



HEAD DEPARTMENT OF EXTENSION EDUCATION
DR. PANJABRAO DESHMUKH KRISHI VIDYAPEETH
AKOLA (MAHARASHTRA) 444 104

Quotation Notice

No. /HDE/Pub/Souvenir /1-63 /2024
Date 29/05/2024

To,

M/s
M/s
M/s
M/s
M/s

Notice Board, HDE

Subject: Sending of quotation for printing and supply of 500 copies of Joint Agresco Souvenir 2024

Sir,

Scaled quotations are invited for printing and supply of 500 copies Joint Agresco Souvenir 2024, so as to reach this office (by hand delivery or by Post) on or before 29/05/2024 up to 17.00 hrs. Quotations received after due date and time will not be considered.

The terms, conditions for the supply of requisite copies of above said Souvenir are given below. The blank proforma (Appendix -A) for sending quotation indicating technical details/ particulars is also enclosed herewith which may please be taken in to consideration before submitting the quotation in enclosed proforma (Appendix -A) preferably with formal request on letter head of the firm.

Encl: As above

Head Dept. of Extension Education

Terms and Conditions

1. The rates quoted above should be inclusive of charges of offset printing.
2. The printing work in single or multi-colour (as desired) will be carried out by the tenderer as per the instructions.
3. The University can reject the whole or part of material if quality is not found suitable as per specifications; in this case party will not claim any loss.
4. The rates quoted should be inclusive of printing charges, taxes, freight, transport etc. F.O.R. at Head, Department of Extension Education, Dr. P.D.K.V., Akola.
5. Positives and CDs should be handed over to this office along with bill with no extra cost.

Appendix-A

Item wise Details of Specifications for Printing and Supply of Joint Agresco Souvenir -2024

1	No. of copies	500 (Five hundred), subject to change
2	Size	A-4
3	Cover Page Quality & Printing	Cover will be of the following components 1. A grade super quality Sinarmass art paper of 250 GSM 2. Multi colour printing with mat lamination & UV Coating
4	Inner Multi colour pages	Inner Multi colour pages with photographs on 130 GSM on Sinarmass Art paper printed on single side and both sides. 1. No of pages for both side printing : 18 pages ± 04 pages
5	Inner single colour pages	Inner single colour pages on 70 GSM Mapitho paper. 1. No of pages : 80 pages ± 20 pages
6	Binding	Finishing and binding of the souvenir should be of excellent quality (See sample available in the office of Head Department of Extension Education, PGI, Dr. PDKV, Akola)
7	Layout / Artwork	Dr.PDKV, Akola will provide the layout/ Artwork/ Design/ DTP of cover, inner pages of the souvenir to the supplier. Supplier has to submit a dummy before process for the final printing
8	Delivery	Delivery of souvenir should be given at office of Head Department of Extension Education, PGI, Dr. Panjabrao Deshmukh Krishi Vidyapeeth, Akola

The entire work will be carried out by offset printing. The printing will be done by positives and P.S. plates only. (Separate rates for single copy of souvenir and extra one multicolour page should be quoted)

a) Rates (inclusive all) quoted Rs. per copy as per specifications mentioned above. (In words Rs.)

b) Rates for extra multicolour both side printing quoted Rs. per page as per specifications mentioned above. (In words)

Note:

- 1) The rates including cost of papers, processing, index cut, printing, binding (gathering), cover page with lamination complete in all respect etc. are quoted per copy of Souvenir in figures and in words **without any correction or overwriting.**
- 2) Sample of papers to be used for printing are enclosed with the tender.
- 3) The total cost per copy of Souvenir may only be considered for finalization of Tender and no separate cost may be considered.
- 4) The rates quoted above are inclusive of all i.e. taxes, packing, forwarding, octroi, transportation etc i.e. **All-inclusive.**
- 5) The tenderer is having printing facilities as desired.
- 6) **Ambiguous rates or more than one rate are not quoted. If found tender may be rejected.**
- 7) The CST/BST/VAT No. of our firm is.....

Place:
Date:

(Signature of the intending supplier)

Note: