

Sub : Quotation for printing & supply of NHFDC 'Annual Report 2014-15'

Sir,

We need to get printed Annual Report (2014-15) (Bi-lingual in Hindi & English) of National Handicapped Finance & Development Corporation (NHFDC). The specification and details of printing job is given below:-

a	Size	27 cm x 20 cm
b	Cover Page	Four Colour on 180 gsm Indian Art card Paper with lamination. There would be photographs on inside part of cover page
c	Inside pages	Two colour on 80 gsm. Paper except that four pages would be in four colour (for photographs)
d	Total no. of pages	234 pages (excluding cover pages) plus 4 pages containing photographs as stated in c above. English and Hindi part would be on 50:50 ratio
e	No. of copies	400 copies

You may send your quotation in sealed envelope by **23.11.2015** superscribing "quotation for Printing of Annual Report" on the envelop to National Handicapped Finance and Development Corporation, PHD House, 3rd Floor, 4/2, Siri Institutional Area, August Kranti Marg, New Delhi. Please note that scope of work also includes composing, designing and printing of Annual Report.

You are also required to indicate the duration for giving us first proof and subsequent proofs after giving you the work order alongwith matter to be printed.

The quotation must also indicate the total duration for printing and supply of the Annual Report after issue of work order.

(R.P. Dubey)
Asst. Manager (Pers.)