

NIDM/Printing/Quotation/NSCD/2012-13/2
Dt:- 19th December, 2012

Quotation

Dear Sir/ Madam,

Sub.: Printing of NIDM Public Awareness poster for Science Expo.

NIDM invites sealed quotations for printing of **Public Awareness posters for Science Expo** (quantity -4) as per specification given below.

Specification:

1. **Size: 17" X 22"**
2. **Paper Quality: 130 gsm imported art paper**
3. **Printing: Multi Colour one side**
4. **No. of copies: 500 each (for 4 different poster)**
5. **Lamination: one side glossy laminations.**
6. **Strip gumming at two places in back**
7. **The Layout and designing required**

- ❖ **Unit Cost** of each poster must be mentioned in quotation.
- ❖ The 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 the **Gross total cost** of printing of the above items taken together for printing.
- ❖ Printer shall provide the soft copy of the final print version of the posters along with hard copies to the institute.
- ❖ Sample of materials to be printed can be seen at NIDM library.
- ❖ The quotation should be valid for a period of one year.

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 **1/1/2013 (before 5 p.m.)**. Envelop containing quotation should be superscribed as "Quotation for **Public Awareness poster for Science Expo**. Quotations shall be opened at **3 pm on 02/1/2013** 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

To

