

**Delhi State Health Mission,  
Govt. of Delhi  
6<sup>th</sup> Floor, A&B Wing, Vikas Bhawan II,  
Civil Lines, Delhi**

No. F8/IEC/DSHM Diary/227(DSHM)11-12/DSHM Diary/6030-48 Date: 10-01-2012

To,

All "A&B" Category Offset Printers approved by DAVP

**Sub: Inviting Quotations for Printing of 2000 DSHM flip Calendar**

Dear Sir/Madam,

Reference to your empanelment under DAVP approved offset printers "A& B" category, sealed quotations are invited for printing the above said material as per the specification mentioned below:

**Specification for DSHM flip Calendar**

- Spiral Binding on the top
- Size: 12" x 5" of 13 leafs and 12" x 6.5" of Hard Board stand
- Leafs: 300 GSM, Mat Art Paper
- Printing: 4 Colour, 12" x 5" of 12 leafs two side, 1 leaf one side printing & Address and other detail will be printed on bottom side of Hard Board Stand
- Quantity: 2000

**Design:** CD will be provided by the Mission.

**Sample:** Sample of papers for leafs and Hard Board should be enclosed with quotations.

**Time of Delivery:** Within 10 days from the approval of the final proof.

**Packaging & Forwarding:** Each calendar should be duly packed in cellophane sheet /plastic cover, tied-up into suitable bundles of 20 each to ensure safety of the content and to avoid loss or damage in transit.

**Delivery:** The printer will, as his own cost, deliver the material at the address:

**Delhi State Health Mission, Vikas Bhavan -II,  
6<sup>th</sup> Floor, A & B Wing, Civil Lines-110054**

**Penalty for delay and mistake:** 5% Penalty for every week's delay or left over job (in exceptional cases delay of not more than 5 days may be condoned by Mission Director, DSHM.

Art work will be the property of the Department (To be returned in a CD by printer)

You are requested to send your offer, exclusive of taxes. Taxes if any, applicable should be shown separately. The offer should be sent in sealed envelope in the name of the Mission Director, Vikas Bhawan-II, 6<sup>th</sup> Floor, A & B Wing, Civil Lines, Delhi 110054.

The envelop must be marked "**sealed Quotation for Printing of DSHM flip Calendar**" The Department reserves the right to reject any or all the offers without assigning any reason. Performance security will be obtained from the successful bidder awarded the Contract for an amount of 5% of the value of the contract as per provision of the Rule 158 of GFR-2005.

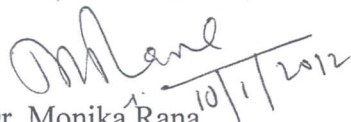
Design for the DSHM flip calendar can be seen at above said address, on any working day between 11 am to 4.00 pm. This offer must be valid for a year from the date of finalization of tender.

**Important Dates:**

- 1. Last date and time for submission of Bids: 2.30 pm on 25.1.2012**
- 2. Date and Time of opening of bids:3 pm on 25.1.2012**

Bids received after specified time and date will not be entertained. In case the date of submission / opening of bids is declared a holiday, the bids will be received / opened on the next working day without any change in the time and venue. The unsealed quotations / quotations without attached papers sample will not be entertained.

Yours Faithfully,

  
Dr. Monika Rana  
State Program Officer

Copy to:

- SPO 1
- State Finance Manager, DSHM
- P.A. Mission director, DSHM