



OFFICE OF THE PRINCIPAL

অধ্যক্ষৰ কাৰ্যালয়

NORTH GAUHATI COLLEGE

উত্তৰ গুৱাহাটী মহাবিদ্যালয়

College Nagar, Abhoypur, North Guwahati, Guwahati-781031

কলেজ নগৰ, অভয়পুৰ, উত্তৰ গুৱাহাটী, গুৱাহাটী - ৭৮১০৩১

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Ref. No NGC/No.13/2025/2065

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Date: 19/12/2025

NOTICE INVITING QUOTATION

Sealed quotations are invited from **eligible and experienced printing agencies/firms** for the **publication of the College Magazine**. Interested parties are requested to submit their quotations **on or before 26/12/2025** during office hours.


The description of the college magazine and rate details are given below:

Descriptions:

Description	Rate
1. DTP (Per Page) :	
2. Layout :	
3. Paper (70 GSM natural Sheet) (Per Rim) :	
4. Inside B/W Page Print (Per Page) :	
5. Cover Design :	
6. Cover Paper (300 GSM JK Art Paper) (Per Page) :	
7. Cover Print (Both Side) :	
8. Inside Colour Page Design (Per Page) :	
9. Inside Colour Page Art Paper (130 GSM JK) (Per Page) :	
10. Inside Colour Page Print (Both Side) (Per Page) :	
11. Perfect Binding (500 Copy) :	

Terms & Conditions

1. The quotation must be submitted in a **sealed envelope** superscribed as "Quotation for Publication of College Magazine".
2. Rates quoted should be **inclusive of all charges** such as design, printing, binding, transportation, etc.
3. **GST must be clearly mentioned separately**, showing applicable rate and amount.
4. The bidder must mention their **GSTIN** in the quotation.
5. The selected agency must complete the work **within the stipulated time** as fixed by the college authority.
6. Sample paper quality and previous work may be asked for verification, if required.
7. Payment will be made **after satisfactory completion** of the work and submission of proper GST invoice.
8. The college authority reserves the **right to accept or reject any or all quotations** without assigning any reason.
9. Any dispute arising out of the process shall be subject to the jurisdiction of the competent authority.


(Dr. Bhaskar Jyoti Hazarika)
Principal
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