

CORRIGENDUM

Tender reference No. 26/NBT/Envelopes/2023 DT: 11 March 2023

Tender ID: 2023_NBT_744808_1

**SUBJECT: Tender for Printing of 40 Lakh individual Letter (Variable Data Printing),
certificate inserted into folder, making the envelopes ready to dispatch with mailing
addresses**

With reference to the above, please note that, on the basis of the recommendations of the approved committee, the above mentioned Tender Documents have been amended as under and Bidder should submit their offer considering the following:

I. SCOPE OF WORK (Revised)

Job Name: Main Envelope

Specifications:

1. Envelope:

Final Size after Folding: 22 cm (width) x 31 cm (Height) (+5cms Flap with self-adhesive full length seal **unpasted**)
Paper: 100 GSM Natural Shade Maplitho (**A Grade**)
Printing: single Colour (NBT will provide the data)
Fabrication: Envelope making including all fabrication works
Foiling: Embossing with Gold Foiling on Front (35mm x 20mm)
Quantity: 40 Lakhs

2. Enclosures:

(i). Folder:

Paper: SBS **Card** 250 GSM Natural Shade (**A Grade**)
Open Size: 41 cm x 29 cm
Final size
(After folding): Left Part: 20.5 cm x 29 cm
Right Part: 20.5 cm x 34 cm (Including 5 cm flap at bottom)
Printing: Single colour (NBT will provide the data)
Fabrication: Folder making with Dye cutting and creasing
Foiling: Embossing with Gold Foiling on Front (35mm x 20mm)
Quantity: 40 Lakhs (Data in 10-12 different Languages comprising total 40 lakhs, shall be provided by NBT)

(ii). Certificate (One) (To be placed outside the Folder and Not to be inserted inside the folder)

Size: 21 cm x 29.5 cm
Paper: 250 GSM **SBS Card (A Grade)**
Printing: 4 Colour **printing with Satin Coating/Varnishing** (NBT will provide the data)
Fabrication: NIL
Foiling: Embossing with Gold Foiling on Front (35mm x 20mm)
Quantity: 40 Lakhs

(iii). Letter Head (One)

Size:	20 cm x 28 cm
Paper:	100 GSM Natural Shade Maplitho (A Grade)
Printing:	Single Colour with Variable data printing *(NBT will provide the data) *(Letter will have variable names and addresses along with main content)
Fabrication:	NIL
Foiling:	Embossing with Gold Foiling on Front (35mm x 20mm)
Quantity:	40 Lakhs

3. Address stickers:

Size:	10 cm x 5 cm (Max)
Paper:	80 GSM Pre Gummed Chromo Art paper
Printing:	Single Colour with Variable data printing * (NBT will provide the data) *(Each label will have variable name, address and Variable QR/Bar Code)
Quantity:	40 Lakhs

4. Poly Bag (Biodegradable):

Size:	24 cm x 33 cm (+5cms Flap) self-adhesive seal (Biodegradable and microns as permissible under the rules) Every Poly bag will have Envelope containing, folder inserted with certificate and Letter.
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5. Master Box (Carton Box):

Size (In Inches):	14" x 18" x 10" 7 ply with variable Labelling on two sides with Strapping with approximately 200 Envelopes per box
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NOTE: NBT will provide all data including reference number for each address to be printed on Letters and address stickers to facilitate the successful bidders to match them.

The Final Envelopes should have only self-adhesive full length seal and the same is not to be pasted.

The bar code/QR code shall be generated by the bidders on the basis of the serial numbers provided by NBT along with other data.

The successful bidder should take up the work and start printing from day one after placing the work order by NBT.