

Letter of Intent

The college invites Letter of intent (LOI) from interested Printing Presses for printing of College Magazine 'Alok' as per requirements provided in the guidelines below. He/She is asked to submit the rate per copy following the guidelines stated below. Interested parties are requested to submit their LOI with a rate on or before 25-08-2026.

Guidelines:

1. Number of copies to be printed: 600.
2. Number of Pages:
 - (A) Multicolor cover page -04
 - (B) Multicolor Photo: 08
 - (C) Black and White text pages 90 (tentative)
- 3 Paper:
 - (A) 100 GSM for text page maplitho paper
 - (B) 200 GSM photo matte finish paper for cover page with lamination
 - (C) 130 GSM photo glossy paper for inner multicolour page
 - (D) Both side printing
4. Size of the Magazine should be demy 1⁴ (standard magazine size).
5. 02 proof copies to be submitted twice to the college.
6. A soft copy of the complete magazine should be provided to the college.
7. Heading for the quotation should be written on top of the sealed envelope as "Quotation for College Magazine.
8. The bidder should submit their quotation along with their rate per copy to the college office on or before 25/08/2026 by 4:00P.M.
9. All printed copies of the magazine to be submitted within 30 days from the date of issue of the order.
10. Date of opening of quotation: 26/08/2026 at 11:00 A.M.

Terms and Conditions

1. The purchaser reserves the right to accept or reject any or all of the quotations without assigning any reason thereof.
2. The following documents (photocopy) should furnish with the tender.
 - a. Valid GST certificate
 - b. Trade License
 - c. PAN Card
 - d. Bank details
3. The successful quotationer will have to supply the materials as and when sought for.
4. No advance payment will be made.
5. Payment to be made after the delivery of the magazine.
6. The quotationer should provide his/her Address and Contact no.


Convenor Tender Committee
B.H.B. College, Sarupeta