



Government Polytechnic, Ahmednagar

Burudgaon Road, Ahmednagar-411001

Phone No: 0241-234

GPAN/Magazine/2018/ 161

Date: 19/01/2018

Due Date: 03/02/2018

To,

Subject: Supplying Quotations for the work of preparation of college magazine. .

Respected Sir/Madam,

For our institute, Government Polytechnic, Ahmednagar we have decided to prepare A4 size magazine for academic year 2017-18. It will consist of almost **100** pages of typewritten b/w matter, **30** pages of colour photography of best quality pixel on glazed paper of **125gsm**, cover page and back page **300gsm** on glazed paper with lamination and perfect binding. Pages are to be bound by synthetic paste and perfect binding. **The work shall be finalized well within time period of 10 days from date of work order.** The typewritten copy and coloured proof of photos with caption for proofs reading before finalization should be submitted. After making correction of 1st proof then 2nd proof shall be submitted. The bound magazine books shall be packed in bundles of 30 each and delivered to door of the institute at your cost. Total number of books be printed are 1500. You are requested to send sealed quotation of same work on or before **03/02/2018** by **5.00 pm**. The quotations will be opened on **05/02/2018** at **4.00 pm** in the Principal chamber. You or your authorised representative may remain present at the time of opening the quotations.

Notes:

1. Number of quantities of books, colour pages, black and white pages can slightly varies.
2. The quotation validity is **90 days**.
3. Quotations should be sent on your letterhead.
4. Right is reserved for us to cancel some or all quotations without giving reason. Also quotations are not accepted if not received in attached format.


Principal

Government Polytechnic, Ahmednagar

Copy to:-

1. Notice Board
2. Institute Website

