



**DIRECTORATE OF REVENUE INTELLIGENCE  
D BLOCK: I.P. BHAVANI.P. ESTATE, NEW DELHI  
Tel. No. 011-23378629, Fax. 23370954**

DRI. F.No.D-29011/01/2016-Admn.

Dated: 05.04.2016

**Quotation inviting for printing of Annual Report –2015-16**

**SPECIFICATION OF THE TENDER**

Sealed tenders are invited under two bids systems Technical & Financial (format attached) for printing alongwith preparation of text, editing composing of photographs and binding of DRI Annual Report – 2015-16 as per details given below. The quotation must reach in DRI Office latest by 27.04.2016 till 14:00 Hrs. and will be opened on the same day at 17:00 Hrs. "Quotation for printing of DRI Annual Report – 2015-16" Must be written on top of the envelops.

- |   |                     |   |
|---|---------------------|---|
| 1 | <b>Project:</b>     | <b>DRI Annual Report –English (With Envelops)</b>             |
| 2 | <b>Dimension:</b>   | <b>8.25" X 11.75"</b>   |
| 3 | <b>Pages:</b>       | <b>115 (+Cover 4 pages) + Organizational Chart (23"X8")</b>   |
| 4 | <b>Paper:</b>       | <b>Inside: 130 GSM Imported Matte</b>                         |
| 5 | <b>Cover:</b>       | <b>300GSM Imported Matte art Card</b>                         |
| 6 | <b>Fabrication:</b> | <b>Matte Lamination on outer Cover &amp; perfect Bounding</b> |
| 7 | <b>Envelop:</b>     | <b>Printing on 120GSM Sunshine</b>                            |
| 8 | <b>Quantity:</b>    | <b>700 Copies</b>   |

You are requested to quote your all inclusive lowest rate charges for printing of DRI Annual Report 15-16 to this office addressed to Deputy Director (Admn.) New Delhi

In case any further enquiry you may contact the undersigned at any working day (03.00 PM to 04 PM)

Yours faithfully,

( S.K.Sharma)

Administrative Officer

011-23378629

प्रशासनिक अधिकारी  
ADMINISTRATIVE OFFICER  
राजस्व आभूषण निदेशालय  
Directorate of Revenue Intelligence  
नई दिल्ली-110002/New Delhi-110002

Technical Bid

Formate for the Technical Bid for 700 copies of Annual Report-2015-16

( All columns are necessary to be filled. Enclosures (wherever applicable) must be enclosed)

Sl.No	Particulars	Bidders Response
1.	Name of the Organization/Agency/Firm	
2.	Name of the Managing Director/Owner/Proprietor	
3.	Address and Telephone number of the Organization/Agency/Firm	
4.	PAN No. & Addhar No. (copy to be enclosed)	
5.	Service Tax Registration No. (Copy to be enclosed)	
6.	VAT Registration No. (Copy to be enclosed)	
7. (i)	Experience (in number of years) in printing & Publishing industry	
(ii)	Under taking publications for Central/ State Govt. /other organizations	
(iii)	Number of similar publications including printing, editing, text, photographs, composing, binding for Central/ State Govt. /other organizations	
(iv)	No. of Annual Report books published for Central/ State Govt. /other organizations in last three years	
8.	Name of important Clients/Firms/to whom such services has been rendered/ are being rendered by the Organization/Agency/Firms.	
9.	Volume of sales/Turnover during each of the last three years ending on 31.03.2016	
10.	Time period for delivery of 700 copies of Report books from the date of award of order.	

Signature.....

Name of the Proprietor/Director/Owner.....

Seal of the Company/Firm/Proprietor.....

Financial Bid

Formate for the Technical Bid for 700 copies of Annual Report-2015-16

Name /Address / Telephone No. of the Organization/Agency/Firm	
Total cost all inclusive for printing and supply of Annual Report -2015-16 book as per specification in tender.	Amount Rs.....
Taxes/Vat applicable may be indicated separately.	Amount Rs.....
Total payable amount	Amount Rs.....

(Rupees in words.....)

## Important Terms:-

1. Details as above may be given on Organization/Agency/Firm letter's head signed by the Authorized signatory.
2. Applications should strictly adhere to the application format.
3. Financial Bids may be submitted in a super scribed envelop.

-----XXX-----

Signature.....

Name of the Proprietor/Director/Owner.....

Seal of the Company/Firm/Proprietor.....