

Department of Health Research, Ministry of Health and  
Family Welfare, Government of India

ICMR - National Centre for Disease Informatics and Research

Nirmal Bhawan-ICMR Complex, Poojanahalli, KIAL Road,  
Kannamangala Post, Bengaluru - 562 110. Karnataka (India)

No. NCDIR/HBCR-RCC/32/2019

17 August 2020

**NOTICE INVITING SEALED QUOTATIONS**

Sir/Madam,

Sub: Sealed quotation for printing and supply of 12 page core from "Patient information form on Head and Neck Cancer of Patterns of Care and Survival Studies" for HBCR-RCC Project for National Centre for Disease Informatics and Research (ICMR), Bengaluru.

With reference to the above, sealed quotations are invited for printing and supply of 12 page core from "Patient information form on Head and Neck Cancer of Patterns of Care and Survival Studies" for HBCR-RCC Project for National Centre for Disease Informatics and Research, Bengaluru with the following specifications:

Sl. No.	Specification	Quantity
1	Patient Information Form on Head and Neck Cancers of POCSS for HBCR-RCC project. Size:A4, Pages: 12 Pages, Color: Multi colour Paper: 90 GSM Maplitho paper (demmy ¼) Printing: Back to back (specimen form is enclosed)	1,00,000

Note: Core Proforma printed on Multi colour on 90 GSM Maplitho paper (demmy ¼) Printing Back to Back.

The terms and conditions are as follows:

1. Approximate estimated copies 1,00,000 – plus or minus 20%.
2. Specific rate with reference to less/more copies, if any, should be quoted. Such prorate is also applicable for less or more copies, if any, than estimated Pages.
3. The quotation should be valid at least for a period of one year from the date of Closing of quotation.
4. **Validity:** The rates quoted should be valid for a minimum period of one year and any further orders during the period holds good for repeat orders. The rates once quoted should not be altered for any reasons during the period.
5. **Time limit:** Within three weeks from the date of issue of work order for printing and supply.
6. **Taxes:** Government taxes as applicable e.g. GST etc. should be clearly mentioned in your quotations.
7. **Payment** will be made after the satisfactory printing and supply of the reports as per order and on receipt of the tax invoice. Payment will be made as per actual depending upon the number of pages printed.
8. The final soft copy with DTP work done at our end will be given. Hence, rates should be quoted only for printing and supply.
9. Color proof should be provided for verification before printing. The rates to be quoted should include color proof charges, if any.
10. The Printing work will be entrusted to the lowest Quotation.

The quotation should be submitted in sealed cover and so as to reach this office on or before **04 September 2020 by 5:00 PM by speed post / registered post / courier and addressed to The Director, National Centre for Disease Informatics and Research, Nirmal Bhawan-ICMR Complex (II Floor), Poojanahalli, Off N.H. -7, Adjacent to Trumpet Flyover of BIAL, Kannamangala Post, Bangalore – 562 110.** Please mention the enquiry number and due date on the left hand side top corner of the envelope or may be dropped in the tender box available in 2nd floor.

Yours sincerely,

  
Administrative Officer  
For Director

Copy to:

1. Scientist-E- For uploading in NCDIR website.
2. Office Copy.