

This tender is meant for 'A' category printers empanelled with Publications Division only

No. D-29016/07/2022-23/Prod.

Government of India

**PUBLICATIONS DIVISION**

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

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

Dated: 02/02/2023

**Subject: - Printing of "DPD CATALOGUE-2023" (Bilingual)**

Dear Sirs,

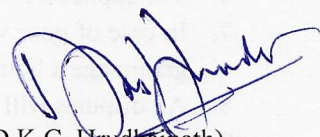
Sealed quotations are invited for the production of **7,000 copies** of above catalogue on **TOP PRIORITY BASIS**. If you are in a position to undertake the production of the job as per specifications given below and supply the printed copies within the specified time schedule, please submit your quotation in this form only under a sealed cover so as to reach this office **latest by 06/02/2023 (3:00 PM)**. The tender should be addressed to the Joint Director (Prod.), Publications Division and may be dropped in to the "TENDER BOX" kept in Room No. 669 at 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. 666 at Soochna Bhawan.

The following words should be super-scribed on the envelope:

"Confidential contents Quotation for the Printing of "DPD CATALOGUE-2023" (Bilingual)

No. D-29016/07/2022-23/Prod., Last Date: 06/02/2023 (3.00 PM)"

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

  
(D.K.C. Hyndhainath)  
Joint Director (Prod.)

For & on behalf of the President of India

**DESCRIPTION:** A prestigious catalogue comprising approx. 172 pages of text interspersed with colour pictures/separators and 4 pages of cover are to be produced. The printer is required to layouting, designing, proofing, incorporate updated text, photographs in the soft copy of earlier printed edition to finalize the CRC.

All text pages carry running text matter, title, subtitle, logo, vignettted colour ground; multi colour design etc. is to be printed in four process colours. The Outer & Inner cover pages comprises of multi- colour design/photographs along with title, sub-title, few text lines and logo etc. will also to be printed in four process colours. The outer cover bleeds on all sides to be **velvet laminated with embossing and spot UV coating**. Textual corrections if any noticed even at ferro proof stage will have to carry out by the printer.

The catalogue will be section sewn with strong thread. The printed, velvet laminated, embossed and UV coated cover duly machine creased at 4 places will be pasted over the spine with good quality hot melt adhesive. Each book is to be packed in self sticking plastic bag. (As per Govt. guidelines)

**FINISHED SIZE:** **5.5" x 8.5"** (Approx.)

**COLOURS:** Text Pages and Cover: Four process colours.

**LANGUAGE & QUANTITY:** **Bilingual** (English & Hindi) – **7,000 plus 25 advance copies.**

**PROCESS OF PRODUCTION:** Offset alongwith Velvet lamination, embossing and UV coating on front cover only.

**PAPER:** The following paper and other material will be used from printer's stock at their cost. Samples of paper may be enclosed with your quotation with full nomenclature:

Text pages : **100 GSM** or above (C2S) Matt finished white Art Paper (Bilt Royal or equivalent quality)

Cover pages : **300 GSM** or above (C2S) Matt finished white Art Card. (Bilt Royal or equivalent quality)

Contd.....2/



**MATERIAL FOR PRODUCTION:** Soft copy of earlier printed edition alongwith updated page design and correction marked printout for text pages & soft copy for cover will be supplied.

**TIME SCHEDULE:** Colour digital proof of cover and Ferro/ digital proofs of text pages in dummy form of the catalogue will have to be shown for approval before final printing. As soon as the printing is over, five sample copies are to be submitted for approval.

7 days will be allowed for proofing, printing, binding and supply of sample copies in this office. Bulk copies will have to be supplied in our Current Store alongwith 25 advance (over and above the ordered quantity) copies in this office at Sookhna Bhawan, New Delhi within another 3 days after the approval of sample copy. Hence a total of 10 days will be allowed for completion of the job.

**DELAY PENALTY:** A cut/penalty of 2% of cost of delayed copies will be imposed for delay upto 5 days over and above the specified time period and further 1% cut towards delay of every additional day will be imposed.

**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 including final CD having open and pdf file of the book.
6. The applicable (GST) tax will be payable extra on total bill amount as mentioned in the tender proforma.
7. In case of poor workmanship or backing out after opening of quotation and using of inferior quality paper, less grammage a liquidated damages/penalty is likely to be imposed as decided by an internal committee.
8. All disputes will be settled under Delhi Jurisdiction.
9. Tenderers can send their representative at the time of opening of tender.

**Your rates should be quoted on the following lines including cost of paper and other incidental charges etc. The tax (GST) if any will be payable extra:-**

1. Rate for layouting, designing, proofing & printing of **7,000 copies** of the Catalogue **Rs.** \_\_\_\_\_ )  
comprising 172 pages of text and 4 pages of cover to be printed throughout in four  
process colours alongwith velvet laminations, embossing and spot UV coating on  
front cover only on printer's paper (As per Description)  
(Rupees \_\_\_\_\_ )
2. Rate for layouting, designing, proofing & printing of every **4 additional/reduced** **Rs.** \_\_\_\_\_ )  
pages of text in four process colours **for 7,000 copies** on printer's paper  
(Rupees \_\_\_\_\_ )
3. 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:

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

No. D-29016/07/2022-23/Prod.

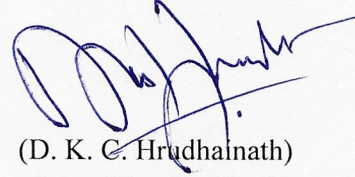
**Tender Opening Date:** 06/02/2023

Subject: - Printing of **"DPD CATALOGUE-2023"** (Bilingual)

This tender is meant for 'A' category printers empanelled with Publications Division only as mentioned below:

**"A" Category:**

- |  |                                    |
|--|------------------------------------|
| 1. M/s Aravali Printers & Publishers Pvt. Ltd. | 7. M/s Nutech Print Services-India |
| 2. M/s Chandu Press                            | 8. M/s Paras Offset Pvt. Ltd.      |
| 3. M/s India Offset Press                      | 9. M/s Rakmo Press Pvt. Ltd.       |
| 4. M/s International Print-o-Pac Ltd.          | 10. M/s Salasar Imaging Systems    |
| 5. M/s J. K. Offset Graphics Pvt. Ltd.         | 11. M/s Universal Offsets          |
| 6. M/s Lustra Print Process Pvt. Ltd.          |                                    |



(D. K. C. Hrudhainath)  
Joint Director (Prod.)

02/02/2023