No.07-02/GA/2011-FSSAI
Food Safety and Standards Authority of India
(A Statutory Regulatory Authority of Govt. of India)
Ministry of Health and Family Welfare
FDA Bhavan, Kotla Road
New Delhi-110002.

Dated the 27th December, 2011

To

____________________
____________________
____________________

Subject: Printing of conference pads as per specimen, letter heads and envelope of different sizes- reg.

Sir,

I am directed to invite quotation for printing of conference pads, letter heads and envelopes (cloth mounted) of the following sizes as per specimen enclosed. The quality of paper should be of JK bond or Balarpur Industries. Envelope be made and print in 90 GSM and letter head and conference pads be of 100 and 80 GSM respectively.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the item</th>
<th>Sizes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Envelope</td>
<td></td>
</tr>
<tr>
<td>a)</td>
<td></td>
<td>A-4 size</td>
</tr>
<tr>
<td>b)</td>
<td></td>
<td>27 x 12 cm</td>
</tr>
<tr>
<td>c)</td>
<td></td>
<td>22 ½ x 10 cm</td>
</tr>
<tr>
<td>d)</td>
<td></td>
<td>25 ½ x 11 ½ cm</td>
</tr>
<tr>
<td>2.</td>
<td>Letter head</td>
<td></td>
</tr>
<tr>
<td>e)</td>
<td></td>
<td>100 GSM</td>
</tr>
<tr>
<td>f)</td>
<td>Conference/meeting pads</td>
<td></td>
</tr>
<tr>
<td>g)</td>
<td></td>
<td>80 GSM</td>
</tr>
</tbody>
</table>

| f)     |                           | 21 x 14 cm (25 leafs)   |
| g)     |                           | 18 x 11 cm (10 leafs)   |

The printing of conference pads should be as per design and FSSAI logo in colour be printed on the top.

1. A sample paper of the above should be endorsed along with the quotation.
2. Sealed quotation should reach in the office at FDA Bhavan within 15 days from the date of issue of letter.
3. The firm rate should be quoted indicating complete details and tax components.
4. Cutting and overwriting in rates/quotations may disqualify the bidder.
5. No advance payment shall be made.
6. The printer shall submit proof within 3 days from the date of issue of order and supply at 3rd Floor, FDA Bhavan, New Delhi.
7. After the approval of proof, supply of printing material should be made within 10 days.
8. No cartage charges shall be paid.

Yours faithfully,

-Sd-
(R.K. Saxena)
Deputy Director
1. M/s. National Cooperative Consumers’ Federation of India (NCCF), Deepali” (5th Floor), 92, Nehru Place, NEW DELHI - 110 019.


5. M/s. Crescent Stationers, 2nd Floor, SHIV HANUMAN MANDIR COMPLEX NEAR PALIKA PLAN PANCHKUIAN ROAD, NEW DELHI


13. Brijbasi Art Press Ltd. A-81, Sector-V, Noida-201301 Unit-II: 20-21, Udyog Kendra, Greater Noida

14. Delhi Press, E-3, Jhandewalana Estate, Rani Jhansi Road, New Delhi-110055


16. HT Media Ltd., B-2, Sector 63, NOIDA, UP –201307

17. India Offset Press, A-1, Mayapuri Industrial Area, New Delhi-110 064

18. International Print-O-Pac Ltd. C-4, Hosiery Complex, Phase-II Extension, NOIDA –201305


20. Paras Offset Pvt. Ltd.,C-176, Naraina Industrial Area, Phase-I, New Delhi-110028


22. NGO, Koshish Centre for the Deaf, Malad East, Mumbai, Contact Person:- Dr. Kothari, Tel. 022-28446448