

1/3/2006 Panel/PP II
GOVERNMENT OF INDIA
DIRECTORATE OF ADVERTISING & VISUAL PUBLICITY
(Printed Publicity Wing)

M/s

Subject: - Empanelment of Offset Printers

Dear Sirs,

Minimum machinery and ancillary equipment required as per the revised Guide lines dated 28.06.2007 for empanelment are as under: -

“A” Category

1. One Drum /Flat bed scanner having resolution of 4000 DPI or above along with system for planning facilities.
2. One image setter or a CTP machine
3. Complete plate making equipment including automatic plate processor
4. Two CPC four colour machines in size 23” x 36” and 19” x 25”
5. Two four colour machines in size 28” x 40” and 19” x 25”
6. One single colour machines in size 23” x 36” or two single colour machines in 19” x 25”
7. Two paper cutting machines (including one programmatic)
8. Two power driven wire stitching machines
9. One automatic folding machine
10. One section sewing machine
11. One perfect binding machine
12. DTP with four terminals along with A-3 size, colour ink jet/ colour laser printer of 600 DPI or above
13. Power back-up of 100 KVA or above

“B” Category

1. One Drum /Flat bed scanner having resolution of 4000 DPI or above along with system for planning facilities.
2. Complete plate making equipment
3. Two four colour machines in size 23” x 36” and 19” x 25”
4. Two single colour machines in size 23” x 36” and 19” x 25”
5. One programmatic paper cutting machines
6. Two wire stitching machines
7. One automatic folding machine

8. One section sewing machine or Perfect binding machine
9. DTP with two terminals along with colour ink jet/ colour laser printer of 600 DPI or above.
10. Power back-up of 60 KVA or above

Besides the above, following are also required:

1. License to run the factory issued by competent authority.
2. Copy of Income Tax Return.
3. Minimum turnover of "A" class printers should be 5 crores and that of "B" class printers 2 crores. Copy of Balance Sheet is also to be submitted along with application.
4. Copy of Pollution under Control Certificate.
5. In case of multiple units each unit should have adequate power back-up

"A" category printers should have one complete unit i.e. pre press printing machines and binding within close vicinity. If pre-press facility is situated at different places, it should be electronically connected

The application will be scrutinized and physical inspection of machines/equipment will be done. Thereafter on the recommendation of Panel Advisory Committee, empanelment will be finalized subject to depositing Standing Security Deposit as mentioned below: -

'A' Category - Rs.50, 000/-

'B' Category - Rs.30, 000/-

Questionnaire Form duly filled in along with the required documents and non-refundable application processing fee of Rs. 5000/- in the form of DD/ pay order in favour of Accounts Officer DAVP must reach this office latest by 10-8-2007. Application received after this date will not be entertained.

(Manoj Ranjan)
Production Manager (PP)
Dt. 5-7-2007

**GOVERNMENT OF INDIA
DIRECTORATE OF ADVERTISING & VISUAL PUBLICITY
(Printed Publicity Wing)**

FORM FOR EMPANELMENT OF OFFSET PRINTERS

1. Name of the Press:

2. Name of the Contact Person:
Mobile No.:

3. Address: Office:

Factory: (I)

(II)

4. Telegraphic/e-mail address:

5. Telephone/Fax No (s):

6. Year in which established:

7. PAN No.

8. Nature of incorporation:
(Attach Documents)

9. Name of Proprietor/Partners/Directors:

10. Name of printing machines possessed with details of their type and sizes. (In case machines are installed at more than one premise, give details as (I) /(II) etc.

S. No.	Name of the machine	Make, size and Model of the Machine
1.	DTP Facilities No. of Terminals ()	
2.	Colour inkjet/ laser printer	
3.	Drum / Flat bed Scanner having resolution of 4000 dpi or above	
4.	Planning Facilities i.e. computers and licensed software's available	
5.	Image Setter	
6.	CTP Machine	
7.	Plate Making equipment	
	Plate processor	
8.	Four color CPC machine 19"x26" 23" x 36" 28" x 40"	

9.	<p>Four color machine</p> <p>19"x26"</p> <p>23" x 36"</p> <p>28" x 40"</p>	
10.	<p>Single color machine</p> <p>19"x26"</p> <p>23" x 36"</p> <p>Or any other size.</p>	
11.	<p>Paper cutting Machine's</p> <p>Power Driven</p> <p>Programmatic</p>	
12.	<p>Automatic Paper Folding Machine</p>	
13.	<p>Section Sewing Machine's</p>	
14.	<p>Perfect Binding Machine's</p>	
15.	<p>Wire Stitching Machine's</p> <p>Manual</p> <p>Power Driven</p>	
16.	<p>Power Back-up</p>	

11. **OTHER MECHANICAL EQUIPMENTS possessed by the press**

12. Names of important clients/Advertising Agencies for whom you have done print Jobs during last three years.

13. Does your Press has

(i) Licenses to run the factory

(ii) Pollution under Control certificate
(A copy of the certificates must accompany your application.)

14. Please enclose specimen duly stamped & signed with date (Preferably multi colour posters, folders, booklets, brochures etc. with your imprint line) of print jobs executed by you during the last one year.

15. Annual Turnover for last year.
(Please attach Income Tax Return)

16. Details of DD/ Pay order of Rs. 5000/-
(Non refundable) as application processing fee

I/ we hereby certify that all the particulars given above are correct. I/we shall also abide by all the terms and conditions of empanelment required by DAVP.

Signature:

Date: