

NIDM/Printing/IITF /2012-13.

April 3, 2013

**Quotation**

Dear Sir/ Madam,

Sub: **Printing of EAS-India Report & IEC materials**

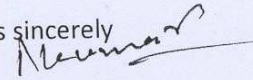
NIDM invites sealed quotations from empanelled printers of DAVP and Directorate of Printing (Govt. of India) for printing of following IEC Materials as per specification and quantity given below.

S.No.	Publication	Quantity	Specification
1	EAS-India Report	500-copy	<ul style="list-style-type: none"> <li>❖ Size: 8.5"x 10.5"</li> <li>❖ Quantity of Pages: 50 leaf</li> <li>❖ Color: Multi color printing (both side )</li> <li>❖ Paper quality:130gsm art Paper</li> <li>❖ Layout designing: Required;</li> <li>❖ Cover and Back : 300 gsm Art paper</li> <li>❖ Binding : Perfect</li> </ul>
2	Leaflets containing Disasters & Do's & Don't (12)	5000 -each Hindi (12x5000=60000)	<ul style="list-style-type: none"> <li>❖ Size: 5.5" x 8.5"</li> <li>❖ Color: Multi color ( both side printing of leaf)</li> <li>❖ Total no. of pages: two pages</li> <li>❖ Text paper Quality" 170 gsm (Art paper- Gloss)</li> <li>❖ Layout or designing : Required</li> <li>❖ Drum scanning : Required</li> </ul>
3	Leaflets containing Disasters & Do's & Don't (12)	5000 -each English (12x5000=60000)	<ul style="list-style-type: none"> <li>❖ Size: 11"x8.5"</li> <li>❖ Color- Multicolor (both side printing of the one leaf)</li> <li>❖ Total no. of pages: 2 pages with single fold with creasing</li> <li>❖ Text paper Quality: 170 gsm (Art Paper-Gloss)</li> <li>❖ Layout or designing: Required</li> </ul>
4.	Earthquake Preparedness Guide (Bilingual)	5000-copy	<ul style="list-style-type: none"> <li>❖ Size: 8.5" x 11"</li> <li>❖ Color: Multi color ( both side printing of leaf)</li> <li>❖ Total no. of pages: 20 ( including cover )</li> <li>❖ Text paper Quality" :90 gsm important art paper</li> <li>❖ Layout or designing : Required</li> <li>❖ Drum scanning : Required</li> <li>❖ Cover and Back paper : 100 gsm imported art paper</li> </ul>

- ❖ **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.
- ❖ **Vendor should provide publication wise total cost of printing.**
- ❖ Printer shall provide the soft copy of the final print version of the IEC 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 the quotation without assigning any reason

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 **15/4/2013 (before 5 p.m.)**. Envelop containing quotation should be superscribed as "Quotation for **IEC Materials**. Quotations shall be opened at **3 pm on 16/4/2013** at Institute's building. You are requested to send only one representative during opening of quotations on specified time, place and date.

Yours sincerely



**(Accounts Officer)**

On behalf Executive Director

To