



Shyam Lal College (Evening)

(University of Delhi)

Shahdara, Delhi - 110032

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Ref.No.E-Lib. Quot./2025-26/

Date: 09.12.2025

QUOTATION NOTICE

Shyam Lal College (Evening) University of Delhi, G.T. Road Shahdara, Delhi-110032, invites sealed quotations for Library Stationery items for the College Library.

Following are the items with descriptions and quantities:

S.No.	Items	Description	Qty.
1	Book Card	(2"x3") printed with standard columns on superior quality heavy paper.	5000 (Five Thousand)
2	Book Pocket	(Small Printed) suitable for housing 2"x3" book card.	5000 (Five Thousand)
3	Book Plates	(3.25"x3.25" approx) printed as per your sample on superior quality white art sheet.	5000 (Five Thousand)
4	Due Date Slip	(4"x6") printed one side as per your sample on superior quality white printing paper	5000 (Five Thousand)
5	Students Membership Register	--	2
6	Students Readers Ticket	--	6000 (Six Thousand)
7	No Dues Form	--	10 pads
8	Readers Ticket Plastic Cover	Blue Colour	6000 (Six Thousand)
9	Readers Ticket Plastic Cover	Red Colour	6000 (Six Thousand)
10	Readers Ticket Plastic Cover	Yellow Colour	6000 (Six Thousand)

Term & Conditions:

1. The payment will be made within 20 days from the date of submission of your final bill.
2. The 100% payment will be made after the delivery.
3. Delivery order must be completed within 7 days from the receipt of our order.
4. Your quotation for the said items should be submitted in the office latest by 15th December, 2025 upto 12:00 noon in the Office of the Principal, Shyam Lal College (Evening).
5. College reserved the right to place the order for any item or more out of the said list or to cancel the order at any time.

Principal

Shyam Lal College (Evening)