



**SAHITYA AKADEMI**  
Autonomous organization,  
Under Ministry of Culture, Government of India  
35, Ferozeshah Road, New Delhi-110001 Tel: +91 11 23386626 (three lines);  
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E-mail: secretary@sahitya-akademi.gov.in  
Website: www.sahitya-akademi.gov.in

S.A 76 A/

04 July, 2017

**QUOTATION REQUIRED FOR PRINTING AND SUPPLY OF BOOK**

Sealed quotations are required for the Printing and supply of books as per the specifications mentioned in the Annexure-I. The parties shall submit the Annexure-I, duly filled in and signed and stamped by the authorized signatory. Quotation not submitted in the prescribed format along with term and conditions and paper sample shall be liable for rejection.

1. The sealed quotation, should be sent to the Secretary, Sahitya Akademi, 35 Ferozeshah Road, New Delhi-11001 and must reach on 11 July 2017 by 6.00 p.m
2. The quotations will be opened at 11.00 a.m. on 12 July 2017 Parties or their representative may attend the meeting of opening of quotations.

**TERMS & CONDITION:**

- a) Incomplete, over writing/corrected, and conditional Quotations and the Parties not submitted in the prescribed format shall be rejected.
- b) Canvassing in any form at any stage shall be a disqualification and the Akademi reserves the right to reject the quotations of such party without assigning any reason.
- c) The Secretary, Sahitya Akademi reserves the right to either accept or reject any or all the quotations without assigning any reason.
- d) The rate must be quoted on unit cost basis inclusive of, Paper, Printing, , packing, cartage, other expenses, if any and all applicable taxes.
- e) Printers shall confirm the variety of paper on their letter head and provide a full sheet of paper and card used for the job along with the mill wrapper having paper specifications along with the advance copies for approval.
- f) The printer shall print and supply the books against print order within the given time schedule strictly. The stocks of books shall be supplied in proper packing at the sales godown at Swati, Mandir Marg, New Delhi.
- g) The stock received from the printer shall be physically verified by the concerned officer at the Sales godown. The quality of paper used by the printer in the stock must conform to the advance copy approved by the Sahitya Akademi. Sahitya Akademi shall have the right to accept the stock of books with suitable penalty or to reject the whole stock in case of shortcomings noticed. In case of rejection of stock, the whole work shall be reprinted at the printer's own cost on priority within the given time schedule failing which the Sahitya Akademi may get the job done from L<sub>2</sub> and cost shall be recovered from the printer. The decision of the Competent Authority, Sahitya Akademi shall be final.
- h) On completion of the job, the printer shall return, manuscript, press copy, art work, positives, negatives, CDs, etc. supplied by the Sahitya Akademi or prepared by the printer at the cost of the Sahitya Akademi.
- i) Complete books have to be supplied at our Sales Godown at "Swati" (Basement), Mandir Marg, New Delhi-110001. Phone no.23745297, 23364204 (Telefax: 23364207).
- j) Bill/Invoice will be accepted along with acknowledgement of delivery challan from concern official at, Sahitya Akademi, New Delhi-110001, only after complete supply of books. No advance payment will be given to the party.

Thanking You,

Yours sincerely

Sd/  
(Renu Mohan Bhan)  
Deputy Secretary (Administration)

04 July 2017



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**Last date for submission of quotation : 10 July 2017 till 6.00 p.m.****Date and time of Opening of quotation : 12 July 2017 at 11 a.m.****SPECIFICATION OF JOB**

1	Name of the books	<b>A Critical Inventory of Ramayana Studies in the World</b>
2	No. of pages	Volume – I = 288 Volume – II = 592
3	Print run	600 each volume
4	Mode of binding	Hardback, flat back and bands 2.5 mm thick board with jacket pasting and dust cover
5	Finished Text size in inches Finished book size in inches	5.5" x 8.5" 5.75" x 8.75"
6	Text Paper	White Maplitho 1. First form = 2 colour (black and gloria Red) 2. Rest forms = single black colour
7	GSM	60 GSM
8	Name of Manufacturing Paper Mill and Brand	West Coast Paper Mills High Bulk, Book Printing Paper- Wesconova Print
9	Cover	Party have to take approval of art work before printing of cover in 04 colour on: BILT Manufacturing Paper Mills, Gloss Art Paper 170 gsm with Matte lamination,
10	End Paper	White Maplitho 120 gsm and single col. printing
11	Delivery time	21 days of issue of Print Order

**Sahitya Akademi will only provide printed book of both volumes for scanning and CTCP process.****Unit cost of book:**

1. VOLUME (I) = Rs.....(inclusive of all)
2. VOLUME (II) = Rs.....(inclusive of all)

Date.....

Place.....

Full address with Stamp