



**INDIAN ASSOCIATION FOR THE CULTIVATION OF SCIENCE
JADAVPUR, CALCUTTA – 700 032**

No. Tender/IACS/AR/2011-12/

9th May, 2012

Sub : Printing and Binding of Annual Report for the year 2011-12

Sealed quotations are invited from experienced Printing Houses for printing and binding of Annual Report for the year 2011-12 of Indian Association for the Cultivation of Science in the following format.

FORMAT FOR QUOTING

1. Composing, page-making, scanning, proofing, tracing, plate making and printing of inside pages in bi-colour Part-A and Part B in off-set method. **(400 copies)**
2. Composing, scanning, proofing, plate making and printing of cover pages in four/five colours in English. **(400 copies)**
3. Composing, scanning, proofing, plate making, **translation** and printing of cover pages in four/five colours in Hindi. **(55 copies)**
4. Composing, scanning, proofing, plate making and printing of 4 coloured pages inserting some phototgraphs in English. **(400 copies)**
5. Composing, scanning, proofing, plate making, **translation** and printing of 4 coloured pages inserting some photographs in Hindi. **(55 copies)**
6. Good quality thermal binding with care creasing for English & Hindi. **(400 + 55 copies).**
7. Artwork for the cover and inside coloured pages.
8. No. of pages : 200(approximately) inside pages plus cover pages
9. Size : 11" (Height) X 8.5" (Width) – finished
10. Paper : 300 gsm imported art board for cover
Matt art paper for inside pages (attach paper sample)
11. Quantity : 400(English) + 55(Hindi) = 455 copies
12. Rate : Rate should be submitted on **per page basis** including all charges. Binding charges should be submitted in **lot basis**. Rates for Item nos. 4 and 5 should be submitted in **per page basis**.
13. Delivery : Delivery free at the Association premises within 15 days from the date of receipt of the materials.
14. Tenderers should superscribe the Reference No. and Due date on the top of the envelop.
15. Sample of Annual Report of the previous year may be inspected before submission of quotation. Sri G S Mukherjee, Assistant Registrar-II may be contacted for further information, if any.

Quotations may be submitted to the Registrar on or before **24th May, 2012, (Upto 2.00 p.m.)** which will be opened **at 3.00 p.m. on the same day**. Quotations received incomplete or beyond the stipulated time will be summarily rejected. Tenderers should submit their past experience regarding printing of Annual Report/Scientific Journals of any Scientific Institute (attach sample).

**(Dr. Utpal Sadhu)
Registrar**