

# रामानुजन महाविद्यालय

नेक मान्यता: ग्रेड ए ++ (३.७१)

दिल्ली विश्वविद्यालय

सी. आर. पार्क मुख्य सड़क, ब्लॉक एच.

कालकाजी, नई दिल्ली-११००१९, भारत

आई. एस. ओ. ९००१:२००८ प्रमाणित संगठन



## RAMANUJAN COLLEGE

Accredited Grade 'A++(3.71)' by NAAC

University of Delhi

C.R. Park Main Road, Block H

Kalkaji, New Delhi- 110019, India

ISO 9001:2008 Certified Organisation

Dated:-28.08.2024

### QUOTATION FOR PHOTOCOPY SHOP

- Sealed Quotations are invited by the **Principal, Ramanujan College (University of Delhi), Kalkaji, and New Delhi-110019** from the reputed and experienced vendors/persons to run one photocopy shops in the college premises.
- Interested vendors/ Persons should submit their quotations to the Office, **Ramanujan College (University of Delhi), Kalkaji, New Delhi-110019** on or before 09.09.2024 along with the following details in a sealed envelopes superscribed as "Quotation for Photocopy Shop"
- The "Financial Quote" should contain the following information:

1. Room Rent-per month payable to the college for the following rooms

S.No.	Room Size	Location	Rent Amount
01.	10 x 11.5 ft.(Approx.)	Near College Gate no. -02	

#### Important Notes:

1. Separate meter for electricity shall be installed
2. Electricity expenses to be paid by the vendor/person to the college as per Rs. 10/- per unit.

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3. Vendor / person has to bring his/her own photocopier machine preferably two side auto nature printing and provide 3000 copies per month free of cost in additional to Rent to be quoted to college.
4. Vendor/Person shall be allowed to offer display small stationery items for sale.
5. Pan no. must be quoted as per Govt. Policy.
6. The contract for running the photocopy shop will be awarded for a period of initially 02 years and may be extended for further 02 years.
7. The vendors can inspect the site on all working days for any query.
8. The vendors have experience of educational institution/college/school will be preferred.
9. The college has fixed the rates of Photocopy, Lamination and Spiral Binding for which the vendors are required to submit their acceptance on their letterhead.

S.No.	Description of Item	Rate (in Rs.)
01	Rate per copy(Single Sided)	0.50/-(Fixed)
02	Rate per copy (Both Sided)	1.00/-(Fixed)
03	Lamination (A-4)	8.00/-(Fixed)
04	Spiral Binding(A-4)	13.00/-(Fixed)

10. The College authority reserves the rights to cancel the contract at any stage in case of breach of contract/mutual act.
11. Any disputes are subject to Jurisdiction of Delhi courts only.

(Prof. Rasal Singh)

Principal

प्रोफेसर-प्राचार्य / Professor-Principal  
रामानुजन कॉलेज / Ramanujan College  
दिल्ली विश्वविद्यालय / University of Delhi  
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