

ITEM WISE BoQ

Tender Inviting Authority:															
Name of Work:															
Contract No.															
Name of the Bidder/Bidding Firm Company:															
<p align="center">PRICE SCHEDULE (DOMESTIC TENDERS - RATES ARE TO GIVEN IN RUPEES (INR) ONLY) (This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)</p>															
<p align="center">PART-B (A) Quotation Form for Offset Multicolour Jobs (1st September, 2021 to 31st August, 2023) File No. 130-ITPO (Ptg./Empan./2021-23)</p>															
							Basic Rate								
TEXT#	TEXT#	TEXT#	TEXT#	TEXT#	TEXT#	TEXT#	NUMBER#	NUMBER#	NUMBER#	NUMBER#	NUMBER#	NUMBER#	NUMBER#	NUMBER#	NUMBER#
Sr. No.	Job	Job Specifications	Paper	Colour	Time Schedule (After final Ok)	Quantity	(*)Ready to Print File	(**)Without Print File	Additional Pages	Reduced Pages	Addl. 1 col.	Additional Quantity	Reduced Quantity	Other	
1.1	Annual Report	8½" x 11½" Page – 160 including 4 pgs. of cover (Perfect binding with section sewing)	300 gsm Magnostar Art Card for cover & 135 gsm Magnostar Art paper for text	4+0 for cover & 4+4 for text	4 days	150 (Hindi)								NA	
1.2	Annual Report	8½" x 11½" Page – 160 including 4 pgs. of cover (Perfect binding with section sewing)	300 gsm Magnostar Art Card for cover & 135 gsm Magnostar Art paper for text	4+0 for cover & 4+4 for text	4 days	400								NA	
2.1	Calendar of Event Booklet	4" x 10" Page – 48+4 cover (Perfect/centre stitch binding)	250 gsm Magnostar Art Card for cover & 135 gsm Magnostar Art paper for text	4+0 for cover & 4+4 for text	4 days	500 (Hindi)									
2.2	Calendar of Event Booklet	4" x 10" Page – 48+4 cover (Perfect/centre stitch binding)	250 gsm Magnostar Art Card for cover & 135 gsm Magnostar Art paper for text	4+0 for cover & 4+4 for text	4 days	3000									
2.3	Calendar of Event Booklet	4" x 10" Page – 48+4 cover (Perfect/centre stitch binding)	250 gsm Magnostar Art Card for cover & 135 gsm Magnostar Art paper for text	4+0 for cover & 4+4 for text	4 days	10000								NA	
3.1	Cultural Programme Folder	3½" x 8½" with 3 fold 8 pages (Open size 8½" x 14")	170 gsm Magnostar Art Card	4+4	3 days	500								NA	

