



UNIVERSITY SCHOOL OF MANAGEMENT STUDIES

GGSUP/USMS/2014

January 30, 2014

Subject: Invitation for Quotations for Printing of Placement Brochure for the academic session 2013-14.

Sir/Madam,

University School of Management Studies (USMS), Guru Gobind Singh Indraprastha University is inviting the Sealed Quotations for the **"Printing of Placement Brochure for the academic session 2013-14"**.

The sealed quotations are invited all inclusive i.e. handling, transportation, packing, insurance, etc. including delivery at Room No D-206, D block, Guru Gobind Singh Indraprastha University, Sector- 16C, Dwarka, New Delhi-110078, as per the specification given below with the following terms & conditions:

A. Placement Brochure

Dimension : A-4 (8.5" X 11")
Pages : 64 (approx.) + Cover
Colour : 4 + 4 (Colourful)
Paper : Cover : 300 GSM Imported Matte
Inside : 170 GSM Imported Matte
Fabrication : Perfect Binding
Quantity : 500 Copies

B. Envelope

Superprint : 120 GSM (9" X 12") + 90 GSM (9" X 4")
Quantity : 500 Pieces each

Terms & Conditions:

1. The rights of accepting or rejecting any or all quotations without assigning any reason are reserved.
2. Quotation must reach in the **office of Dean, USMS, Room No D-206, D block, Guru Gobind Singh Indraprastha University, Sector- 16C, Dwarka, New Delhi-110078** latest by February 07, 2014 by 12.00 Noon. No Quotations will be received thereafter.
3. No advance payment will be release. The payment will be made on delivery of satisfactory supply of the items.
4. No extra payment on account of transportation, handling, loading , unloading labour charges etc. will be made.

(Dr. Vijita S Aggarwal)

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