


MMRDA requires approx. 100 information booklets (50 English & 50 Marathi). are as detailed below :-

### Specifications of Separate information booklet in English & Marathi

Specifications of Booklet		
1.	Booklet of Information	Separate booklet in English & Marathi will be printed for Information of MMRDA's projects. There will be in all 230 pages approximately in four colors. The information is to be composed with photo-type setting, art work, etc. All MMRDA information booklets should be in perfect binding. Booklet Size – 7” x 10” ( inside pages Art pages 170 GSM )
2.	Booklet Cover	Cover should be 300 GSM card paper with matt lamination and in four colors to be approved by MMRDA. (Design & Art-work should be done by printer)
3.	Quantity	100 information booklets (50 English & 50 Marathi).
	(C) Cost	To be quoted as per proforma enclosed as Annexure-1.

2. M.M.R.D.A. expects a high quality of job and timely delivery of booklet in English & Marathi . Hence, pre-bid meeting will be taken with the interested printers, before submission of quotation. The date of meeting will be intimated separately. Interested parties should submit sealed quotation, alongwith Earnest Money Deposit of Rs.5,000/- (Rs. Five Thousand only) on or before 4.00 p.m. on 19<sup>th</sup> January, 2024 addressed to the undersigned stating on the envelope **“Quotation for information booklets 2024”**. The Earnest Money Deposit should be paid in the form of Demand Draft in favour of “MMRD Fund” at the Cash Counter of Finance and Accounts Division of MMRDA, 4<sup>th</sup> floor, Bandra (East), Mumbai – 400 051. The second copy of the receipt of payment should be attached to the bid. This Authority reserves its rights to reject any or all quotation/s without assigning any reason.

  
**Secretary,  
Executive Committee**

**Encl. : Format**

**Mumbai Metropolitan Region Development Authority**

Bandra-Kurla Complex, Bandra East, Mumbai 400 051.

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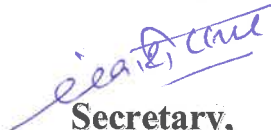
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**FINANCIAL BID FOR PRINTING OF MMRDA'S INFORMATION BOOKLET  
FOR THE YEAR 2024**

- (1) Name of Owner :
- (2) Name of the Printing Press, address and Telephone No. :
- (3) Date of Establishment & No.of Years in business :
- (4) Facilities Available in your Press :
- (5) Provide samples of Information booklet already printed by you. :
- (6) Quotation for Printing of Information booklet (Rates) :

Sr. No.	Details	Rates		
		Total cost per book with cover pege	+ GST	Total Amount
(1)	Booklet Cover page of 300 GSM cardboard matt lamination in four colour with photo type setting, art work etc.			
	Information booklet in English & Marathi will be printed for Information of MMRDA's projects. There will be in all 230 pages approximately in four colours. The information is to be composed with photo-type setting, art work, etc. All MMRDA information booklets should be in perfect binding. ( inside pages Art pages 170 GSM )			
	Booklet Size – 7” x 10”			

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