

TENDER NOTICE

Date of Invitation: 24-02-2023

Closing Date: 06-03-2023 (11:00 AM)

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 the MDP Calendar for 2023-2024 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 Monday, March 06, 2023.**

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

Sr. No.	Item	Specifications	Qty.	Rate Per Calendar or Rate Per 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, 4 colour printing, 120 gsm super print (Ballarpur paper)	1500 nos.		
		Total Amount of above 3 including the drop of these materials at our New Delhi Campus			
2.	Designing of MDP Brochure (4 Page)	Designing of 50 Individual Programs (each) (A-4 Size) (Only One Soft copy for each program)	50		
3.	Designing of FDP Brochure (4 Page)	Designing of 19 individual Programs (each) and one FDP Calendar (A-4 Size) (Only one Soft copy for each program)	20		
4.	Designing of Corporate Brochure	Designing of one Corporate Brochure of 16-24 Pages (A-4 Size)	1		
		Total Amount (1+2+3+4)			
		GST on Designing and Printing			
		Grand Total			

Note: For any query/ clarification, please contact Mr. Mukesh Maheshwari on 011-46785562/ 9166085159 from Monday to Friday between 1000 Hrs. to 1600 Hrs.

February 24, 2023

