

Quotation

Dear Sir/ Madam,

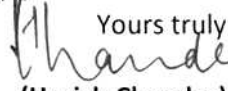
Sub: Printing of IEC materials

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

S.No.	Publication	Quantity	Specification
1	School Fire Safety Drill (English)	5000 Nos	<ul style="list-style-type: none"> ➤ Size: 36 cm x 23cm ➤ 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 ➤ Sample can be seen at NIDM Library.
2	NIDM Leaflet Hindi	5000 Nos	<ul style="list-style-type: none"> ➤ Size: 36 cm x 23cm ➤ 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 ➤ Sample can be seen at NIDM Library.
3	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: Fancy Threading, Brace repet and Base strips ➤ Layout and design: required ➤ Sample can be seen at NIDM Library
4	Online Course leaflets	5000 Nos	<ul style="list-style-type: none"> ➤ Size: 36 cm x 23cm ➤ 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 ➤ As per sample available

- ❖ **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 also provide publication wise total cost of printing.**
- ❖ Printer shall provide the soft copy of the final print version of the each module 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 **7/11/2013 (before 5 p.m.)**. Envelope containing quotation should be superscribed as **Quotation for "Printing of IEC materials"**. Quotations shall be opened at **3 pm on 08/11/2013** at Institute's building. You are requested to send only one representative during opening of quotations on specified time, place and date.

Yours truly

(Harish Chander)
Administrative Officer