

(This tender is meant for printers empanelled with Publications Division for printing of "A" & Hard bound/Coffee Table Books as per list enclosed)

No. D-29016/3/2020-21/Prod.

Government of India

PUBLICATIONS DIVISION

Ministry of Information and Broadcasting

Soochna Bhawan, CGO Complex, Lodhi Road,

New Delhi-110 003

M/s. _____

Dated: 13/01/2021

Subject:-Printing of Oblong Shape Hard bound book on "Being FTII" in English.

Dear Sirs,

Sealed quotations are invited for the timely production of **1000 copies** of above prestigious Hard bound Book. 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 in **Room No. 669 (6th Floor) latest by 21.01.2021 (3:00 PM)**, addressed to the Director General, Publications Division, 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 in this office. The following words should be super-scribed on the envelope:

"Confidential contents Quotation for printing of **Hard Bound book on "Being FTII" in English.**

Job No. D-29016/3/2020-21/Prod.

Last Date: 21.01.2021 (3.00 PM)

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



(K. Ramalingam)
Production Officer

For & on behalf of the President of India

DESCRIPTION: A prestigious Oblong shape hard bound book comprises about 180 pages of text interspersed with colour photographs/illustrations, 8 pages of printed End-papers and Hard bound cover case with Dust-Jacket is to be produced from final CD for text pages/pictures and cover in four process colours.

All text pages carry running text interspersed with colour photographs/illustrations are to be printed in four colours with online Aqueous Coating as fifth colour. The Hard bound cover and dust-jacket carry colour designs besides the text matters & line design against colour ground etc. will also be printed in four process colours. Some text matter/line design may require Gold/Silver foiling/embossing on cover. Both End-papers may also be printed line design etc. in four colours, lamination/UV coating may also require as per design for some of the photographs/illustrations on Cover and Jacket.

The book will be section-sewn with strong thread and 4 pages of printed End-papers 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 book binding board 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. A Dust-jacket with an open size of 9" X 33" (approx.) duly printed and laminated will have to be wrapped on the book with a flap of about 4.5" folded inside the hard-bound cover case. Each book will have to be shrink wrapped/packed in suitable size pre-gum polythene bag.

PAGE SIZE OF THE BOOK: 11" x 8.5" Oblong (Approx.)

HARD BOUND COVER-CASE: 11.25"x 9" (Approx.)

COLOURS: Text pages, End-papers, Outer cover & Dust-jacket: Four Process Colours plus aqueous coating.

FOILING/EMBOSSING/LAMINATION: On outer cover and Dust-Jacket (Gold/Silver)

LANGUAGE & QUANTITY: ENGLISH- 1000 copies plus advance copies

Contd.....2/-

PROCESS OF PRODUCTION: Offset/Foiling/Embossing

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:	150 GSM C2S matt finished Art Paper (Bilt Royal)
End-paper:	130 GSM Matt Art Paper (Bilt Royal)
Printed Cover sheets:	130 GSM Full gloss White Art Paper
Dust Jacket:	170 GSM C2S Matt finished Art Paper (Bilt Royal)
Board for Hard-bound Cover:	3 mm or above Smooth finished book binding Board (Kamal/Star)

MATERIAL FOR PRODUCTION: Final CD for text pages and cover will be supplied. However, final corrections in text matter, improvement in pictures and designing etc. may require to be done in the press for submission of Machine/digital/Epson proofs at printer's cost, as per instructions.

TIME SCHEDULE:

- i) Colour correction/improvement in photographs of cover and text pages supplied in CD will have to be done by the printer.
- ii) Colour digital printed complete dummy (book) form duly bound with the specified paper/board etc. is to be submitted, for approval within **2 days** after receipt of CD/final input material.
- iii) In case of any changes/alteration in design, photographs and text matter etc. suggested in the dummy proofs will have to be carried out by the printer and revised dummy copy of proofs also to be submitted for final approval **within 2 days** after receipt of dummy proofs.
- iv) An overall of 8 working days will be allowed for printing, binding and submission of 5 sample copies after the approval of digital proof/dummy.
- v) As soon as Sample copies are approved, 25 advance copies are to be submitted in this office over and above the ordered quantity and 100 copies of urgent requirement in this office within three days.
- vi) Remaining bulk copies will have to be supplied in our Store at Soochna Bhawan, New Delhi within another 8 working days.

PACKING AND DISPATCH: Each book is to be shrink wrapped/packed in suitable size thick self adhesive polythene bag. Advance/ Sample copies will have to deliver in this office. Bulk copies will have to be supplied in strong corrugated boxes of suitable size (less than 20 kg.) in our Store at Soochna Bhawan, New Delhi as per instructions.

OTHER REQUIREMENTS:

- 1) A Very high quality of printing, binding and fabrication in all copies is essential.
- 2) Printer will have to check each copy thoroughly before packing/dispatch and will ensure that all copies are free from any printing/binding or any other defect. Printer should also certify that all bulk copies printed and supplied conform in respect of quality/papers and matches to sample copies submitted in this office for approval.
- 3) The successful tenderer will have to execute the job in the given time schedule at all costs. The Hard bound book is a Govt. of India publication, which should not be made available to any other person(s)/agency either in soft or hard copy. If the same is noticed at any stage/time, which may attract financial Penalty/recovery as decided by the Competent Authority.

DELAY PENALTY: A cut/penalty @ 2 percent per day of cost of delayed copies will be imposed for delay over and above the specified time.

OTHER REMARKS:

1. Time Schedule must be adhered to.
2. A neat and high class reproduction 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 printer's cost including the final book in open and PDF format on DVD/Pendrive.
6. The applicable tax (GST) will be payable extra on total bill amount which may be mentioned in tender performa.

Contd.....3/-

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7. Tenderer can withdraw his quotation before the opening of tender if he so desires.
8. All disputes will be settled under Delhi Jurisdiction.
9. Tenderers can send their representative at the time of opening of tender.
10. In case of backing out from undertaking the job at quoted rates or delay or poor workmanship or use of inferior quality Paper/material, a liquidated damages/penalty is likely to be imposed as decided by an internal committee and decision of the Director General, Publications Division will be final.
11. Rates must be quoted only on the basis of paper/card specified for the book in tender.

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** of book on printer's paper as specified in the "DESCRIPTION". Rs. _____
(Rupees _____)
2. Rate per additional 1000 copies of book on Printers paper as per specified in the "DESCRIPTION". Rs. _____
(Rupees _____)
3. Rate per 1000 copies for printing of every additional 4 pages of text on Printers paper. Rs. _____
(Rupees _____)
4. Rate per copy of digital printed book comprising 180 pages of text & cover Rs. _____
(Rupees _____)
5. The Current Rate of applicable GST.....@_____%)

Note: Rate quoted for every 4 additional pages will be applicable for every 4 reduced pages also.

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 of the firm)

Date:

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

File No. D-29016/3/2020-21/Prod.

Tender Opening Date: 21.01.2021

Subject: Printing of Hard bound Book "Being FTII" in English.

This tender is meant for "A" & Hard bound/Coffee Table Book category printers empanelled printers 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-Pack 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. Salasar Imaging Systems
- ✓ 11. M/s. Thomson Press (India) Ltd
- ✓ 12. M/s. Universal Offsets
- ✓ 13. M/s. Rave Scans Pvt Ltd
- ✓ 14. M/s. Archana Advertising Pvt Ltd
- ✓ 15. M/s. EIH Ltd
- ✓ 16. M/s. Niyogi Offset Pvt Ltd



(K. Ramalingam)
Production Officer
13.01.2021