

SCHOOL OF OPEN & DISTANCE LEARNING
JAMIA HAMDARD, NEW DELHI-110062.

22nd May 2017

Sealed quotations are invited from reputed printers for printing of following stationary items for School of Open & Distance Learning, Jamia Hamdard. Sealed envelopes should bear mark of “**Quotation for SODL**” on the top and should be dropped in the box provided in Purchase Section, Jamia Hamdard. Last date for submitting sealed quotations for the above is **31st May 2017 by 4 p.m.** which will be opened on 01.06.2017 at 4 p.m. in the office of Director-cum-Dean, SODL, Jamia Hamdard.

S.No.	Item	Quantity	Specifications
1.	Prospectus	500	Shape : Rectangle Size : 7.25” x 9.5” Cover page : 300 gsm mat finish Imported Inside page : 135 gsm mat finish Imported Binding : Centre stich Pages : 4 + 44 Photos : Ph. Offset printer 4 color
2.	Posters	250	Size : 12” x 18” Paper : 170 gms mat finish Imported Printing: 4 color offset Quantity: 250 Nos. 01 Ph. full tone Photo: Fresh photo of Convention Centre
3.	Enrolment Register	2000	Size : Legal Shape : Rectangle Color: Green Paper : 90 gsm Lazer Printing : with numbering, single color offset both side with hard bond binding 20 registers 200 pages each
4.	Admission Form	500	Size : 8 ^{1/2} ” x 11” Paper : 120 gsm super sunshine Color : single, offset printing both sides with numbering
5.	Enrolment Form	1000	Size : Legal Color: Green Paper : 90 gsm Lazer Printing : single color offset both side

6.	Re-Registration Form	2000	Size : 8 ^{1/2} " x 11" Color : White Paper: 70 gsm Printing: single color offset single side Binding: pad making 100 each
7.	Re-evaluation Form	2000	Size : 8 ^{1/2} " x 11" Color : White Paper: 70 gsm Printing: single color offset single side Binding: pad making 100 each
8.	Degree issue Form	2000	Size : 8 ^{1/2} " x 11" Color : White Paper: 70 gsm Printing: single color offset single side Binding: pad making 100 each
9.	Paper setter Forms	2000	Size : 8 ^{1/2} " x 11" Color : White Paper: 70 gsm Printing: single color offset single side Binding: pad making 100 each
10.	Bonafide/NOC Proforma	5000	Size : 8 ^{1/2} " x 11" with perforation Color : Green Paper: 90 gsm Lazer Printing: two color offset single side Binding: with numbering & pad making 100 each

REGISTRAR