

TENDER ENQUIRY FOR PRINTING OF SCHOOL MAGAZINE –‘BEACON 2016-17

1. You are hereby requested to furnish quotation for printing and supply (including paper and all other charges) of our School Magazine - Beacon – 2016-17 for **2500 copies** as per the following details:-

- (a) Charges for cover four pages (310 gsm) in Art card multicolour printing with matt lamination & Golden foiling per book.
- (b) Printing charges on good quality art paper (130 gsm) in multi colour for photographs, Art & drawings etc. - Per page of a book.
- (c) Perfect binding charges per book.
- (d) Designing & DTP charges of Magazine.
- (e) Representative (Designing & DTP) from press should report at school for compilation of the magazine in between school time.
- (f) All taxes and other charges if any are to be quoted separately.

2. Size & pages (Maximum) of Magazine:-

- (a) Size – 28cm x 21cm
- (b) Pages – Cover pages – **4**, Inside colour pages - **130**

3. Other terms & conditions are as follows:-

- (a) Send your quotation in a sealed envelope super scribed clearly ‘**Tender enquiry for printing of school magazine 2017**’ on or before **25 Nov 2016**.
- (b) Quote your KGST/CST/PAN/TIN/SSI numbers.
- (c) Payment will be made on completing the works satisfactorily and returning all matter to school.
- (d) Please attach art paper samples of 130gsm.

4. The approval or rejection of the quotation rests with “The Principal, Navy Children School, Kochi - 4.”

5. For further details contact the school office.

(Dr Nellie Paul Vergehse)
Principal
Navy Children School, Kochi
10 Nov 2016