

**National Council for Teacher Education,  
Wing II, Hans Bhavan, 1 Bahadur Shah Zafar Marg,  
New Delhi-110002**

F.No.15 -7/2008 /NCTE

Dated 16th October, 2009

**Invitation of Quotations**

Sealed quotations are invited for printing of Approx. 3000 (Three Thousand) copies of NCTE Publication entitled "News Letter" comprising about 20 pages each (Bilingual) as per specifications enclosed. Interested persons may submit their quotation in a sealed cover addressed to undersigned at the earliest but not later than 26<sup>th</sup> October, 2009. The following words should be superscripted on the envelope:

Quotation for the Printing of N.C.T.E. Publication "News Letter" Last dated 26<sup>th</sup> October, 2009. Job No.15-7 /2008-NCTE

Please note that quotations received after due date will not be considered. N.C.T.E. reserves the rights to reject any or all the quotations without assigning any reasons.

**( J.P. Dwivedi )  
Research Officer**

**Printing of NCTE Publication "NEWS LETTER"**

S .I.	Item	Colour	Language	Page No	Finish Size	Paper Type	Paper for Text
1.	Text Pages	Single	English & Hindi Bilingual	18	21 x 28 cm	Auto Paper Imported	100 GSM
2.	Text Pages (Photograph)	Four			21 x 28 cm	Auto Paper Imported	100 GSM
3.	Cover page Form	Four	English & Hindi (Bilingual)	02	21 x 28 cm	Art Card Imported	300 GSM
4.	Cover Design	Two Alternatives of cover design to be provided by the printer					
5.	Lamination	Cover Form with mat Finishing					
6.	Binding	Central Stitch					
7.	Print run	3,000 (Three Thousand) (copies containing 20 pages each copy)					
8.	Processing, Design & floppies to be submitted with NCTE after the completion of the job						
9.	Delivery: within 2 weeks of the placement of confirm order. A penalty equivalent to 2% of the value of the job would be levied for delay of every two days.						
10.	Wastage Allowance : Nil						
11.	Proof Reading: to be organised by the printer. Before printing the NCTE "News Letter" a final draft (Text and cover design) must be got approved by the NCTE.						

A certificate in the prescribed proforma to be given by the printer that the work has been done as per above specifications.

**Note :** \* Subject to change after typesetting and repagination. However, number of pages given above should be considered for submitting quotations. The text specifications for the purpose of typesetting are as under :

- a) Body Text- Bookman old/Style/Times New Roman, 12 pt. Regular
- b) Subtitles- Comic sans font, 14 pt. Bold
- c) Titles - Comic sans, 16 pt, bold, uppercase
- d) Page format-two column with approved header and footer

- **Rate of Per page & per copy in Multi Colour may be mentioned.**
- **Printed on both sides.**