



Institute of Hotel Management, Catering Technology and Applied Nutrition, Mumbai

NIT No: IHM/e-Tender/Printing/Mumbai/09/ 2020-2022

Dated: 10/10/2020

NAME OF WORK :-	Supply for Printing Item at Institute of Hotel Management, Catering Technology and Applied Nutrition Veer Savarkar Marg, Dadar (W). Mumbai-400028
------------------------	--

1	Answer books (Institute)	(Size 8 1/4" x 13 1/4") printing and ruling in one colour on good quality thick maplitho paper , 08 pages including cover page printed , top left side punched , pinned at two points(20 packets of 500 each as per sample)	10000 nos	lot
2	Book Card (Library)	(Size 3 " x 5 1/4") printing and ruling on good quality white cardpaper in one colour as per sample .	500 nos	lot
3	Borrower's Card (Library)	(size 3 " x 5 1/4 ") printing and ruling in one colour on both sides on good quality card paper as per sample .	500 nos	lot
4	Catalogue Institute	Page size 10" x 8 1/2" cover page in 250gms Sinar art card. Inside pages approximately 32 to 40 pages in 135 gms Sinar art paper. Cover and inside six papers in full colour, the rest in three colours along with application form perforated as per sample.	3000 nos	lot
5	Certificate Housewives(students)	(size 7 1/4"x9 1/4") printing and ruling on good thick art card on one side in four colours with Institute monogram 05 packets of 100 each as per sample	500 nos	lot
6	Certificate -Honar se Rozgar	(size 9.2"x11") printing and ruling on good thick art card on one side in four colours with Institute monogram 10 packets of 100 each as per sample	1000 nos	lot
7	Certificate -Skill Testing	(size 8.6"x11.8") printing and ruling on good thick art card on one side in four colours with Institute monogram 05 packets of 100 each as per sample	500 nos	lot
8	Certificate Merit (Students)	(size 8 1/4"x9 1/2") one side printing with monogram printed in two colours on good quality art papers as per sample(2pkts of 100each)	200 nos	lot
9	Notesheet	(size 8 1/4" x 14") on good quality white maplithon paper with monogram printing in Hindi and English in single colour along in packet (2 packet x 100)	500 nos	lot
10	Envelopes white	(size 9"x4")printing in Hindi and English, in one colour on one side in good thick quality cover with address and monograms as persample (envelopes supplied by you)	1000 nos	lot

11	Envelopes white	(size 10"x12") printing in Hindi and English , in one colour on one side in good thick quality cover with address and monograms as per sample (envelopes supplied by you)	1000 nos	lot
12	Envelopes white	(size 5"x11") printing in Hindi and English in one colour one side in good thick quality cover with address and monogram as per sample (envelopes supplied by you) .	500 nos	lot
13	Envelopes canvas (cloth lined)	(size 12"x 9 3/4") printing in Hindi and English in one colour on good thick quality paper with address and monogram as per sample with canvas coating	1000 nos	lot
14	Envelopes canvas (cloth lined)	(size 14"x 12") printing in Hindi and English in one colour on good thick quality paper with address and monogram as per sample with canvas coating	1000 nos	lot
15	File folder - admission	(open size 17 1/2"x14") printing in Hindi and English in one colour on one side thick quality brown paper with white strip pasted and side punched (10 pkts of 100)	1000 nos	lot
16	Identity Card	(size 3 1/2" x 5") two sides printing in one colour on thick Artcard/cardboard paper with plastic cover with 500 loose slips as per sample	500 nos	lot
17	Identity Card	(size 3 1/2" x 2") two sides printing in four colour on PVC Inkjet with heating, Editing and Designing.	500 nos	lot
18	Identity Card Holder with String	Plastic holder with printed string	500 nos	lot
19	Invitation Card	(size 7" x 5") printing in one colour on both sides on white ivory thick card , with white envelopes printing monograms and address printed in one colour on the envelope as per sample (envelopes supplied by you) .	300 nos	lot
20	Industrial Release Log Book	(size 7 1/4" x 9") printing and ruling in one colour superior whitemaplitho paper with PVC opaque jackets 104 pages as per sample	200 books	lot
21	Journal Book Ordinary	(size 8 3/4" x 11") 250 pages and 6 index pages good quality white maplitho paper with ruling on both sides with a hard cardboard cover each with label as per sample	1000 books	lot

