

दयाल सिंह कॉलेज

DYAL SINGH COLLEGE

(दिल्ली विश्वविद्यालय) / UNIVERSITY OF DELHI

लोदी रोड नई दिल्ली/ LODI ROAD NEW DELHI-110003

दिनांक: 09.07.2026

सार्वजनिक सूचना /PUBLIC NOTICE

विषय: - कॉलेज पत्रिका 'द न्यू स्टार' के लिए कोटेशन (2025-2026)

Please quote your lowest rate for the following work in a sealed cover duly super scribed with quotation number and date. Your sealed quotations complete in all of printed work done by you previously, attached must reach this office by due date i.e 17.07.2026 Quotations received will be opened College staff room at 11:00 am in presence of tenderers or their authorized representatives who may desires to attend.

It shall be the responsibility of the tenderer to ensure that their quotation reaches in time. As such the quotation received after the due date shall not be considered.

DESCRIPTION OF WORK

Printing of college magazine in six language viz. English, Hindi, Sanskrit, Urdu, and Punjabi & Bengali with photographs (colour photographs) complete in all respects as per attached specifications.

OTHER TERMS AND CONDITIONS

1. **RATES:** The rates include delivery of the magazines at Dyal Singh College, Lodi Road, New Delhi failing which the offer is liable to be rejected.
2. **VALIDITY:** The rates should hold good for 45 days from the date of opening of quotations. Once order in placed, rates will not be revised.
3. **COMPLETION PERIOD:** The time allowed for completing this work is 20 days and shall be reckoned from the date on which the first installment of manuscript consisting of bulk of the matter is handed over by the Editor in chief **Dr.Rama Shanker Khushwaha**.

DELIVERY: The magazines should be delivered in one lot comprising of 500 copies complete in all respects at Dyal Singh College, Lodi Road, New Delhi-110003. In case. Additional copies are required; order will be placed well in time so that the required no. is delivered to us by within 60 days of the first complete delivery, at the same rate of the main order.

4. **TAX:** Prices quoted by the tenderer should separately indicate GST, if applicable
5. **SECURITY DEPOSIT:** You will not be paid any advance money for the job. You will be required to deposit a sum of **Rs.15000/ (Rupees Fifteen Thousand Only)** as security deposit once the work has been assigned to you. This deposit may be made by cheque drawn in favour of '**The Principal Dyal Singh College**'. This will be refundable to you to at the time as applicable at the time of supply.
6. **COMPENSATION OF DELAY:** The time allowed for carrying out this work as entered in the tender shall be deemed to be the essence of the contract on the part of the tenderer and shall be proceeded with

7. All due-diligence. In case of delay in printing and delivering the magazines within the time allowed the tenderer shall be liable to pay us compensation a sum of Rs. 1500/- per day for each day of delay for a period of first five days. Thereafter this amount shall be Rs. 2500/-for each day of delay, subject to a maximum of Rs. 25,000/-.
 8. The tenderer shall read the first and second Proofs for all six sections. The corrected proofs shall be submitted by the tenderer to the Chief Editor or on his instructions to staff Editors for final approval and they will also be shown a bounty dummy copy.
 9. The blocks/CD/DVD / Pen Drive or any other material used will have to be returned to the Colleges. The soft copy of the magazine is also to be submitted at the time of delivered of magazine.
 10. **SUBMISSION OF BILL:** Only one consolidated bill at the approved rate per copy of the magazine as accepted by the successful tenderer, inclusive of all expenses, shall be submitted after completion and delivery of the magazines, in case the total number of pages exceed or is less, the bill will be settled accordingly. Please also mention per page rate in case of increase or decrease of pages, in your quotation.
 11. Terms & Conditions, if any, imposed by the Firm other than the one specified by us shall not be acceptable.
 12. The college reserves the right to accept the rates other than the lowest of each individual item or reject any tender without assigning any reason.
- N.B** Please read the specifications, terms and conditions carefully and make your offer very clear and specific in all respects. Any ambiguity noticed in the quotation particularly in respect of specifications will render the quotation not eligible and will therefore be ignored without making further reference even if the firm may emerge as the lowest tender

FORMAT AND SPECIFICATIONS REQUIRED FOR COLLEGE MAGAZINE -

1. Magazine Size- A4
2. No. of Pages 200 (approx.) 20 Coloured + 180 Black & White)
3. Binding Perfect
4. Front and back cover GSM- 120
Inner Pages - 90 GSM
5. No of Copies 500 no


(प्रो.विनोद कुमार पालीवाल)
(Prof. V. K. Paliwal)
प्राचार्य/Principal

प्रति/ Copy to:

1. कॉलेज वेबसाइट.