



# Shyam Lal College (Evening)

(University of Delhi)

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Ref.No-E-2/27/2025-26/

Date: 29/04/2026

Subject: To invite the Quotation for Typing, Designing, Hindi Translation and Printing work & Supply of approx. 150 copies of 56<sup>th</sup> Annual Report (2025-26) of the College.

Dear Sir,

Kindly supply your quotation as per details given below:

|  |   |
|--|---|
| Quantity of Prospectus                       | 150 copies approx. (No. of copies 05-10, may increase or decrease as per requirement).  |
| Language                                     | English and Hindi (bilingual)   |
| Quantity of Pages                            | Around 90 pages of text with 4 colour printing & 4 pages of cover with four colour printing   |
| Size   | 8"X10" Size Complete in all respect (Typing, Designing, Hindi Translation and Printing work, cover page design, binding and delivery of prospectus in College). |
| Paper to be used for Text                    | Art Paper 130 gsm (Ballarpur)   |
| For Cover                                    | Art card 300 gsm  |
| Extra 4 inner pages set (as per requirement) | In case the number of pages exceed the above specifications or reduce in above specifications.  |

**Note:** In case of non-availability of Hindi translation, typing, designing & printing work in Hindi Language, the vendor/firm may quote its rates for English Language only. However, we require the rates for bilingual (Hindi & English both), typing, designing & printing work.

The quotation with all details should reach to the Principal, Shyam Lal College (Eve.) on or before 6<sup>th</sup> May, 2026 till 2:00 pm. The quotation should be address to **the Principal, Shyam Lal College (Eve.), G.T. Road, Shahdara, Delhi-110032.**

Thanking you,

Yours faithfully,

(Prof. Nachiketa Singh)

प्रो० नचिकेता सिंह Prof. Nachiketa Singh  
प्राचार्य Principal  
श्यामलाल कॉलेज (संध्य) Shyam Lal College (Evening)  
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