



NIEPMD/Pur 4(03)/2015-16

05 Aug 2015

To,

All Reputed Agencies

Sub: - INVITATION OF QUOTATION FOR PRINTING OF ANNUAL REPORT 2014-15

Sir,

National Institute for Empowerment of Persons with Multiple Disabilities (NIEPMD) is established by Government of India to provide various services to persons with Multiple Disabilities. The institute intends to print Annual Report for the year of 2014-15.

You are requested to send the competitive quotes for designing, printing and supplying of Annual Report as per following details;

Sl. No	Description of Items	Qty
01	Annual Report 2014-15 <ul style="list-style-type: none">• Size of Book – ¼ Demy• Total No. of Pages:- 180 (Approximately)<ul style="list-style-type: none">Cover Pages : 04Mixed Color pages : 80Black & White : 96Total Pages : 180 with wrapper• Paper: Imported Matt 130 GSM (Glazy Paper) for inside pages & Imported Matt 300 GSM for Cover.• Pictures included.• Binding: GlueNo. of Copies:<ul style="list-style-type: none">HindiEnglish	150Nos. 350Nos.
02	Envelope cover for Annual Report 2014-15 (Printed in single color)	500Nos.
	Soft copies of Reports will be provided in Microsoft word format only to vendor by Institute. Digital copy to be provided for proof reading before printing.	

P.TO

Terms and Conditions:

- The words **“QUOTATION FOR ANNUAL REPORT”** should be mentioned in bold letters on the top of the sealed Envelope and send by **Speed Post/Courier/person drop in tender placed at NIEPMD main building 3rd floor.**
- The Materials are to be supplied at NIEPMD, Muttukkadu, Kovalam, Chennai within **30 days** from the date of Supply Order.
- Payment will be released within **30 days** from the date of satisfactory receipt of materials.
- The agency may send its competitive quotes in a **Sealed Envelope** addressed to the **Director, NIEPMD** at Chennai on or before **31st Aug 2015, 03.00PM.**

Yours Sincerely,

--Sd/--

S. Sankara Narayanan
Deputy Registrar (Admin)