



சென்னைப் பல்கலைக்கழகம்

UNIVERSITY OF MADRAS

(Established under the Act of Incorporation XXVII of 1857- Madras University Act 1923)

(State University)

Centenary Building, Chepauk, Chennai-600 005 – Tamil Nadu - India.

CIRCULAR

Sub: Printing Works in the University – Regarding.

It is informed that the Syndicate at its meeting held on 27-07-2023 resolved as follows:-

“RESOLVED that the Specifications prescribed for the Printing Works of Text Books of IDE and other Printing Works of IDE and Regular be followed based on the recommendations of the committee meeting held on 10.07.2023.”

In view of the Syndicate Resolution, the ‘LWS Section’ along with sample books shall obtain the Quotation from the ‘Directorate of Stationery and Printing Department’ and ‘TamilNadu TextBook & Educational Services Corporation’ for their requirements of printing of Text Books for IDE without any deviations.

Further, all the Campus Director Offices, Departments, Works Departments, Sections, i.e., G-Section (IDE), G-Section (Main), COE Purchase, etc., in the University of Madras who are all dealing with small kinds of printing works, i.e, Vouchers, Forms, Challans, Assignment Sheets, Statistical Forms, Registers, CBCS Hand Book, Salary Scale Register, Transfer Certificates, etc., shall also obtain the Quotations from the ‘Directorate of Stationery and Printing Department’ and ‘TamilNadu TextBook & Educational Services Corporation’ with effect from the Syndicate Resolution dated 10-07-2023.

The request for the quotations should be made in the following format:-

S.No.	Description	Specification	Quantity	Nature of Requirement
	Name of the Text Books, Registers, Vouchers, Challans, Forms, Letter Pad, CBCS Hand Book, Academic Calendar, Audit Report, Financial Estimate, etc.,	Model of Book or Exact Specifications like Size, GSM, Wrapper, No. of Colours / B&W, Nature of Binding, lamination etc.,		Urgent / On Demand

The address of two Govt. Departments are given below:

- 1) The Director, Directorate of Stationery and Printing Department, Chennai 600 002.
- 2) The Managing Director, Tamil Nadu Text Book and Educational Services Corporation, Chennai – 600 006.

The previous Panel of Printers and DTP operators are treated as Cancelled.

Julia Christopher
REGISTRAR 22/8/23

No. Gen.Admn. II (A) Section/Circular-Printing Works/2023/ 2-81 22 AUG 2023
Centenary Buildings, Chepauk, Chennai – 600005.