



JAMIA HAMDARD

(Deemed to be University)

(Accredited by NAAC in A+ Category)

Hamdard Nagar, New Delhi-110 062

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(QUOTATION No.: JH/PS/Quot-929/Oct - 2024)

Annexure – 1

List of materials for Conference/Seminar/Workshop/Event

S. No	Name of items/materials	Size	Cost (Rs.)
1	Design and printing of Banner	4x8 ft	
		8x12 ft	
2	Design and printing Backdrop with Iron Frame pasting	4x8 ft	
		8x12 ft	
		8x16 ft	
3	Standee	2 ½ X 5 ft	
4	Flyer& Brochures (Double fold)		
		A5	
5	Printed & designed handouts, worksheets	A-4	
6	Design & Printing Certificate	A-4	
7	Poster design and printing (01 – 100)	A-3	
		13X19	
8	Name tag, Ribbons & Badges (01 – 100)		
9	Invitation Card (single side) with envelop – Multiple colour (Quantity 100 Cards)	A-5	
10	Invitation Card (double side) with envelop – Multiple colour (Quantity 100 Cards)	A-5	
11	Business /Visiting Cards (100 Card) – 2 colour	Normal size	
12	Conference Participants ID Cards with 20 mm Lanyard + Plastic cover without Hook (01 – 100)		
13	Conference Participants ID Cards with 20 mm Lanyard + Plastic cover with Hook (01 - 100)		
14	Students/Staff ID Cards with 20 mm Lanyard + Plastic Holder without Hook (min. 100)		
15	Students/Staff ID Cards with 20 mm Lanyard+ Plastic Holder with Hook (min. 100)		
16	Printed Coffee Mug (min. 50 - 100)		
17	Printed Pen (min. 50 - 100)		
18	Printed USB (min. 50 - 100)	8 – 16 GB	
19	Printed Note Pad with Jamia Hamdard Logo (min. 50 - 100)	A-5	
20	Folders/binders (min. 50 – 100)	A-4	
21	Design & Printing - Annual Table Calendar (Multi colour) - 100	7x9 Inches	
22	Design & Printing - Annual Wall Calendar (Multi colour) - 100	12x18 Inches	
23	Design & Printing - Note Sheet – 8 pages (Multi colour)	Letter head size	
24	Design & Printing – Jamia Hamdard Letter Head (Two colour)	Letter head size	
25	Poster / Signage	10x12 Inches	