



**Guru Gobind Singh Indraprastha University**  
**Sector-16C, Dwarka, New Delhi – 110 078**



F. No.: GGSIPU/USHSS/Newsletter-U-Focus/2021/...

Dated: 26.08.2021

**To**

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**Subject: Quotation for printing of 500 copies of University News Letter –U Focus 2<sup>nd</sup> issue (Aug., 2020- Dec., 2020)**

1. Quotations are invited for printing of 500 copies of University News Letter- U Focus with the following specification:

**Specification of the News Letter – U Focus:**

- |   |   |                                   |
|---|---|-----------------------------------|
| 1. Format                                     | - | Tabloid with coloured photographs |
| 2. Frequency                                  | - | Bi-annual (Two issues in a year)  |
| 3. Number of Copies                           | - | 500 Nos. (Per issue)              |
| 4. Tentative Number<br>of pages of each issue | - | 40 pages                          |

Note: Other specification as per sample copy.

- The quotation should be addressed to The Chief Editor, U-Focus, GGS IP University, Sector-16C, Dwarka. Any vendor interested for the said printing work, may submit quotations directly in the Chief Editor, Room No. 302, C-Block, GGS IP University, Sector 16C, Dwarka, New Delhi -110078 within 15 days, i.e., by 10<sup>th</sup> September, 2021 (Tuesday)
- The University reserves the right for accepting the whole or any part of the quotation. Chief Editor, decision in the matter shall be final and binding.
- The printing copies are to be supplied duly tied up in suitable sizes bundles or equal numbers at Room No. 302, C-Block, GGS IP University, Sector 16C, Dwarka, New Delhi -110078.
- The delivery of the printed copies of News Letter is to be made free of any other charges to Room No. 302, C-Block, 3<sup>rd</sup> Floor, GGS IP University.
- Payment shall be released through RTGS/NEFT to the firm only on satisfactory acceptance of the work. In case item is found to be not as per ordered specification or does not meeting the requirement or found to be substandard quality, the same shall be rejected.
- It shall be the responsibility of the firm to deliver the printing work at GGS IP University premises as stipulated date/time of work order.

  
(Prof. Vivek Sachdeva)  
Chief Editor, U-Focus