



OFFICE OF THE PRINCIPAL  
**GEETANAGAR COLLEGE**  
**(KANYA MAHAVIDYALAYA)**

Recognised Under UGC Section 2(f) and 12 (B) of UGC Act 1956

[Accredited by NAAC with B Grade (CGPA 2.34) in 2023]

**Geetanagar, Guwahati-781021**

Ref. No. : *KM/Quotation/2025/4056*

Date *22.08.2025*

From : Dr. Satyajit Kalita, M.A, Ph.D.  
Principal

**Quotation Call Notice**

Sealed quotations are invited from reputed and experienced printing firms for the printing of the Annual College Magazine of Geetanagar College (formerly Kanya Mahavidyalaya) for the year 2025. Interested vendors are requested to submit their quotations as per the following specifications:

Specifications for Magazine Printing: -

Sl. No.	Item Description	Specification Details
1	Book Size	Demy 1/4
2	Cover Page	Front & Back – Colour, Glossy Art Paper (300 GSM)
3	Inner Pages (Colour)	08 pages – Colour Print on Art Paper (130 GSM)
4	Inner Pages (Black & White)	160 pages – B/W Print on Maplitho Paper (70 GSM)
5	Binding	Perfect Binding
6	Proofing	Minimum two rounds of proofing before final print
7	Delivery	Final delivery within 7 days after approval of proof
8	Quantity	[Specify Quantity – e.g., 200 Copies]
9	Rates to be quoted	Per copy (inclusive of all taxes and charges)
10	Others (if any)	Transportation to college to be included in quote

Terms & Conditions:

The quotation must be submitted in a sealed envelope clearly super scribed:

- 1.Quotation for College Magazine – 2025
- 2.The last date for submission of quotation is 5<sup>th</sup> September, 2025 before 2:00 PM.
- 3.The printing firm must have prior experience in printing educational magazines or institutional publications. Supporting documents may be attached.
- 4.The College reserves the right to accept or reject any or all quotations without assigning any reason.
- 5.Payment will be made only after successful delivery and verification of printed materials.
- 6.Delays in delivery beyond the stipulated timeline will attract penalties or cancellation of order.

For any queries or clarifications, please contact:

*[Signature]*  
Principal

Geetanagar College

Geetanagar, Guwahati, Assam

Contact: +91-90850 84275/7002063510

Principal

Kanya Mahavidyalaya  
Guwahati