

TENDER NOTICE

Date of Invitation: 28-12-2022

Closing Date: 10-01-2023

FORE SCHOOL OF MANAGEMENT, NEW DELHI DESIGNING AND PRINTING OF MDP CALENDAR AND DESIGNING OF MDP, FDP, CORPORATE BROCHURE 2023-2024

FORE School of Management, New Delhi is looking for Designing of MDP, FDP, Corporate Brochure and Designing and Printing of MDP Calendar for 2022-2023 as per the specifications given below. In case you are interested, you may send your quote for the printing job in a sealed envelope mentioning **“Quotation for MDF, FDP, Corporate Brochure and MDP Calendar 2023-24”** by courier or to be dropped in the box kept with the security gate of FORE School of Management on the following specifications **latest by 1700 Hrs. on Tuesday, January 10, 2023.**

The quotation need to be in two parts each part in different sealed envelope, first part as Technical bid (sample of Past Design work, PO, Work Order, Quality of Paper etc) and second part as Financial bid (as per the below format).

| Sr. No. | Item | Specifications | Qty. | Rate Per Calendar/ Designing etc. | Amount (Rs.) |
|---------|---|--|-----------|-----------------------------------|--------------|
| 1. | 4 page MDP calendar with Envelops and Registration Forms (2023-24) | | | | |
| (a) | 4 page MDP Calendar (Designing and Printing) | Size 8.25*11.75 (folded Size) Single Fold Colour: 4+4 colour printing, No of Color photos: 3-4 Thermal Matt lamination on both sides of MDP calendar, Paper: 300 gsm imported Art Card (Matt) | 1500 nos. | | |
| (b) | Envelops for MDP Calendar (without window) - Printing | Same size (5-10% more than MDP Calendar) /design, 2 colour printing, 120 gsm super print (Ballarpur paper) | 1500 nos. | | |
| | | Total Amount of above 2 including drop of these material at our New Delhi Campus | | | |
| 2. | Designing of MDP Brochure (4 Page) | For Individual Program (A-4 Size) (Only Soft copy) | 50 nos. | | |
| 3. | Designing of FDP Brochure (4 Page) | For FDP Calendar and Individual Program (A-4 Size) (Only Soft copy) | 20 nos. | | |
| 4. | Designing of Corporate Brochure | 16-24 Pages (A-4 Size) | 1 nos. | | |
| | | Total Amount (1+2+3+4) | | | |
| | | GST on Designing and Printing | | | |
| | | Grand Total | | | |

Note: For any query/ clarification, please contact Mr. Mukesh Maheshwari on 011-26856301/ 9166085159 from Monday to Friday between 1000 Hrs. to 1600 Hrs.

December 28, 2022


Senior Admn. Officer
S. S. Saini
28/12/22
Sr. Administrative Officer