



NATIONAL CENTRE FOR DISEASE INFORMATICS AND RESEARCH
INDIAN COUNCIL OF MEDICAL RESEARCH

Department of Health Research, Ministry of Health and Family Welfare, Government of India
Nirmal Bhawan-ICMR Complex (II Floor), Poojanahalli, N.H-7, B. B. Road,
Kannamangala Post, Bengaluru-562 110 (India)

No. NCDIR/Annual Report/156/2017/

24th November 2017

NOTICE INVITING SEALED QUOTATIONS

Sub: Sealed quotation for printing and supply of Annual Reports of National Centre for Disease Informatics and Research, Bengaluru. For the year 2016-17.

With reference to the above, sealed quotations are invited for printing and supply of the Annual Reports of National Centre for Disease Informatics and Research, Bengaluru. For the year 2016-17 with the following specifications.

| Sl. No. | Specifications | Qty. |
|---------|---|----------|
| 1 | B5 size 86 pages (approximately) printed on 100 GSM maplitho paper in four colours | 100 Nos. |
| 2 | Book Cover: B5 size printed on 300 GSM Art board in multi colour with lamination and perfect binding. | |

The terms and conditions are given below:

1. The rates should be quoted for the B5 size.
2. Perfect matching of color shades between pages should be ensured.
3. Proof of text, graphs and tables including color proofs should be provided for verification before printing.
4. Approximate estimated pages are 86 plus or minus 10%.
5. Specific rate with reference to extra pages if any should be quoted. Such pro-rate is also applicable for lesser pages if any than estimated pages.
6. Rates should be quoted only for printing charges. The rate should not include DTP charges.
7. The persons responding to quotation should have modern facility for four colour printing such as direct computer to plate transfer machine.
8. The books should be bounded with stitching and perfect binding.
9. No extra charge will be paid for the proof.
10. The sample of the papers to be used for printing in accordance with the prescribed specification should accompany the quotation duly signed on behalf of the firm with detailed specification i.e. name of the paper GSM and Ream weight etc.
11. The printer is required to submit a proof copy of the material along with the cover design to the undersigned for necessary scrutiny and approval.
12. The quotation should be valid at least for a period of one year from the date of closing of quotation or else quotation will be rejected.

13. **Validity:** The rates quoted are valid at least for a period of one year and any further order during the period holds good for repeat orders. The rates once quoted should not be altered for any reasons during the period.
14. **Time limit:** Within one week from the date of issue of work order for printing.
15. **Taxes:** Government taxes as applicable e.g. GST etc. should be clearly mentioned in your quotations.
16. The printing work will be entrusted to the lowest tenderer.

The quotation should be submitted in sealed cover and so as to reach this office on or before 5:00 pm 7th December 2017 (Thursday) by speed post / registered post / courier and addressed to **The Director, National Centre for Disease Informatics and Research (ICMR), Nirmal Bhawan-ICMR Complex (II Floor), Poojanahalli, Off N.H. -7, B. B. Road, Kannamangala Post, Bengaluru – 562 110 (India).** Please mention the enquiry number and due date on the left hand side top corner of the envelope.

Yours sincerely

Administrative Officer
For Director

Copy to: Scientist-D - For uploading in NCDIR website.