

NATIONAL SCHOOL OF DRAMA

(AN AUTONOMOUS INSTITUTION OF THE MINISTRY OF CULTURE, GOVT. OF INDIA)

Bahawalpur House, Bhagwandas Road, New Delhi – 110001

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NOTICE INVITING QUOTATION FOR AWARDING OF PRINTING WORKS

Printing Works (as per list attached).

The undersigned for and on behalf of the Director, National School of Drama, New Delhi, invites quotations in the form of sealed tenders for the above mentioned work.

i. Quotations (Financial) in sealed cover addressed to The Registrar, National School of Drama, Bahawalpur House, Bhagwandas Road, New Delhi – should be submitted to the undersigned on or before 24-10-2011 by 3.00 PM.

ii. Sealed quotations will be opened in the committee Room of National School of Drama, Bahawalpur House, Bhagwandas Road, New Delhi-110001 in the presence of such printers who may like to be present on 24-10-2011 at 4.00 PM.

TERMS AND CONDITIONS:

1. The applicant should have experience of handling Printing works for performing arts for at least 10 years, and is engaged in such Printing works for at least five esteemed / reputed organizations (of which at least one should be a Government Organization / Public Sector undertaking) as on 1st September, 2011 with a minimum billing of Rs.5 lakhs per month. The applicant should furnish necessary copies of the work orders / Government Order along with the quotation application evidencing allotment of such Printing work by the said organization;
2. Printing Art work-CD and Colour proof will have to be shown and picked up from our designer studio situated in New Delhi area.

Financial bid:

1. It will clarify all financial expectations inclusive of all kind of taxes, transportations, lesion fee or any other such expenses the printer can so imagine.
2. Please specify applicable taxes and rate of tax :
3. Payments in respect of this service contract are subjected to Tax Deduction at Source as per the provisions of the Income-tax Act, 1961.



(Ramkishan)
Deputy Registrar

10/11

SANSKAAR RANG TOLI

BAL SANGAM – 2011

Printing Specification for Bal Sangam – 2011

- 1) Poster - Quantity - 1000
Col : 4 + 0
Size : 16 X 23
Paper : Magno Matt 170 gsm
Spl. Instruction : Self adhesive back
- 2) Flyer – Quantity - 25000
Col : 4 + 4
Size : 8 X 16 (open size) – 8 X 4 (closed size)
Paper : Magno Matt 120 gsm
Spl. Instruction : Matt Varnish
- 3) Brochure – Quantity - 1500
Col : 4 + 4
Size : 6.25 X 9.25 (closed size) – 12.5 X 9.25 (open size)
Cover Paper : 270 gsm Galgo – Rendezvous super white
Inside Paper : 150 gsm Magno Matt
No of Pages : Approx 36 + 4 (Cover)
Binding : Perfect binding
Spl. Instruction : Aqueous coating
Please also quote in multiples of 4 pages extra
- 4) Press Folder – Quantity - 150
Col : 4 + 0
Size : 16 X 12 (open size) – 9 X 12 (closed size)
Paper : 270 gsm Galgo – Rendezvous super white
Spl. Instruction : Two pockets pasted – with cd slip dye cutting – Aqueous coating/matt varnish
- 5) CD Sticker – Quantity - 150
(Size 4.25” X 4.25”)
Col : 4 + 0

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- 6) Invitation Card – 1500
Col : 4 + 4
Size : 8 X 9 (open size) – 4 X 9 (closed size)
Cover Paper : 240 gsm Rendezvous super white
- 7) Envelope - 3000
Col : 4 + 0
Size : 4 X 9 (closed size) open from horizontal side
Paper : 110 gsm Sunshine/Offset bond
- 8) Artist/Organizer Badges – Quantity – 500 X 2 designs (colour)
Col : 4 + 0
Size : 4.25 X 3.25”
Paper : 300 gsm Magno
Spl. Instruction : Matt Varnish with plastic cover and ribbon
- 9) Certificate – Quantity - 500
Col : 4 + 0
Size : A4
Paper : 270 gsm Galgo Rendezvous super white
Spl. Instruction : Matt varnish

Vijay Kumar Singh