

Immediate
Time Bound

No.55014/21/2012-IT/Media
Government of India
Ministry of Chemicals & Fertilizers
Department of Pharmaceuticals

Room No.235, 2nd Floor, A Wing,
Shastri Bhavan; New Delhi- 10 001
Dated: 12th January 2012

To

All 'A' Class Offset Printers empanelled with the
Directorate of Printing, New Delhi/Delhi
website of D/o Pharmaceuticals
e-procure.gov.in

Subject: Inviting quotations for Printing of Annual Report 2011-12 of the
Department of Pharmaceuticals

Sir,

Department of Pharmaceuticals intends to get printed good quality about
2500 copies in English and 1000 copies in Hindi of its Annual Report 2011-12, as per
tentative details given below:-

Scope of Work:	Designing, typesetting, art work, page layout of cover pages, inside pages, printing of Annual Report, lamination and perfect binding thereof.
Quantity:	3500 (2500 in English and 1000 in Hindi)
Specifications:	Size approx. 8 1/2"x11" (closed) Pages inside approx 96 Cover: about 4 nos. (Total about 100 nos)



Paper:	Cover 300 GSM Imported Art Paper Printing 4+0 colour Lamination: Good quality /dull finish Inside pages: 130 GSM Imported Art Paper Printing 4+4 colour Separator:170 GSM Imported Art Paper Printing 4 +0 colour Binding: Perfect
Rate:	To be quoted per page/per copy complete in all respects

- Note:i) Payment will be calculated on pro-rata basis for increase or decrease of pages subject to final printing of the Annual Report. The rate may be quoted accordingly to facilitate calculation of payment.
- ii) The above specifications are tentative and may slightly vary as per directions of the competent authority, if necessary, which may have no bearing on the quoted rates.
- iii) The specimen of the Annual Reports for 2009-10 and 2010-11 may be seen/inspected kept with the undersigned in Room No,235, A Wing, Shastri Bhavan, New Delhi, if so desired, before quoting the rates

Taxes To be indicated separately.

List of Clients To be enclosed.

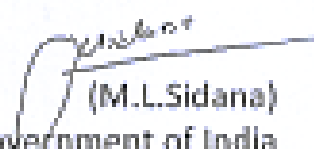
2. Accordingly, sealed quotations are invited from the "A" class offset printers panelled with the Directorate of Printing in Delhi/New Delhi for the above-mentioned work. The sealed quotations superscribed on the envelope "Quotations for Annual Report- 2011-12 "should reach the undersigned by 23rd January, 2012 positively by 3.30 PM and the same will be opened on the same day at 4 PM in Room No.235, A Wing, Shastri Bhavan, New Delhi. The quotations received after the due date and time shall not be considered. The quotations filled in should be neat and clean without any cutting /overwriting failing which the quotation is likely to be rejected. You or your authorized representative may like to be present at the time of opening of the quotations.



3. The Department of Pharmaceuticals has full rights to cancel the tender enquiry/quotations without assigning any reasons at any point of time, if so decided.

4. The firm shall depute a representative to coordinate with the Department of Pharmaceuticals for taking the material/proofs, duly corrected, to facilitate timely delivery of the Annual Report. The finished Annual Report 2011-12, complete in all respects, shall have to be delivered to the Department of Pharmaceuticals within 15 working days from the date of supply of the draft material of the Annual Report to the firm. The quality, quantity and schedule of delivery shall be the essence of the awarded contract. Any deficiency in service may lead to imposing of monetary penalty on the firm as may be decided by the competent authority.

Yours faithfully,



Deputy Secretary to the Government of India

Tel.23389866

मोहन लाल सिदना/M. L. SIDANA
उप सचिव/Deputy Secretary
और भीएम/Department of Pharmaceuticals
खाना, एन.ए.ए. बिल्डिंग
Ministry of Chemicals & Fertilizers
110 002 New Delhi