

**Quotation**

Dear Sir/ Madam,

Dated: 31/05/2013

**Sub: Printing of Book on "NPDRR-Proceeding"**

NIDM invites sealed quotations from empanelled printers of DAVP and/or Directorate of Printing (Govt. of India) for printing the following NPDRR proceeding, specifications, quantity, terms and conditions given below.

S.No.	Publication	Quantity	Specification
1	NPDRR- Proceeding	1000- copies	<ol style="list-style-type: none"> <li>1. Page Size: 8.5" X 10.5"</li> <li>2. Cover and Back paper: 350 gsm imported art matt card with multicolor printing ( Both side)</li> <li>3. Text Page quality: 130 gsm imported art matt paper with multicolor printing (Both side)</li> <li>4. Layout and designing: Required</li> <li>5. Binding: Perfect</li> <li>6. Laminations: thermal matt on cover and back</li> <li>7. No. of Pages: 136 ± 4</li> <li>8. No. of copies: 1000 only</li> <li>9. Special golden color, Govt. of India emblem By foiling mode on front cover.</li> </ol>

- ❖ **Vendor should provide ( +/- 4 Pages ) additional page cost separately**
- ❖ Unit Cost of item must be mentioned in quotation.
- ❖ The Drum scanning, layout designing charges, if any, must be mentioned separately in the quotation.
- ❖ Taxes, if any, must be mentioned separately in the quotation.
- ❖ **Vendor should provide total cost of printing (both number and words)**
- ❖ Printer shall provide soft copy of the final print version of the book along with hard copies to NIDM
- ❖ Sample of book 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(s) without assigning any reason

Quotations should be addressed to Executive Director, National Institute of Disaster Management, 5B, IIPA Campus, IP Estate, and Ring Road, New Delhi-110002 and should be posted / couriered so as to reach the Institute on or before **7/6/2013 (before 11am)**. Envelope containing quotation should be superscribed as "Quotation for **NPDRR proceeding**". Quotations shall be opened at **3 pm on 7/6/2013** at Institute's building. You are requested to depute only one representative during opening of quotations on specified time, place and date

Yours sincerely

7 June 2013

  
(Surya Parkash)  
Head Printing Committee  
On behalf Executive Director