. All legal actions are subject to Kolkata jurisdiction only.
7. College reserves the right to relax any clause as stated hereinabove for selection of responsive vender.

  
Convener  
College Magazine  
Taki Government College

  
Officer-in-charge  
Taki Government College

Officer-in-charge  
Taki Government College  
P.O. Taki, North 24 Parganas (N)