

F.No. 33-1/2022-23/CC/Exam/CRC  
Central Hindi Directorate  
Ministry of Education  
Department of Higher Education

West Block-7, R.K. Puram,  
New Delhi-110066

**Sub: Invitation of Quotation for printing of bilingual Question papers in Hindi-English and various Indian languages inclusive of Camera Ready Copy/binding/supply**

The Central Hindi Directorate (hear in after CHD) has established on 1<sup>st</sup> March 1960 to promote and propagate Hindi as well as to develop it as a link language throughout India in pursuance of Article 351 of the Constitution of India. The activities of Central Hindi Directorate towards its objectives include conducting Hindi correspondence courses. Each year the examinations are being conducted for the students of correspondence courses.

For this the question papers will be prepared and it is of highly confidential nature. These question papers will be in bilingual from Hindi-English and Hindi-various Indian languages.

Herewith the Central Hindi Directorate is inviting tender for printing bilingual question paper. The interested firms should be capable enough to undertake jobs in English and various Indian languages and deliver within the stipulated time. After completion of the job they should also provided the soft copy of the work and the printed question papers should deliver/supply to the Central Hindi Directorate, R.K. Puram, New Delhi.

Before filling the tender documents, please read the nature of jobs properly and those who want to know more about the nature of the work may visit the Central Hindi Directorate office, in any working day with prior appointment and see the sample question paper to get clarified themselves. The type setter/printer those who are interested to empanel themselves and capable of fulfilling the needs of the Central Hindi Directorate are requested to duly fill the Quotation and documents in the tender.

The sealed quotation may addressed to '**The Deputy Director, Department of Correspondence Courses, Central Hindi Directorate, West Block-7, R.K. Puram, New Delhi-110066**' superscripted on the envelope "**Quotation for Printing and Supply of Question Papers**". The Quotation should be submitted latest by **01-04-2024 by 12.00 P.M.** and these will be opened at the same day at 3.00 P.M.

The authorized representative of the firm may be present if they so desire at the time of opening the quotation.

### Tender Form

No.	Particulars	Rates (in Rupees)
1	Printing of question papers in bilingual Hindi-English/ Hindi- Indian languages, Composing, binding and providing in password protected PDF (per page A-4 size) and Delivery/supply of the printed question papers in Central Hindi Directorate, R K Puram, New Delhi (Minimum billing quantity 1000 per title)	
2	GST	

### Undertaking

Herewith we assure our consent to execute the work on the aforesaid quoted rate by complying the terms and conditions. Further agree with the fact that we will bond with the decisions of the Director, CHD regarding tender and work execution.

(Signature)  
with Stamp

### Terms and Conditions

1. The quotation should be submitted in the prescribed format.
2. The successful firm will be decided on the basis of L-1 among the quotation.
3. The firm has to keep up the confidentiality of the question papers in all conditions.
4. On completion of the job, the soft copy in Unicode should have to be submitted to the Directorate.
5. Central Hindi Directorate reserves the right to refuse to accept unsatisfactory jobs.
6. In case of non-adherence of terms, The Central Hindi Directorate reserves the right to cancel the agreement without assigning any reason.
7. The decision of the Director, Central Hindi Directorate will be final in all matters.
8. The jurisdiction of all judicial disputes shall be in Delhi.

  
Deputy Director  
अनिल बी / ANIL. B  
(Department of Correspondence Courses)  
उप निदेशक / Deputy Director

केंद्रीय हिंदी निदेशालय / Central Hindi Directorate  
शिक्षा मंत्रालय / Ministry of Education  
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