

(Please read the instructions in the uploaded tender thoroughly before submitting quotations)

This tender is meant for 'A', 'B' & 'Ad-hoc' category printers empanelled with Publications Division as per the list enclosed only

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

No: 01/27/2024-Ed./Prod. (2)

Dated: 27/12/2024

M/s. _____

Subject: Printing of two titles "NPOP Guidelines" and "NPOP Procedures" in Hindi language

Quotations are invited for the production of total **1,100 copies** (550 copies each) of the above mentioned two **prestigious** and **TIME BOUND** titles. 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 through GeM portal **latest by 31/12/2024 (11:00 AM)**. Tenders will be opened on the same day at 11:30 PM. Please note that quotations received after the due date and time will not be considered.



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

For & on behalf of the President of India

DESCRIPTION: Two very prestigious titles comprising 292 pages in 'NPOP Guidelines' and 80 pages in 'NPOP Procedures' interspersed with colour photographs/illustrations and 4 pages of cover are required to be produced from soft copy.

The text pages, interspersed with colour photographs/illustrations are to be printed in four process colours. The outer cover carrying title text, logo, few text lines against coloured ground are also to be printed in four process colours. Digital colour proofs of complete book in a dummy form will have to be submitted for final checking / approval to this office. Textual corrections/changes and picture improvement marked in the proof, if any, will have to be carried out by the printer.

Both the books (NPOP Guidelines & NPOP Procedures) will be Section-Sewn with strong thread. The outer cover is to be Matt (Thermal) laminated. The printed and laminated cover, duly machine-creased at four places, will be pasted over the spine of book with good quality hot melt adhesive. Each book is to be packed in self-sticking polythene bag (As per Govt. guidelines) of suitable size.

SIZE OF THE BOOKS: 8.25" x 11.75" (Approx.)

COLOURS: Text pages and Outer Cover: **4 process colours**

LANGUAGE & QUANTITY: Hindi- **1,100** (550 copies each) **plus 50 advance** (25 copies each) **and 10 sample** (5 copies each) **copies.**

PROCESS OF PRODUCTION: Offset.

PAPER: The following paper will be used from printer's stock.

Text pages: **80 GSM** or above good quality smooth finished White Maplitho paper (Star/ Sunshine/JK/Andhra)

Cover: **350 GSM** or above full gloss White Indian Art Card (Bilt Royal or equivalent quality)

MATERIAL FOR PRODUCTION: Soft copy/CRC for text matter and cover of both the titles will be supplied alongwith printout. However, corrections in text matter, improvement in pictures and designing etc. will require to be done by the printer at their cost.

TIME SCHEDULE: The entire job is required to be executed on TOP PRIORITY basis as per time schedule mentioned below:

- a) Submission of **One (1)** colour digital dummy to be done **within 24 hours** after receipt of the complete input material.
- b) Delivery of about 200 copies & 5 Sample copies each of both the titles will have to be done **within 4 days** of approval of final dummy/proofs.
- c) After approval of sample copies, remaining bulk copies (350 copies) alongwith 25 advance copies (over and above the ordered quantity) each for both the titles are required to be delivered **within another 4 days** to the office of Publications Division at Sochna Bhawan, C.G.O complex, New Delhi and/or any other location(s) in Delhi/NCR as per direction.

DELAY PENALTY: A cut/penalty of 10% of cost 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. All input material will have to be returned including final CD having open and pdf file of the book.
5. 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.
6. All disputes will be settled under Delhi Jurisdiction.

Your rates should be quoted on the following lines including the cost of paper, all other incidental charges etc. and the applicable GST.

1. Cost for printing of total **1,100 copies** (550 copies of each title) of two titles Rs. _____)
comprising 292 pages of text and 4 pages of cover (NPOP Guidelines) and 80 pages of text and 4 pages of cover (NPOP Procedures) to be printed throughout in four process colours on printer's paper by maintaining strict time schedule **including one colour digital dummy 'As per Description & Time Schedule' (including GST)**

(Rupees _____)

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: _____

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PUBLICATIONS DIVISION
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“A” Category:

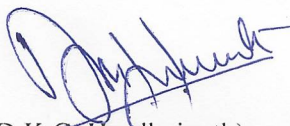
- | | |
|--|------------------------------------|
| 1. M/s Aravali Printers & Publishers Pvt. Ltd. | 7. M/s Nutech Print Services-India |
| 2. M/s Chandu Press | 8. M/s Paras Offset Pvt. Ltd. |
| 3. M/s India Offset Press | 9. M/s Rakmo Press Pvt. Ltd. |
| 4. M/s International Print-o-Pac Ltd. | 10. 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. | |

“B” Category:

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| 1. M/s Amar Ujala Publications Ltd. | 13. M/s Mittal Enterprises |
| 2. M/s Anand Sons | 14. M/s MP Printers |
| 3. M/s Ankur Offset Pvt. Ltd. | 15. M/s Multi Colour Services |
| 4. M/s A P India | 16. M/s Niyogi Offset Pvt. Ltd. |
| 5. M/s Archana Advertising Pvt. Ltd. | 17. M/s Nova Publications & Printers Pvt. Ltd. |
| 6. M/s Chandra Prabhu Offset Printing Works Pvt. Ltd. | 18. M/s Pearl Printers |
| 7. M/s Educational Stores | 19. M/s Printworks |
| 8. M/s Excel Printers Pvt. Ltd. | 20. M/s Sita Fine Arts Pvt. Ltd. |
| 9. M/s Impact Promotions | 21. M/s Sona Printers Pvt. Ltd. |
| 10. M/s Jaina Offset Printers (Suspended till 18/05/2025) | 22. M/s Sundeep Press |
| 11. M/s Kriti | 23. M/s Tan Prints (India) Pvt. Ltd. |
| 12. M/s MGK Printing Works Pvt. Ltd. | 24. M/s Viba Press Pvt. Ltd. |

“Ad-hoc” Category:

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| 1. M/s Arihant Offset | 8. M/s Printland Digital (I) Pvt. Ltd. |
| 2. M/s Arun Packers & Printers | 9. M/s Raj Printers |
| 3. M/s H T Media Ltd. | 10. M/s Rolleract Press Services |
| 4. M/s I G Printers Pvt. Ltd. | 11. M/s Royal Offset |
| 5. M/s Infinity Advertising Services Pvt. Ltd. | 12. M/s Royal Press |
| 6. M/s Modest Print Pack Pvt. Ltd. | 13. M/s Sai Printo Pack Pvt. Ltd. |
| 7. M/s Nav Prabhat Printech Pvt. Ltd. | 14. M/s Utility Forms Pvt. Ltd. |



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

27/12/2024