

YADAVINDRA PUBLIC SCHOOL, PATIALA

NOTICE INVITING TENDER / CALL FOR QUOTATIONS

Subject: Printing and Supply of Annual Publication "Fledglings" for Academic Session 2025–26

Sealed quotations are invited from reputed, experienced printers and publishers for the printing, binding, and delivery of the school's annual publication, **"Fledglings" (Session 2025–26)**.

Interested vendors are requested to submit their competitive rates in a sealed envelope superscribed **"Quotation for Printing of Fledglings (2025–26)"** to the School Office on or before **21st September 2026, by 2:00 PM**].

1. Scope of Work & Technical Specifications

S. No.	Parameter	Detailed Specification
1	Publication Name	<i>Fledglings</i> (Session 2025–26)
2	Quantity	Approximate 700 pieces
3	Total Inner Pages	124 Pages
4	Inner Page Paper	130 GSM Art Paper
5	Printing Type	Full multi-colour printing throughout
6	Cover Page	4 Pages on 300 GSM Art Card with thermal lamination (Gloss/Matte as approved)
7	Binding	Soft binding / Perfect binding (high-durability finish)
8	Size / Orientation	A4

2. Terms & Conditions

- **Sample Inspection:** A physical sample copy of the previous edition can be inspected in the **School Office/Premises** on all working days between **9:00 AM and 2:00 PM** prior to the submission deadline.
- **Submission Deadline:** Sealed quotations must reach the school office strictly **on or before 21st September 2026 by 2:00 PM**.

- **Proof Approval:** The composed digital proof/dummy copy must be submitted to the School Editorial Committee for final verification and written sign-off before printing.
- **Quality Compliance:** Paper grammage, ink consistency, trimming, and binding must strictly conform to specifications and match the approved sample. Substandard work will be rejected.
- **Pricing & Taxes:** Rates quoted must be inclusive of typesetting assistance, printing, binding, packaging, and freight/delivery (F.O.R. School Premises). GST must be stated clearly.
- **Reservation of Rights:** The school authorities reserve the right to accept or reject any quotation without assigning any reason.

4. Financial Bid Format (To be submitted on Vendor's Letterhead)

S. No.	Description	Quantity	Rate per Copy (INR)	Total Amount (Excl. GST)	Applicable GST (%)	Net Total Amount (INR)
1	Printing & Supply of <i>Fledglings</i> (124 inner pages on 130 GSM Art Paper + 4 cover pages on 300 GSM Laminated Card, perfect/soft bound)	700 copies				

Authorized Signatory: _____

Name of Firm: _____

Contact No. & Email: _____

Stamp/Seal: _____