



**न्यायालय मुख्य आयुक्त निःशक्तजन**  
Court of Chief Commissioner for Persons with Disabilities  
सामाजिक न्याय एवं अधिकारिता मंत्रालय  
Ministry of Social Justice & Empowerment  
निःशक्तता कार्य विभाग / Department of Disability Affairs

No. 8-2/CCD/2014

Date: 25.02.2014

**Sub: Inviting quotations for printing of Compendium on National and International Human Rights Regime for Persons with Disabilities (in English) of the Office of the Chief Commissioner for Persons with Disabilities.**

Sir,

I am directed to say that the Compendium on National and International Human Rights Regime for Persons with Disabilities of the Office of Chief Commissioner for Persons with Disabilities is required to be printed.

2. Sealed quotations are invited for printing of Compendium on National and International Human Rights Regime for PwDs of this office as per following specifications:-

1.	Number of Pages	620 appx.
2.	Size of Paper	9 x 10.5 inches
3.	Quality of paper	300 GSM imported art card for cover page 60 GSM imported art paper for inner pages
4.	Quantity	500 in English
5.	Printing	in two colours
6.	Binding	Sectional Sewing with pasted Cover
7.	Lamination	Cover page only in Matt finish

3. The Printing Press / company / Firm which fulfills the below mentioned criteria may submit their quotation in sealed cover superscribing "Quotation for the Printing of Compendium on National and International Human Rights Regime for PwDs" to this office by **07.03.2014**, positively.

- A. The Printing Press / Company / Firm must be empanelled with Directorate of Printing, Govt. of India.
- B. The Printing Press / Company / Firm should have at least five years experience in printing for Ministries / Departments / Offices of Government of India, the proof of which shall be part of quotation.
- C. The printing press / company / firm should be in a position to complete the printing work within 15 days' time from date of placement of order and undertaking to this effect shall also be made part of the quotation.
- D. The firm should be registered with Delhi Sales Tax Department.

4. Copies of the following documents should be attached with the quotation:-
  - A. Document(s) in support of empanelment with Directorate of Printing, Govt. of India.
  - B. Document(s) in support of requisite experience.
  - C. Undertaking that the work can be completed within 15 days of placement of order.
  - D. Copies of Income Tax Return for the last two years.
  - E. Copies of VAT No. and Permanent Account No. (PAN).
  - F. Specimen papers of required GSM.
5. The quotation should also include other relevant information such as details about the Company/ Firm, number of years in printing business, the available infrastructure & other terms & conditions on which the company would accept the printing order etc.
6. The date & time of opening of quotation will be informed separately by fax/ telephone/ e-mail. Therefore the company /firm should mention its contact details **on the envelope itself.**
7. As per Government of India orders, purchase preference is to be given to Directorate of Printing.

Yours faithfully

Sd/-  
(Sudhir Goel)  
Desk Officer