

Scottish Church College
1 & 3 Urquhart Square Kolkata -700 006

Notice for quotation

Ref: Tender Estate/SCC /11/2021-22 Dated 03/03/2022

Contact: Dr. Kaberi Chatterjee (M:9830089279)

Appropriate quotation is invited in sealed cover from eligible bidders' /suppliers/ vendors for Printing of College Magazine 2020-2021 & 2021-2022 according to the following specification.

Specification for the magazine

1. Size : Double crown (20X 30), Finish Size: 7 X 9.5 inch
2. Quantity : **1000** copies
3. Cover : 300 gsm Matt Art Board (ITC)
4 colour offset print, Front & Back Velvet finish thermal matt Lamination.
4. Inside colour pages: **80 pages** (approx) , 4 colour offset print on 128 gsm matt art paper.
5. Inside B/W Matter : **120 pages**(approx), Single Colour offset print on **128 gsm matt art paper** or **80 gsm Natural Shade Map litho paper** (both quotation mandatory)
6. Perfect binding with stitch.
7. B/W matter part proof must be given **several times (up-to 6 times)** for error free publication of the Magazine . Colour part proof also to be given before & after colour corrections of the pictures and proof - checking of the captions. **2 dummy copies must be given after all corrections and before print order :**
8. Main quotation will be in measure of 80 colour pages + 120 B/W pages. Also quote per colour forma (8 pages) rate and per B/W forma (16 pages) rate to manage any change in the page count of the magazine.
9. A PDF e-version of the Magazine will also be supplied to the College for uploading in the college website.

Detail	Per copy rate	1000 copies rate
Rate : 80 colour page with 128 gsm matt ART paper +120 B/W page also with 128 gsm Matt Art Paper		
Rate : 80 colour page with 128 gsm matt Art paper +120 B/W page with 80 GSM Natural shade Maplitho		



Rate: 8 colour page with 128 gsm matt ART Paper	X	
Rate: 16 B/W page with 128 matt Art paper	X	
Rate: 8 B/W page with 80 gsm Natural shade Maplitho	X	

This quotation is to be addressed to the Principal, Scottish Church College and has to be submitted to the Principal's office in Scottish Church College, at 1 & 3 Urquhart Square, Kolkata - 700 006, on prescribed working day between 11:00 A.M. and 3:00 P.M. The bid / tender may be submitted from 03/03/2022 & close on 10/03/2022. The Selection / opening will be made at the Principal's office at 3:00 P.M. on 15/03/2022

The Authority of the College reserves the right / discretion for selection based on experience, amount, quality of the bid & bidder.

Madhumanjari Mandal
 Dr. Madhumanjari Mandal
 Principal
 Principal
 Scottish Church College
 Kolkata

3/3/22

