

To,

Sub: Printing of Annual Report for 2014-15 for Maharashtra Electricity Regulatory Commission.

Sir,

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

Sr. No.	Job Specifications	Requirement Details
01.	Art-Work design	For cover page for both English and Marathi versions.
02.	Size	<ul style="list-style-type: none"> • 8.25" x 11" – Closed • 16.5" x 11" – Open
03.	No. of Quantity	<p><u>Printing of Hard Copies</u></p> <ul style="list-style-type: none"> • 100 copies of Marathi version • 100 copies of English versions <p><u>Printing of Soft Copies</u></p> <ul style="list-style-type: none"> • 100 CD's with plastic cover containing both Marathi & English of Annual Report 2014-15. The CD's will bear the sticker (Offset printing in Four colour) of subject namely "MERC Annual Report for the year 2014-15" in Marathi & English.
04.	Pages	<ul style="list-style-type: none"> • Cover - 4 pages • Inside - 52 pages
05.	Paper Quality	<ul style="list-style-type: none"> • Cover pages - 300 GSM Gloss Art Card with gloss lamination on the outside. • Inside Pages - 130 GSM Art Paper.
06.	Colour	<ul style="list-style-type: none"> • Cover page - Four colour offset Front and Back • Inside Page – Offset printing in Four colour • Envelope – Single colour Black Printing.
07.	Printing	The printing will be done by offset process.
08.	Binding	The Annual 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.
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You are requested to submit your lowest quote for the above task of **following format** in a sealed envelope on or before 3rd February, 2016. MERC reserves the right to reject or accept any financial quote received in this regard.

S.No.	Task	Price (Rs.)
1.	Size --8.25" x 11"	`
2.	Quantity -100	
3.	Art Work and Designing Charges for English & Marathi Annual Report	
4.	Cost of printing 52 pages (Cover page on 300 GSM Gloss Art Card with golss lamination on the outside - Four colour printing and inside pages on 130 GSM Art Paper).	
5.	Extra – per 4 inside pages	`
6.	100 Envelopes in black colour printing on 100 GSM Maplitho paper.	`
7.	100 CD's with plastic cover containing both Marathi & English of Annual Report 2014-15. The CD's will bear the sticker (Offset printing in Four colour) of subject namely " MERC Annual Report for the year 2014-15 " in Marathi & English.	`
8.	Add Tax	`
9.	Transportation cost	`
10.	Payment terms and other conditions	

Yours faithfully,

(Prashant Bhangare)
Deputy Director (A&F)