

Publication and Pricing policy of National Archives of India


National Archives of India (NAI) has been bringing out publications based on its holdings or about its core activities. These are generally compiled, edited by the staff members of the Department as part of their core activities. Public records, private papers of eminent personalities, collections of oriental records may also be edited and published with the help of eminent scholars and academicians for the use of scholars and interested users. Reprints of rare books under the "Archives in India: Historical Reprints Series" in the Public Private Partnership Programme shall continue. All these publications give a glimpse of the priceless documentary heritage in the custody of NAI collections.

Although it is desirable that all efforts should be made to recover the expenditure incurred in publication, it is not the intent of NAI to make a profit out of the publications. Instead, it is intended to make publications based on original archival sources, easily accessible to people and instill a sense of pride in the varied documentary heritage of the country.

To ensure that all the publications being brought out by NAI follow a uniform pricing policy, the following policy is being laid down for use and reference:

1. The cost of preparation of a manuscript i.e the remuneration paid to the author/ compiler/ translator/ reviser, etc. should not be taken into account in fixing the price of a book.
2. Such expenditure, if incurred separately, should be borne as a part of activities of the National Archives of India.
3. The cost of the publication should include only the cost of printing, paper, binding and other costs of mechanical/ electronic production.
4. The price of publications of NAI should be at a minimum of two and a half times the cost of production.
5. The clause/s related to the pricing of the book in the Memorandum of Understanding (MOU) with any publisher/ printer for publications should follow this pricing policy.
6. The price of a publication shall be negotiated with publishers/printers as per the pricing policy ensuring that the price of publication/s are not unreasonably escalated beyond the two and a half times cost of production.
7. Other terms and conditions of MOU related to royalty and 'buy back of publications', free copies, etc. shall be finalized as per precedence in NAI or based on the policy being followed in other similar institutions under Ministry of Culture.
8. The Publications Division, NAI, as the coordinating unit, shall ensure compliance of all the above points for the publications being brought out in NAI, New Delhi.
9. Pricing policy shall be uniform for all offices of NAI i.e Regional Office, Bhopal and Record Centres at Bhubaneswar, Jaipur and Puducherry.
10. This policy shall remain in force until such time as it is reviewed by the competent authority and a new pricing policy is approved by the competent authority/ Director General of Archives.

This is being issued with the approval of the Director General, National Archives of India.


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