

No.6 stores/NCDC-GDDIC/ 16/printing/2013-14
GOVERNMENT OF INDIA
NATIONAL CENTRE FOR DISEASE CONTROL
(DIRECTORATE GENERAL OF HEALTH SERVICES)
22-SHAM NATH MARG, DELHI-110054

Dated: 21st October, 2013

Limited Tender for Printing of Souvenirs

National Centre for Disease Control (NCDC) invites sealed quotations for the printing of Souvenirs (Option A and B separately) for an upcoming EIS Conference under NCDC only from empanelled private printers with Directorate of Printing, Nirman Bhawan and Directorate of Advertising and Visual Publicity (DAVP) as per the specifications as mentioned below.

Item to be Printed: Souvenir (Option A)

Approximate Quantity	- 150 copies
Number of pages:	-70-80 excluding covers , to be printed back to back
Size:	-8.5' * 11' (letter size)
Paper type (Cover/Text):	-Cover- 250 GSM/ Text- 130 GSM
Paper quality:	-White imported with Matt finish
Colour:	-Cover and text both Multi colour printing
Photographs:	-in colour
Finish:	-Imported Matt
Binding:	-perfect binding
Print material:	-will be provided by the organization (hard & soft copy)

Item to be Printed: Souvenir (Option B)

Approximate Quantity	- 150 copies
Number of pages:	-50-60 excluding covers , to be printed back to back
Size:	-8.5' * 11' (letter size)
Paper type (Cover/Text):	-Cover- 250 GSM/ Text- 130 GSM
Paper quality:	-White imported with Matt finish
Colour:	-Cover and text both Multi colour printing
Photographs:	-in colour
Finish:	-Imported Matt
Binding:	-perfect binding
Print material:	-will be provided by the organization (hard & soft copy)

The Printing shall be as per lay out and design to be approved by NCDC.

The tender must reach this office strictly not later than **30th October, 2013 till 11.00 AM** & the tenders will be opened on the same day at **11.30 AM**. Any offer/quotations received after due date/time shall be rejected and no request will be entertained by the office. All quotations are subject to terms and conditions given overleaf.

The purchaser will evaluate & compare the quotations determined to be substantially responsive e.i. which

- (a) are properly signed
- (b) Registration Certificate issued by Directorate of Printing and DAVP is enclosed; and
- (c) Conform to the terms & conditions, and specifications.

The printed materials will be required to be delivered, in time, at our office premises noted above and no cartage shall be payable by this office. In case of failure to deliver the above supply in time a penalty @ 0.5% of the total value per week or part thereof delay will be imposed, subject to maximum of 5% of the assignment or the entire work order shall be cancelled and no request whatsoever shall be entertained. Other general terms and conditions for ready reference are enclosed at Annexure-I.

Sealed Quotation(s) superscripted "**Quotation for Printing of Souvenirs**" with sample paper & offering your lowest rates, in the prescribed 'Proforma' at Annexure-II should reach the undersigned latest on or **before 30th October, 2013 by 11.00 am.**

Yours faithfully,

Store Officer, NCDC
(for Director)

Enclosure: as above (Annexure-1 & Annexure-II)