

DELHI BUREAU OF TEXT BOOKS
25/2, INSTITUTIONAL AREA, PANKHA ROAD,
"D" BLOCK, JANAKPURI, NEW DELHI-110058
Phone 28524202, 28522049 FAX 28520901
E mail- delhibureauoftextbooks@gmail.com

TENDER NOTICE

Sealed tenders are invited from reputed presses working in NCR Region for the printing of 1500 School Table calendars having experience in the printing & stationary. Specifications are as under:-

Item	School Table Calendar
Size	10"x7"
Quantity	1500 pieces
No. of pages	26
No. of Color	Four
Paper	300gsm Art card paper for printing of Calendar and 2 mm White board for base will be procured by the printer from his own resources.
Binding	Spiral Binding with the base of the calendar.
Date of Submission	09.4.2014 up to 3.00 p.m.
Date of opening	09.4.2014 at 4.00 p.m.
Schedule of supply	The supply of the Calendar has to be made within 15 days from the final approval date of the office of the Addl. D.E. (School)/competent authority. No time extension will be allowed for the supply of calendar.

The Bureau will provide the CD of calendar. The printer will have to design the calendar in accordance to the CD provided and get it approved from Addl. D.E.(School), Old Secretariat Delhi, before printing. A high class printing of calendar is required. No variation in color will be allowed. A penalty of 2% will be imposed for non- registration of colors.

The paper shall be procured by the printer from its own resources and should be strictly as per BIS specification.

The supply of the calendar has to be made within 15 days from the final approval date of the material from the office of the Addl. D.E (Schools)/competent authority. The Bureau will impose the delay penalty @5 % per week on pro rata basis on the supplies made after the schedule date. The schedule date will be counted from the date of the final proofs.

Payment of the bill will be made within 20 working days of the receipt of supply, subject to the verification of satisfactory supply as per terms and conditions and specifications of the tender. The copy of the approval is to be attached with the bill after completion of the entire work.

The supply will be made by the printer in 12 District offices, School Branch of Directorate of Education Old Sectt. Delhi and the remaining in the office of the Secretary, DBTB as per the instructions of the Bureau. Each Calendar should be packed in the separate transparent sheet packed in the bundles containing 25 pieces. The detail list of distribution of quantity to be supplied in different offices will be collected by the printer from the office of the Secretary, DBTB.

In case of any dispute, the decision of Chairman, DBTB shall be final and binding. The Hon'ble High Court of Delhi/ New Delhi shall have the jurisdiction on any legal dispute.

(R.K.PAHUJA)
SECRETARY

FORM OF QUOTATION

Name and Address of the firm
with phone number: _____

PAN No. _____

Copy of DVAT/Sale Tax Registration No. _____

Rates per Calendar (Inclusive all) Rs. _____

VAT, If any (%) Rs. _____

Note : copy of the VAT & PAN should be attached with the bid.

I hereby accept all the terms and condition of the tender and rates
quoted(inclusive all) by me/undersigned.

Signatures with seal of the Prop./ Partner

Phone Numbers
Mobile Number

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TENDER NOTICE

Sealed tenders are invited from reputed presses working in NCR Region for the printing of 1000 diary for Head of School (HOS) having experience in the printing & stationary. Specifications are as under:-

Item	Diary of HOS
Size(Trimmed)	21.5cm X 27.5cm
Quantity	1000 pieces
No. of pages	72
No. of Color	Single
Paper	80gsm Maplitho paper will be procured by the printer from his own resources.
Binding	Hard Bound with 18 ounce white board covered by raxine and screen printing on the front.
Date of Submission	09.4.2014 up to 2.00 p.m.
Date of opening	09.4.2014 at 3.00 p.m.
Schedule of supply	The supply of the Diary has to be made with in 15 days from the final approval date of the office of the addl. D.E. (School)/competent authority. No time extension will be allowed for the supply of diary.

The manuscript will be provided by the Addl.D.E.(School). The printer will have to design diary in accordance to the dummy provided and get it approved from School Branch of Directorate of Education, Old Secretariat Delhi, before printing. A high class printing of diary is required if diary is not printed as per specification a penalty of 2% will be imposed.

The paper shall be procured by the printer from its own resources and should be strictly as per BIS specification.

The supply of the diaries have to be made within 15 days from the final approval of the material from the office of the Addl. D.E (Schools)/competent authority. The Bureau will impose the delay penalty @5 % per week on pratata basis on the supplies made after the schedule date. The schedule date will be counted from the date of the final proofs.

Payment of the bill will be made within 20 working days of the receipt of supply, subject to the verification of satisfactory supply as per terms and conditions and specifications of the tender. The copy of the approval is to be attached with the bill after completion of the entire work.

The supply will be made by the printer in 12 District offices of Directorate of Education Old Sectt. Delhi and the remaining in the office of the Secretary, DBTB as per the instructions given by the Bureau, later on. Diaries should be packed in the bundles containing 25 pieces each. The detail list of distribution of quantity to be supplied in different offices will be collected by the printer from the office of the Secretary, DBTB.

In case of any dispute, the decision of Chairman, DBTB shall be final and binding. The Hon'ble High Court of Delhi/ New Delhi shall have the jurisdiction on any legal dispute.

(R.K.PAHUJA)
SECRETARY

FORM OF QUOTATION

Name and Address of the firm
with phone number: _____

PAN No. _____

Copy of DVAT/Sale Tax Registration No. _____

Rates per Diary (Inclusive all) Rs. _____

VAT, If any (%) Rs. _____

Note : copy of the VAT & PAN should be attached with the bid.

I hereby accept all the terms and condition of the tender and rates
quoted(inclusive all) by me/undersigned.

Signatures with seal of the Prop./ Partner

Phone Numbers
Mobile Number