



Memo No.: 145/TG-25

Date: 26.05.2025

**Notice Inviting Quotation for Printing of 75<sup>th</sup> Commemorative Volume**

Sealed Quotations are hereby invited by the Office of the Principal, Taki Government College within 07.06.2025 from reputed, registered, and professional DTP agencies for printing of the 75<sup>th</sup> Commemorative Volume of Taki Government College, as per the following specifications.

Sl No.	Specification	Details	Rate Per Unit (in Rs.)
1.	Black and White pages with design at header section, on 80 GSM NS Maplitho paper	144 Pages	
2.	Multi-Colour Pages with accurate reproduction of photographs/paintings on 100 GSM Art Paper	8 pages	
3.	Front and back Cover Pages	Hardboard Binding with Laminated jacket	
4.	Page Size	Royal Size	
5.	Total No. of copies	400 approx	

The terms and conditions of the tender process are as follows.

1. Sealed quotations, as per the above mentioned specifications must be submitted at the College Office within 07.06.2025 (1-30 PM).
2. The tender inviting authority shall verify the credentials which are mandatory for the participation before issuance of the Award of Contract (AOC).
3. The items must be delivered within 20 days from the receipt of Award of Contract.
4. The design elements and stylization/positioning of individual pieces of writings/photos/paintings must be vetted by the **75<sup>th</sup> Commemorative Volume Publication Committee of Taki Government College** before the final stage of printing. Any suggestion of correction/omission tendered by such committee must be incorporated by the agency in due course.
5. Payment of bills on its production will be made after successful completion of requisite services within reasonable time.
6. The undersigned reserves the right of accepting or cancelling the tender without assigning any reason. In case of any dispute, the College's decision will be treated as the final and conclusive. All legal actions are subject to Kolkata jurisdiction only.
7. College reserves the right to relax any clause as stated hereinabove for selection of responsive vender.

Convenor

75<sup>th</sup> Commemorative Volume Publication Committee  
Taki Government College

Officer-in-charge

Taki Government College

Officer-in-Charge  
Taki Government College