22	Journal Book Ordinary	(size 8 3/4" x 11") 100 pages and 4 index pages good quality white maplitho paper with ruling on both sides with a hard cardboard cover each with label as per sample	500 books	lot
23	Journal - Degree in H&HA Std. Recipes	(size 8 3/4" x 11") inside 150 folios and 7 index pages good quality thick ledger paper with ruling and printing in one colour on both sides with a hard cardboard cover, each with label as per sample	600 books	lot
24	Journal - Degree in H&HA Std. Recipes	(size 8 3/4" x 11") inside 192 folios and 9 index pages good quality thick ledger paper with ruling and printing in one colour on both sides with a hard cardboard cover, each with label as per sample	600 books	lot
25	K.O.T. Books	(size 7"x4 1/2") printing in one colour on good quality thick maplitho paper , with monogram , 1 st copy white perforated , second copy pink perforated , third copy green fixed with serial nos. On top and on spine . Top loose cover with bottom cardboard and side binding as per sample .Serial nos 1 to 10000 each book = 1 x 100 Books	10 books	lot
26	Letter Heads	(size 14" x 8.5") on executive bond paper with address and monogram printing in Hindi and English in four colour along with a watermark on one side in packet(20 packet x 100)	2000 nos	lot
27	Letter Heads A4	(size 8.5" x 11") on executive bond paper with address & monogram printing in Hindi and English in four colour along with a watermark on one side in packet(20 packet x 100)	2000 nos	lot
28	Letter Heads	(size 8 1/4" x 14") on executive bond paper with address & monogram printing in Hindi and English in four colour along with a watermark on one side in packet(20 packet x 100)	2000 nos	lot
29	Maintenance Book	(size 13 1/2" x 8 1/2") printing and ruling in one colour with waterline on superior quality maplitho paper having 50 folios and half bound.as per sample	1 register	lot
30	Order Form Book	Size 7 X 8 1/2 (3x1) printing in one colour on good quality paper, 1st copy white, 2nd green, 3rd yellow. 1 book = 100X3 pages as per sample	5 books	lot
31	Postage Register	(size 10 " x 15 1/4") printing and ruling in one colour on good	1 book	lot

		quality thick ledger paper on both sides inside 500 pages open		
		leather bound with gold embossed label as per sample .		
32	Railway Concession Issue Register	(open size 17 " x 13 1/4") printing and ruling on both sides in one colour on good quality white thick maplitho paper .Folio 1 to 150 open leather bound , as per sample .	1 register	lot
33	Results Registers (Students)	(open size 10" x 15") printing and ruling in one colour on good quality thick ledger paper on both sides with A to Z index of 100 folios open leather bound with labels , as per sample .	5 Registers	lot
34	Salary Register(Staff) Individual	(open size 30 1/4" x 19 3/4")printing & ruling in one colour on both of good quality thick ledger paper 200 folios as per sample , open leather bound with gold embossed label .	1 Register	lot
35	Visiting Card	(size 2 1/4" x 3 3/4") printing in one colour on standard card paper as per sample .	500 nos	lot
36	Leaflet	(size 12" x 8") printing in four colour on good quality maplithon paper as per sample	1000 nos	lot
37	File – Counselling	file outstanding with 2 holes 90 lb printing in Hindi and English in one colour one side as per sample	1500 nos	lot
B				
1	C Form - Pad	Size 8 3/4" x 11 1/4" (1+2) printing in single colour on good quality paper 1 pad = 50 x 3 pages as per sample	5 pads	lot
2	Envelopes	Size 9 1/2" x 4 1/2" printing in one colour on good quality paper as per sample (envelopes to be supplied by you).	1000 nos	lot
3	Envelopes	Size 11" x 5" printing in one colour on good quality paper as per sample (envelopes to be supplied by you).	1000 nos	lot
4	Envelopes	Size 7" x 4" printing in one colour on good quality paper as per sample (envelopes to be supplied by you).	1000 nos	lot
5	Envelope - clothlined	size 12x9 printing in English in one colour on good thick quality paper with address and monogram as per sample with canvas coating	100 nos	lot