3.2	Cultural Programme	3½" x 8½" with 3 fold 8 pages (Open size 8½" x 14")	170 gsm Magnostar Art Card	4+4	3 days	2000 (Hindi)								NA
3.3	Cultural Programme Folder	3½" x 8½" with 3 fold 8 pages (Open size 8½" x 14")	170 gsm Magnostar Art Card	4+4	3 days	8000								NA
4.1	Covering Letter	8¼" x 11½"	100 gsm Executive Bond	4+0	3 days	500			NA	NA				NA
4.2	Covering Letter	8¼" x 11½"	100 gsm Executive Bond	4+0	3 days	2000			NA	NA				NA
4.3	Covering Letter	8¼" x 11½"	100 gsm Executive Bond	4+0	3 days	5000			NA	NA				NA
5	Exhibitor Manual	8½" x 10½" Page- 44 including cover (spiral binding with transparent film in front & thick opaque plastic sheet on back)	225 gsm Magnostar Art Card for cover & 100 gsm Magnostar Art paper for text	4+0 for cover & single for text	3 days	300								NA
6.1	Fair Guide	5¼" x 8¼" Page – 432+4 cover (Perfect binding with section sewing)	300 gsm Magnostar Art Card for cover and 100 gsm Magnostar Art Paper for text	4+0 for cover & single col. (B/W) for text	5 days	400 (Hindi)								NA
6.2	Fair Guide	5¼" x 8¼" Page – 432+4 cover (Perfect binding with section sewing)	300 gsm Magnostar Art Card for cover and 100 gsm Magnostar Art Paper for text	4+0 for cover & single col. (B/W) for text	5 days	3000								
6.3	Fair Guide	Page – 240+4 cover	300 gsm Magnostar Art Card for cover and 100 gsm Magnostar Art Paper for text	4+0 for cover & single col. B/W for text	4 days	500								NA
6.4	Fair Guide	Page – 240+4 cover	300 gsm Magnostar Art Card for cover and 100 gsm Magnostar Art Paper for text	4+0 for cover & single col. B/W for text	4 days	2000								NA
6.5	Fair Guide	Page – 96+4 cover	300 gsm Magnostar Art Card for cover and 100 gsm Magnostar Art Paper for text	4+0 for cover & single col. B/W for text	4 days	500								NA
6.6	Fair Guide	Page – 96+4 cover	300 gsm Magnostar Art Card for cover and 100 gsm Magnostar Art Paper for text	4+0 for cover & single col. B/W for text	4 days	2000								NA
6.7	Fair Guide	Page – 32+4 cover	225 gsm Magnostar Art Card for cover and 100 gsm Magnostar Art Paper for text	4+0 for cover & single col. B/W for text	4 days	500								NA
6.8	Fair Guide	Page – 32+4 cover	225 gsm Magnostar Art Card for cover and 100 gsm Magnostar Art Paper for text	4+0 for cover & single col. B/W for text	4 days	1000								NA

6.9	Fair Guide	Page – 32+4 cover	225 gsm Magnostar Art Card for cover and 100 gsm Magnostar Art Paper for text	4+0 for cover & single col. B/W for text	4 days	3000								NA
6.10	Fair Guide	Page – 32+4 cover	225 gsm Magnostar Art Card for cover and 100 gsm Magnostar Art Paper for text	4+0 for cover & single col. B/W for text	4 days	10000								NA
7.1	Handbill	8½" x 11¼"	130 gsm Magnostar Art paper	4+0	3 days	1000			NA	NA				NA
7.2	Handbill	8½" x 11¼"	130 gsm Magnostar Art paper	4+0	3 days	5000			NA	NA				NA
7.3	Handbill	8½" x 11¼"	130 gsm Magnostar Art paper	4+0	3 days	15000			NA	NA				NA
8.1.1	Invitation Card	8¾" x 5"	350 gsm Magnostar Art Card	4+4	3 days	500			NA	NA				NA
8.1.2	Invitation Card	8¾" x 5"	350 gsm Magnostar Art Card	4+4	3 days	2000			NA	NA				NA
8.1.3	Invitation Card	8¾" x 5"	350 gsm Magnostar Art Card	4+4	3 days	5000			NA	NA				NA
8.1.4	Invitation Card	8¾" x 4¾"	350 gsm Magnostar Art Card	4+0	3 days	500			NA	NA				NA
8.1.5	Invitation Card	8¾" x 4¾"	350 gsm Magnostar Art Card	4+0	3 days	2000			NA	NA				NA
8.1.6	Invitation Card	8¾" x 4¾"	350 gsm Magnostar Art Card	4+0	3 days	5000			NA	NA				NA
8.2.1	Envelope	9" x 5¼"	95 gsm Super Sunshine/Lucky parchment	N. A.	3 days	500			NA	NA				NA
8.2.2	Envelope	9" x 5¼"	95 gsm Super Sunshine/Lucky parchment	N. A.	3 days	2000			NA	NA				NA
8.2.3	Envelope	9" x 5¼"	95 gsm Super Sunshine/Lucky parchment	N. A.	3 days	5000			NA	NA				NA
9.1	List of Participants Folder	4" x 8½" – 6 pages with 2 fold (Open size 12"x 8½")	170 gsm Magnostar Art Card	4+4	3 days	300								NA
9.2	List of Participants Folder	4" x 8½" – 6 pages with 2 fold (Open size 12"x 8½")	170 gsm Magnostar Art Card	4+4	3 days	1500								NA
9.3	List of Participants Folder	4" x 8½" – 6 pages with 2 fold (Open size 12"x 8½")	170 gsm Magnostar Art Card	4+4	3 days	5000								NA
10.1	Layout Plan	8¾" x 11¼"	100 gsm Super Sunshine	4+0	3 days	1000			NA	NA				NA
10.2	Layout Plan	8¾" x 11¼"	100 gsm Super Sunshine	4+0	3 days	5000			NA	NA				NA

