



# The Institution of Engineers (India)

AN ISO 9001 : 2015 CERTIFIED ORGANISATION  
(ESTABLISHED 1920, INCORPORATED BY ROYAL CHARTER 1935)  
8 Gokhale Road, Kolkata-700 020

*A Century of Service to the Nation*

Ref : SP/T-1857

Date : 29 Jan 2026

Tender No : T- 1857  
Due Date : 06 Feb 2026

Dear Sir,

Quotation is invited for printing of 500 copies of IEI Council Directory 2025-26 as per the **attached specifications**. Please note that out of 500 copies of Council Directories, names of 100 Council Members to be printed at the Front Cover of the Council Directory.

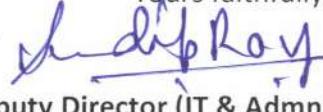
Your sealed quotation mentioning **Basic Price** and **GST** separately and other relevant details including acceptance of Tender conditions should reach the undersigned within **06 Feb 2025 by 4 P.M** mentioning the tender no. and due date on the top of the envelope.

Tender Condition

- Payment will be made after satisfactory completion of the work.
- Standard LD clause for delay in supply @ 2% per week or part thereof subject to maximum 10% of the ordered value
- Receipt of material subject to inspection.

IEI reserves the right to reject the Tender in full or part without assigning any reason.

Thanking you,

Yours faithfully,  
  
Deputy Director (IT & Admn)

Encl. : As stated

**Specification of the work are mentioned below :**

|   |   |
|---|---|
| Dimension (Size)                          | : 15.5 cm (Length) x 8.5 cm (Width)   |
| Quantity<br>(Number of Copies)            | : 500 (out of which 100 copies of the Council Directory to be printed with names of the Council Members on the front cover)   |
| Page Count<br>(Number of pages)           | : 244 pages<br>Separate rate to quoted for ± 4 & ± 8 pages  |
| Paper Quality &<br>Printing for Text Part | : Text printed on 80 gsm / Glossy Art Paper<br>Cover printed on 300 gsm / Art Board<br>Text and Cover all through printed in four colors<br>Matt Lamination with UV coating on Frontcover only<br>Matt Lamination on Backcover only<br>Page marker ribbon for all Council Directory |
| Binding Method<br>(Binding)               | : Perfect Binding   |
| Pre Press Job                             | : The Art Work will be supplied to the selected vendor by e-mail / pen drive  |