

NIDM / Printing/IITF/2013-14/28
15th October, 2013

Quotation

Dear Sir/ Madam,

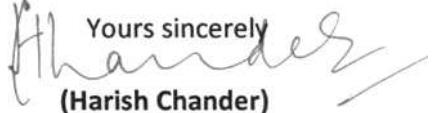
Sub: Printing of NIDM Publications "NIDM Calendar-2014 (Hindi)"

NIDM invites sealed quotations from empanelled printers of DAVP and Directorate of Printing (Govt of India) for printing of following **NIDM Publication** as per the quantity and specification as given below:

S.No.	Publication	Quantity	Specification
1.	NIDM Calendar-2014 (Hindi)	1000	<ul style="list-style-type: none">❖ Size: 16.5 cm x 21.5cm❖ Printing: Four colour❖ Paper quality :250 gsm matt❖ Stand: Hard Board (48LB), 170 gsm important art paper with glosses pasting.❖ Binding : Wiro (upper side) 16.5 cm❖ Layout and design: Required (As per sample available)❖ Drum Scanning : All picture required Drum scanning❖ No. of Pages: 13 leaf (26 pages)

- ❖ **Unit Cost** of items must be mentioned in quotation.
- ❖ The Drum scanning, layout designing charges, if any, must be mentioned separately in the quotation.
- ❖ Taxes, if any, may be mentioned separately in the quotation.
- ❖ Printer shall provide the soft copy of the final print version of the each calendar 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
- ❖ Quotation should be free from cutting, erasing, etc.

Quotations should be addressed to Executive Director, National Institute of Disaster Management, IIPA Campus, IP Estate, Ring Road, New Delhi-110002 and posted/couriered so as to reach the Institute on or before **25/10/2013 (before 11a.m.)**. Envelope containing quotation should be superscribed as "**Quotation for NIDM Calendar-2014 (Hindi)**". Quotations shall be opened at **3 pm on 25/10/2013** at Institute's building. You are requested to send only one representative during opening of quotations on specified time, place and date.

Yours sincerely

(Harish Chander)
Administrative Officer