



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

No. : Tender/IACS/AR/2013-14/3399

10th April, 2014

Sub. : Printing and Binding of Annual Report for the year 2013-14

Sealed quotations in **two parts, separately comprising the Technical part and the Financial part**, are invited from experienced Printing Houses for printing and binding of Annual Report of Indian Association for the Cultivation of Science for the year 2013-14 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. **(450 copies)**
2. Composing, scanning, proofing, plate making and printing of cover pages in four/five colours in English. **(450 copies)**
3. Composing scanning, proofing, plate making, **translation** and printing of cover pages in four/five colours in Hindi. **(65 copies)**
4. Composing, scanning, proofing, plate making and printing of 4 coloured pages inserting some photographs in English. **(450 copies)**
5. Composing, scanning, proofing, plate making, **translation** and printing of 4 coloured pages inserting some photographs in Hindi. **(65 copies)**
6. Good quality thermal binding with care creasing for English & Hindi. **(450 + 65 copies)**
7. Artwork for the cover and inside coloured pages.
8. No. of pages : 200 (approximately) inside pages plus cover pages
9. Size : 11" (Length) X 8.5" (Width) – finished
10. Paper : 300 gsm imported art board for cover
Mat art paper for inside/outside pages (attach paper sample)
11. Quantity : 450 (English) + 65 (Hindi) = 515 copies
12. Rate : Rate should be submitted on **Per page basis** including all charges.
Binding charges should be submitted in **lot basis**. Rates for Items No. 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. Tenders 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. ShriAbhijitBasak, Assistant Registrar, Director's Office may be contacted for further information, if any.

Quotations may be submitted to the Registrar on or before **19th May, 2014, (Upto 2.00 pm.)** which will be opened at **3.00 pm on the same day at JC Bose Meeting Room (Director's Enclave)**. 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. Please attach sample pages along with the quotation.

(Dr. Utpal Sadhu)
REGISTRAR