

Ref. No. DOSA/Techkriti-13/6

TO WHOMSOEVER IT MAY CONCERN

Call for Tenders

Dated: 13th February, 2013

This is to notify that tenders are invited for printing works for Techkriti'13, the annual Technical and Entrepreneurship Festival of IIT Kanpur.

List of things to be printed:

1. Posters
 - Qty 400=16designs X 25
 - Qty 100= 20designs X 5
 - Size A3
2. Posters
 - Qty 300
 - Size 20" x 30"
 - 170 GSM
3. Certificate
 - Qty(3000+1000+600)
 - 300 GSM
 - One Side Multi-coloured
4. I Cards
 - Qty 400
 - Size 3.25"X4.75"
 - 300 GSM
 - One side multi-colour Printing(with custom name and photo)
5. I Cards
 - Qty 4000
 - Size 3.5"X2.25"
 - 300 GSM
 - One side multi-colour Printing(without custom name and photo)
6. Megaworld Cheque
 - Qty 200
 - 10.5"x5" (One Side Multi-coloured)
 - 170 GSM

14th-17th
March

7. Participation Booklet
 - Qty 2000
 - Size 5.5"X4.25"
 - 36 pages (16X2) multicolour
 - Art Paper 90 GSM (Glossy)
8. Invitation Card with Envelope
 - Qty 500
 - Glossy Photo Paper
 - One Side Multi-coloured
9. Newsletter
 - Qty 5500
 - Size A3 (Both side Multi-color)
10. Coupons for hall Canteen
 - Qty (2000 + 1000)
11. Sponsors Coupons
 - Qty 2500
 - Size A4
 - Single side glossary
12. Passes with envelope
 - (150 + 500 +100)
 - Glossy Photo Paper
 - Both side Multi-coloured
13. Passes without envelope
 - (600 +700)
 - Glossy photo paper
 - One side Multi-coloured

Please mention in detail the following in the quotation:

- Per piece cost and the total cost of all the material mentioned with proper details.
- Time which you will need for manufacturing and delivery.
- Your profile. This should include the places you have worked in past, especially in IIT Kanpur campus.
- The quotations provided should be valid for a minimum period of 2 months.

14th -17th
March

Note:

1. All the designs will be given to you in .psd format and no extra charges will be paid for any conversion of format of design.
2. No extra charges will be paid for any transportation, labor or any other service other than quoted in the tender.
3. All the taxes should be mentioned in the quotation

Tenders have to be send before 3:00 pm on 21st February 2013 on the following address:

**B.P.Pant,
DOSA Office,
IIT Kanpur-208016
Email id: bpant@iitk.ac.in**

Regards,

Assistant Registrar (S.A.)

IIT KANPUR

14th -17th
March