

# Technical specification to Tender 8755-2021-2

## **LOT 1:**

### **Printing of the Project publications:**

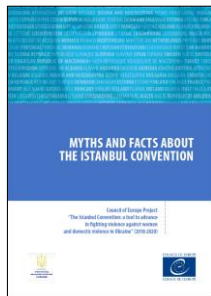
1. Printing of the Project publication in Ukrainian: **"Myths and Facts about the Istanbul Convention"**:



- A5 layout; No. of pages including cover: 18 pages;
- print: offset 4+4 /digital 4+4;
- cover: offset 4+0+matte foil lamination on matte coated paper 250 gr/m2;
- text block: offset 4+4 on matte coated paper 90gr/m2;
- stapling, 2 staples

Electronic sample for printing: <https://rm.coe.int/ukr-2020-brochure-ic-myths-and-facts-ukr-25112020/1680a07ee9>:

2. Printing of the Project publication in English: **"Myths and Facts about the Istanbul Convention"**:



- A5 layout; No. of pages including cover: 18 pages;
- print: offset 4+4 /digital 4+4;
- cover: offset 4+0+matte foil lamination on matte coated paper 250 gr/m2;
- text block: offset 4+4 on matte coated paper 90gr/m2;
- stapling, 2 staples

Electronic sample for printing: <https://rm.coe.int/ukr-2020-brochure-ic-myths-and-facts-en-25112020/1680a07ee8>

3. RE-DESIGN of the cover and inner cover to include the updated publishing and printing data, as well as PRINTING of the Pocket-size Brochure in Ukrainian: **"Council of Europe Convention on preventing and combating violence against women and domestic violence"**.



It is necessary to update the cover design (in a different color scheme: blue-blue-white, colors according to the requirements of the Council of Europe will be provided to the selected supplier in the design guide) and update cover design to provide relevant information on printing.

- A6 (105x145 mm) layout ;
- No. of pages including cover: 84 pages;
- print: offset 4+4;
- cover: offset 4+0+matte foil lamination on matte coated paper 250 gr/m2;
- text block: offset 4+4 on matte coated paper 90gr/m2;
- binding: thermal binding

Electronic sample for printing:

<https://rm.coe.int/CoERMPublicCommonSearchServices/DisplayDCTMContent?documentId=0900001680093ddb>

4. Printing of the brochure in Ukrainian: **"The Council of Europe Convention on Preventing and Combating Violence against Women and Domestic Violence (Istanbul Convention): Questions and answers"**:



- Size : 158x160 mm; No. of pages: 12 pages;
- print block: offset 4+4 on matte coated paper 200 gr/m2;
- stapling, 2 staples

Electronic sample for printing: <https://rm.coe.int/native/168094ef40>

5. Printing of the brochure in Ukrainian: **"Explanatory notes for infographics on four Pillars of the Istanbul Convention of the Council of Europe"**:



- Size : 210x210 mm; No. of pages: 12 pages;
- print block: offset 4+4 on matte coated paper 200 gr/m2;
- stapling, 2 staples

Electronic sample for printing: <https://rm.coe.int/coe-istanbulconvention-brochure-ua-web/1680a152e0>

6. Printing of the set (4 double-page sheets) of Infographics in Ukrainian: **"Infographics about four Pillars of the Istanbul Convention of the Council of Europe on preventing and combating violence against women and domestic violence"**; to make a design and layout of the back cover using the Council of Europe logo and disclaimer (they will be provided additionally):

- A4 layout; No. of pages: 8 pages;
- print block: offset 4+4 on matte coated paper 200 gr/m2

Electronic sample for printing: <https://rm.coe.int/coe-istanbulconvention-infografic-ua-ok/1680a152e2>

It is necessary to create a design of the back page according to the sample, including the Council of Europe disclaimer



Front page



Back page



Front page



Back page



Front page



Back page



Front page



Back page

Disclaimer for the back page (align the text of the disclaimer on both sides) - font **Myriad**:

Рада Європи є провідною правозахисною організацією на континенті. Вона включає в себе 47 держав-членів, 28 з яких є членами Європейського союзу. Усі держави-члени Ради Європи підписали Європейську конвенцію з прав людини – договір, спрямований на захист прав людини, демократії та верховенства закону. Європейський суд з прав людини контролює здійснення Конвенції у державах-членах.

