

**Sub : Quotation for printing & supply of Annual Report of NHFDC for the Financial Year 2019-20.**

Sir,

We need to get printed Annual Report (2019-2020) (bi-lingual in Hindi & English) of National Handicapped Finance Development Corporation (NHFDC). The specification and details of printing job is given below:-

Sl. No.	Size & Pages	Particulars
1	Size	27 cm x 20 cm
2	No. of copies	200 copies.
3	Cover page	Four colour printing (front & back) on 180 gsm Indian Art Card paper with lamination. There would be photographs on inside part of cover page & back cover page.
4	Inside pages	Two colour 80 gsm Paper except four pages which would be in four colour (for photographs)
5	Total no. of pages	Approx. 270 pages (including cover pages) plus 4 pages containing photographs as stated in 3 above English and Hindi part would be on 50:50 ratio. Additional page if any, will be paid propotiontely.
6	Type & Setting	Hindi & English (both)

You may send your quotation in sealed envelope by 13.07.2020 to NHFDC superscribing “quotation for Printing of Annual Report” on the envelope. Please note that scope of work also includes composing, designing and printing of Annual Report.

You are also required to indicate the duration for giving us first proof and subsequent proofs after giving you the work order alongwith matter to be printed.

The quotation must also indicate the total duration for printing and supply of the Annual Report after issue of work order.

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