

NATIONAL INSTITUTE OF SCIENCE COMMUNICATION AND INFORMATION RESOURCES
DR K S KRISHNAN MARG, NEW DELHI-110012
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CSIR-NISCAIR/MC/16/2014

31st October 2014

ADDENDUM

SUB: Rates for printing jobs undertaken by NISCAIR for CSIR Hqrs/CSIR Labs and other Government Departments-Revision thereof.

The Management Council in its 16th Meeting held on 31st July 2014 had also approved the following regarding the rates for printing jobs undertaken by NISCAIR for CSIR Hqrs/CSIR Labs and other Government Department:

- The proposed revised rates of Designing, DTP, Plates and Printing (Direct Costs) shall be applicable on all the printing jobs for NISCAIR, CSIR Hqrs., CSIR Labs and other Govt. Departments.
- The rates of scanning/outputting, binding, screen printing and printing paper shall be applicable as per prevailing rates of the contractor/vendor and paper supplier on actual from time to time.
- To cover wastages, other miscellaneous and unforeseen expenditure, contingency charges @ 15% shall be charged on all print jobs including NISCAIR, CSIR Hqrs, CSIR Labs and other Govt. Departments.
- Institution charges (which include indirect costs such as electricity, telephone calls, personal visits to clients and other miscellaneous charges) would be charged @ 25% over and above the rates arrived at after including 15% contingency charges on printing jobs of Government Deptts./Institutes.
- Institution charges @ 25% will not be applicable on printing jobs of NISCAIR, CSIR Hqrs and other CSIR Labs.

The above may be read in conjunction to the OM of even number dated 22nd August 2014. The other terms stipulated therein will remain unchanged.


31/10/14
(Simesh Verma)

Controller of Administration

Copy to:

1. Mrs Deeksha Bist, Head, Print Production
2. Shri Shiv Kumar Markhan, Incharge, DTP
3. Mrs Supriya Gupta, Incharge, Production
4. Shri Pankaj Gupta, Incharge, Printing
5. Mrs Neeru Sharma, Incharge, Art & Graphics
6. PS to Director
7. F&AO
8. NISCAIR Website