Indicate the Council of Europe website on the back page: [www.coe.int](http://www.coe.int)

Council of Europe logo (place at the bottom in the right corner) - it will be sent to the selected supplier in a separate file

7. Design and printing of the **Folder for infographics on four Pillars of the Istanbul Convention of the Council of Europe** – FOLDERS should be produced in UKRAINIAN as per the provided sample in English:



- Size: 215 x 300 mm - A4 layout;
- Print: offset 4+0+matte foil lamination 1+0 on one-side matte coated carton paper 300 gr/m2;
- postpress die-cutting

The sample will be provided additionally

It is necessary to create a design of the back page according to the sample, including the Council of Europe disclaimer

Disclaimer for the back page (align the text of the disclaimer on both sides) - font **Myriad**:

Рада Європи є провідною правозахисною організацією на континенті. Вона включає в себе 47 держав-членів, 28 з яких є членами Європейського союзу. Усі держави-члени Ради Європи підписали Європейську конвенцію з прав людини – договір, спрямований на захист прав людини, демократії та верховенства закону. Європейський суд з прав людини контролює здійснення Конвенції у державах-членах.

Indicate the Council of Europe website on the back page: [www.coe.int](http://www.coe.int)

Council of Europe logo (place at the bottom in the right corner) - it will be sent to the selected supplier in a separate file

8. Printing of the **Awareness-raising leaflet**:

- A4 layout (folded in 99x210 mm);
- print: offset 4+4 on matte coated or glossy paper 130 gr/m2;
- postpress: 2 folds



buklet\_domnasylstvo.pdf

Final layout for printing will be provided to the selected supplier additionally



9. Printing of the **poster**:

- A3 layout;
- print: offset 4+0 on matte coated or glossy paper 180 gr/m2;



plakat\_domnasylstvo.pdf



Final layout for printing will be provided to the selected supplier additionally

10. Printing of the project publication in Ukrainian «**Combating Violence against Women and Domestic Violence. A Practical Guide for Police Officers**»:



- A5 layout; No. of pages including cover: 106 pages;
- cover: digital 4+0+matte foil lamination on matte coated paper 250 gr/m2;
- text block: digital 4+4 on matte coated paper 90gr/m2;
- binding: thermal binding

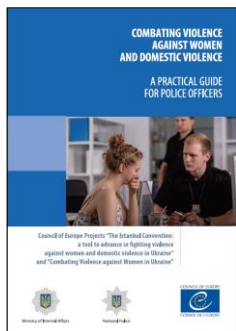
**Layout:**



FINAL\_UKR(2020)\_Police\_Manual\_A5\_block

Electronic layout for printing will be provided to the selected supplier additionally

11. Printing of the project publication in English «**Combating Violence against Women and Domestic Violence. A Practical Guide for Police Officers**»:



- A5 layout; No. of pages including cover: 100 pages;
- cover: digital 4+0+matte foil lamination on matte coated paper 250 gr/m2;
- text block: digital 4+4 on matte coated paper 90gr/m2;
- binding: thermal binding



FINAL\_UKR(2020)\_Police\_Manual\_A5\_block

Electronic layout for printing will be provided to the selected supplier additionally

12. Printing of the **project leaflets in Ukrainian**:



RE\_04\_2021\_UA\_work\_press.pdf



- A4 layout (folded in 99x210 mm);
- print: digital 4+4 on matte coated paper 200 gr/m2;
- postpress: 2 runs + 2 folds

Electronic layout for printing will be provided to the selected supplier additionally

13. Printing of the **project leaflets in English**:

- A4 layout (folded in 99x210 mm);
- print: digital 4+4 on matte coated paper 200 gr/m2;
- postpress: 2 runs + 2 folds



RE\_04\_2021\_EN\_work\_press.pdf



Electronic layout for printing will be provided to the selected supplier additionally

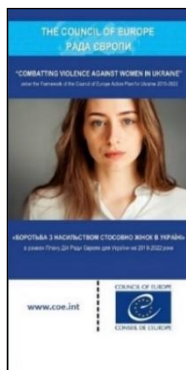
14. Pre-press, layout, printing and production of a **big project banner** designed for events and official journeys:



- a big project retractable roll-up banner;
- preassembled aluminium base stand;
- Euro or Premium type banner stand – to be specified with the selected provider;
- size: 200 cm high x 120 cm wide;
- digital full colour printing;
- packaged in carrying case / tube (to be easy for use and transportation)

Sample design of the banner will be provided additionally

15. Pre-press, layout, printing and production of **small project banners** with the construction needed:



- compact and light retractable roll-up banner to be used as a background for online meetings (Standard or Euro / Premium type banner stand – to be specified with the selected provider);
- size (to be specified): 160 cm high x 60 cm wide;
- preassembled aluminium base stand;
- digital full colour printing;
- packaged in a carrying case / tube (to be easy for use and transportation)

Sample design of the banner will be provided additionally

16. **Business cards** for Senior project manager:

- Size: 95x55 mm;
- Print: digital 4+4 on matte coated paper 300 gr/m2



Valeria Tkachenko  
business card\_COVAV

Electronic sample for printing will be provided additionally

17. **Business cards** for Project assistant:

- Size: 95x55 mm
- Print: digital 4+4 on matte coated paper 300 gr/m2



Tetiana Antonchenko  
business card\_COVAV

Electronic sample for printing will be provided additionally

18. Design and production of **branded three-month wall calendars** for the year 2022 (with the Council of Europe logo and project title), for project visibility purposes:



- print: digital 4+0 on one-side matte coated carton paper 250 gr/m2;
- standard grid;
- postpress eyelet to suspend, an option to change to replace the tape with the window;
- binding: white twin-wire metal spring

Photo is given as a sample, but there can be offered a different design, the selected supplier shall agree it with the project team



19. Design and production of the **branded desktop (flip) calendars** for the year 2022, for project visibility purposes (with the Council of Europe logo and project title):



- Size: 210x360 mm;
- print: digital 4+0 on one-side matte coated carton paper 250 gr/m2;
- grid of 210x125 mm; 8 sheets;
- print: digital 4+4;
- on one-side matte coated paper 80 gr/m2;
- binding: white twin-wire metal spring 210 mm

Photo is given as a sample, but there can be offered a different design, the selected supplier shall agree it with the project team

20. Design and production of **branded project notepads** with the Council of Europe logo and project title:

- A5 layout; No. of pages including cover: 50 pages;
- print block: offset 1+0 on matte coated or glossy paper 80 gr/m 21+0;
- print cover: offset 4+0++matte foil lamination on matte coated carton paper 250 gr/m2;
- binding: white twin-wire metal spring 210 mm

21. Design and production of **branded project folders** with the Council of Europe logo and project title:

- A4 layout;
- print cover: offset 4+0+matte lamination 1+0 on matte coated carton paper 300 gr/m2;
- postpress die-cutting

Sample design will be provided additionally

## **Lot 2 (visibility products)**

1. Design and production of **branded project pens** with the Council of Europe logo and project title (metal or high-quality plastic) , blue ink
2. Design and production of **branded project bags** (standard size for A4 format), with the Council of Europe logo
3. Branded **USB flash-drives**, 32 GB, with the Council of Europe logo and project title
4. Branded **pocket-size power banks** (10000 MAh) with the Council of Europe logo and project title
5. Branded **business cards holders** with the Council of Europe logo and project title
6. Branded **portable keychain mini-torch** with the Council of Europe logo and project title

**Sample design:**



The photo is provided as a sample; the supplier must propose his own design for approval by the project team

7. **Branded leather key ring wallet** with the department for coins and cards, with the Council of Europe logo

**Sample design**



The photo is provided as a sample; the supplier must propose his own design for approval by the project team

8. **Branded wireless Earphones/Earbuds/Headphones/EarPods** with microphone for smartphone and notebook, with the Council of Europe logo and project title on the container

**Sample design**



The photo is provided as a sample; the supplier must propose his own design for approval by the project team

9. **Branded wireline earphones/Earbuds/Headphones** with microphone and Stereo MicRemote Control Compatible with most types of smartphones and notebooks with 3.5 mm jack, with the Council of Europe logo and project title on the container

**Sample design**



The photo is provided as a sample; the supplier must propose his own design for approval by the project team

10. **Branded Casquette** (unisex cap), blue or blue-white, with the Council of Europe logo

**Sample design**



The photo is provided as a sample; the supplier must propose his own design for approval by the project team