



SRI ARVIND MAHILA COLLEGE, PATNA

(A Constituent Unit of Patliputra University, Patna)
Kazipur, Patna - 800 004 (Bihar)

Ref. No. G/258/26

OFFICE OF THE PRINCIPAL

Date 3/9/26

NOTICE INVITING QUOTATION

Subject: Invitation of Quotation for Stationary and Printing of Internal Assessment/Practical Examination Answer Sheets.

Sealed quotations are hereby invited from reputed and experienced **Printing Presses/Vendors** for stationary and printing for supply of **Internal Assessment / Practical Examination Answer Sheets** for use in the College.

The specifications of the answer sheet shall be as per the specimen/sample approved by the College, broadly containing the following particulars:

1. Name and logo of **Sri Arvind Mahila College, Kazipur, Patna**
2. Mention of "**A Constituent Unit of Patliputra University, Patna**"
3. Heading – **Internal Assessment / Practical Examination**
4. Candidate details such as:
 - o Name
 - o College Roll No.
 - o Registration No.
 - o University Roll No.
 - o Subject
 - o Paper
 - o Session
 - o Class
 - o Mobile No.
 - o Date
 - o Semester
5. Space for **Signature of Invigilator**
6. Space for **Full Signature of Examiner**
7. Ruled writing pages with appropriate margins
8. Printing, paper quality, size and layout strictly as per the specimen approved by the College.

Terms & Conditions

1. The quotation should clearly mention the **rate stationary and per sheet/copy**, inclusive of all applicable taxes, transportation and other charges.
2. The vendor shall submit a **sample/proof** for approval before bulk printing and stationary
3. The paper quality, printing quality, colour, size and design must conform to the approved specimen.

Estd. : 1960

Phone : 0612-3266992, 3266993
E-mail : samcpatna0612@gmail.com
Website : www.samcpatna.ac.in



SRI ARVIND MAHILA COLLEGE, PATNA

(A Constituent Unit of Patliputra University, Patna)

Kazipur, Patna - 800 004 (Bihar)

Ref. No.G/258/26

OFFICE OF THE PRINCIPAL

Date3/9/26....

4. The College reserves the right to **accept or reject any or all quotations** without assigning any reason.
5. The selected firm/vendor shall complete the printing and supply within the stipulated period as communicated by the College.
6. Payment shall be made after satisfactory supply and submission of the required bill/invoice and other relevant documents.
7. The quotation should be submitted in a **sealed envelope**, clearly superscribed:

“QUOTATION FOR PRINTING OF INTERNAL ASSESSMENT / PRACTICAL EXAMINATION ANSWER SHEETS”

8. The quotation should reach the College office on or before 10/09/26 at 3:00 PM.
9. The quotation must contain the firm's **PAN, GST Registration Certificate (if applicable), contact details and bank details.**
10. The College reserves the right to negotiate the rates with the lowest eligible bidder, if considered necessary.

Recha Rani
Principal 31/9/26

Copy to -

1. College Notice Board
2. College Website – www.samcpatna.ac.in
3. Guard File.

3/9/26

