

Swamy Saranam

TRAVANCORE DEVASWOM BOARD

**Office of the Director,
Cultural & Archeological Affairs,
Thiruvananthapuram-695003.
mail id: culturaldirectortdb@gmail.com.**

No. 97 | 17 | CA2

14/09/2017

ASSIGNMENT OF DTP AND SYSTEM WORKS AND PLATE MAKING BY CTP

QUOTATION NOTICE

1. Sealed Quotations are invited from reputed trade shops equipped with modern units for System Works, Computerised type setting, Platemaking by CTP of proven standard in colour works. Facilities of the trade shops to do the time limit system works, Platemaking and so on without waste of time will be assessed by technical experts deputed by the Board. Only such trade shops of proven capacity will be considered for assignment of works.

The firms/Shops participating in the competition shall have at least five years experience in preparing designs, layouts of text matter, with and without photographs for text books printing, magazines in varying sizes and styles.

The trade shops shall have the following facilities which are deemed to be essential for fulfilling the main objective of out sourcing time limit works.

- II.
- 1) Scanner 1200 x 1200 dpi.
 - 2) Digital/Colour Profing/Colour Copier Unit.
 - 3) CTP for Platemaking with fully automatic processer.
 - 4) Computers with necessary softwares for photoshops, Coaral draw, In design software is essential for communication - Virtual Network System is essential.
 - 5) Service of qualified Artist with experience in preparing layout is also essential.
- III.
- 1) The System works once prepared need changes. The participating firms shall be prepared to carry out the desired changes three times at the approved rate and thereafter on chargeable basis at the rate to be quoted or not less than the increase by 10% of the quoted rate.
 - 2) Charges per page for system work shall be quoted but it shall be at square inch basis/square centimeter basis.
 - 3) The participating trade shops shall submit an undertaking on stamped paper that their trade shop is fully equipped with the required facilities do the time limit works as required without waste of time and that they have gained the credibility of doing similar work for Govt, and Quasi Govt. Organisations and in no case shall they delay any work of Travancore Devaswom Board for reasons of the pressure of the other works in their trade shops.

IV) 1. The rates to be quoted shall be in accordance with the aforesaid specifications and norms, and they shall be as follows.

- a. System work inclusive of colour scanning, preparing design, layouts with/without colour photographs - at the rate per square inch/square centimeter of the final proof.
- b. Type matter setting, irrespective of the size of the type - at the rate per square inch.
- c. System works of any kind such as calender, which involve double/four colour - at the rate per square inch.
- d. Black and White Platemaking by CTP at the rate per square inch of the required page size. This shall be inclusive of the cost of plate and other items.
- e. Four colour platemaking by CTP @ per square inch of the required page size. The quoted rate shall be per set of four colour which shall be inclusive of all charges of materials needed for the works.
- f. Black and white and Four Pates used at the Travancore Devaswom Board Press are of Demy and Double Demy sizes. Therefore, the rates for these two sizes can also be quoted on these basis. The pages shall be correctly imposed for printing as per the directions given by the Manager of Travancore Devaswom Board Press.
- g. Final Proof of system work shall be transferred to the office of the Cultural Director as Digital colour proofs for approval in the case of colour works and for the other Black and white as laser prints.
- h. Visiting Cards at the rate per card/square cm. up to four colour works. Single colour, Double colour, Three colour, Four colour may be quoted separately.
- i. The rates quoted shall be inclusive of all taxes.
- j. Rates for digital proofs of A5, A4, A3 and other sizes may be quoted. So for other miscellaneous items at square in wise to be quoted.
- k. The rates quoted shall be inclusive of the existing GST rate, delivery of the items at the TDB Press.

V. 1. All the quotations shall be accompanied by EMD of Rs.5,000/- by D.D. in favour of the Cultural Director. The EMD of the successful bidder will be retained till the expiry date of the validity period of the tender.

EMD of others will be returned after finalysing the quotation.

The successful Bidder shall execute an agreement in stamp paper after furnishing security amount of Rs.10,000/- This will be released only after the expiry period of the tender, if the bidder is free of any kind of liabilities to the Board.


2. Last date for the receipt of quotation 25/09/2017 2 p.m.
3. Date of opening 25/09/2017 3 p.m.
4. Format for Rate quoting.

Scanning, System Work, C.T.P. Etc.

1. Scanning & System Work Photo Shop [Rate per square cm.]
2. Digital Print outs [Paper & Card (Visiting Card etc.)]
3. C. T. P.

- i) Dy. Size
- ii) D1. Dy. Size

Copy to EDP


Director