10.3	Layout Plan	17" x 22" (Folded size 5½" x 8½")	100 gsm Super Sunshine	4+0	3 days	5000			NA	NA				NA
10.4	Layout Plan	17" x 22" (Folded size 5½" x 8½")	100 gsm Super Sunshine	4+0	3 days	20000			NA	NA				NA
11.1	Mobilisation Folder	8" x 11" – 6 pages with 2 fold (Open size 24" x 11")	250 gsm Magnostar Art Card	4 cols. front + 4 cols. back	4 days	500								
11.2	Mobilisation Folder	8" x 11" – 6 pages with 2 fold (Open size 24" x 11")	250 gsm Magnostar Art Card	4 cols. front + 4 cols. back	4 days	1500								NA
11.3	Mobilisation Folder	8" x 11" – 6 pages with 2 fold (Open size 24" x 11")	250 gsm Magnostar Art Card	4 cols. front + 4 cols. back	4 days	5000								NA
11.4	Envelope	8¼" x 11¼"	95 gsm Super Sunshine	1 colour (Screen/offset ptg.)	4 days	500			NA	NA				NA
11.5	Envelope	8¼" x 11¼"	95 gsm Super Sunshine	1 colour (Screen/offset ptg.)	4 days	1500			NA	NA				NA
11.6	Envelope	8¼" x 11¼"	95 gsm Super Sunshine	1 colour (Screen/offset ptg.)	4 days	5000			NA	NA				NA
12.1	Mailout Card	8½" x 3½"	225 gsm Magnostar Art Card	4+0	3 days	1000								NA
12.2	Mailout Card	8½" x 3½"	225 gsm Magnostar Art Card	4+0	3 days	5000								NA
12.3	Mailout Card	8½" x 3½"	225 gsm Magnostar Art Card	4+0	3 days	30000								NA
13.1.1	Promotion Folder	5½" x 8½" – 4 pages with 1 fold (Open size 11" x 8½")	250 gsm Magnostar Art Card	4+4	3 days	500								
13.1.2	Promotion Folder	5½" x 8½" – 4 pages with 1 fold (Open size 11" x 8½")	250 gsm Magnostar Art Card	4+4	3 days	4000								
13.2.1	Envelope	5¼" x 8½"	95 gsm Super Sunshine	N. A.	3 days	500			NA	NA				NA
13.2.2	Envelope	5¼" x 8½"	95 gsm Super Sunshine	N. A.	3 days	4000			NA	NA				NA
14.1	Publicity Booklet	3½" x 8½" – 16 page including cover	225 gsm Magnostar Art Card for cover and 135 gsm Magnostar Art Paper for text	4+0 for cover and single col. (B/W) for text	3 days	500								NA
14.2	Publicity Booklet	3½" x 8½" – 16 page including cover	225 gsm Magnostar Art Card for cover and 135 gsm Magnostar Art Paper for text	4+0 for cover and single col. (B/W) for text	3 days	2000								NA
15.1	Poster	17" x 22"	130 gsm Magnostar Art Paper	4+0	3 days	200			NA	NA				
15.2	Poster	17" x 22"	130 gsm Magnostar Art Paper	4+0	3 days	1000			NA	NA				

