



No. PRD/ 469 /D/2019

Date :- 31/5/19

CIRCULAR

SUBJECT:- APPROVED RATES OF NEWSPAPERS AND TERMS & CONDITIONS FOR RELEASE OF NDMC'S ADVERTISEMENTS FOR THE YEAR 2019-20

NDMC releases advertisement in the form of Tender Notice, Call Back Notice, Employment Notice, Public Notice, Expression of Interest and of general nature highlighting NDMC's activities or appealing public for their co-operation in performance of civic services. Advertisements of all the departments are released through Public Relations Department in newspapers of different languages i.e. English, Hindi, Urdu and Punjabi following the provisions under section-348 of NDMC Act, 1994.

With the approval of Competent Authority dated 28.05.2019 advertisement rates of 33 newspapers have been approved for the year 2019-20. The rates of the newspapers who have quoted contract rates are valid for the full financial year (1st April 2019 to 31st March, 2020). Rates quoted by the newspapers charging DAVP rates are subject to revision as per DAVP and acceptable and implemented automatically. The detail of newspapers and their rates are given at Annexure-I & II, these annexure are uploaded and available on the NDMC website in P.R.Deptt. section.

1. All advertisement shall adhere to guidelines of Central Vigilance Commission i.e. every advertisement/NIT sent for publication in newspapers by various departments must carry the website address ([www.ndmc.gov.in.](http://www.ndmc.gov.in)) and Delhi Govt e-Procurement website. A soft copy should be endorsed to Director (IT) for display on website. Complete bidding documents be posted in the website permitting bidders to make use of the document downloaded from the website with the clear instructions for the bidder to pay the priced amount if any by demand draft etc. alongwith the Tender Document. It should confirm to the requirements of e-Tendering. All advertisement shall comply with the provisions of NDMC Act 1994 (Section-347 & 348) and carry the logo conspicuously, followed by subject and amount in case of Tender Notice.

2. **GUIDELINES FOR RELEASE OF TENDER NOTICE (1ST APRIL, 2019 TO 31ST MARCH, 2020)**

(I) Tender Notice for work Costing upto Rs. 5 lakhs, the NIT Should be Circulated on Notice Boards and on website only. No newspaper advertisement for tendered value below Rs. 5 Lakh.

(II) Tender Notices for works costing above Rs. 5 lakhs upto Rs. 25 lakhs will be published in three newspaper i.e. one English, one Hindi & one Urdu/Punjabi from the following newspapers.

ENGLISH	HINDI	URDU/PUNJABI
For English & Hindi newspaper circulation more than 75,000 and upto 1,50,000 and for Urdu/Punjabi having circulation more than 50,000 and offering DAVP/ Commercial rates.		
1. PIONEER (1,45,544) (COM)	1. NAVODAYA TIMES (1,34,053) (DAVP) (NEW)	1. HAMARA SAMAJ (66,937) (DAVP)
2. HINDU (1,37,688) (COM)	2. VEER ARJUN (98,324) (DAVP)	2. ROZNAME RASHTRIYA SAHARA (65,171) (DAVP)
3. THE ECONOMICS TIMES (1,26,252) (COM)	3. ACTION INDIA (85,925) (DAVP)	
4. THE INDIAN EXPRESS(97,345) (+JANSATTA + THE FINANCIAL EXPRESS FREE OF COST) (COM)	4. AMAR BHARTI (85,613) (DAVP) (NEW)	
5. MILLENNIUM POST (92,725) (COM)(NEW)	5. AMRIT INDIA (82,500) (DAVP)	
	6. RASHTRIYA SAHARA (81,220) (DAVP)	

*COM indicate as COMMERCIAL Rates

- (iii) Tender Notice for works costing above Rs. 25 Lakhs upto Rs. 1 Crore will be published in following newspaper (one English, one Hindi & one Urdu/Punjabi)

ENGLISH	HINDI	URDU/PUNJABI
For English & Hindi newspaper circulation more than 1,50,000 and for Urdu/Punjabi having circulation more than 50,000 offering DAVP/Commercial rates.		
1. HINDUSTAN TIMES (DELHI) (10,11,276) (COM)	1. NAVBHARAT TIMES (5,27,927) (COM)	1. HAMARA SAMAJ (66,937) (DAVP)
2. TIMES OF INDIA DELHI (8,92,838) (COM)	2. DAINIK JAGRAN (4,53,473) (COM)	2. ROZNAMA RASHTRIYA SAHARA (65,171) (DAVP)
3. MAIL TODAY (DELHI) (2,09,136) (COM)	3. PUNJAB KESRI (3,59,387) (DAVP)	
	4. HINDUSTAN (2,66,402) (DAVP)	
	5. VIRAT VAIBHAV (2,51,468) (DAVP) (NEW)	
	6. AMAR UJALA (1,99,379) (DAVP)	
	7. AAJ SAMAJ (1,88,261) (DAVP)	
	8. LOK SATYA (1,68,683) (DAVP)	

*COM indicate as COMMERCIAL Rates

(IV) Tender Notices for works costing Rs. 1 crore will be published in three newspapers i.e. One English, One Financial (All Editions) and One Hindi (Delhi Edition) from the following newspapers.

