

दूरभाष : 0120-4089816

राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान
(पूर्वतः राष्ट्रीय मुक्त विद्यालय – रा.मु.वि.)
मा.सं.वि.मं., भारत सरकार



Phone: 0120-4089816

NATIONAL INSTITUTE OF OPEN SCHOOLING
(Formerly, National Open School – NOS)
M.H.R.D., Government of India

ए-24-25, इंस्टीट्यूशनल एरिया, एन.एच.-24, सेक्टर-62, नोएडा, जिला गौतम बुद्ध नगर (उ.प्र.)
A-24-25, Institutional Area, NH-24, Sector-62, NOIDA, Distt. - Gautam Buddha Nagar (U.P.)

16.11.2012

To,

Subject : Complete Making and Supplying of ALMANAC for the year 2013.

Dear Sir,

NIOS intends to make 4,000 copies of **Almanac** for the year 2013 for distribution among NIOS staff, MHRD officials and other top dignitaries of other Educational Government Organisations in the country. These Almanacs are used as a Publicity tools. For executing the above job sealed Quotations are invited from experienced printers with the following specifications:

Total Pages	:	Approx. 240 ± 2%
Quantity	:	4000 copies
Size	:	B5 or 20"x30"/8
Cover	:	Hard Bound cover case made of 32 OZ Straw Board with 4 colour printing on 130 gsm Magno Mat Art Paper and pasted on board.
Paper to be used for Text	:	70 gsm Super Sun Shine printing paper, Ballarpur
Text Printing	:	Double Colours
Other	:	Silver tooling on the outer edge of pages.
Packing	:	Shrink Packing of each piece, then packing of 20 pieces in each carton of good quality
Delivery	:	FOR at NIOS HQ, Sector-62, NOIDA and Rana Pratap Bagh Store, Delhi within '20' days time from placing the order.

You are requested to quote your lowest rates per copy for complete inclusive of all i.e. processing, plate making, printing, section sewn binding, paper cost, making of hard bound cover case of straw board of 32 OZ, cost of 130 GSM Art Paper Magno Mat with 4 colour printing on it and pasting on each board.

The firm will have to maintain highest standard of printing and binding, NIOS will not supply any paper.

The printer will use 220 gsm Maplitho of 'A' grade mill preferably Hindustan Paper Corporation as end leaves to withhold the cover and pages firmly.

Your rates in a sealed envelope superscribing “*Rates for making and supplying of Almanac-2013*” (along with sample of 70 GSM super sunshine Printing Paper, Ballarpur and 130 gsm Magno Mat Art Paper should reach to the Section Officer (Printing), A-24/25, Sector-62, NOIDA, U.P. latest by **6th December, 2012 by 2.30 P.M. (Please note enclosing of paper sample is mandatory)**). The following points may also be noted for strict compliance.

1. The intending bidders should have experience of executing similar type of work for value more than Rs. 3.00 lakhs for Government/Public sector enterprises. Samples of printed Almanac by the party has to be furnished along with photocopy of work order placed.
2. The work should be completed within 20 days from the date of issue of work order.
3. The Almanac-2013 should be strictly as per the specifications. Deviation from the approved specifications, terms and conditions, delivery schedule etc., will not be allowed under any circumstances. No payment will be made in respect of supplies not conforming to the conditions prescribed.
4. The rate should be inclusive of all i.e. complete making, paper cost, designing, printing, FOR in good quality carton containing 20 pieces in each at NIOS HQ, NOIDA and NIOS godown at R.P. Bagh, Delhi.
5. A thread should also to be provided in the case of Almanac-2013.
6. The Quotation along with documentary evidence to prove the experience should be addressed to the Secretary, NIOS in sealed covers superscribing “**Quotation for Printing & Supplying of Almanac-2013**”.
7. The quotation should accompany a DD for Rs. 10,000/- towards EMD drawn in favour of Secretary, NIOS and Payable at NOIDA, U.P.
8. **Interested firm may see the printed sample at Printing Unit, NIOS HQ, Sector-62, NOIDA on any working day from 11.00 A.M. to 4.00 P.M.**
9. Please also note that printing and complete making and supply of Almanac to NIOS is a time bound activity and needs to be completed within '20' days time from the date of assigning confirmed order. In case printing, binding, finishing etc. of Almanac-2013 is not found of good quality as per sample in a given time, suitable penalty as deemed fit will be imposed and/or the whole lot will be rejected and EMD will be forfeited. NIOS reserves all rights.

Yours faithfully,

(D.N. Upreti)
Publication Officer