



सीएसआईआर - केन्द्रीय खनन एवं ईंधन अनुसंधान संस्थान अनुसंधान

**CSIR-Central Institute of Mining & Fuel Research**

(विज्ञान एवं प्रौद्योगिकी मंत्रालय, भारत सरकार, नई दिल्ली के अंतर्गत सीएसआईआर की एक अंगीभूत प्रयोगशाला)  
(A Constituent Lab. of CSIR, under the Ministry of Science & Technology, Govt. of India, New Delhi)

*विज्ञान संचार एवं प्रचार विभाग - Science Communication & Publicity Department*

**Dr. M. S. Alam**

**E-mail /SPEED POST**

**Sr. Principal Scientist & Head, Science Communication & Publicity Department**

CIMFR/SCPD/PUB./15

Dated: 01-02-2018

To

1. M/s Florence Offset Process Pvt. Ltd., Kolkata
2. Kailash Paper Conversion Pvt. Ltd., Ranchi
3. M/s Cygnus Advertising (India) Pvt. Ltd., Kolkata
4. M/s Allied Publishers Pvt. Ltd., New Delhi
5. M/s Riya Global Marketing Solutions, New Delhi
6. M/s Astha Packaging Pvt. Ltd., New Delhi
7. M/s Saraswati Printers, New Delhi

**Subject:** Invitation of competitive rate for printing of CSIR-CIMFR Project and Work Record Book-2018 (CSIR-CIMFR Diary)

Sir,

We are interested to print CSIR-CIMFR Project and Work Record Book-2018 (CSIR-CIMFR Diary) as per the specifications and terms & conditions mentioned overleaf.

You are therefore, requested to submit your competitive rates as per our specifications positively by 16<sup>th</sup> February, 2018.

If you feel necessary, you are welcome to our institute during working hours (9. AM to 5.30 PM) except Saturday and Sunday for discussion, clarifications, Sample, etc. with the committee members.

Thanking You,

Sincerely yours,

(M. S. Alam)

**PTO**

FAX: 91-326-2296025/2396037, Mobile: 9431121457 & 9431145239  
E-mail: [dr.msalam@gmail.com](mailto:dr.msalam@gmail.com); Website: [www.cimfr.nic.in](http://www.cimfr.nic.in)  
Address: Barwa Road, Dhanbad – 826015 (Jharkhand)

## Terms & Conditions

1. Rate to be quoted for the whole lot or unit basis
2. Matters to be printed Bilingually (Hindi & English) .
3. Rate must be quoted for Perfect binding/Centre stitching/Book form binding/Spiral/Spico.
4. Payment shall be made after receipt of the item/s in good condition as per the work order and final acceptance by the Director, CSIR-CIMFR.
5. Party is requested to discuss if required, with the concerned Committee about the publication details and collect sample before quoting for the item listed.
6. Party is also requested to submit few copies of their good quality printing and types of papers to be used for printing.
7. Only those parties are allowed to submit quotation whose annual turnover is more than three lakhs.
8. 100% Payment shall be given against satisfactory delivery of the ordered materials and final acceptance by the committee members.
9. If the firm fails to supply the materials within delivery period, the LD penalty may be imposed @ 1% per week or Maximum 10 % per week.

The following item will be printed as per the specifications and numbers mentioned below:

S.No.	Items	Specifications
1	CSIR-CIMFR Project & Work Record Book-2018 (CSIR-CIMFR Diary)	i.) No of Copies = 250 (Two Hundred Fifty); ii.) No of pages= 272 in two colours; iii.) Line Spacing = 7mm; iv.) Cover page= Multicolour with UV Lamination; v.) Binding= Spiral/Spico binding and finished look as per sample; vi.) Paper size = 9.6"x 7.4" with appropriate margin (As per sample) ; vii.) Paper thickness: about 120gsm; viii.) Inside Colour pages= 08 pages

(M. S. Alam)