

No. MERC/AR-2014-15/2016/

22<sup>nd</sup> January, 2016

To,

Sub: Printing of Annual Account Report for Maharashtra Electricity Regulatory Commission.

Sir,

The Maharashtra Electricity Regulatory Commission (MERC) intends to print its Annual Accounts Report for the 2014-15. Following are the job specification.

<b>Sr. No.</b>	<b>Job Specifications</b>	<b>Requirement Details</b>
01.	Art-Work design	For cover page
02.	Size	<ul style="list-style-type: none"><li>• 8.25" x 11" – Closed</li><li>• 16.5" x 11" – Open</li></ul>
03.	No. of Quantity	<b><u>Printing of Hard Copies</u></b> <ul style="list-style-type: none"><li>• 100 copies</li><li>• <b><u>Printing of Soft Copies</u></b></li><li>• 50 CD's with plastic cover.</li><li>• The CD's will bear the sticker of subject namely "<b>MERC Annual Account Report for the year 2014-15</b>".</li></ul>
04.	Pages	<ul style="list-style-type: none"><li>• Cover - 4 pages</li><li>• Inside - 40 pages</li></ul>
05.	Paper Quality	<ul style="list-style-type: none"><li>• Cover pages - 300 GSM Gloss Art Card with gloss lamination on the outside.</li><li>• Inside Pages - 100 GSM Maplitho.</li></ul>
06.	Colour	<ul style="list-style-type: none"><li>• Cover page - Four colour offset Front and Back</li><li>• Inside Page – Offset printing in Black single colour 100 Envelope – Single colour Black Printing.</li></ul>
07.	Printing	The printing will be done by offset process.
08.	Binding	The Annual Account Report will be Centre Pin.
09.	Design and	The printing matter for both the English and Marathi version

	Typesetting	will be provided by the MERC which will have to be layed out by the printer along with designing the cover for both English and Marathi versions.
--	-------------	---

You are requested to submit your lowest quote for the above task of **following format** in a sealed envelope on or before 05<sup>th</sup> February, 2016.

S.No.	Task	Price (Rs.)
1.	Size --8.25" x 11"	`
2.	Quantity -100	
3.	Art Work and Designing Charges for English & Marathi Annual Accounts Report	
4.	Cost of printing 40 pages (Cover page on 300 GSM Gloss Art Card with golss lamination on the outside - Four colour printing and inside pages on 100 GSM Maplitho).	`
5.	a. For extra 4 pages	
6.	b. For extra 8 pages	`
7.	100 Envelopes in black colour printing on 100 GSM Maplitho paper	`
8.	50 CD's with plastic cover containing both Marathi & English of Annual Account Report <b>2014-15</b> . The CD's will bear the sticker of subject namely "MERC Annual Account Report for the year <b>2014-15</b> " in Marathi & English	`
9.	Add Tax	`
10.	Transportation cost	`
11.	Payment terms and other conditions	

Yours faithfully,

(Pradeep Mohare)  
Section Officer