



RABINDRA BHARATI UNIVERSITY
DIRECTORATE OF DISTANCE EDUCATION

RABINDRA BHAVAN, BLOCK-EE 9 & 10, SECTOR – II, SALT LAKE, KOLKATA – 700 091
Phone: (033) 2358 4014/4016/4018, E-mail: dderbu@gmail.com * Website: www.rbudde.in

Date: 21.10.2013

TENDER NOTICE

Sealed quotations are invited from reputed Printers having their own printing press and experience of last five years in the relevant field for printing study materials and exerting other printing jobs. The intending Printers have to submit rates as per specifications as noted below along with a declaration statement regarding the address of printing press, trade license, vat registration, PAN and the relevant information. The DDE retains the right of accepting / rejecting any or all applications without assigning any reason thereof.

(1) **Job Specifications**

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|--|---|
| a. Job: | Module printing of various subjects. |
| b. Language of Publishing: | Bengali / English / Devnagari (Sanskrit) |
| c. Finished Size of the Module (Book) | 8.5" X 10.5" |
| d. Depth of Matter: | 7.5" X 9.5" |
| e. Font Size: | 12.5 (in Bengali) / 12 (in English / Devnagari auto leading) |
| f. Paper to be used for printing inside pages: | 14.8kg per ream (white print) |
| g. Paper for Cover Page: | 130gsm (art paper) |
| h. Text:
Inside Pages: | One colour throughout (Halftone
Photographs may be required in some cases) |
| i. Cover: | Four colour one side |

(2) **Rates to be quoted for following works:**

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|--|--|
| a. Text Printing per page for numbers of copies:
Including cost of paper | 1-500 / 500-1000 / 1001-2000 / 2001-
3000 / 3001-4000 / 4001-5000 / 5001-
6000 / 6001-10000. |
| b. Cover printing for number of copies in the order as mentioned in 2(a) above i.e. Text Printing. | |
| c. Binding (per Book) | |

(3) **Important Dates:**

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|---|------------|
| a. Last Date of Submission of Quotations: | 28/10/2013 |
| b. Work Order to be Issued: | 31/10/2013 |
| c. Submission of Matter for First Proof: | 12/11/2013 |
| d. Delivery of Printed Modules: | 20/11/2013 |

Quotations along with all required information should be addressed to the **Director (Acting), DDE, RBU** at its office at **9&10, Block-EE, Sector-II, Saltlake, Kolkata - 91.**

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21.10.13
Director (Acting)
DDE, RBU.