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**Q U O T A T I O N F O R M
F O R
P R I N T I N G O F A S S E T R E G I S T E R
A T
J A M I A H A M D A R D**

Jamia Hamdard
Hamdard Nagar, New Delhi-110062

Sealed item rate quotations are invited from reputed printing press agencies for the printing of Asset registers as appended below. The Quotation forms can be obtained from the estate office of Jamia Hamdard from 05-09-18 and deposit the same in sealed cover latest by 17-09-18 up to 3.00 p.m. in the office of Estate Officer.

The quotation shall be opened on the same day at 3.30 p.m. in Estate Office by the committee in presence of the interested agencies.

The successful quoting firm/agency will have to supply the register with printing within 15 days from the date of receipt of award letter with the entire satisfaction of the incharge. The work shall be executed as per specification and sample approved.

Name of work: Printing of Asset Registers
Time of Completion: 15 Days.

SCHEDULE OF QUANTITIES:

S. no	Description	Unit	Qty	Rate	Amount
5	Printing of Asset register with hard board binding of 5mm thick, the paper size shall be 13.5" x 8.5" of 90 GSM ledger paper. In register the total pages shall be 200 nos. All paper shall be printed and proper lining as per required formate. (Formate is attached herewith)	Each	100		
			Total Amount		
	Amount in Words.				

Contractor Sign & Seal