6	Fire Exit Plan	Size 7" x 10" printing in one colour on good quality paper as per sample	50 nos	lot
7	Function Prospectus Book	Size 13x8 inches. Bound at the top. Top loose cover with bottom cardboard printing in one colour, two copies. 1st copy perforated. Both copies on white paper with serial number.	5 books	lot
8	GATE PASS BOOK	Size 7 1/2 x 4 1/2 printing in one colour in good quality maplitho paper 1st copy white perforated, second copy yellow & 3rd copy green. Top loose cover with bottom cardboard in book form.	5 books	lot
9	Guest Registration Card	Size 9 1/4" x 7 1/4" printing in one colour on card paper as per sample	5000 nos	lot
10	Guest Stationery Book	Size 8 3/4" x 11 1/4" printing in one colour on good quality paper as per sample	1000 nos	lot
11	House Rules	Size 7" x 10" printing in one colour on good quality paper as per sample	50 nos	lot
12	Identity Cards	Size 6 1/2" x 4 1/2" printing in one colour on card paper with plastic cover as per sample	100 nos	lot
13	Key demand card	Size 4.5"x3" on yugo art card (front & back printing) as per sample printing in one colour	1500	lot
14	KOT Pad	Size 5 3/4" x 6" printing in good quality paper(1+2) with carbon paper first copy in yellow colour, 2nd copy in pink, as per sample. 1 pad of 100x2 pages each	50 pads	lot
15	Laundry Issue Register	Size 8 1/4" x 13 1/2" printing in colour on good quality ledger paper folios 1 to 100 (open size 16 1/2"x27") in register form as per sample	2 registers	lot
16	Laundry service rates	Size 8"x13 1/4" printing in one colour on good quality paper in pad form 1 pad of 100 pages each	5 pads	lot
17	Left Luggage Tags	Size 3 1/2" x 3" printing in one colour on card paper as per sample	500 nos	lot
18	Letterhead	Size 8 3/4" x 11 1/4" printing in one colour on executive bond paper as per sample	1000 nos	lot
19	Linen Book (Receipts/Issue)	Size 8 1/4" x 13 1/2" printing in colour on good quality ledger paper	2 registers	lot

	Register	pages 1 to 100 as per sample(open leather bound with gold embossed label)		
20	Message slips	Size 4 1/2" x 5 1/2" printing in one colour on good white maplitho paper as per sample	50 nos	lot
21	Order Form Book	Size 7 X 8 1/2 (3x1) printing in one colour on good quality paper, 1st copy white, 2nd green, 3rd yellow. 1 book = 100X3 pages as per sample	5 books	lot
22	Receipt Book Pad	Size 8 " x 5 1/2" (3x1) printing in one colour on good 1st copy white, 2nd copy green and 3rd copy blank in pad form 1 pad = 50 x 3 pages as per sample	5 pds	lot
23	Record of property found	Size 7" x 8 1/2" (3x1) printing in one colour on good maplitho paper 1st copy white, 2nd green and 3rd yellow paper 1 pad = 100 x 2 pages as per sample	1 book	lot
24	Register for Room Service	Size 8 1/4" x 13 1/2" 150 folios ledger paper single colour printing on good quality paper as per sample	2 registers	lot
25	Scribbling pads	Size 4"x5" printing in one colour on good white maplitho paper of 20 leaves in a pad form as per sample	50 pads	lot
26	Sticker for Geycer	(size 5"x5") printing in two colours on thick coloured sticker Sheets. Proper half cut to remove the sticker	100 nos	lot
27	Suggestion card	Size 8"x11.5" printing in one colour on good quality paper (front & back printing) as per sample	500 nos	lot
28	Tariff Cards	Size 6 1/2" x 4 1/4" open size printing on both sides in one colour on card paper as per sample	1000 nos	lot
29	Tent cards APS	Size 14" x 6" buff card one side screen printing in one colour & punching as per sample	200 nos	lot
30	Tray mat	Size 18x12 good quality white paper with punch as per sample	1000 nos	lot
31	Tray mat	Size 20x16 good quality white paper with punch as per sample	1000 nos	lot
32	Tray mat	Size 24x16 good quality white paper with punch as per sample	1000 nos	lot
33	Tray mat	Size round 13" dia in good quality white paper with punch as per sample	1000 nos	lot
34	Visiting cards	Standard size, non tearable good quality card paper	1000 nos	lot

		as per sample		
35	Whitney slips- Green	2"x3" printing in one colour on card paper as per sample	500 nos	lot
36	Pink	2"x3" printing in one colour on card paper as per sample	500 nos	lot
37	Yellow	2"x3" printing in one colour on card paper as per sample	500 nos	lot
38	Blue	2"x3" printing in one colour on card paper as per sample	500 nos	lot