

**TENDER DOCUMENT FOR PRINTING OF ANNUAL REPORTS
FOR THE YEAR 2016-17**

		Complete Ordinary Type/ Variety	Complete Superior Type/ Variety
1	Quantity	19000 copies with a provision for variation of (+)/(-) 20% at the time of printing.	700 copies
2	No. of pages	48 pages of inner text + 4 pages of cover + 4 pages of Notice and 2 pages of attendance slip & proxy form (notice and proxy form will be inserted in loose form in the Balance Sheet). Please quote per additional page also.	48 pages of inner text + 4 pages of cover (Please quote per additional page also). TEXT SAME AS IN THE COMPLETE ORDINARY TYPE/ VARIETY.
3	Size	9-1/2"x7" (However, this size may be reduced to 7-3/4" x 6-1/2" at the time of actual printing of the Annual Report, to save on postage depending upon postage rates)	9-1/2"x7"
4	Paper of cover	56 gsm Shreyans	135 gsm Imported Art Paper
5	Paper of Inner pages	56 gsm Shreyans	80 gsm Super Printing paper
6	Printing of the cover	Single Colour/Two Colour/ Four Colour	Single Colour/Two Colour/ Four Colour
7	Printing of inner pages	Single Colour on the pattern of Annual Report for the year 2015-16 of PACL.	Same as in Complete Ordinary Type/Variety.

1. The Printer should have a Whole-time (and not a Part-Time) Desk Top Publishing (DTP) Software Operator.
2. The Printer shall also provide Soft Copy of Annual Report in the 'Searchable PDF Document Format' as well as 'DTP Software Format used by the Printer' to the Company, immediately after the finalisation of the Proofs of Annual Report.

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