

No. NCDIR/HBCR-RCC/32/2019

2 May 2019

**NOTICE INVITING SEALED QUOTATIONS**

Sir / Madam,

Sub: Sealed quotation for printing and supply of Patient information form on Head and Neck Cancer of Patterns of Care and survival studies for National Centre for Disease Informatics and Research (ICMR), Bengaluru.

Sealed quotations are invited for printing and supply of 12-Page Core form "Patient information form on Head and Neck Cancer of Patterns of Care and survival studies" for National Centre for Disease Informatics and Research (ICMR) Bengaluru with the following specifications:

Sl. No.	Type of form	Specification	Quantity
1	Head and Neck Cancers	Patient Information Form Size: A4 Page: 12 Page, Colour: Multi - Colour Paper: 90 GSM Maplitho Paper (demmy ¼) Printing : Back to Back	50,000


Note: Core Proforma printed on Multi - Colour on 90 GSM Maplitho paper (demmy ¼).

The terms and conditions are as follows:

1. Approximate estimated copies 50,000 – plus or minus 10%.
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 copies.
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 shall held good for repeat orders during the period. The rates once quoted should not be altered for any reasons during the period.
5. **Time limit:** Within 30 days from the date of issue of work order for printing.
6. **Taxes:** Government taxes as applicable e.g. GST etc. should be clearly mentioned in your quotations.
7. The final soft copy with DTP work done at our end will be given. Hence, rates should be quoted only for printing and supply.
8. Color proof should be provided for verification before printing. The rates to be quoted should include color proof charges, if any.
9. The printing work will be entrusted to the lowest tenderer

The quotation should be submitted in sealed cover so as to reach this office on or before 22/05/2019 by speed post / registered post / courier and addressed to **The Director, National Centre for Disease Informatics and Research, NirmalBhawan-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 2<sup>nd</sup> floor.

Yours sincerely,

  
Administrative Officer  
For Director

Copy to:

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