

NIDM /Pub /Awareness/2014-15/8
Date: 17/07/2014

Quotation

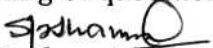
Sub: Printing of: NIDM Publications & IEC Tools' Booklet

NIDM invites sealed quotations from empanelled printers of DAVP and Directorate of Printing (Govt. of India) for printing of **NIDM Publications & IEC Tools' Booklets** as per specification and quantity given below.

S.No.	Publication	Quantity	Specification
1	NIDM Awareness Tools	1000 (copy)	<ul style="list-style-type: none"> ➤ Size: 15 cm x 21cm ➤ Paper quality: 130 gsm art card gloss ➤ Printing: Multi-Color (Both side of leaf) ➤ Binding: Center Pin ➤ Total no. of pages : 16 pagegs (± 4pages leaf) ➤ Sample can be seen at NIDM library
2	NIDM publication catalogue	1000 (copy)	<ul style="list-style-type: none"> ➤ Size: 15 cm x 21cm ➤ Paper quality: 130 gsm art card gloss ➤ Printing: Multi-Color (Both side of leaf) ➤ Binding: Center Pin ➤ Total no. of pages : 12 pagegs (± 4pages leaf) ➤ Sample can be seen at NIDM library

- ❖ **Unit Cost** of booklets must be mentioned in quotation.
- ❖ The Drum scanning, layout designing, typing charges , on side design work / off site design work ...Etc, and extra **page /per leaf cost**, if any, must be mentioned separately in the quotation.
- ❖ Taxes, if any, may be mentioned separately in the quotation.
- ❖ **Vendor should provide total cost of printing.**
- ❖ Printer shall provide the soft copy of the final print version of the Book along with hard copies to the institute.
- ❖ Sample of materials to be printed can be seen at NIDM library.
- ❖ The rates in the quotation should be valid for a period of one year.
- ❖ Sample paper & Print quality should be attached
- ❖ NIDM Reserves the right to reject / cancel the quotation without assigning any reason

Quotations should be addressed to Executive Director, National Institute of Disaster Management, IIPA Campus, IP Estate, Ring Road, New Delhi-110002, and should be posted /couriered so as to reach the Institute on or before **01/08/2014 (before 5 p.m.)** Envelope containing quotation should be superscribed as Quotation for "**NIDM Publications & IEC Tools' Booklet**" Quotations shall be opened at **3 pm on 04/08/2014** at Institute's building. You are requested to send only one representative during opening of quotations on specified time, place and date.


(S.P. Sharma)
Administrative Officer