

Tender Notice

National Housing Bank, invites sealed quotation from reputed vendors for “**Supply of Diaries (3000 approx) and Desk Calendars (2800 approx)**”. The quantity of the Diaries and Desk Calendars may increase or decrease as per requirement.

2. The Diaries and Desk Calendars should be of good quality with embossed NHB Logo on them with following with similar specifications:

S.No.	<i>Specification (Notebook)-(more or less similar specification)</i>	
1.	Title	Notebook
2.	Size	8.5 inch by 6 inch
3.	Quantity	3000 (approx.)
4.	Format	Notes (Only ruled pages)
5.	Paper	80 GSM Natural Shade,
6.	Cover	Imported PVC Coated Binding Material, Black Color with Special Spot UV Printing on the cover, with Elastic Band and With embossed NHB Logo
7.	Edge printing	Unique Edge printing (Brown) color done on the edges of the Notebook
8.	Binding	Section Sewing binding; Pasted on hardbound cover
9.	Packing	Individually shrink wrapped and Put in cartons

S.No.	<i>Specification (Diary)-(more or less similar specification)</i>	
1.	Title	Diary
2.	Size	10.4 inch by 8.5 inch
3.	Quantity	300 (approx.)
4.	Format	Page a day (with Saturday and Sunday combined) 2 Color Printing (Entire Diary)
5.	Paper	70 gsm Sunshine Super
6.	Cover	Imported PVC Coated Binding Material, Black Color with Special Spot UV Printing on the cover, and With embossed NHB Logo
7.	Binding	Section Sewing binding; Pasted on hardbound cover
8.	Packing	Individually box packing and Put in cartons

S.No.	<i>Specification (Desk calendars)-(more or less similar specification)</i>	
1.	Leafs(8 X 8.75 “)	Stand(8.75” X 9”)
2.	Total number of leafs 7	Back Stand with die cutting
3.	Quantity	2800 (approx.)
4.	IRIS S6 white 270 gsm	Ariene pasting back to back
5.	Screen printing (raised)-gold color	Front stand making
6.	UV Spot	die cutting in PLC & Board
7.	Gloss Aquas coating	Front & Back stand Joint
8.	Back to Back pasting in 1 leaf	

3. NHB shall have the right to cancel the entire order of the Diaries and Desk Calendars, if the time schedules of delivery of the same with specified quality norms are not adhered to by the vendor. Equal weightages would be given to the theme and cost of the Note Book/Diary/Desk Calendar while placing order.

4. The delivery of the final product shall be made at NHB’s office at New Delhi, within 20 days of receipt of order from the Bank.

5. Interested Supplier may submit its quotation in a sealed envelope, along with 1 sample of Diaries and Desk Calendars, superscribing 'Quotations for Designing and Supplying of Diaries and Desk Calendars' at NHB HO (Dispatch Section on 4th Floor), addressed to The General Manager, MRC&PD/BPPD, National Housing Bank, Core 5 A, 3rd floor, India Habitat Centre, Lodhi Road, New Delhi-110003 on or before - November 12, 2015 by 5:00 pm.

6. Quotation received after the mentioned date and time will be rejected without any further communication. NHB reserves the right to accept or reject any quotation without assigning any reason.

7. NHB reserves the right of selection of the vendor and the card based on quality. Cost shall not be the sole criteria for selection. The decision of the management shall be final in this regard.