

**School of Open and Distance Learning**  
Jamia Hamdard, Hamdard Nagar, New Delhi – 110062

Dated: 28.12.2017

Sealed quotations are invited from reputed printers for printing of following stationery items for School of Open and Distance Learning, Jamia Hamdard. Sealed quotations should bear mark of “Quotation for SODL” on the top and should be dropped in the box provided in Purchase Section, Jamia Hamdard. Last date for submitting sealed quotations for the above is **22<sup>nd</sup> January 2018 by 4:00 pm**. which will be opened on **29<sup>th</sup> January 2018 at 11:00 am** in the office of Director-cum-Dean, SODL, Jamia Hamdard.

S.No.	Item	Quantity	Specifications
01.	Degree Certificates	15,500	Size A4 8.27 x 11.69 &quot;; Paper – 300 GSM, Imported Art Card Printing – Front side 4 color & amp; back side 1 color
02.	Provisional Certificates	5000	Size 9 x 11 &quot;; Paper – 300 GSM Art Card Printing – 2 color
03.	Bills for Examiner	5000	Size – 8.5 x 13.5 &quot;; Paper – 95 GSM, ledger paper (Green)
04.	Marksheets	10,000	Size – A4 8.27 x 11.69 &quot;; Paper 130 gsm Matt (Imported) Printing - 2 color
05.	Bonafide / NOC Proforma	5000 (50 Pads)	Size : 8.5 &quot; x 11&quot;; with perforation Color : Green Paper: 90 gsm Lazer Printing: two color offset single side Binding: with numbering & amp; pad making 100 each
06.	Re Registration Forms	2000 (20 Pads)	Size : 8.5&quot; x 11&quot;; Color : White Paper: 70 gsm Printing: single color offset single side Binding: pad making 100 each
07.	Enrolment Forms	2000 (20 Pads) Both side	Size : Legal Color: Green Paper : 90 gsm Lazer Printing : single color offset both side
08.	Re-Evaluation Forms	2000 (20 Pads)	Size : 8.5 &quot; x 11&quot;; Color : White Paper: 70 gsm Printing: single color offset single side Binding: pad making 100 each
09.	Degree Forms	2000 (20 Pads)	Size : 8.5&quot; x 11&quot;; Color : White Paper: 70 gsm Printing: single color offset single side Binding: pad making 100 each
10.	Paper Setter Forms	2000 (20 Pads)	Size : 8.5&quot; x 11&quot;; Color : White Paper: 70 gsm Printing: single color offset single side Binding: pad making 100 each
11.	Letterhead	2000	Size – A4 8.27 x 11.69 Paper 100 gsm DEO Paper Imported with 3 color silk screen printing in special Metallic Gold color

Director-cum- Dean