

**Punjab Information & Communication Technology Corporation Limited
(Punjab Infotech)**

Admin Division
No. PICTC/Admin/I/DIS/ 3491/2024
Dated February 6, 2024

Sub- Request for quotation for printing of brochures (4 pager)

Punjab Information & Communication Technology Corporation Ltd (Punjab Infotech), A State Undertaking having its office at Udyog Bhawan Sector-17, Chandigarh invites sealed quotations from the reputed printers for printing of brochures (4 pager) for CAL-C division. The details specifications for printing of brochures are as under;

| Item | Qty | Specifications | Your Rates |
|-------------------------------|--------|------------------|-------------------|
| Brochures for CAL-C – 4 pager | 10,000 | Size when open | A-3 |
| | | Size when closed | A-4 |
| | | Total Pages | Four (4) |
| | | Crease | Single |
| | | Paper | 300 GSM Glossy |
| | | Print | Multicolour |
| | | Printing type | Offset |
| | | | <<< Your rates >> |

Terms and conditions for the tender;

- (i) CDR file of brochure will be provided to the successful bidder for printing.
- (ii) Successful bidder will get the draft brochure approved before starting the bulk printing.
- (iii) Printing facility should be located in tri city (Chandigarh/ Mohali/ Panchkula)
- (iv) Successful bidder will be responsible for the delivery of the brochures at Punjab Infotech, Udyog Bhawan, Sector-17, Chandigarh without any cost.
- (v) Payment of printing will be paid within 15 days from the receipt of bill.
- (vi) The Corporation reserves the right to reject the material in case it is not as per specification.
- (vii) The printing job to be completed within a week (Including Saturday and Sunday) from the date of Purchase Order.
- (viii) You are requested to submit rates in a sealed envelope on or before 12.00 Noon, February 12, 2024 by writing on top "QTN-Admin-Brochures CAL-C".
- (ix) Any Corrigendum to this tender will be published on www.punjabinfotech.in