

Speed Post

F. No. 22-1/2016-GSS
Govt. of India
National Commission for Minorities(NCM)

5th floor, Lok Nayak Bhawan,
Khan Market, New Delhi-110003
Dated: 11.07.2016

To

M/s. Dolphin Printo-Graphics.,
4E/7, First Floor, Pabla Building,
Jhandewalan Extension, New Delhi-110055

Subject: Printing of Annual Report of the Commission for the year 2015-16- reg.

Sir,

With reference to tender floated vide letter No. 22-1/2016-GSS dated 21.06.2016 by this Commission on the subject mentioned above, I am directed to refer to your quotation submitted to NCM vide Ref. No. DPG/Ptg./07/0702/2016 dated 07.07.2016 and to inform that rates submitted by you for the printing of Annual Report of National Commission for Minorities for the year 2015-16, both in Hindi and English, has been approved by the Commission as per detail given below:-

Specifications:

A: Size: A4

B: Paper size and quality:

Cover Pages (A maximum of 4 pages including inside and outside cover and cover design)	In four colors including design	300 GSM Imported Art Card
Inside pages (A maximum of 8 pages)	In four colors (Photographs)	130 GSM Imported Art Paper
Inside pages (approximately of 120 pages)	In Black & White	90 GSM Super Print Paper

C: Binding : Perfect

D: Lamination: Matte

E: Quantity: 300 Numbers each in Hindi and English (Total: 600)

D: Rates approved:

Net Amount	Vat(@5%)	Any other charges	Total Amount
Rs. 74200/-	Rs. 3710/-	Nil	Rs. 77910/-

2. No compromise on the quality of paper/colour will be allowed and if sub-standard quality/colour is found, the work will be rejected and the firm will have to supply a fresh lot. If the above specifications are not followed in toto and delivery not made on time, penalty will be levied by the NCM depending on the variation and EMD will be forfeited. The discretion of NCM in this regard will be final and binding.

3. You may collect the soft copy of the Annual Report from the Commission and before final printing, you are requested to send one draft sample (Dummy Copy) both in English and Hindi to the Commission for approval.

4. You have to supply the printed Annual Reports within a period of 15 days.

Yours faithfully,

A. Sengupta

(A. Sengupta)

Under Secretary to the Government of India

Ph. 24624128

जारी किया.....

Issued.....

दिनांक.....

Date.....

12-7-16