

NIDM/Printing/Quotation/Awareness/2012-13

October 11, 2012

Quotation

Dear Sir/ Madam,

Sub.: Printing of NIDM Public Awareness Materials

NIDM invites sealed quotations for printing of 10000copies (Ten Thousand Copies) of each items mentioned below as per given specifications:

a) Book Mark

1. **Size:** 6.5"x 2"
2. **Quantity of Pages:** 4 (Four) nos.
3. **Color:** Multi color printing (both side)
4. **Paper quality:**300gsm imported art glossy
5. **Layout designing:** Required
6. **Fancy Tag:** Required

b) One Pocket Folder (Earthquake) in 3 Fold

1. **Size:** 11" x 4"
2. **Colour-** Multicolour (both side printing)
3. **Total no. of pages:** One in three fold with creasing
4. **Text paper Quality:** 250 gsm imported art matt paper
5. **Layout or designing:** Required

c) Do's and Don'ts Leaflet (Hindi)

1. **Size:** 11"x8.5"
2. **Color-** Multicolor (both side printing)
3. **Total no. of pages:** single fold with creasing
4. **Text paper Quality:** 170 gsm (Art Paper-Gloss)
5. **Layout or designing:** Required

d) NIDM Leaflet (English)

1. **Size:** 9"x14.25"
2. **Color-** Multicolor (both side printing)
3. **Total no. of pages:** one page in two fold with creasing
4. **Text paper Quality:** 170 gsm (Art Paper-Gloss)
5. **Layout or designing:** Required

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e) **School Fire Safety Drill (Hindi)**

1. **Size:** 9"x14.25"
2. **Color-** Multicolor (both side printing)
3. **Total no. of pages:** one page in two fold with creasing
4. **Text paper Quality:** 170 gsm (Art Paper-Gloss)
5. **Layout or designing:** Required

- ❖ The Layout and designing charges, if any, may be mentioned separately in the quotation.
- ❖ Taxes, if any, may be mentioned separately in the quotation
- ❖ Vendor should provide the **Gross total cost** of printing of all the above items taken together for printing.
- ❖ Sample of materials to be printed can be seen at NIDM library.

Quotations should be addressed to Executive Director, National Institute of Disaster Management, IIPA Campus, IP Estate, Ring Road, New Delhi-110002 should be posted / couriered so as to reach the Institute on or before **23.10.2012 (before 5 p.m.)**. Quotations shall be opened at **11 am on 25.10.2012** at Institute's building.

Yours sincerely



(Surya Parkash)

Head Printing Committee

To

