

## DTP & TYPING

| Types of Work  | Rates per page     |                     |
|--|--------------------|---------------------|
|  | A4 size            | Legal size          |
| Plain text layout<br>(feeding & formatting of text)  | Rs. 40/-           | Rs. 50/-            |
| Plain text layout<br>(only formatting of text)       | Rs 30/-            | Rs 40/-             |
| Plain text layout in<br>columnar form<br>(3 columns) | Rs 40/-<br>Rs 50/- | Rs 50/-<br>Rs. 60/- |
| Balance Sheet  | Rs 280/-           | Rs 320/-            |

Invoice/Cash Memo/Challans etc

Rs 40/-

Logos / Monograms

Rs 75/- onwards

Visiting Cards (3 sample)  
" (single)

Rs 45/-  
Rs 25/-

Letter Heads / Envelopes

Rs. 50/-

Multi-colour 20 V. Cards

Rs. 150/-

*The above rates includes simple drawing. If Complex graphics are required then the charges shall be applicable according to the design.*

*The above rates include two proof and one final laser printout. If additional proofs is required than Rs. 3/- shall be charged extra.*

Biodata layout  
College Thesis/Projects

Rs. 15/-  
Rs 20/-

Plain text typing A4 size  
Plain Text Typing Legal size

Rs. 15/-  
Rs. 20/-

*Biodata & College Thesis/Projects printout are on ordinary injet printer*

Printout on injet printer in black & white mode      Rs. 10/-  
Printout on injet printer in color mode                      Rs. 20/-

*The above rates are for A4 size except for those specified*

**Note : All rates are in Indian Rupees**