

This tender is strictly meant for DAVP empanelled local "A" class printers only By Fax

सं० 2/4/2010 पी.पी.- II

No. 2/4/2010-PP II

भारत सरकार

GOVERNMENT OF INDIA

विज्ञापन एवम दृश्य प्रचार निदेशालय

DIRECTORATE OF ADVERTISING AND VISUAL PUBLICITY

सूचना एवम प्रसारण मंत्रालय

MINISTRY OF INFORMATION & BROADCASTING

सूचना भवन, सी.जी.ओ कौमपलेक्स, लोधी रोड, नई दिल्ली

Soochna Bhawan, CGO Complex, Lodhi Road, NEW DELHI

दिनांक / Date: 25.08.2010

विषय / Subject: - Indian Panorama Regulations 2010 - Booklet

Dear Sirs,

500 copies of the above job in Hindi/English (bilingual) are required to be produced on top priority basis as per the following specifications:

विवरण / DESCRIPTION: A Prestigious simple booklet comprising of 20 pages of text and 4 pages of cover is to be produced from material provided in CD. The outer cover of the booklet will be printed in four process colours throughout having line and tone design and text pages in single colour black. The inner covers will remain blank. After printing the booklet will be center stitched with wire at two places and cut to size. Outer covers are to be laminated also

साईज / SIZE: 8.5" x 10.75" (finished)

रंग / COLOURS: Outer Cover - Four process colours
Text- Single colour

भाषा व संख्या / LANGUAGE & QUANTITY: English/Hindi (bilingual)-500 copies

कार्य करने की विधि / PROCESS OF PRODUCTION: Offset

पेपर / PAPER: 90 GSM good quality maplitho paper for text pages and 210 GSM High Gloss Imported Art Card for cover will be used from printer's stock. Please attach ¼ sheets of both paper samples with complete nomenclature thereon including the name of the paper mill.

उत्पादन हेतु सामग्री / MATERIAL FOR PRODUCTION: Sample copy along with CD will be supplied.

समय अवधि / TIME SCHEDULE: An overall period of 3 days will be allowed for machine proofing, printing and delivery of the job.

अन्य अभियुक्तियां / OTHER REMARKS:

1. Advance copies should be supplied over and above the ordered copies
2. The time schedule is to be strictly adhered to.
3. A high quality reproduction is essential
4. This enquiry is subject to our usual terms of tender.
5. Rates should be quoted both in words and in figures and preferably typed.
6. Any overwriting in rates etc. may render the tender as invalid.

7. No additional claim will be admitted for reproofing in the event of unsatisfactory results
8. The quotation may not be considered in the absence of paper samples.
9. Printers backing out after quoting the rates will be liable for liquidated damages/ suspension from panel or both.

Please quote if you are in a position to undertake the production of the job and supply the printed copies within the specified time schedule. It must be submitted in a sealed envelope so as to reach this office latest by 3 PM on **27.08.2010** and addressed by name to Sh. S.Roy, Joint Director, Directorate of Advertising & Visual Publicity, Room No.1141, CGO complex, Soochna Bhawan, New Delhi 110003.

The rates should be inclusive of all taxes. No taxes will be paid extra.

The following words should be super scribed on the top of the outer envelope.

“Confidential contents quotation for **“Indian Panorama Regulations 2010 - Booklet”**
Job No. 2/4/2010 PP-II, Opening Date: 27.08.2010”.

The rates are to be quoted on the following lines:-

Rate for 500 copies on printer's paper	= Rs.
(Rupees.....)	
Rate per 100 for additional copies on printer's paper	=Rs.....
(Rupees.....)	
Rate/Rebate for additional/reduced four pages of text on printer's paper for 500 copies	=Rs.....
(Rupees.....)	

Please note that tenders received after the due date and time will not be considered. Please acknowledge receipt if you do not wish to quote for this job.

भवदीय

(एस. राय) / (S.Roy)
संयुक्त निदेशक (मुद्रण प्रचार)

For & on behalf of the President of India

I/We undertake that the printing of the job will be done in strict accordance with the terms of tender and specifications set out therein.

Signature with date:
Full Name in Capital:
Stamp of the Firm: