



पूर्वोत्तर पर्वतीय विश्वविद्यालय

पू. प. विवि. परिसर, शिलांग-७९३०२२ (मेघालय)

North-Eastern Hill University

NEHU Campus, Shillong - 793 022 (Meghalaya)

Phone :

Grams : NEHU

No:EX:PG:25th Conv:2018 : 456

Dated: 05th October 2018

SHORT TENDER NOTICE

Sealed quotations are invited from interested Registered Firms for designing and printing of Programme Booklet and Citations as per size and specifications given hereunder for use during the forthcoming 25th Convocation:

Sl.No.	Work Descriptions	Approximate Requirement
1.	<u>Printing Convocation Programme Booklets:</u> <u>Booklet Size: Standard</u> <u>Expected Number of content pages excluding the cover pages: 45-50 Pages</u> <ul style="list-style-type: none">• Designing and printing of multicolor cover page on standard Art paper of appropriate dimensions.• Designing and printing of B/W content pages on standard Map litho paper in portrait scheme.	3,000 Nos
2.	<u>Printing of Citations:</u> <ul style="list-style-type: none">• Designing and printing of multicolor Citation on A4 size Mat finish paper (150-200 GSM) in portrait scheme.	130 Nos

Interested bidders may submit sealed quotation along with sample copy of materials to be utilized to the **office of the Controller of Examinations latest by 15th October 2018 on or before 4:30pm.** No quotations shall be accepted beyond the last date. Sealed quotations shall be opened on 23rd October 2018 in the office chamber of the Controller of Examinations NEHU Shillong. The interested bidders may visit the office of the undersigned during office hours to have an on the spot assessment of the materials to be supplied.

Successful Bidder would be required to complete the printing work in accordance with the University's stipulated timeframe and should be ready to accommodate changes and/or incorporate new contents till the last moment until the matter actually goes to print machine. The University reserves the right to award the work order to any bidder other than the L¹ bidder in case the awarding authority finds the quality of material proposed to be used, the design and print quality is not up to the stipulated standard.

Controller of Examinations

परीक्षा नियंत्रक
Controller of Examination
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