

Tender Notice
IITK / B.Tes SG / Year Book '15" / 2015/02
Design and Printing of student yearbooks

IIT Kanpur invites commercial bids for printing of student yearbooks from reputed printing agencies as per the following specifications:

Print specifications	
No. of copies	800(UG) and 170(PG) approx..
Size of the yearbook	9.5 X 9.5 INCHES
No. of pages	UG yearbook - 144 page nos.(72 sheets) + 4 pages ; PG yearbook - 40 page nos.(10 sheets) + 4pages
Paper	Cover page – 170 gsm glossy/rough finish paper Inner pages – 130 gsm glossy/rough finish paper Hard bound laminated cover
Printing	4 color in all pages
Binding	Hard bound
Design specifications	
Cover page	Two design options
Faculty/Committee/group pages	Two design options
Design layout	Layout of all pages
Data compilation	The Database would be provided

Financial Bid

Format for Quotations for IIT Kanpur student yearbooks

Name of the printing firm:

Complete address of the printing firm:

Employees who are designers:

Technology Employees:

Telephone No./Mobile No.:

S. No.	Option - 1	Amount in Rs.
1	Cost of 500 copies(UG) as per specs	
	Cost of 120 copies(PG) as per specs	
2	Taxes	
3	Total	
4	Cost for additional copy	
5	Cost for additional 4 pages per yearbook	
S. No.	Option - 2	Amount in Rs.
1	Cost of 600 copies(UG) as per specs	
	Cost of 150 copies(PG) as per specs	
2	Taxes	
3	Total	
4	Cost for additional copy	
5	Cost for additional 4 pages per yearbook	
S. No.	Option - 3	Amount in Rs.
1	Cost of 800 copies(UG) as per specs	
	Cost of 170 copies(PG) as per specs	
2	Taxes	
3	Total	
4	Cost for additional copy	
5	Cost for additional 4 pages per yearbook	

Terms & Conditions:

1. Vendor must have experience of publishing yearbooks of at least 25 colleges
2. Vendor must have in-house graphical design team
3. Vendor must have experience of publishing yearbooks of top institutes like as IITs, IIMs, NITs and so on.
4. All quotation must reach undersign by 27th May 2015. Late tenders will not be accepted.
5. Enquiry will be sent by courier / registered post / speed post and IIT Kanpur will not be liable for any kind of irregularity/delay.
6. A properly sealed envelope addressed to President Student's Gymkhana IIT Kanpur invariably giving on the envelope reference of enquiry and due date of opening.
7. Payment done 100% against delivery.
8. The Rate offer should be free delivery to IIT Kanpur.



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