



**NATIONAL INSTITUTE FOR EMPOWERMENT OF PERSONS WITH MULTIPLE DISABILITIES**

*(Ministry of Social Justice and Empowerment, Govt. of India)*

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*"Recipient of National Award for the Best Accessible Website for Persons with Disabilities"*

NIEPMD/Pur 4(03)/2014-15

01<sup>st</sup> Feb 2016

To,

**All Reputed Agencies**

**SUB: - INVITATION OF QUOTATION FOR PRINTING OF  
2<sup>ND</sup> INTERNATIONAL CONFERENCE SOUVENIR**

Sir,

National Institute for Empowerment of Persons with Multiple Disabilities (NIEPMD) is established by Government of India to provide various services to persons with Multiple Disabilities. The Institute is organising one International Conference on "**Education for Sustainable Development: Empowering Individuals with Multiple Disability**" at IIFT, New Delhi on 27<sup>th</sup> & 28<sup>th</sup> 2016. The Institute is intended to print Souvenir for International conference. .

You are requested to send the competitive rate for designing, printing and supplying of conference souvenir as per specification mentioned below:-.

Sl. No	Description of Items	Qty.
01	<b>2<sup>nd</sup> International Conference Souvenir (Color Printing)</b> (a) Size of Book – ¼ Demy (b) Total No. of Pages :100 (c) Cover Pages: 04 (d) Paper: Imported Matt 130 GSM (Glazy Paper) for inside pages & Imported Matt 300 GSM for Cover. (e) Pictures included. (f) Binding: Perfect. (e) <b>Cost charged for every extra 04 pages in case of increment in pages mentioned above will be mentioned separately.</b>	1500 Copies
02	Envelope cover for Souvenir (Printed in single color)	1500Nos.

Matter of Souvenir will be provided in MS word format, PDF or any format (May be hard copies) received by the Institute with pictures from sources.

**Terms and Conditions:**

- The words "**QUOTATION FOR SOUVENIR PRINTING**" should be mentioned in bold letters on the top of the sealed Envelope and send by **Speed Post/Courier/person drop in tender placed at NIEPMD main building 3<sup>rd</sup> floor.**
- The Materials are to be supplied at IIFT, New Delhi within **07 days (on or before 22<sup>nd</sup> Feb 16)** from the date of Supply Order. No transportation will be paid separately. Extension on completion on work will not be given under any circumstances. Purchase order will automatically treated as cancelled after due date of completion.
- PFA to be get approved from NIEPMD authorities before final printing.**
- Payment will be released within **05 days** from the date of satisfactory receipt of materials.
- The agency may send its competitive quotes in a **Sealed Envelope** addressed to the **Director, NIEPMD** at Chennai on or before **14<sup>th</sup> Feb 2016.**

Yours faithfully,

-Sd/-

**(Dr. Himangshu Das)**

**Director**