

NIDM/Printing/IEC Material/2012-13.

March 15th, 2013

Quotation

Dear Sir/ Madam,

Sub: **Printing of 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	Book Marks (Hindi)	(quantity -4 bookmarks x 4000 each) Total quantity : 16000	❖ Size: 6.5"x 2" ❖ Quantity of Pages: 8 ❖ Color: Multi color printing (both side of 4-leaves) ❖ Paper quality:300gsm imported art glossy ❖ Layout designing: Required; Fancy Tag: Required
2	Book Marks (English)	(quantity -4 bookmarks x 1000 each) Total quantity : 4000	❖ Size: 6.5"x 2" ❖ Quantity of Pages: 8 ❖ Color: Multi color printing (both side of 4-leaves) ❖ Paper quality:300gsm imported art glossy ❖ Layout designing: Required; Fancy Tag: Required
3	Do's and Don'ts Leaflet (Hindi)	15000 Nos	❖ Size: 11"x8.5" ❖ Color- Multicolor (both side printing of the one leaf) ❖ Total no. of pages: 2 pages with single fold with creasing ❖ Text paper Quality: 170 gsm (Art Paper-Gloss) ❖ Layout or designing: Required
4	Do's and Don'ts Leaflet (English)	5000 Nos	❖ Size: 11"x8.5" ❖ Color- Multicolor (both side printing of the one leaf) ❖ Total no. of pages: 2 pages with single fold with creasing ❖ Text paper Quality: 170 gsm (Art Paper-Gloss) ❖ Layout or designing: Required
5	NIDM Leaflet (English)	20000 Nos	❖ Size: 9"x14.25" ❖ Color- Multicolor (both side printing) ❖ Total no. of pages: two pages in two fold with creasing ❖ Text paper Quality: 170 gsm (Art Paper-Gloss) ❖ Layout or designing: Required
6	School Fire Safety Drill (Hindi)	15000 Nos	❖ Size: 9"x14.25" ❖ Color- Multicolor (both side printing of leaf) ❖ Total no. of pages: two page in two fold with creasing ❖ Text paper Quality: 170 gsm (Art Paper-Gloss) ❖ Layout or designing: Required
7	School Fire Safety Drill (English)	5000 Nos	❖ Size: 9"x14.25" ❖ Color- Multicolor (both side printing of leaf) ❖ Total no. of pages: two page in two fold with creasing ❖ Text paper Quality: 170 gsm (Art Paper-Gloss) ❖ Layout or designing: Required



Towards a Disaster Free India

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

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

8	NIDM Awareness posters	(4 poster x 2000 each) Total: 8000 Nos	<ul style="list-style-type: none">❖ Size: 17"x22"❖ Paper: 130 gsm imported art paper❖ Printing Multicolor one side❖ No of copies : 2000 each (for 4-different poster)❖ Lamination: one side glossy lamination❖ Stripe gumming at two places in back❖ Layout and deign: required
9	Snakes & Ladders/ ludo with DM Benchmarking	10000 Nos	<ul style="list-style-type: none">❖ Size: 12"x12"❖ Paper: 130 gsm art paper both sides with lamination❖ Fabrication on 2mm board❖ Printing: 4 col. both sides❖ Includes 1 Dice with 4 tokens; Layout and deign: required
10	NIDM online course Leaflet (English)	5000 Nos	<ul style="list-style-type: none">❖ Size: 9" x 14.25"❖ Color: Multi color (both side printing of leaf)❖ Total no. of pages: two pages in two fold with creasing❖ Text paper Quality" 170 gsm (Art paper- Gloss)❖ Layout or designing : Required
11	School Safety Plan	10000 Nos	<ul style="list-style-type: none">❖ Size: 8.25 x 11.75❖ Paper quality: 300 gsm art card❖ Total no. of pages : 4 pages with one fold with creasing❖ Lamination: Gloss;❖ Printing: Multi-Color (Both side printing of leaf)❖ Binding: Center Pin; Layout and design: required
12	NIDM Leaflet Hindi	10000 Nos	<ul style="list-style-type: none">❖ Size: 9"x14.25"❖ Color- Multicolor (both side printing of leaf)❖ Total no. of pages: two pages in two fold with creasing❖ Text paper Quality: 170 gsm (Art Paper-Gloss)❖ Layout or designing: Required
13	Science Festival : Disaster Management	4000 Nos	<ul style="list-style-type: none">❖ Size: 8.5"x11"❖ Total no. of inner pages: 50 pages❖ Text Paper quality: 130 gsm art paper imported❖ Lamination: Gloss; Printing: Multi-Color❖ Cover and Back paper : 300gsm art Card imported❖ Binding: perfect binding ; Layout and design: required
14	Carry Bags	5000 Nos	<ul style="list-style-type: none">❖ Size: 9.5 x 12.5x4 inches❖ Printing: Single Color both side and 4 inch in spine die English)❖ Paper quality: 200 gsm Craft Paper❖ Fabrication: Tags; Base strips and Layout and design: required
15	Safeguard of environment for Disaster Risk deduction " Poem & Slogan book"	4000 Nos	<ul style="list-style-type: none">❖ Size: 7"x 9½"❖ Total no. of inner pages: 87❖ Text Paper quality: 130 gsm art paper imported❖ Lamination: Gloss; Printing: Multi-Color❖ Cover and Back paper : 300gsm art Card important❖ Binding: perfect binding; Layout and design: required❖ Lamination/Fabrication : Glaze laminations

- ❖ **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 **3/4/2013 (before 5 p.m.)**. Envelop containing quotation should be superscribed as "Quotation for **IEC Materials**. Quotations shall be opened at **3 pm on 05/4/2013** at Institute's building. You are requested to send only one representative during opening of quotations on specified time, place and date.

Yours sincerely


(Surya Parkash)

Head Printing Committee
On behalf Executive Director

To