



Public Relations Department
Guru Gobind Singh Indraprastha University
Sector 16 C, Dwarka, New Delhi- 110078

Ref - IPU/PR/1688

Date – 23/8/2023

Sub - Printing of 250 copies each of the Annual Accounts Report 2019 – 20 & 2020 – 21, in Both English & Hindi versions

The University intends to print 250 copies each of the Annual Accounts Report 2019 –20 & 2020 – 21, in both English & Hindi versions, with following specifications -

- Quantity – 1,000 (250 copies each of the Annual Accounts Reports of the two consecutive financial Years, both in English & Hindi)
- Size – 8.5 inch(W) into 11(H) inch(approx.)
- Pages – 85(approx.) for each Annual Accounts Report, excluding four cover pages, for both the English & Hindi versions
- Paper – 130 gsm mat art paper for inner pages & 300 gsm mat art paper for cover pages
- Lamination – Thermal mat lamination on outer cover pages
- Printing – Multi – colour
- Binding – Perfect with side stitching
- Designing – All the pages, including cover pages
- Language – English, Hindi
- Translation – Both the Annual Accounts Reports are to be translated in Hindi by the assigned printing agency
- Packaging – In a packing of separate 10 copies of the Annual Accounts Report

The printing agencies having experience & expertise of designing & printing of such type of assignments may send quotation for this printing work.

The quotation may be sent on the letter head of the printing agency on the official mail ID of the PR department pro@ipu.ac.in by 25th August 2023 till 6 p.m.

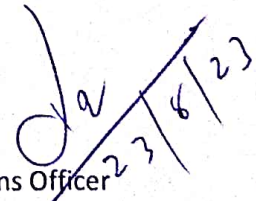
The agency that will quote lowest composite amount for this assignment will be awarded the work. Kindly mention percentage of GST on the quoted amount also.

Only one quotation will be considered. Revised quotation will not be accepted.

The quotations received after the stipulated timeline will not be accepted.

The printing agencies empanelled with the University may also send quotation for the purpose.

Public Relations Officer


23/8/23