

By Speed Post

Our Ref: PTD/P-58

08 May 2013

Subject: Printing of BIS Catalogue 2013

Dear Sir,

Sealed quotations are invited from Class 'A' Offset Printers only on the panel of Directorate of Printing, Ministry of Urban Development, New Delhi for quality Printing of "BIS Catalogue 2013" as per details given below. The Catalogue is a prestigious publication for the organization.

1. Size - A4 (21 × 29.7 cm)
2. Quantity - 1200 copies
3. Process - Offset (using PS Plates through laser print hard copy)
4. Text Pages - xii + 1012 Pages in One colour
5. Cover - A multicolour cover shall be pasted on the bound book having the open size of 12" × 20".
6. Description - The publication comprises 1024 pages of text having text printed in black. The printed copies of the above said publication can be seen with the undersigned on any working day.
7. Binding - Paper back perfect binding including folding of text pages, gathering, section sewing and cover pasted through good quality of melt adhesive.
8. Materials -
 - a) Laser prints of all text pages alongwith soft copy of cover shall be provided by BIS.
 - b) The following qualities of Printing Papers shall be procured by the printer at their own cost:
 - i) Bulky Paper (Ballarpur/Andhra/ITC) in 62 × 88 cm/60 GSM size for text;
 - ii) Royal Art Card (Ballarpur/Sinar) in 25" × 36"/250 GSM size for cover.

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| 9. | Packing/
Forwarding | - | Each handbook shall be packed in good quality cellophane envelope/ Shrink proof-packing. All supplies shall be made at BIS HQ, New Delhi for which no additional charges shall be paid. |
| 10. | Time Schedule | - | To be completed within 15 days including procurement of all varieties of papers, printing and binding. 2 copies shall be submitted to BIS for the approval. |
| 11. | Terms &
Conditions | - | <p>i) All printing papers after procurement by the printer shall be inspected by BIS for satisfaction with respect to its quality prior to commencement of printing.</p> <p>ii) Any deviation from the prescribed quality of papers, unsatisfactory quality of printing/binding and/or inordinate delay may lead to cancellation of the job at the printer's cost without any compensation thereof or impose a penalty up to a maximum of 40% of the total production cost for inordinate delay/unsatisfactory execution of the job. Director General BIS shall be the sole judge for the satisfactory and timely execution of the job.</p> <p>iii) Any short supply to the quantity ordered shall not be acceptable. In case of any short supply, the responsibility shall be of the printer to complete it. In such case no part payment shall be payable to the printer. No advance payment shall be made in any condition.</p> <p>iv) No advance payment shall be made in any condition.</p> <p>v) Validity of tender-60 days</p> <p>vi) <u>EMD</u>- An EMD in the form of DD/PO of Rs.50,000/- shall be deposited along with Quotation in favour of "Bureau of Indian Standards" payable at New Delhi.</p> |

If you are in a position to undertake the job on priority basis and print it elegantly under above mentioned terms & conditions, Kindly send your rates in the enclosed Performa in an envelope superscribed **"Quotation for Printing of BIS Catalogue 2013" along with samples of all printing papers by 1430 hrs on 20 May 2013 to the undersigned. The eligible tenders are also required to submit an attested copy of their latest Empanelment Registration Certificate with Directorate of Printing, Ministry of Urban Development, Govt. of India, New Delhi. The quotations received without samples of all varieties of printing Papers and Registration Certificate shall be summarily rejected.** The quotation shall be opened the same day at 1500 hrs in the presence of such tenders or their duly authorized representative, who may care to attend.

All the parties are requested to inspect the previously printed copy of the publication in our office, regarding quality of Printing Papers and Printing etc., before sending the quotations.

BIS reserves the right to reject any or all the quotations, without assigning any reason thereof.

Thanking you,

Yours faithfully,

**(A.K. Bansal)
Director (Printing)**

Encl: As above

QUOTATION PROFORMA

Printing of 1200 copies of “BIS Catalogue 2013” in A-4 size comprising 1024 pages of text in one colour and outer cover pages in 4 colour including perfect binding and cost of papers etc.

1. Cost of Printing BIS Catalogue including Rs.....Per copy (in figure)
Cost of various Papers, Binding & Packing. (Rupees.....Per copy)

2. VAT, on the cost of Paper/Printing/Paper + Printing % extra

Note

- i) The rate quoted above shall be inclusive of all types of Wastage.
- ii) No additional charges are payable for forwarding/delivery.

Place:
Date:

Terms & Condition Accepted
Printer's Signature with Stamp