

**No. 01/62/2021-Ed/Prod.**  
Government of India  
**PUBLICATIONS DIVISION**  
Ministry of Information and Broadcasting  
Soochna Bhawan, CGO Complex, Lodhi Road,  
**New Delhi-110 003.**

M/s. \_\_\_\_\_

Dated: 06/08/2021

**Subject: - Printing of book "Balancing the Wisdom Tree: Anthology of FTII Women Alumina" in English**

Dear Sirs,

Sealed quotations are invited for the production of **1000 copies** of the above prestigious pictorial book on **TOP PRIORITY BASIS**. If you are in a position to undertake the production of the job as per specifications given below and supply the printed copies within the specified time schedule, please submit your quotation in this form only under a sealed cover so as to reach this office **latest by 19.08.2021 (3:00 PM)**. It should be addressed to the Director General, Publications Division and may be dropped in to the "TENDER BOX" kept in Room No. 669, 6<sup>th</sup> floor, Soochna Bhawan, C.G.O. Complex, Lodhi Road, New Delhi-110003. Tenders will be opened on the same day at 3.30 PM in Room No. 669, 6<sup>th</sup> floor by the tender opening committee. The following words should be super-scribed on the envelope:

"Confidential contents Quotation for printing the book:

**"Balancing the Wisdom Tree: Anthology of FTII Women Alumina" in English**

**Job No. 01/62/2021-Ed/Prod.**

**Last Date: 19.08.2021 (3.00 PM)**

Please note that the quotations received after due date and time will not be considered.



(D K C Hrudhainath)  
Production Officer

For & on behalf of the President of India

**DESCRIPTION:** A prestigious pictorial book may comprise 380 pages of text interspersed with half-tone/line illustrations/photographs/vignetted ground, 8 pages of printed End-paper and 4 pages of cover is to be produced from soft copy/CD/laser print-out and colour scheme for cover. All text pages are to be printed in four process colour with aqueous coating as fifth impression. The Hard cover case comprising photographs, colour design alongwith title, logo design, some text lines etc. surrounded by a ground will print in four process colours, Special operation of Die cutting at 5 or more places on cover I & IV and spot UV lamination will be done by the printer with accuracy. Textual/colour corrections, improvement on photographs, addition and deletion of text pages in the available soft copy if any, will have to be done by the printer.

The book will be section-sewn with strong thread and 4 pages of printed End-papers are to be pasted on both sides of the book. The spine will be strengthened with binding cloth (mulmul) and supporting cords of matching colour at top and bottom. A full hard bound cover case is to be fabricated from 3 mm smooth finished good quality book binding board (Kamal/Star) at front, back and spine, covered and pasted with a printed cover which should be bigger enough to turn about 1/2" and pasted from inside also. Fabrication of book should be done on Joint Forming machine for proper grooving for easy and full opening of the book. Each book will have to be shrink wrapped/packed in self adhesive polythene bag.

**NOTE:** The Hard bound cover case consisting of "DIE CUTTING" in circle shape at five places or more on front & back of the cover case with Spot UV lamination will have to be done by the printer at their cost.

**FINISHED SIZE:** **8.5" x 11" (Approx.)**

(The size of Hard-board cover case should be slightly bigger so that it protrudes slightly at Top, Front & Bottom).

**COLOURS:** Text pages, End-papers, Cover pages: **Four process colours + Aqueous coating**

**LANGUAGE & QUANTITY:** **ENGLISH: 1000 copies + 25 Advance copies**

**PROCESS OF PRODUCTION:** Offset.

**MATERIAL FOR PRODUCTION:** Soft copy for text pages & cover etc. will be supplied.

**Contd.....2/-**

**PAPER:** The following paper and other material will be used from printer's stock. Samples of paper may be enclosed with your quotation with full nomenclature. Paper/Card will have to be got approved before the final printing is done.

Text pages: **100 GSM** or above (C2S) Matt Finished Art Paper (BILT Royal)  
Cover sheet: **130 GSM** White Chromo Art paper (Bilt Royal or equivalent quality)  
End-papers: **140 GSM** or above good quality white Map litho Paper (Sunshine Super printing)  
Hard bound Board: **3 mm** Smooth finished good quality Book Binding Board (Star/Kamal or equivalent quality)

**TIME SCHEDULE:** Colour digital/machine proof of cover and Ferro/digital proofs of text pages in dummy form of complete book will have to be shown for approval within 5 days. A complete digital dummy book printed on specified paper with all special operations i.e. die cutting/ Spot UV lamination etc will have to be submitted after the approval of laser proofs. 5 sample copies also to be submitted for approval besides the ordered quantity. 20 days will be allowed for proofing, printing, binding and supply of advance copies. Bulk copies will be supplied within another 10 days in our Feeder Store at Sookhna Bhawan New Delhi after the approval on sample copy. Therefore, an overall 30 days will be allowed.

