

## Mumbai Head Office Address

B18, 2nd Floor, Shri Ram Industrial Estate,  
13, G.D Ambekar Marg, Next to Wadala Udyog  
Bhawan, Wadala, Mumbai-400031,  
Tel: +91 - 98201 90892/022-66661442

Date: 16<sup>th</sup> July, 2024

### Request for Proposal

Praja is a non-partisan organisation working towards enabling accountable governance in Mumbai. To know more about our work and goals, please visit [www.praja.org](http://www.praja.org).

Praja has launched the Urban Governance Index. The Index ranks each of the State on the basis of a minutely researched matrix, which takes into consideration every aspect of urban governance structure. We believe that this initiative will have positive influence to reform urban governance across India.

To this end, we are inviting proposals for a contract to **design** and **print** the Urban Governance Index (English version). We will provide the proofread text (English), content for info-graphs and data tables for the same.

#### Scope of service:

- Design of the document
- Printing of the document
- Size: Close: 8.25" x 11.5" / Open: 8.25" x 23"
- Printing: cover 4 pages with matte lamination on cover page and back cover
- Inside pages set 1- 40 leaves in 4 col on 100 GSM maplito
- Inside pages set 2- 200 leaves in 2 col on 100 GSM maplito
- Cover Material: 4 cover - 300 gsm matt art card
- Artwork: Typesetting will be done by the printer.
- Perfect Binding.
- Printing 3000 copies
- Door-step delivery to Praja's Mumbai Office

Please send the quotation on your letterhead mentioning the specifications of service and charges including taxes as applicable, via email or in a sealed envelope by 25th July, 2024. For any queries kindly contact Ms Pratiksha Deolekar (+91-8248788008) or Ms Ashwini More (+91-9870909669) or email us at [pratiksha@praja.org](mailto:pratiksha@praja.org) or [ashwini@praja.org](mailto:ashwini@praja.org).

#### Delhi Office Address

Praja Foundation  
N-27, Mezzanine Floor, Munshi Lal Building, N Block Connaught  
Place, Middle Circle, New Delhi, 110001  
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