

Dated 27/05/2025

Subject: - "Flyers (Kit Folder) and Booklets on Govt. of India Schemes in Gujarati language.

Dear Sir,

500 copies of flyers (Kit Folder) and 1,000 copies of booklets in Gujarati of the above are required to be produced on top priority basis as per the following specifications;

विवरण / DESCRIPTION: A prestigious kit folder comprising a Jacket and 8 types of folders to be produced from complete material provided as soft copy.

A Jacket is to be printed in line & tone design in 4 process colours. After printing, Kit folder (docket) will be die-cut/creased with a provision of a pocket in size of 4.5" x 4.5" on inner right page 3 (as per dummy) and will be folded from bottom side and pasted on foreedge. Each Folder will comprise 6 pages (2 fold) duly printed in four process colours on both sides and folded twice vertically. All 8 folders are to be inserted in the pocket. Corrections/improvements marked in the final colour proofs will have to be carried out by the printer at their end.

विनिर्देश / Specification:

साईज / SIZE:

A. Flyers (Kit Folder)

- a. Size: 9.25" x 4.5" with 8 folders (2 folds) in size 11.75" x 8.5" (Open size) & 4" x 8.5" (Finished size)
- b. Paper:
 - i. 100 GSM Bilt Royal/equivalent quality Indian Art paper for folders and 250 GSM Indian Art card for Jacket (Docket)
 - ii. 250 GSM Bilt Royal/equivalent quality Indian Art card for Jacket (Docket)

B. Booklet

- a. Size: 6.5" x 9.5" comprising approx. 156 pages of text Plus cover
- b. Paper
 - i. 100 GSM Bilt Royal/equivalent quality Indian Art paper for text pages
 - ii. 220 GSM bilt Royal/equivalent quality Indian Art Card for cover with matt lamination

Continued...

COLOURS: Jacket (Docket) - 4 Process Colours on one side.
Insert Folders - 4 Process Colours both sides.

LANGUAGE & QUANTITY: GUJARATI

- A. Flyers – 500 copies
- B. Booklets – 1000 copies

A serious view will be taken for any delay or if, at any stage, it is found that specified papers had not been used for the job. Liquidated damages will be imposed for the delay in execution, poor workmanship and using lesser grammage of paper as per the standard norms of the CBC.

उत्पादन हेतु सामग्री / **MATERIAL FOR PRODUCTION:** As per 'Description' materials will be supplied by CBC.

पैकींग और वितरण / **PACKING & DELIVERY:** After the approval on ferro proof, 10 advance copies of both booklet and flyer (Kit Folder) in **Gujarati** language are to be sent to **Deputy Director, CBC, Regional officer, 4/C Neptune Tower, Nehru Bridge Corner, Ashram Road, Ahmedabad. 380009.** Packets of 50 copies each of kit folder (docket) are to be properly packed with good quality thick Kraft paper duly labeled depicting the name of job, language and quantity.

समय अवधि/TIME SCHEDULE: An overall time period of **05 days** will be allowed for printing & complete delivery after approval of final proof.

अन्य टिप्पणिया / **OTHER REMARKS:**

1. The time schedule must be strictly adhered to.
2. A very high-class workmanship will be required.
3. This enquiry is subject to our usual terms of tender.
4. Rates should be quoted both in words and figures, preferably typed. Any overwriting in rates etc. may render the tender as invalid.
5. Please quote your rates strictly on the basis of the specifications of the flyer (kit Folder) and booklet including cost of paper & other materials and all taxes.
6. No additional claim whatsoever (cost or time) will be admitted for reproofing in the event of unsatisfactory proofs.
7. All disputes will be settled under Gujarat Jurisdiction only

Please quote only if you are in a position to undertake the production of the job and supply the printed copies within the specified time schedule. Your quotation must be submitted in a sealed envelope and reach this office latest by 30/05/2025 (11:00 AM) and addressed by name to **Ms Arohi Patel, Deputy Director, Central Bureau of Communication, Regional Office.** The sealed tender is to be submitted at **4/C Neptune Tower, Nehru Bridge Corner, Ashram Road, Ahmedabad. 380009.**

The following words should be superscribed on the top of the outer envelope.
"Confidential contents Quotation for- booklet and Flyer (Kit Folder) on Govt. of India Schemes
in Gujarati. Job No. J-11028/2/2/2025-26/Print

Opening Date: 30.05.2025, Friday at 12.00 PM

The rates are to be quoted on the following lines: -
(Percentage of GST as applicable should be quoted separately)

A. Flyer (Kit Folder)

1. Rates for 500 Flyers (Kit Folder) : Rs/- (Rupees
2. Total percentage of GST applicable (CGST + SGST) %

B. Booklet

1. Rates for 1000 Booklet: Rs/- (Rupees
2. Total percentage of GST applicable (CGST + SGST)%

Please note that tenders received after the due date will not be considered. Please
acknowledge receipt even if you do not wish to quote for this job.

Arohi

भवदीय / Yours faithfully
आरोही पटेल / Arohi Patel
उप निदेशक / Dy. Director
के.सं.ब्यू. / CBC-RO
अहमदाबाद / Ahmedabad.