

DELHI BUREAU OF TEXT BOOKS

**25/2, Institutional Area, Pankha Road,
"D"Block,Janakpuri, New Delhi-110058
Phone 28524202, 28522049 FAX 28520901
E mail- delhibureauoftextbooks@gmail.com**

TENDER NOTICE-

Table Calendar	Diary of HOS
Size(Trimmed)	21.5cm X 27.5cm
Quantity	1100 pieces
No. of pages	64
No. of colours	Four
Paper	80 gsm Maplitho paper will be procured by the printer from his own resources.
Binding	Hard bound with 18 ounce white board with 4 colour printed sheet duly pasted on the board.
Date of Submission	28/01/2015 UPTO 2.00 P.M.
Date of Opening	28/01/2015 AT 3.00P.M.
Schedule of supply	The supply of the Diary has to be made with in 15 days from the final approval of proof from the office of the Addl. D.E.(School)/competent authority. No time extension will be allowed for the supply of Diary.

The manuscript will be provided by the Addl. D.E.(School). The printer will have to design the diary in accordance to the dummy provided and get it approved from Directorate of Education (School Branch), Old Secretariat Delhi, before printing. A high class printing of diary is required, If diary is not printed as per specification a penalty of 2% will be imposed.

The paper shall be procured by the printer from its own sources and should be strictly as per BIS specification.

The supply of the diary has to be made with in 15 days from the final approval of the material from the office of the Addl. D.E. (School)/competent authority. The Bureau will impose the delay penalty @ 5% per week on prorata basis on the supplies made after the schedule date. The schedule date will be counted from the date of the final proofs.

Payment of the bill will be made within 20 working days of the receipt of supply subject to the verification of satisfactory supply as per terms and conditions and specifications. The copy of the approval is to be attached with the bill after completion of the entire work.

The supply will be made by the printer in 12 District offices, School Branch of Directorate of Education Old sect. Delhi and the remaining in the office of the Secretary DBTB as per the instructions of the Bureau later on. Diaries should be packed in the bundles containing 25 pieces each. The detail list of distribution of quantity to be supplied in different offices will be collected by the printer from the office of the Secretary DBTB.

In case of any dispute, the decision of Chairman, DBTB shall be final and binding. The Hon'ble High Court of Delhi/New Delhi shall have the jurisdiction on any legal dispute.

(D.K. UPADHAYAY)
SECRETARY

FORM OF QUOTATION

Name and Address of the firm with Phone numbers: _____

PAN No. _____

VAT Registration No. _____

Rates per Diary Rs. _____

VAT,if any (%) Rs. _____

Total Cost of per Diary Rs. _____
(Inclusive all charges i.e. VAT, Transportation and Delivery at 13 places
In Delhi/ N.Delhi)