All India Editions of English & Delhi Edition of Hindi newspaper (having Circulation more than 2 Lakhs) and Financial newspaper (All India Editions)(having circulation more than 1.50 lakhs)		
1.	Times of India Super Saver-II (28,85,477)	(Delhi, Banglore, Ahmedabad, Chennai, Hyderabad, Kolkata Metro, Pune, Nagpur, Mysore, Manglore, Lucknow, Kanpur, Jaipur, Goa & Mumbai Mirror)
2.	Hindu + Business Line (All Editions)(17,65,443) (COMMERCIAL)	Chennai, Coimbatore, Madurai, Tiruchirapalli, Kochi, Thiruvananthapuram, Hyderabad, Vijayawada, Vishakhapatnam, Bengluru, Mangaluru, Hubli, New Delhi (Noida), Kolkata, Kozhikode (Malappuram), Lucknow, Tirupati, Mohali & Mumbai
3.	Hindustan Times (All Editions) (16,65,340)(COMMERCIAL) Mint All Edition free of Cost	(Delhi, Mumbai, Pune, Chandigarh, Lucknow, Patna & Ranchi)
4.	Indian Express (All Edition) + Jansatta + Financial Express (7,51,262) (COMMERCIAL)	(Ahmadabad, Vadodra, Chandigarh, Delhi, Jaipur, Kolkata, Lucknow, Mumbai, Nagpur, Pune)
5.	The Economic Times (All Editions) (6,17,512) (COMMERCIAL)	(Mumbai, Delhi, Kolkata, Banglore, Chennai, Hyderabad, Ahmadabad, Pune, Chandigarh, Lucknow, Jaipur)
6.	Pioneer (All Editions) (5,33,072)(COMMERCIAL)	(Delhi, Chandigarh, Dehradun, Bhopal, Bhubneshwar, Ranchi, Raipur)
7.	Navbharat Times (5,27,927) (COMMERCIAL)	Delhi Edition
8.	Dainik Jagran (COMMERCIAL)(4,53,473) +Inquilab Urdu free of cost	Delhi Edition

9.	Punjab Kesri (3,59,387) (DAVP)	Delhi Edition
10.	HINDUSTAN HINDI (2,66,402)(COMMERCIAL)	Delhi Edition

For All Editions in Hindi Newspaper – DAVP RATE – in special case only

1.	Amar Ujala – All Editions (29,86,533) (DAVP)	Delhi, Agra, Meerut, Bareilly, Muradabad, Aligarh, Kanpur, Lucknow, Jhansi, Varanasi, Allahabad, Gorakhpur, Dehradun, Nainital, Jalandhar, Jammu, Dharamshala
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3. **The advertisement may also published in commercial newspaper for Delhi Edition for economizing the expenditure in following combined category:-**

(i)	Times of India + Navbharat Times (COMMERCIAL)	Delhi Edition
(ii)	Hindustan Times + Hindustan Hindi (COMMERCIAL)	Delhi Edition
(iii)	Indian Express (Jansatta + Financial Express free of cost)(COMMERCIAL)	Delhi Edition

4. Employment Notice is generally to be released in Employment News. Department interested in publishing Employment Notices should send the request for publication to Public Relations Department at least one month in advance before print. However, if the department fails to do so they have to obtain prior specific approval of the Chairperson, NDMC for releasing the employment news in one or more of the following newspapers:-

(i) **Hindustan Times (Shine.com) & Hindustan {Hindi} - Tuesday**

(ii) **Times of India(Ascent)(Wednesday) & Navbharat Times - Thursday**

5. General Advertisement/Public Notices shall be released based on specific request of the department and a general policy of economizing the expenditure.

6. If any department is interested in adding more newspapers in any particular category specific approval of the Chairperson should be obtained by the department.
7. Before publishing the souvenir, the advertisement must be approved by the Competent Authority.
8.
 - a. If any advertisement requires a specific design then designs / General Display (highlighting NDMC activities/campaigns) advertisements be released through Empanelled Advertising Agencies with NDMC for a period of three years (2016-2019) extended and further new empanelment for (2019-22), after the scrutiny and approval of the concerned departments head.
 - b. Further, it is also pertinent to mentioned here that the empanelled agencies shall not be raised any charges to NDMC for their efforts for concept, designing and analyzing the publication.
 - c. If department requires any designing of the advertisement should be contact to the P.R .Deptt. Well-in-time i.e. one week before the date of publication for process of designing. The selection of the design and their approval from Competent Authority will be the responsibility of the concerned department.
9. (a) It is also informed that the empanelled newspapers are given advertisements (public notice, tender notice, auction notice, call back notice, employment notice, short term notice, entertainment advertisement, general display) on a roaster system basis by the PR Department, in case the HODs intending to publish advertisement and do not specifying the newspaper duly approved by the Competent Authority.

If HODs mention the specific newspaper and specific edition (All edition or Delhi edition) for advertisement, then only advertisement are published as per the HODs specifications.

- (b) Further it is also mentioned that in case the HODs do not specify the newspaper duly approved by the Competent Authority , then in that scenario, the PR Department will get the advertisement published in advertisement only on roaster basis as per the criteria fixed – the value of the tender.

(C). For advertisement in specific newspaper and intending wide publicity the HOD/department should specify the newspaper with the approval of Competent Authority otherwise advertisement published on roaster basis system.

10. Director (PR) is delegated the power for sanction of amount to be paid to the newspapers towards advertisement expenses subject to rates approved by the Chairperson in respect of newspapers.

This issue with the prior approval of Competent Authority dated 28.05.2019


(V.K.GAUTAM)
Director (Public Relations)

Copy to:-

1. **Members of the Council**
2. **Financial Advisor**
3. **Chief Auditor**
4. **Legal Advisor**
5. **Chief Vigilance Officer**
6. **All HODs**
7. **All Divisions**
8. **PS to Chairperson for kind information of Chairperson**
9. **PS to Secretary for kind information of Secretary**