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ANNEXURE 'A'

Specification for Printing of Zonal Disaster Management Plan Booklet (7th Edition)

- (A) Size – 11" X 8"
(B) Quantity – 150 Nos.
(C) Pages Black & White to be printed on both sides as per sample – 250 + 10 %
(D) Pages Black & White to be printed on single side as per sample – 20 + 10%
(E) Pages Colour to be printed on single side as per sample – 48 + 10%
(F) Cover Page , Shadow Pages and Back Page.

(1) Cover Page, Back Page & Shadow pages :

- (a) Development of colour art work under guidance of CPRO/ WCR for photo processing and layout of pages, shadow pages will be similar to cover page.
(b) Film processing for cover and back page to be included.
(c) Cover and back page should be imported card sheet of 210GSM.
(d) Shadow page should be of 90GSM Indian Art paper matte finish.
(e) Front cover and back are to be laminated.

(2) Separators between chapters (not to be included in pages) :

- (a) Paper for separator should be 120GSM Centaury Board. Coloured separators to be used as per sample booklet.

(3) Coloured pages with Maps, Drawing and Photos :

- (a) Paper for the work should be 125 GSM Indian Art paper matte finish.

(4) Ordinary Pages :

- (a) Paper for ordinary pages should be 90 GSM Indian Art paper matte finish.

(5) Composing, Printing and Proof :

- (a) Up to 03 (Three) proofs in proper finish are required for finalization of complete book. Final responsibility for spelling and grammar will be of printer.
(b) Material for Text will be given to the printer in Microsoft Word or as per availability in the office.
(c) Composition & typing work for inclusions and / or correction of any matter / chapter will be carried out by printer.
(d) Maps and drawing will be given in DWG format.
(e) WCR monogram, photographs, Hindi safety slogans will be given in formats available with the department.
(f) Printing font, size and quality of booklet should be similar to previous Zonal Disaster Management plan Booklet.

(6) Binding :

- (a) Plain including folding, gathering, thread stitching and trimming.

(7) Firm capability :

- (a) Printer should have adequate set-up for undertaking the job. Firm's annual turn over, as per income tax return, should be of more than 10 lakhs.

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20.5.14.
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S.M.E (Safety) / H.Q.
W.C.R, Jabalpur