

Issue date: June 14, 2017

Last date of Submission: 21st June, 2017, 2:00 PM

Printer Specifications for DOS TIMES 2017 - 2018

Particulars

Size of DOS Times : 8.25' x 11.75' (width x length)
Colour : (4+4) cover, 4 pages 4 colour

Quantity

Regular issues : 7900 copies (3 issues of DOS TIMES)
National issues : 10000 copies (3 issues of DOS TIMES)

Specifications

No of pages : 92 pages \pm 4 pages
Paper : Imported Art
Outer cover : 170 GSM
Lamination : Gloss / Matt
Paper inner : 90 GSM
Method of printing : Offset Printing
Binding : Center Stapler
Packaging : Cost inclusive of approx. 2250 envelopes per issue for regular 3 issues and approx. 2150 per issue envelopes for 3 national issues and the approx. 5650 per issue regular and approx. 5600 per issues in seal king packaging.

Regular Issues (7900 copies) Additional 4 colour pages (minimum 4 pages)	National Issues (10000 copies) Additional 4 colour pages (minimum 4 pages)
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Terms & Conditions:

1. Formatted copy of DOS Times in Indesign software in DVD will be provided by the DOS Office
2. Cover page designing as per our requirement to be done by printers designer.
3. **Designing/ formatting requirements** to be done by the printer's designers for the magazine when deemed necessary.
4. One final proofing on colour printout in dummy base.
5. Printed copies are required to be delivered within 7 days.
6. Sticker pasting on magazines.
7. Delivery in Delhi.
8. Provide PDF file (editable) copy of magazine.
9. The executive will impose penalty on mistakes in printing as deemed fit by it.
10. The rates quoted by you will be valid for a period of one year from the date of receipt of work order
11. The committee reserves the right to accept or reject quotations without assigning any reasons.

Documents required

1. Name of Press & address
2. Two references
3. One sample of magazines printed by you
4. Copy of VAT Number, PAN Number & last two years Audited Balance Sheet.
5. Permission for printing from the competent authority

Please submit signed and sealed, the enclosed quotation completed along with a print on your letter head of your company to the address below

Dr. (Prof.) Subhash C. Dadeya
Secretary - Delhi Ophthalmological Society
Room No. 205 – 2nd Floor
OPD Block, Guru Nanak Eye Centre
Maharaja Ranjit Singh Marg, New Delhi – 110002
Ph : +91-11-65705299

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FORM OF QUOTATION

Company Name : _____
Company Owner Name : _____
Complete address : _____
Office Numbers : _____
Mobile Number : _____
Email Id : _____
Press Name & address : _____
: _____
Designer Name : _____
Experience in Year : _____
VAT Number : _____
PAN Number : _____
Attached one sample of magazines : _____

Quotation

Regular issues (7900)

Additional 4 Colour Pages for regular issues (Minimum 4 Pages)

Additional Single Colour Pages Regular issues (Minimum 4 Pages)

Rupees

:Rs. _____ (Per copy)*

:Rs. _____ (Minimum 4 Pages)*

:Rs. _____ (Minimum 4 Pages)*

National issues (10000)

Additional 4 Colour Pages for national issues (Minimum 4 Pages)

Additional Single Colour Pages national issues (Minimum 4 Pages)

:Rs. _____ (Per copy)*

:Rs. _____ (Minimum 4 Pages)*

:Rs. _____ (Minimum 4 Pages)*

*As per Govt. Taxes

First Reference

Name : _____

Mobile : _____

Second Reference

Name : _____

Mobile : _____

DECLARATION

I certify that I have read the terms and conditions for printing Magazines of DOS Times and am willing to accept them.

Signature with Company Stamp