

**BOQ for PRINTING OF ANNUAL REPORT**  
**(DELUXE, SHAREHOLDERS' VERSION & Subsidiaries) AND OTHER RELATED ITEMS**  
**FOR THE YEAR-2018-19**

S.N O.	Description	Unit	Qty.
1	2	3	4
<b>A.</b>	<b>Printing and Production of Shareholders' Version of Annual Reports:</b>		
<b>A.1</b>	<b>a) Printing and Production of Shareholders' Version of Annual Reports:</b> Charges (including cost of paper) for composing, designing, printing & production of <b>1.95 lacs</b> .copies in English of the Annual Report of 8.25"x10.50"(finished size), Cover ( 4+4 color) and Inside pages in single color consisting of approx. 388 (Text) + 4 cover pages, including processing of photographs. (Cover - 100 gsm Art Paper & inside pages - 41 gsm Maplitho Paper). Section Sewing and Perfect Binding	Nos.	1,95,000
<b>A.2</b>	<b>b) Printing and Production of Envelopes:</b> Charges (including cost of poly envelope) for composing, designing, printing & production of 1.95 lakh envelopes Size 8.5" x 11.00" (flap 2") or appropriate size, 50 Micron - Transparent poly paper. Printing: In Hindi and English on front side of the poly envelopes in single color.	Nos.	1,95,000
<b>A.3</b>	<b>c) Pre Gunned Address Labels:</b> Suitable pre- gummed stickers with printing of address of shareholders. Address data to be provided by POWERGRID	Nos.	1,95,000
<b>B.</b>	<b>PRINTING of AGM Notice Booklet, Attendance Slip with Window Envelop</b>		
<b>B.1</b>	AGM Notice (16 pages, 41 gsm Maplitho paper, 8.25"x10.50" finished size, printing in single colour with center pinning)	Nos.	1,95,000
<b>B.2</b>	Attendance Slip (One page, 70 gsm Maplitho paper, A4 finished size, variable data printing like Event no., User ID, Password, Name & address etc. in single colour)	Nos.	1,95,000
<b>B.3</b>	Single window Envelop (90 gsm Superprint paper, 8.5"x12.00"or appropriate size, Bilingual(English & Hindi ) on front side of envelop in single colour printing)	Nos.	1,95,000
<b>C.</b>	<b>Printing and production of Deluxe Version of Annual Report and Annual Report of Subsidiaries :</b>		
<b>C.1</b>	<b>Printing and Production of Deluxe Version of Annual Report (ENGLISH):</b> Charges (including cost of paper) for printing, production of 200 copies in English of the Annual Report of 8.25"x11.75" (International A4 size), Cover page in 4 color throughout + Provision of 5th colour if the design so conceived demands. Inside page throughout 4-colours consisting of approx. 388 (Text) + 4 cover pages including processing of photographs - (cover page - 240 gsm Munken Lynx (Sona Papers Pvt. Ltd.) inside pages -100 gsm Munken Lynx (Sona Papers Pvt. Ltd.)Section Sewing & Perfect Binding. Varnish - Hi-gloss Aqueous coating throughout. A soft	Nos.	200

**Annexure-A**

<b>S.N O.</b>	<b>Description</b>	<b>Unit</b>	<b>Qty.</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
	copy of Deluxe Version of Annual Report should be delivered in Adobe PDF CD.		
<b>C.2</b>	<b>Printing and Production of Deluxe Version of Annual Report (HINDI):</b> Charges (including cost of paper) for printing, production of 200 copies in Hindi of the Annual Report of 8.25"x11.75" (International A4 size), Cover page in 4 color throughout + Provision of 5th colour if the design so conceived demands. Inside page throughout 4-colours consisting of approx. 388 (Text) + 4 cover pages including processing of photographs - (cover page - 240 gsm Munken Lynx (Sona Papers Pvt. Ltd.) inside pages -100 gsm Munken Lynx (Sona Papers Pvt. Ltd.)Section Sewing & Perfect Binding. A soft copy of Deluxe Version of Annual Report should be delivered in Adobe PDF CD. Translation from English text to Hindi including its proof reading.	Nos.	200
<b>C3.</b>	<b>Printing and Production of Annual Report of Subsidiary (ENGLISH):</b> Charges (including cost of paper) for printing, production of 100 copies in English of the Annual Report of Subsidiary, 8.25"x10.50" (A4 size), Cover page in 4 color and inside pages in single color. Consisting of approx. 496 (Text) + 4 cover - (cover page - 100 gsm Art paper, inside pages (Text) - 41 gsm maplitho paper. Section Sewing & Perfect Binding. A soft copy of Annual Report of Subsidiary should be delivered in Adobe PDF CD.	Nos.	100
<b>C4.</b>	<b>Printing and Production of Annual Report of Subsidiary (HINDI):</b> Charges (including cost of paper) for printing, production of 100 copies in Hindi of the Annual Report of Subsidiary, 8.25"x10.50" (A4 size), Cover page in 4 color and inside pages in single color. Consisting of approx. 496 (Text) + 4 cover - (cover page - 100 gsm Art paper, inside pages - 41 gsm maplitho paper. Section Sewing & Perfect Binding. A soft copy of Annual Report of Subsidiary should be delivered in Adobe PDF CD. Translation from English text to Hindi including its proof reading.	Nos.	100
<b>D.</b>	<b>CMD's Speech for AGM (Bilingual Brochure)</b>		
	<b>Printing and Production of Chairman &amp; Managing Director's Speech for AGM (Bilingual):</b> Charges (including cost of paper) for composing, designing, printing & production of 300 copies of the CMD's AGM Speech, Size -8.25"x11.75" (International A4 size) 130 gsm Munken Lynx (Sona Papers Pvt. Ltd.). Throughout 4 color. Consisting of approx. 20 pages with varnish Hi gloss aqueous coating on all pages. Binding: Centre wire stitching. Translation from English text to Hindi including its proof reading.	No.s	300

**Notes:**

**1** The quantity/pages of the Annual Report & AGM brochure may vary by +/- 20%.