



Towards a Disaster Free India

National Institute of Disaster Management

(Ministry of Home Affairs, GOI)

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(Ministry of Home Affairs)

To

NIDM/Printing/Booklet /2012-13
10th May, 2012

Quotation

Sir/ Madam,

Sub: Printing of Booklet

NIDM invites sealed quotations for printing of 500 copies of Booklet with specification given below:

1. Size: A4
2. No of Pages: 30 + 5
3. Cover & Back: Multi colour printing 300gsm Imported art card
4. Inside pages: multi-colour 150gsm imported art paper
5. Binding: Perfect Binding
6. The Layout and designing charges, if any, may be mentioned separately in the quotation.
7. Taxes, if any, may be mentioned separately in the quotation
8. Binding: Center pin
9. **Rates:** The rates should be mentioned as per unit page for additional inside pages and total unit cost of booklet excluding layout and designing charges. The work has to be completed within one week time from the date of issue of the work order.

Sealed quotations should be addressed to Executive Director, National Institute of Disaster Management, IIPA Campus, IP Estate, Mahatma Gandhi Road, New Delhi-110002 should be posted/ couriered so as to reach the office on or before **16.05.2012 (before 5 p.m.)**. Quotations shall be opened at **4 PM. on .17.05.2012** at Institute's building. You may depute your representative (Only one person) at the time of quotations opening.

Yours sincerely


(Surya Parkash) 10/5/12