15.3	Poster	17" x 12"	130 gsm Magnostar Art Paper	4+0	3 days	200			NA	NA				
15.4	Poster	17" x 12"	130 gsm Magnostar Art Paper	4+0	3 days	1000			NA	NA				
16	Press Kit Folder	10" x 12½" + 1" spine with 2 creases open size 21" x 12½", pockets size 8" x 4" with ½" zig zag spine self pocket both sides.	385 gsm Magnostar Art Card	4+0	3 days	500			NA	NA				
17.1	Paper Bag	11" x 13½" with ¾" Spine (side fold) – ¾"(with ½ pasting), Top fold – 1½", Bottom fold 2¾" with (¾" width supporting patti), Eyeletted Dori – 13" both side with Matt/Gloss Lamination on outer side.	250 gsm Sinar Mass Art Card	4+0	5 days	500			NA	NA				NA
17.2	Paper Bag	11" x 13½" with ¾" Spine (side fold) – ¾"(with ½ pasting), Top fold – 1½", Bottom fold 2¾" with (¾" width supporting patti), Eyeletted Dori – 13" both side with Matt/Gloss Lamination on outer side.	250 gsm Sinar Mass Art Card	4+0	5 days	2000			NA	NA				NA
17.3	Paper Bag	11" x 13½" with ¾" Spine (side fold) – ¾"(with ½ pasting), Top fold – 1½", Bottom fold 2¾" with (¾" width supporting patti), Eyeletted Dori – 13" both side with Matt/Gloss Lamination on outer side.	250 gsm Sinar Mass Art Card	4+0	5 days	5000			NA	NA				
18	Udyog Vyapar Patrika (Hindi) Monthly	8½" x 10½" Page – 44+4 cover Centre stitch at 2 places	170 gsm Magnostar Art Card for cover and 80 gsm Super Sunshine Paper for text	4+0 for cover and single col. (B/W) for text	3 days	700								NA
19.1	Zig Zag Folder	4" x 8½" - with 4 stream fold (open size 19" x 8½")	170 gsm Magnostar Art Paper	4+4	3 days	500 (Hindi)								

19.2	Zig Zag Folder	4" x 8½" - with 4 stream fold (open size 19" x 8½")	170 gsm Magnostar Art Paper	4+4	3 days	4000								NA
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(GST/Taxes payable extra)

(*) Ready to print file supplied by ITPO. () Composing, makeup, planning, proofing etc. to be provided by vendor.**

20. The rate for high resolution drum scanning of every photograph with output on film, Rs._____ for minimum size of 50 sq. inch and Rs._____ per sq. inch for above minimum size.

21. The rate for high class thermal/gloss/matt lamination Rs._____/_____/_____per sq. inch.

22. Machine numbering charges Rs._____ per 1000 nos.

INSTRUCTIONS:

a) ITPO will provide the text + design either on CD/Pendrive or through Email. The final approval from ITPO may be obtained before printing the same and the time schedule will be strictly observed from the day of final okay. In case of delay or unacceptable quality of paper, printing etc., it will be the discretion of ITPO to accept the copies with penalty as may be considered appropriate or reject the supplies without assigning any reason whatsoever or cancel the order without any liability. The discretion of the ITPO in this regard shall be final and binding.

b) The basic rates are as per the specifications incl. quantity. The other rates are provisional which can be either used/not used depending on the changes in the basic specifications.

c) Photographs are to be scanned through drum scanner with high resolution and no loss in quality will be accepted. Only PS plates or CTP systems are to be used, printing with accurate margins and binding/cutting should be rectangular. Colour proofs are to be shown for approval wherever it is required and the colour should match with the approved artwork.

d) The printed copies are to be delivered in ITPO's Stores in proper bundles. The original challans are to be retained with the ITPO (Stores) and the printer and these along with 3 sample copies of printed material are to be enclosed with the original bill in triplicate having work order and pay order copy for processing the payment. ITPO will not be held responsible for any deviation in this procedure and payment will not be considered in case of deviation in this procedure.

e) No separate charges for Composing, computer planning, processing, colour correction, system work etc. will be paid by ITPO.

f) ITPO reserves the right to award the job to any supplier irrespective of the lowest quotationer. ITPO is free to cancel one or all quotations without assigning any reason. No deviations/representations/explanations will be entertained after submission of quotation. You should ensure that your quotation does not contain any overwriting or correction and ready to print even lesser quantity.

g) The rates will be valid for two years with an option to increase by one year with the approval of the competent authority.

h) Please fill up all the columns given in the 'rates columns' and don't leave any column blank. Also don't write words like prorate etc.

Date:

Place:

(Name & Signature of Printer's Authorised person With rubber stamp)