

Date: 19/11/2015

SPECIFICATIONS

The Specifications of **IGNOU Table Calendar** for the year **2016** are as follows:-

Quantity	:	2000 copies
No. of Leaves	:	12 sheets + 1 Fly leaf (12 leaves for months & Planner) (as per sample IGNOU Table Calendar-2015)
Size (with Base)	:	11 ½” x 8 ½” (as per sample IGNOU Table Calendar-2015)
Size of Leaves	:	11 ½” x 5 ½” (as per sample IGNOU Table Calendar-2015)
Designing	:	Final design will be provided by IGNOU.
Printing	:	Stand – Single colour printing Leaves – 4 Colour Offset Printing (on both side) (as per sample IGNOU Table Calendar-2015)
Paper	:	Leaves – 170 GSM Imported Art Paper Gloss Finish (Magno) Stand – 32 Oz board (Allowance of ± 2.5% as per BIS)
Binding	:	Wiro Binding
Packing	:	Each table calendar to be packed in suitable size Polythene
Earnest Money Deposit (Along with the quotation)	:	Rs. 2,640/-
Last date of receiving the quotations:		30/11/2015 at 12:30 p.m.

The rates quoted for the Table Calendar-2016 may include the cost of printing, processing & paper (board for stand) material for binding etc. and delivery at the headquarters.

**(Pardeep Sahni)
Registrar, MPDD**