



HIMACHAL PRADESH POWER CORPORATION LIMITED

(A State Government Undertaking)

Himfed Building, BCS, New Shimla (H.P.) - 171009

CIN : U40101HP2006SGC030591

Phone No. (O)- 0177-2671589

Website: www.hppcl.in



"NOTICE INVITING QUOTATIONS"

Sealed item rate quotations are hereby invited on behalf of the Managing Director, HPPCL from eligible/registered printers located in Shimla (Urban) for the printing of HPPCL's Annual Report for the FY 2022-23 as per the specifications listed below. The sealed quotations from the eligible/registered printing agencies should reach this office before **03:00 PM** on **29.04.2026**. The same shall be opened on the same day i.e. at **04:00 PM** on **29.04.2026**, in the presence of the printing agencies or their authorized representatives.

TERMS & CONDITIONS:

1. **Designing, Printing and supply of 80 No. of copies of the Annual Report of HPPCL for the FY 2022-23, with the following dimensions:**

TITLE Page

- Front- Multi colour
- Back- Multi colour
- 300 GSM art paper

Book Binding:

- Perfect binding
- With creasing & Matt Lamination

INNER PAGES

- Total pages (2 colour) - 280 to 350 pages
- Multi colour pages – 06 to 08 pages
- 80 GSM art paper

2. **Rates:** Quoted rates by the printing agency shall be inclusive of designing & digital proof along with applicable taxes i.e. GST etc.
3. **Time Period:** The time period for work completion in all respect shall be 45 days from the date of submission of all requisite data and photographs.
4. **Quality:** A superior quality of papers and binding required for booklets to be printed.
5. **Printing Material and facilities** shall be arranged by the Printing firm at his/her own level and well binded copies of finalised Annual Report booklets shall be delivered to consignee i.e. DGM (Accounts) HPPCL, Shimla-09 within given Time Period.
6. **Draft Annual Report:** The complete draft of Annual Report shall be provided by the Printing agency to HPPCL within 15 days from the date of submission of all requisite data and photographs. Further, Draft Annual Report shall be finalised within a period of 15 days by both employer and printing agency before final printing of Annual Report.
7. **Digital Copy:** Digital Copy of finalised Annual Report booklet having file size not more than 10MB and separate Digital copies of Standalone Financial Statement, Consolidated Financial Statement shall also be delivered through mail to consignee.
8. **Delivery Period:** The Finalised Annual Report shall be printed and binded in booklet form and shall be delivered to consignee alongwith Digital Copy (Sr.No.7) within 15 days which shall be reckoned from the date of finalisation of draft of Annual Report.
9. The undersigned reserves the rights to reject any or all the quotations without assigning any reason(s) thereof.

**DGM (F&A),
HPPCL, BCS, New Shimla-09.**

No. HPPCL/F&A/Printing of Annual Report 2022-23/FY 2025-26 - 1153-56

Dated: 24.04.2026

Copy to:-

1. The **Director (Finance)**, HPPCL, BCS, New Shimla-09, for information please.
2. The **Sr. Manager (IT)**, HPPCL, New Shimla-09 for uploading the same on official website of HPPCL please.
3. Notice Board of HPPCL.

**DGM (F&A),
HPPCL, BCS, New Shimla-09.**