

समुद्री उत्पाद निर्यात विकास प्राधिकरण

(वाणिज्य एवं उद्योग मंत्रालय, भारत सरकार)

एम पी ई डी ए भवन, पनंपिल्ली एवन्यू
डाक पेटी सं. 4272, कोच्ची - 682 036, भारत

The Marine Products Export Development Authority

(Ministry of Commerce & Industry, Govt. Of India)

MPEDA House, Panampilly Avenue,
P.B. No. 4272, Kochi-682 036. India



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COORD-RPRT/AR/1/2021-COORD

संदर्भ/Ref:

तारीख/Date: 03.08.2021

Quotation for printing of Annual Report of MPEDA for the year 2020-21

Sealed competitive Quotations are invited from reputed printers in the enclosed format for printing and supply of **250 copies** of Annual Report of Marine Products Export Development Authority (MPEDA) for the year 2020-21 in bilingual (English and Hindi). The matter for printing (Hindi & English) will be provided in soft copy which is about 250 pages. **The printing material in Hindi will be provided in Unicode Mangal font.** Any conversion of the font shall be the responsibility of the Printer.

Sealed envelope containing the quotation and samples super-scribed "**Quotation for Printing of Annual Report of MPEDA for the year 2020-21**" along with filled in prescribed proforma and EMD of Rs. 5000/- by Demand Draft drawn in favour of **The Marine Products Export Development Authority, Kochi** should reach the undersigned on the following address **on or before 13th August, 2021 by 11.00 AM.** Quotation with earnest money in any other form or those not accompanied with earnest money will be summarily rejected.

The Secretary
Marine Products Export Development Authority
MPEDA House,
Panampilly Nagar,
Kochi- 682036

Quotations in the prescribed format only will be considered. The rate for individual items should be quoted against appropriate column. While quoting the rate for paper, samples should be enclosed. Separate rate is to be quoted for composing and printing. The specifications and other particulars are given in the format enclosed. The quotation should be valid for a minimum period of 4 months.

MPEDA will have the right to accept or reject the quotations without assigning any reason, thereof. The successful printer will be notified with the Work Order by 13th September 2021.

Yours faithfully,


(K. S. Pradeep IFS)
Secretary

Encl: a/a.

QUOTATION FOR PRINTING MPEDA ANNUAL REPORT 2020-21

SPECIFICATIONS

1. Size of the Annual Report : 28 cm X 21 cm
2. Paper quality (inside pages) : 130 GSM Art paper for printing
3. Paper quality cover page : Foreign art card – 210 GSM.
4. Colour Option - Cover page : 4 colours
5. Colour Option – Inside pages : 4 colours – Photos / Chart
6. Colour Option – Inside pages : 2 colours
7. No. of copies : 250 Nos.
8. Approximate no. of pages excluding cover : 250 pages
9. Language : Bilingual - Hindi (Unicode Mangal font) & English
10. Printing style : One column per page on both sides of Paper.
Hindi version in left and English on right side.

ITEM-WISE RATE TO BE QUOTED

1. Paper cost inside pages - 130 GSM Art paper for multi colour per form of 4 pages : Rs.
2. Paper cost cover page for 250 copies - 210 GSM Foreign art card : Rs.
3. Composing charges per form of 4 pages (2 colours) : Rs.
4. Composing charges per form of 4 pages (4 colours) : Rs.
5. Printing charges when per form of 4 pages (2 colours) : Rs.
6. Printing charges per form of 4 pages (4 colours) : Rs.
7. Cover page printing in 4 colours : Rs.
8. Photo scanning charge for cover page per sq. cm in multi colour with super imposing and tint mixing (Book size 28 cm x 21 cm) : Rs.
9. Scanning charges if any per photo (4 colour minimum size) for incorporating in inner text : Rs.
10. Rate for composing graph/charts (colour print), if any, per chart. : Rs.
11. Cover Page lamination for 250 copies : Rs.
12. Binding charge for 250 copies (perfect binding). : Rs.

PROFORMA

1. Name of the Printer/ Firm :
2. Address:
3. GSTIN:
4. Telephone No:
5. Amount of DD: Rs. 5000/- (Rupees Five thousand only)
(If exempted, details with supporting document)
6. Draft No. and the bank on which drawn:
7. Experience in printing Annual Report of Govt. Departments:
(Please furnish work order received in the last two years)
8. Printers Account Details with Name of Bank, Branch and IFSC:
9. Whether Sample of Paper used for printing enclosed:
10. I/ We hereby declare and affirm that I/We have read and understood the terms and conditions/ Specification of the Quotation as stipulated in the Quotation notice COORD-RPRT/AR/1/2021-COORD dated 03.08.2021 and undertake to abide by them.

Office Seal

Name & Signature

Place:

Date: