

### Schedule of quantity and Terms & Conditions

Printing of Preliminary Publication, MTS-2026 and MoA for IBC, Kama Koti Marg, Sector - 6, R K Puram, New Delhi						
	Discreption	Qty.	Unit	Rate	Amount	GST @
1	Printing of Preliminary Publication, perfect binding (i) Size 203 mmx279 mm (ii) 120 Inner pages in 4 colour on Imported Art Paper with glossy finish - 100 GSM (iii)Laminated cover - 300 GSM (4 pages on Art Card Paper with glossy finish in 4 colour)	500	Each			
2	Rate for set of additional/less (+/-) 4 pages (inner pages in four colour) for Item number 1.	500	Each set of 4 pages			
3	Printing of centre stapled 40 pages IBC Memorandum of Association in single colour of Size - 140 mmx 215 mm on 80 GSM parchment paper as per sample available in IBC Office.	400	Each			
4	Rate for printing of set of additional / less (+/-) 4 pages of IBC Memorandum Item number-3.	400	Each set of 4 pages			
Terms & Conditions -						
i	Rate quoted shall be excluding GST and the chargeable rate of GST shall be mentioned extra.					
ii	Quotation through email will not be accepted.					
iii	Quotation shall be submitted as per the attached schedule in the sealed envelope. The envelope shall be superscribed " Printing of Preliminary Publication, MTS-2026 and MoA for IBC, Kama Koti Marg, Sector - 6, R K Puram, New Delhi" and shall be addressed to Executive Director, IBC.					
iv	Quotation in sealed cover is to be submitted in IBC Office, Kama Koti Marg, Sector -6, R.K. Puram, New Delhi -110 022 on or before 3:00 PM of <b>9th June , 2026</b> . Quotations received shall be opened at 3:30 PM same day. Quotationers may remain present at the time of opening sealed quotations.					
v	The rate shall include the cost of paper, designing of pages, designing of cover, supply of draft copy for proof reading, printing and perfect binding for Preliminary Publication and centre stapled binding for MoA, packing @ 50 number of Preliminary Publications in each bundle and 25 number of MoA in each bundles , transporting and delivering in IBC Office including supplying soft copy.					
vi	The Competent Authority of IBC reserves the right to accept or reject any quotation without assigning any reason even for whole item or item wise.					
vii	Item wise Sample sheet of paper should be attached with quotation.					
viii	Printed material duly packed should be delivered at IBC Office, Kama Koti Marg, Sector-VI, R.K.Puram, New Delhi within three days after communication of approval of proof.					
ix	Soft copy of final proof of Preliminary Publication and MoA in pdf format (not more than 2 MB size) should be sent to IBC.					
x	GST Number-07AAATI1547G1ZV of Indian Buildings Congress should be printed in Tax Invoice while preparing the bill.					
xi	For any further clarification, intended bidder may contact Dy. Secretary (T), IBC between 10 a.m. to 5.30 p.m on any working day. (Phone number-8178480153)					
Signature of Quotationer on authorized letter head with stamp and contact number						