**DELAY PENALTY:** A cut/penalty of 10% of cost of delayed copies will be imposed for delay upto 15 days over and above the specified time period and further 2% cut towards delay of every additional 15 days will be imposed.

**PACKING AND DISPATCH:** Each book is to be shrink wrapped/packed in polythene bag. 25 advance copies of each Edition (Over & above the ordered quantity) are to be delivered in this office.

**OTHER REMARKS:**

1. Time Schedule must be adhered to.
2. A neat and high class production with uniformity throughout is essential.
3. This enquiry is subject to our usual terms and conditions of tender.
4. Rates should be quoted both in words and figures, preferably typed.
5. All input material will have to be returned at printers cost including final design in open & PDF format on CD.
6. The applicable tax (GST) will be payable extra on total bill amount which may be mentioned in tender performa.
7. In case of delay or poor workmanship or use of inferior quality paper or backing out from quoted rates, liquidated damages/penalty is likely to be imposed as decided by an internal committee.
8. Tenderer can withdraw his quotation before the opening of tender, if he so desires.
9. All disputes will be settled under Delhi Jurisdiction.
10. Tenderers can send their representative at the time of opening of tender.
11. For short supply if any, the cost will be recovered from the printer's bill @ sale price of the book.

**Your rates should be quoted on the following lines including cost of paper and all other incidental charges etc. The applicable GST will be paid separately:-**

1. Total cost for printing of **1000 copies "AS PER DESCRIPTION"** on printer's paper **Rs.** \_\_\_\_\_  
(Rupees \_\_\_\_\_)
2. Rate per additional **100 copies "AS PER DESCRIPTION"** on printer's paper **Rs.** \_\_\_\_\_  
(Rupees \_\_\_\_\_)
3. Rate per 1000 for printing of every additional/reduced 4 pages of text on printers paper **Rs.** \_\_\_\_\_  
(Rupees \_\_\_\_\_)
4. Rate per copy of digital printed book comprising 380 pages of text & cover **Rs.** \_\_\_\_\_  
(Rupees \_\_\_\_\_)
5. Total cost of dust-jacket for 1000 copies with flaps of 4" on 170 GSM Art-paper in 4 colour **Rs.** \_\_\_\_\_  
including processing, plate-making, printing, die cutting, Spot UV lamination etc.  
(Rupees \_\_\_\_\_)
6. The Current Rate of applicable GST..... @ \_\_\_\_\_)

I/we undertake that the printing of the job will be done in strict accordance with the terms and specifications of the tender set out above.

Signature \_\_\_\_\_  
(With stamp)  
Date: \_\_\_\_\_

*Doc*



**PUBLICATIONS DIVISION**  
Ministry of Information and Broadcasting  
Soochna Bhawan, CGO Complex, Lodhi Road,  
New Delhi-110 003


File No. 01/62/2021-Ed./Prod.

Tender Opening Date: 19.08.2021

**Subject: Printing of a Hard Bound Pictorial Book on "Balancing the Wisdom Tree: Anthology of FTII Women Alumina" in English.**

This tender is meant for "A" & hard bound/Coffee Table Book category printers empanelled with Publications Division as mentioned below:

1. M/s. Aravali Printers & Publishers Pvt Ltd
2. M/s. Brijbasi Art Press Ltd
3. M/s. Chandu Press
4. M/s. International Print-O-Pac Ltd
5. M/s. India Offset Press
6. M/s. J K Offset Graphics Pvt Ltd
7. M/s. Lustra Print Process Pvt Ltd
8. M/s. Nutech Print Services India
9. M/s. Paras Offset Pvt. Ltd.
10. M/s. Rakmo Press Pvt. Ltd.
11. M/s. Salasar Imaging Systems
12. M/s. Thomson Press (India) Ltd
13. M/s. Universal Offsets
14. M/s. Rave Scans Pvt Ltd
15. M/s. Archana Advertising Pvt Ltd
16. M/s. EIH Ltd
17. M/s. Niyogi Offset Pvt Ltd

  
(D K C Hrudhainath)  
Production Officer  
06.08.2021