

Sub: Tender enquiry - Calling sealed quotations for printing and supply of study material and posters to NIRDPR – Reg.

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Sealed quotations are invited for printing and supply of study material and posters to NIRDPR as per the quantity and specifications given below:

Sl. No.	Description of the item/specifications	Qty.	Unit Rate (Rs)	Total amount (Rs)
i)	Study Material (English): A4 size, 300 GSM Art Card (Title Page) Matte lamination with embossing, 130 GSM Matte paper, Perfect Binding, Multicolour, Pages : 250-300 Approx.	150		
ii)	Study Material (Hindi): A4 size, 300 GSM Art Card (Title Page) Matte lamination with embossing, 130 GSM Matte paper, Perfect Binding, Multicolour, Pages : 250-300 Approx	250		
iii)	Poster (Hindi) -1: 18" X 25" size, 175 GSM Art Paper, Spiral binding (NIRDPR calendar type), Multi-colour Designing, Pages: 25 - 30 Approx, Single Side printing	250		
iv)	Poster (Hindi) – 2: NIRDPR Calendar size (size: 57 cms. L X 43.5 cms. W), 175 GSM Art Paper, Spiral binding (NIRDPR calendar Type), Multi-colour Designing, Pages : 25 - 30 Approx, Single Side Printing	250		

2. Eligibility Criteria & Terms and Conditions:

- i) GST as applicable will be paid extra. The rates quoted shall be inclusive of delivery and other incidental charges.
- ii) The Institute reserves the right to increase/decrease the number of copies and pages with reference to above printing works.
- iii) The printer should supply printed material within seven (07) days of issuance after final strike order is given.
- iv) The printed material should be delivered as per the time limit indicated in the work order. Failing which the Institute reserves the right to levy a penalty of 1% per week of value of work order maximum of Rs. 2000/-.
- v) The Institute reserves the right to award work contract of printing works (item-wise) to the lowest (L-1) bidder.

- vi) Demand Draft for Rs. 5,000/- (Rupees five thousand only) towards EMD drawn on any commercial bank in favour of "NIRDPR" payable at Hyderabad to be enclosed. The EMD submitted against tender enquiry shall not carry any interest whatsoever.
 - vii) Firm registration/GST/PAN proof to be enclosed.
3. Your sealed quotation duly marked on the cover as **"Quotation for printing and supply of course material and posters"** so as to reach on or before **23.5.2019** in the Stores Section, NIRDPR, Rajendranagar, Hyderabad – 500 030.

Yours faithfully,

ASST. REGISTRAR (Trg.)