Tata Institute of Social Sciences School of Vocational Education

Date: 10th May 2017

Notice: Inviting Expression of interest for Printing of Brochures, Promotional Material & Courseware.

The School of Vocational Education, Tata Institute of Social Sciences invites expression of interest from reputed printing presses for printing of brochures, promotional materials and courseware as per the specifications.

Background brief for Agencies:

Kindly refer the website www.sve.tiss.edu

Brochure / Promotional material specifications:

A4 size Brochures with 4-colours printing & gloss lamination on both sides

Art card: 250 gsm

4-pages, 1 fold brochure

Copies: 250 / 500 / 700 / 1000

Courseware printing specifications:

1. Page Size: 8.25" x 11"

2. Printing

a. Text: Single Colour (Black)

b. Cover: 4 colours on one side of card

3. Paper Thickness

a. Text: 70 gsm White Maplitho paper

b. Cover: 230 gsm Art card4. Lamination: One side of the cover

Copies Pages	50	100	150	200	300	400	500	1000
< 60								
>60, <80								
>80, <100								
>100, <120								
>120, <140								
>140, <160								
>160, <180								
>180, <200								

Commercials

- 1. If interested, kindly send your quote for the above mentioned items.
- 2. Any other printing requirement will be at actuals.

Please Note:

- 1. The decision of the Management shall be final in deciding the vendor as per the normally accepted criteria.
- 2. The final designs of the brochures, promotional materials & courseware will be provided to the short listed organisation. For any queries, please call us @ 022-25525627 (Monday to Friday, 10.00am to 5.30 pm).
- 3. Quotation shall remain valid for a period not less than 90 days after the deadline date specified for submission.

Required documents to be submitted:

- 1. Profile of the Organisation
- 2. Additional documents/information may be sought at a later stage.

Timelines:

The last date for submission of complete application is 18th May, 2017.

Expression of Interest completed in all respects should reach by SPEED POST/REGISTERED POST/HAND DELIVERED in a sealed envelope super scribed "Expression of interest for Printing of Borchures, Promotional Material & Courseware for TISS-SVE".

The envelope shall be addressed the following:

Mr. Sadanand Goski, Sr.Manager Administration SVE, Tata Institute of Social Sciences, Room No 409, G-10 Building, Naoroji Campus, Deonar Farm Road, Deonar, Mumbai – 400 088 Phone -022-25525627 (Monday to Friday, 10.00am to 5.30 pm).