



DEPARTMENT OF MANAGEMENT STUDIES
School of Management, Pondicherry University, Puducherry 605 014, India
Ph : (O) 91-413-2654305, +91-413-2655253

Dr. T. NAMBIRAJAN,
Professor & Head of the Department

Ref No: PU/SOM/DMS/PB-Ptg./2013-2014/

Date: 03.09.2013.

To,

Sir/Madam,

Sub: Call for the sealed quotation -
Printing of MBA placement brochure - Reg.

Department of Management Studies, Pondicherry University intends to print 100 copies of Placement Brochure for the MBA Students of 2012-2014 batch.

Hence, you are requested to send your **sealed** quotation **with lowest possible rate** in the format attached herewith, along with your signature so as to reach this office before 3pm on or before 13th September 2013 by REGISTERED POST to the following address:

Head of the Department
Department of Management Studies,
R.V. Nagar, Kalapet,
Pondicherry University,
Puducherry - 605014

Thanking you,

Yours faithfully,

(Dr. R. KASILINGAM)
Placement Co-ordinator

(Dr. T. NAMBIRAJAN)
HEAD OF THE DEPARTMENT



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SCHEDULE FOR PRINTING PLACEMENT BROCHURE REQUIRED FOR THE
MBA PROGRAMME 2012-2014 BATCH

S.No	Description of Materials	Quantity	Cost per book Rs.	Amount Rs.
1	High quality Printing of placement brochure as per the specifications given below: 1. Approximately 82 pages in A4 or lesser size 2. All pages to be printed with multicolour and matt finish lamination (Inner page 170 GSM and Outer cover 300 GSM) 3. Photographs(118 Nos. of student & 69 Nos. of Theme photographs, Excluding logos)	100 Nos.		

TERMS & CONDITIONS

- The quoted rates should be inclusive of all taxes and other charges and there should be no variations thereafter.
- The placement brochure should be within the specification mentioned above.
- The last date for the receipt of the quotation is upto 3.00pm on 13th September 2013.
- No advance payment will be made and payment will be made only after the satisfactory supply of the entire quantity ordered.
- The entire quantity should be supplied within 10 days from the date of receipt of the supply order.
- **A copy of placement brochure should be submitted to this office for proof reading before it gets printed.**
- The printed material should be delivered at the door steps of the Department of Management Studies. No transport charges will be paid.

(Dr. R. KASILINGAM)
Placement Co-ordinator

(Dr. T. NAMBIKARAN)
HEAD OF THE DEPARTMENT

SIGNATURE OF THE PRINTER WITH
NAME, ADDRESS & SEAL OF THE FIRM