

**INDIAN INSTITUTE OF TECHNOLOGY MADRAS**  
**ENGINEERING UNIT**  
**ELECTRICAL DIVISION – TELEPHONE SECTION**

**Qn. No. 02/2015-16/Tele-Diry-printing**

**Date : 22/06/2015**

**Sealed quotations are invited from offset printers for the following work**

Job Name - IITM Campus Telephone Directory for 2015  
Size - A5  
No. of pages - 100 pages (approx)  
No. of copies - 2500 copies  
Paper - 90 GSM White maplitho  
Wrapper 4 pages - 300 GSM Foreign Art Board + Lamination  
Printing - Text – Two color and wrapper multi color

<b>Description</b>	<b>Amount in Rs.</b>
Rate per copy	Rs.
Total ( 2500 copy x Rs. )	Rs.

**Terms and Conditions**

1. Rates should be inclusive of all taxes.
2. To be supplied within a week time
3. Delivery to IITM at free of cost
4. Quotation Validity – 30 days
5. No advance payment and the bill will be paid on receipt of printed books

The sealed quotations shall be addressed to The Executive Engineer (Electrical), Engineering Unit, IIT Madras and submitted at the Office of Executive Engineer (E), EPABX Telephone Exchange, Near Admin Block, IIT Madras. The quotations shall be submitted on or before 06.07.2015 at 3:00 PM. The quotations thro' email and fax will not be accepted. Input data in MS Excel file shall be provided by IIT Madras. The final output files in XL, PDF format along with hard copy of directories are to be supplied by the printers.

**Signature of the firm**

Signed-  
**Executive Engineer (E)**