



Shreemati Nathibai Damodar Thackersey Women's University

1, Nathibai Thackersey Road, Mumbai 400 020

Tel: 26604706/ 22031879/22030948

Invitation of Quotations for Printing of Monographs for SNDT Women's University.

Ref No:

Date: 02/06/2026

This is a new web notification for the previously given on the web dated 26.05.206 due to change in the size for paper. Sealed Quotations are invited for **Printing of Monographs for SNDT Women's University.**

The suppliers are advised to study all technical and commercial aspects, instructions, terms and conditions carefully in the document. Failure to furnish all information required in the quotation may result in the rejection of the quotation. The University reserves the right to reject the quotation in whole without assigning any reason thereof.

Name of Item	Quotations for Printing of Monographs for SNDT Women's University.
Venue of Submission	Bharatratna Maharshi Karve Knowledge Resource Centre SNDT Women's University, 2nd Floor, Above Patkar Hall, 1, N. T. Road, Churchgate, Mumbai - 400 020.
To be Addressed to:	The Director, Bharatratna Maharshi Karve Knowledge Resource Centre SNDT Women's University, 1, N. T. Road, New Marine Lines, Churchgate Mumbai - 400 020.
Contact Telephone	022 - 22072792
Deadline of submission	10th June,2026

Instructions:

**Dates mentioned here, are scheduled dates for the University Activities. Any changes in dates of submission and processing shall be notified in 'Tenders/Quotations' section on the University website (sndt.ac.in) below the respective quotation.*

To view Quotation Notice, kindly visit following website of **SNDT Women's University, Mumbai**:
<https://www.sndt.ac.in/tendersandquotations>

Quotations should clearly mention all Specifications mentioned in this document.
The quotations are invited for the following products:

1. Item 1:

Sr. No.	Item Name	Specifications
Monographs Item Details		
1.	Item Name	<i>Monographs</i>
	Number of Titles	<i>8 Separate Monographs (Books)</i>
	Quantity per Title	<i>25 Copies Each</i>
	Total Quantity	<i>200 Copies</i>
	Estimated Total Pages	<i>Approx. 40,000 Pages Across All Copies/Titles</i>
	Black & White Pages	<i>Approx. 35,000 Pages</i>
	Multi-colour Pages	<i>Approx. 2,000 Pages (Per Page Amount)</i>
	Size	A4 Size (8.27 x 11.69" Inches)
Printing Specifications		
2.	Inner Page Paper Quality	70 GSM / 80 GSM
	Cover Page Quality	350 GSM
	Cover Finish	Matte or Glossy Lamination
	Cover Page Design	DTP Work Included
	Inner Printing Type	Black & White and/or Multi-colour
	Cover Printing	Multi-colour
	Binding Type	Perfect Binding

Terms & Conditions

1. Proof Reading and Approval

A dummy/proof copy of each monograph must be submitted for approval before commencement of final bulk printing.

2. Delivery Timeline

The entire printing assignment must be completed and delivered within one week from the date of issuance of the work order or receipt of final approved proof, whichever is later.

3. Quality Assurance

The printer shall ensure high-quality printing, accurate colour reproduction, proper alignment, durable binding, and neat finishing of all monographs.

4. Acceptance of Tender

The organization reserves the right to accept or reject any or all tenders, wholly or partially, without assigning any reason whatsoever.

5. Final Output Requirement

All printed materials must strictly adhere to the approved specifications and sample proof. Any deviation may lead to rejection of the printed material.

6. Packaging and Delivery

All monographs should be properly packed to prevent damage during transportation and delivered at the designated location mentioned in the work order.

Envelop No.1:

The envelope must contain:

1. Covering letter with details of bidders, address, name of proprietor, telephone number, mobile number, email ID, name, signature and seal. In case of partnership firm- name and address of the partners and copy of Partnership Deed.
2. Type of business entity: manufacturer/authorized dealer, any others (to be specified)
3. Certified copy of GST registration
4. PAN Card No
5. List of main clients (maximum 10)

Note: The financial bids of only those vendors who qualify in the technical evaluation will be opened

Envelop No.2:

The envelope must contain:

The financial bid may be submitted in the prescribed format as above on the letterhead of the bidder.

Item	Rate per unit (INR)	Taxes (INR)	Qty	Total Estimated Cost (INR)
1.				
2.				
3.				

The rate must be inclusive of all charges. Taxes are to be mentioned clearly in the quotation.

- ✦ The final quantity may vary at the time of issue of purchase order.
- ✦ Free delivery, installation is required at the **BMK Knowledge Resource Centre , Churchgate Branch, SNT Women's University, 1, N. T. Road, Churchgate, Mumbai-400020**
- ✦ The rate validity will be upto 45 days from the date of submission deadline.
- ✦ All necessary documents, manuals to be handed over to the concerned department.
- ✦ Packing and transport charges, transit insurance will be inclusive in the quoted rate.
- ✦ University will issue Octroi Exemption certificate if required.

Dave
 The Director, 2/6/26
**Bharatratna Maharshi Karve Knowledge Resource Centre,
 SNT Women's University, Mumbai – 400020.**