

NATIONAL BOOK TRUST, INDIA
NEHRU BHAWAN
5 INSTITUTIONAL AREA, VASANT KUNJ, PHASE II, NEW DELHI 110070

Application form for Enlistment of Offset Printers

GENERAL

Note to fill the Application Form:

1. It is essential to fill all columns of the application.
2. Each page of the application form to be signed by the authorized signatory.
3. Attach separate sheets to fill the details, wherever required.

1. Name of the Printer _____
2. Printing Press Address: _____

3. Office Address: _____

4. Telephone Numbers _____
5. E-mail address: _____
6. Fax Number _____
7. Status of the Press
(a) The Companies Act 1956 _____
(b) The Indian Partnership Act 1932 _____
(c) Proprietary Concern _____
8. Ownership Details
(a) If company, name of the Managing Director _____
(b) If partnership concern, name of the Partners _____
(c) If Proprietary concern, name of the Proprietor _____
9. Name and address of bankers _____
10. Whether insured against fire, theft and burglary, if so state the amount for which insured, name of the insurance company and policy no. _____
11. Is the press, on the panel of any other govt. organization _____
12. Total number of employees
(a) Managerial and Supervisory _____
(b) Skilled & Semi-skilled _____
(c) others _____

13. Distance of Press from the office of NBT at Vasant Kunj (in Kms.) _____
14. Date of Establishment of Press _____
15. PAN No. issued by Income Tax Deptt. _____
16. GSTIN number. _____
17. Does any case pending under the Copyright Act? _____
18. Has printer been black listed by any government organization. _____

Machines and other equipments

S.No.	Machines/equipment	Number of Machines	Size	Company name	Year of make
	ESSENTIAL CRITERIA				
1	Computers (DTP System)				
2	Scanner (Minimum A3 size)				
3	Computer to Plate (CTP)				
4	Colour printer or any other proofing machine				
5	Offset Printing machines				
	4 - colours (CPC) (year 2000 or later) Minimum Size 20"X30" or bigger				
	4 - colours (year 2000 or later) Minimum Size 20"X30" or bigger				
	1 or 2 – colour (any) Minimum Size 23"X36" or bigger				
6	Folding machine				
7	Section Sewing machine				
8	Perfect Binding machine (6 clamps)				
9	Paper cutting machine				
10	Thermal Lamination machine				
11	Shrink packing machine				
12	Generator				
	OPTIONAL				
A	Image setter				
B	3-Knife trimmer machine				
C	Gathering machine				
D	Flow Line machine with facility of gathering, stitching and 3 side trimmer				
E	Case making machine				
F	Hard case line machine				

	ANY OTHER MACHINES				

19) **Additional information, if any**

Affix self attested
Colour Photo of
Authorised
Signatory of Firm

SIGNATURE _____

NAME _____

DESIGNATION _____

DATE: _____

Telephone No. _____

Email: _____

Fax: _____

STAMP: _____