

**Indian Institute of Technology Kanpur
Department of Chemistry**

IITK/CHM/SV/15-16/02

April 15, 2015

Sealed quotations are invited from Indian registered companies engaged in printing and publishing for printing of the **Chemistry Brochure**, Department of Chemistry at IIT Kanpur.

The specifications are given below:

Chemistry Brochure (500 copies):

Total Pages: 48 +2 of cover page

Total Colours: 4 colour job (CMYK + special colour) both sides

Paper size: Std. A4

Cover page: 300 GSM imported art board with UV lamination and online coating (Matt paper)

Inner Pages Paper Type: 130 or 170 GSM art paper with online coating (Glossy paper)

Binding: Section sewn perfect binding

Terms & Conditions:

Eligibility Criteria:

1. Firm/bidders blacklisted at any stage or by any IITs/IIITs/IIMs/Central Universities/ IISERs/CSIR labs/NITs or Central/State Government body/PSUs etc. need not to apply.
2. The bidder should be an Indian registered company engaged in printing and publishing with minimum experience of 05 (FIVE) Years. The bidder should have sufficient Infrastructure, technical expertise and financial strength to undertake the contract.
3. The bidder should have experience of similar multi-colour printing work of IITs/IIMs/ NITs/ IISERs/CSIR Labs/Central or State University. The nature of completed work should be publication of annual reports/ conference reports/ magazines/ scientific bulletin/ brochures etc. [NOTE: The documentary proof of work orders MUST be submitted along with the bid

The Bidder/Tenderer should provide the following mandatory information:

- a) Bidder/Tenderer must provide the information on the similar Printing works completed successfully & satisfactory in last 3 years. Bidder/Tenderer must submit satisfactory documentary proof from end-users.
- b) List of Organizations/Customers dealt by them.
- c) Last Three year's copies of Income Tax Return Form and PAN number, as per government norms.
- d) Copy of Registration of Firm with CST/GST Nos.

The Bidder/Tenderer should enclose the following:

- The sample of papers, with the description of the paper viz brand, make, gsm etc., **MUST** be attached with tender,
- A sample copy of recently published brochure of similar kind (containing at least 40 pages or more) **MUST** be attached with tender.

The Bidder/Tenderer should ensure full compliance to all the requirement/specifications mentioned in these documents.

Indian Institute of Technology Kanpur reserves the absolute right to accept or reject any or all the tenders on whole or in part without assigning any reason thereof decision of IIT Kanpur will be final.

The quotations in a sealed envelope super scribing "Tender for Printing of Chemistry Brochure" should be sent to the following address latest by **27th April, 2015, 1700 hrs.**

Head, Department of Chemistry, IIT Kanpur, Kanpur- 208 016

Note: Please do not forget to mention the following in your quotation:

- 1) Taxes, if any
- 2) Transportation charges
- 3) Packing charges, if any
- 4) Additional cost, if any
- 5) Delivery Time: Three weeks from the date of issue of order