



# Antaragni'13

## Indian Institute of Technology Kanpur



**Jainendra Batra**  
**Festival Coordinator**

**Saurabh Dixit**  
**Festival Coordinator**

### TO WHOMSOEVER IT MAY CONCERN

Dated: 16<sup>th</sup> August, 2013

Enquiry Number: DOSA/Antaragni/2013/3

This is to notify that tenders are invited for printing various materials for Antaragni'13, the annual Cultural Festival of IIT Kanpur, as mentioned below:

#### List of things to be printed:

**1. Rule Book:**

Qty 220

- Size: 8.5"x8.5"
- No. of Pages=30(ayscale) (90GSM bond paper) +4(cover 250GSM)
- Both side lamination(Matte finish, only for cover)
- Cover and back in multicolor.
- Should be delivered within 3 working days after assigning order.

**2. Antaragni Posters:**

Qty: 950

- 250(20"x30") x 1 design, Art Paper 170 GSM Multicolor
- 300(18"x23") x 1 design, Art Paper 220 GSM Multicolor
- 150 (18"x23") x 1 design, Art Paper 170 GSM Multicolor
- 100 (18"x23") x 1 design, Art Paper 170 GSM Multicolor
- 100 (18"x23") x 1 design, Art Paper 170 GSM Multicolor
- 50 (18"x23") x 1 design, Art Paper 170 GSM Multicolor

First three commodities should be delivered within 3 working days after assigning order.

**3. Team I-Cards:**

- Qty 1000 (400+600), Size 3.5"x2.2", One side multicolor printing
- Qty 400, Size 4.25"x2.75", One side multicolor printing(custom name and photo)
- Lamination Cover and Thread included

**4. Certificates:**

- Qty 3000(8.5"x11") (2000(170 GSM) + 500 (270 GSM)+ 500(270GSM))
- One side Multicolor printing



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5. Passes:
  - Qty 2100 (700+700+700)
  - Front side multicolor printing and back side single colour printing
  - Paper 130 GSM art paper
  - Size 2.5"x7.25"
  
6. **Newsletter:**
  - Qty 5000+2000
  - No. of pages: 4
  - Paper 75 GSM normal newspaper quality,
  - Both side Multicolor printing.
  - Delivery required within 12 hrs after assigning order.
  
7. **Handbooks:**
  - Qty 1550(with serial number)
  - Size 5.5" x 4.25"
  - 32 pages(multi color)
  - Art Paper 90 GSM (Matte)
8. **Receipt Books:**
  - 5"x7",15 books with 100 receipts each(Standard Bill Book Size)
  - One printed (Single Color) and one blank paper.
  
9. **Invitation cards, envelopes and name-slips :**
  - Qty 500 invitation cards
  - One sided multicolour printing (270 GSM)
  - Qty 500 envelopes (One sided colour printing)
  - Qty 500 name-slip
  
11. **Stamps:**
  - Qty 15 (10+3+2)
  - Please mention qualities of stamps available in the tender

**Note:**

- Apart from these a few other publicity material might also be asked to print, rates for which will be decided by mutual discussion.
- The quantity and quality of the material mentioned above are approximate and are subject to change. The exact details will be mentioned in the order letter.



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Please mention in detail the following:

- Per piece cost and the total cost of all the material mentioned with proper details inclusive of all the charges: taxes, delivery and or any other additional costs you would be charging.
- Time which you will need for printing and delivery for each and every material mentioned above.
- Your profile. This should include the places you have worked in past, especially in IIT Kanpur campus.
- Provide sample of the material mentioned above.
- The quotations provided should be valid for a minimum period of 3 months.
- Payment details.

In case of any clarifications contact the undersigned

**Note: Antaragni'13 is scheduled from 24<sup>th</sup> October 2013 to 27<sup>th</sup> October 2013**

Please send a quotation/offer letter and all the samples if you agree to above terms and requirements to the following address in a sealed envelope before 1 pm 23<sup>th</sup> August, 2013.

**Mr. B. P. Pant,**  
**FB#272 , DOSA Office,**  
**IIT Kanpur, 208016**

Sincerely,  
Himanshu Aggarwal  
Head Finance, Antaragni'13  
E-105 Hall 1, IIT Kanpur  
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