

Sir,

The National Assessment and Accreditation Council (NAAC) is an autonomous organisation, established by the University Grants Commission (UGC), with its headquarters in Bangalore. We have the printing work with following specifications:

Job Name	:	Annual Report 2020–21 (English and Hindi Version)
Size	:	Demy 1/4 th
Quantity	:	200 copies (100 copies English Version) (100 copies Hindi Version)
Printing	:	Offset
Text Paper	:	130 gsm Sinarmas Art paper
Text Pages	:	200 pages – tracing output/Butter paper output by the printer Design and layout has to be done by the printer. <i>Also quote for additional 4-pages.</i>
Text Printing	:	Two color (Graphs and Charts will be multi-color)
Color Pages	:	72 pages with multi-color (color Photographs and Graphs)
Cover Paper	:	300 gsm of Indian art card with Matt Lamination
Cover Printing	:	4 page, the cover design has to be prepared by a professional Artist 4 colour printing in frontside - extended to back page also (Three multi-colour design printed proof has to be given by the printer and one will be finalized. Final colour proof printed version submitted for approval.)
Finishing	:	Perfect Binding. The finished books to be supplied in 25 books packets with label.

If pages are less or more the pro-rata basis will be applied. Tax should be mentioned separately etc. TDS will be deducted as per GOI rules. The last date to submit to your quotation is **14/06/2022**. The sealed envelope should be sent through post/courier or by hand and Quotation should be super scribed with the job name, reference number and the last date of Quotation.

Thanking you

Yours sincerely



Arun M.