

Tender No - 1

No.10(4)/2007-SD
Govt. of India
Ministry of Micro, Small and Medium Enterprise
Office of the Development Commissioner
(MSME)
Nirman Bhavan, New Delhi

Dated: 17.06.2009

Subject: Invitation of Quotations for Printing Work.

Dear Sirs,

This office proposes to offer printing job work in connection with 3 schemes of National Award. In that following types of work will have to be undertaken for which your quotations are invited.

- i) **Letter**: of three types, 2500 each of 2 pages in the size of 8.5"x11" on 90 Gsm JK. Maplitho Paper of three different colours i.e Pink, Yellow and Green /printing single in black colour.
- ii) **Scheme**: 4 pages, 3 types 2500 each, size 8.5" x 11" on 90 Gsm Maplitho Paper of three different colours i.e Pink, Yellow and Green /printing single in black colour. Binding folding & stitching at 3 points.
- iii) **Criteria**: 6 pages, 4 types, number of copies 2000 each in the size of 8.5" x 11" on 90 Gsm J.K. Maplitho paper in three different colours i.e Pink, Yellow and Green /printing single in black colour. Binding folding & stitching at 3 points.
- iv) **Application Form**: 14 pages, 3 types, number of copies 6000 each type, forms in the size of 8.5" x 11" on 90 Gsm J.K. Maplitho Paper in three different colours i.e Pink, Yellow and Green /printing single in black colour. Binding folding & stitching at 3 points.
- v) **Brochure**: Approx. 200 pages, 2000 copies in the size 8.5" x 6.5" on 80 Gsm JK Maplitho paper
 - Cost of 250 Gsm Indian Art Card for cover
 - 5 colours Plate making, 5 colour printing of cover (in special colour) and lamination of title page and back page
 - Cost of spiral binding per brochure.
 - Except for the title page of the brochure all other matter and photographs in it will be printed in single colour
- vi) **Digital Printed Certificate**: Bilingual in the size 11" x 14" on 400 Gsm Ivory Card, digital printing (approx. 100 nos.).

- Rates may be quoted inclusive of all applicable taxes.
- No advance will be given.
- The sample of printing paper can be seen in this office in any working day.
- Brochure and Certificates are to be supplied before 19 August 2009 and others later on as per advise by this office.
- Without any legal obligations, the decision of Tender Committee will be final.
- The firm should have experience of similar activities for at least 3 years.
- It is requested to send quotations in a sealed cover i.e. technical bid (performance last three years indicating name of the customers, quantity and value etc.) , financial bids in separate envelope mentioning over it or technical bid or financial bid latest by 3rd July 2009.

Yours sincerely


(R.P. Singh) 17/6/09

Asstt. Director(SD)



16/6/09