

## HelpAge India - Publications Printing Specifications (2019-20)

S.No.	Publication	Quantity	Specifications
1.	<b>HelpAge Newsletter</b> <i>with Donor Insert Slip inside Pasted</i>	2,30,000 – English 1,000 – Hindi 250 – Tamil  <i>(The above mentioned quantity will be printed for 3 quarters in the year)</i>	<b>Newsletter:</b> <b>Size:</b> A4 Size <b>Paper:</b> Imported Art (Matt) 100 GSM <b>Color:</b> 4 Colour 8 side printing back-to-back <i>Centre Stitched/Stapled</i>  <b>Donor Insert Inside (Pasted)</b> <b>Size:</b> 5.6 (h)" x 7.6 (w)" <b>Color:</b> Single <b>Paper:</b> 80 GSM Maplitho Paper. <i>To be printed on both sides.</i>  <b>Please mention translation charges for Hindi &amp; Tamil separately</b>
2.	<b>General Brochure (Book Mark)</b>	16,000 (15,000 English + 1,000 Hindi)	<b>Size:</b> 6 x 8 inches <b>Color:</b> 4 colour <b>Paper:</b> 260 GSM Imported Art Card, SGI, Matt Finish Vertical Perforation  <b>Please mention translation charges for Hindi</b>
3.	<b>Folder</b>	4,500	<b>Size:</b> 9" x 12" (Closed) <b>Pocket:</b> Two Inside <b>Color:</b> 4 colour <b>Paper:</b> 300 GSM Sinarmas Art Card Matt Lamination
4.	<b>Posters (3)</b>	3,450 (3 separate posters, 1,150 each)	<b>Size:</b> 22"(h) x 17"(w) <b>Color:</b> 4 color <b>Paper:</b> 100 GSM Imported Art (Matt)
5.	<b>Annual Review</b>	2,25,000	<b>Size:</b> 24 (w) x17 (h) <b>Paper:</b> 130 GSM Imported Art (Matt)  Full Open Sheet, with Multiples folds, to acquire folded book shape

6.	<b>Annual Report (AR)</b>	8,000 without pocket + 2,000 copies with pocket <i>on inside back page to fit Audited Accounts Booklets</i>	<b>Size:</b> A4 (closed) <b>Pages:</b> 36 (including cover & centre spread) <b>Color:</b> <b>Cover:</b> 4 + 4 colour <b>Inside Pages:</b> Single <b>Cover -</b> 170 GSM Sinarmas Art (Matt) <b>Inside Pages -</b> 130 GSM Sinarmas (Matt) <i>Centre Stitched / Stapled</i>
7.	<b>Audited Accounts Booklet</b>	2000	<b>Size:</b> 9" x 7" ( <i>to be inserted in the pocket of the Annual Report</i> ) <b>Pages:</b> <b>Option 1:</b> 44 including cover <b>Option 2:</b> 48 including cover <b>Color:</b> <b>Cover –</b> 4 color <b>Inside Pages –</b> Single color <b>Paper:</b> <b>Cover -</b> 130 GSM Imported Art Paper Matt <b>Inside Pages -</b> 100 GSM Imported Art Paper Matt
8.	<b>Maintenance Act Leaflet</b>	18,500	<b>Size:</b> A4 <b>Pages:</b> Single (Back-to-Back) <b>Color:</b> 2 Color <b>Paper:</b> 130 GSM Sinarmas Art Matt
9.	<b>Helpline Leaflet</b>	14,000	<b>Size:</b> A4 <b>Pages:</b> (Back-to-Back) <b>Color:</b> 2 Color <b>Paper:</b> 130 GSM Sinarmas Art Matt
10.	<b>AdvantAge Membership Form</b>	10,000	<b>Size:</b> 5.75" X 8" <b>Pages:</b> Single (Back to Back) <b>Color:</b> Offset <b>Paper:</b> 80 GSM Maplitho

11.	<b>AdvantAge Card Poster</b>	1,950	<b>Size:</b> 22”(h) x 17”(w) <b>Color:</b> 4 colour <b>Paper:</b> 100 GSM Imported Art Paper (Matt)
12.	<b>Associate Directory (Delhi)</b>	1000	<b>Size:</b> A4 <b>Pages:</b> 96 + cover (approx.) <b>Color:</b> Cover 4 color (4+4) Inside - Single color <b>Paper:</b> <b>Cover Page</b> - 130 GSM Imported Art Paper (Matt) <b>Inside Pages</b> - 80 GSM Maplitho Paper
13.	<b>AdvantAge Card Information Brochure (Single Fold)</b>	6000	<b>Size:</b> 8.25” X 11.75” (Open) <b>Pages:</b> Single Fold (Folded at the Centre) <b>Color:</b> 4 + 4 – Offset <b>Paper:</b> 130 GSM Art
14.	<b>AdvantAge Card Kit</b>	10,000 each	<b><u>COMPLETE KIT</u></b> 1. <b>AdvantAge Card</b> – PVC sheet 600 GSM + 130 film ( <b>Color:</b> 4 color) 2. <b>Welcome letter Slip</b> – Die Cutting 210 GSM ( <b>Color:</b> Single) 3. <b>Address Label</b> – 100 GSM Paper with Gumming ( <b>Color:</b> Single) 4. <b>Envelope</b> – Single Printing 95 GSM Super ( <b>Color:</b> Single)
15.	<b>AdvantAge Stickers</b>	1,000	<b>Size:</b> 6”x 6” square <b>Color:</b> 2 colour <b>Paper:</b> 95 GSM cromo
16.	<b>Smart Phone &amp; Computer Booklet (Easy learning)</b>	5000	<b>Size:</b> A4 <b>Color:</b> Single <b>Pages:</b> 32 pages (including cover) <b>Paper - Inside Pages:</b> 80 GSM <b>Paper - Cover:</b> 120 GSM