



Towards a Disaster Free India

**National Institute of Disaster Management
(Ministry of Home Affairs)**

5 B, Indraprastha Estate, Ring
Road, New Delhi-110002

NIDM /KMCD/IEC/2016-17
Date: 30/01/2017

Quotation/Rates


Sub: Printing of: Wall Calendar 2017

NIDM invites sealed quotations/rates from empanelled printers of DAVP and Directorate of Printing (Govt. of India) for printing of NIDM wall calendar in bilingual, as per specification and quantity given below.

S.No.	Publication	Quantity	Specification
1	Wall Calendar 2017	1000 copy (Bilingual)	<ul style="list-style-type: none">➤ Page Size: 24" (H) X 17" (W)➤ No. of sheets : 7 sheets (including fly leaf)➤ Colour: 4+4➤ Paper : 170 GSM Bilt royal Art Papers➤ Binding: Wiro at top➤ Dum scanning : Drums scanning required for all picture➤ Language : Bilingual

- ❖ **Unit Cost** of each calendar must be mentioned in quotation.
- ❖ The Drum scanning, layout designing, typing charges, on site design work / off site design work ...Etc. must be mentioned separately in the quotation.
- ❖ Taxes, if any, may be mentioned separately in the quotation.
- ❖ Vendor should provide total cost of printing.
- ❖ **Any extra /less pages will be charged /discounted on pro-rata basis.**
- ❖ Printer shall provide the soft copy of the final print version of all material 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 any or all the quotations without assigning any reason.

Quotations/rates 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 **08/02/2017 (before 5 p.m.)** Envelope containing quotation should be superscribed as Quotation for "**Printing of: Wall Calendar 2017.**" Quotations shall be opened at **3 pm on 09/02/2017** at Institute's building. You are requested to send only one representative during opening of quotations on specified time, place and date


(Sh. P.K. Pathak)
Administrative officer I/c