



## **MAHARASHTRA MEDICAL COUNCIL, MUMBAI**

Established by Government of Maharashtra Under MMC Act 1965

189-A, Anand Complex, 1<sup>st</sup> Floor, Sane  
Guruji Marg, Arthur Road Naka,  
Chinchpokali (West), Mumbai - 400011.

**Tel No.:** 022-23007650

**Website:** www.maharashtramedicalcouncil.in

**Email Id:** maharashtramcouncil@gmail.com

**No. MMC/Quotation/Printing and Supply of Reg./Add. Reg. Cert. with Security Features/2025/05435 Date:- 15/09/2025**

### **Inviting quotation for Printing and Supply of Registration/Additional Registration Certificate with Security Features**

The effectiveness and efficiency of the office is based on the adequate availability of Printing and Supply of Registration/ Additional Registration Certificate with Security Features. and forms. Therefore, sealed quotations are hereby invited for Printing and Supply of Registration/Additional Registration Certificate with Security Features. as per terms & conditions mentioned below. The sealed quotations along with all the required document must reach in the office of the undersigned on or before **22/09/2025**.

#### **Terms & Conditions: -**

- a) Envelope should be super-scribed "QUOTATION FOR PRINTING AND SUPPLY OF REGISTRATION/ADDITIONAL REGISTRATION CERTIFICATE WITH SECURITY FEATURES." Quotations need to be submitted on letter head through speed post/registered post/hand delivery in office of Maharashtra Medical Council, 189-A, Anand Complex, 1<sup>st</sup> Floor, Sane Guruji Marg, Arthur Road Naka, Chinchpokali (West), Mumbai - 400011.

- b) The envelope must bear the word:-

**"Inviting quotation for Printing and Supply of Registration/Additional Registration Certificate with Security Features."**

**No. \_\_\_\_ As above dated \_\_\_\_\_**

**Address: As mentioned in point no. a)**

**IMPORTANT: -** In the absence of information as required under b) above, if an envelope is received & opened inadvertently, the Council will not be responsible and the quotation may not be considered even if quoting the lowest rates.

- c) List of Printing and Supply of Registration/Additional Registration Certificate with Security Features is available as per Annexure-I.

- d) The estimated quantity of items given in the annexure is tentative and shall not be considered as minimum guarantee. The actual purchase may vary as per requirement.
- e) Unsealed quotation will be rejected.
- f) Quotations must be submitted on the letter head as per in prescribed Performa.
- g) The quotations received after this deadline shall not be entertained under any circumstances. In case of postal delay this Council will not be responsible.
- h) Overwriting or cutting is not permissible, if found, the quotation shall be summarily rejected.
- i) L1 will not be the criteria for awarding of purchase order unless the rates are reasonable & justified. L1 will be decided for the overall value of quotation and not item wise.
- j) RTGS/NEFT details need to be furnished by the supplier with the quotation on the letter head of supplier/firm/agency.
- k) **Other mandatory terms and conditions :-**
  - 1. To protect the highly confidential nature of this job, outsourcing the job in-full or part is strictly prohibited. The supplier should have in house facility for the entire process of printing the certificates along with variable data printing.
  - 2. Design to be submitted by the bidder on the asked paper indicating the security features, failing to which the bidder will be disqualified.
  - 3. The quotation should NOT SUBLET the works to any other service provider and must be executed at Bidder's unit having all equipment's & infrastructure owned by the company itself.
  - 4. The quotation quantity will be procured as and when required by the council.
  - 5. In case of dispute, the decision of the Administrator/President of the Maharashtra Medical Council shall be final/binding.
  - 6. Based on the successful completion of work and overall performance, the contract may be extended upto 3 years, one year at a time with the same price & features.
  - 7. All equipment, software and allied process must be under one roof and must be owned by the company bidding for this Bid.

8. The paper to be used shall be as per the specifications mentioned and compatible with the work order.
9. No printer in any case will use the paper other than the samples submitted by its firm (along with original manufacturer's authority letter) and approved by the "Maharashtra Medical Council" otherwise a very serious view by treating the matter under fraudulent practices can be taken.

**k) Eligibility & Qualification Requirements :-**

<b>Sr. No.</b>	<b>Eligibility Criteria</b>	<b>Documents required</b>
1.	Supplier must be Public or Private limited company as per Companies Act 1956, or 2013 for the last 10 years.	Self-attested copy of Certificate of Incorporation must be enclosed
2.	Supplier must have Average of Rs.15 crores turnover in past 3years. Turnover Certificate, Profit & Loss Account Statement, Balance Sheets and audited reports certified by CA should be enclosed (F.Y 2021-22, 2022-23 and 2023-24 and unaudited Profit & Loss Account Statement and Balance sheet signed by the CA for the 2024-25	Turnover Certificate, Profit & Loss Account Statement, Balance Sheets and audited reports certified by CA should be enclosed (F.Y 2021-22, 2022-23 and 2023-24 and unaudited Profit & Loss Account Statement and Balance sheet signed by the CA for the 2024-25.  The bidder should have positive net-worth in these years.
3.	Supplier at least have Experience in the successful execution of - Three similar completed services costing not less than the amount equal to Rs.10 lakhs each order; or Two similar completed services costing not less than the amount equal to Rs.15 lakhs each order; or One similar completed service costing not less than the amount equal to Rs.20 lakhs each order	The bidders should enclose the Order Copies and the corresponding work completion certificate/ the Invoice raised to the Govt. Boards/ Universities/ Institutions etc. for work executed in the previous three financial years i.e. 2022-23, 2023-24 and 2024-25.
4.	IT returns for the past 3 years as on 31st March 2025 and GST returns (GSTR 3b) for the last 3 months to be attached.	Self-attested copies of IT Returns and GST Returns to be attached.
5.	Supplier should not have been black listed by any State or Central Government Department in India. Company/Firm should submit a copy of declaration. Any false declaration would lead to rejection of quotation	Notarized declaration to be submitted. (Annexure II)

	(Declaration copy certified by notary must be enclosed).	
6.	The supplier should furnish Income Tax Registration/ PAN/GST Registration Certificate.	Self-attested copies of relevant documents to be attach.
7.	The supplier should be registered as a security printer approved by the Indian Banks Association (IBA).	Self-attested copies IBA Certificate to be attach.
8.	Original Paper Manufacturer's letter to be attached mentioning the same specification addressing to Registrar, Maharashtra Medical Council, Mumbai (The letter authorizing the bidder should be on the original manufacturer's letter head with sign, seal, date & authorized person contact details. Council may get the sample checked from the government approved CIPET. The Council reserves the right to disqualify/blacklist the bidder in case of any misrepresentation.)	Original Paper Manufacturer's letter to be attach.
9.	Supplier shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by state/central Government.	Self-declaration copy must be enclosed. (Annexure-III)
10.	The Company should have its own printing facility with printing equipment's. The bidder should have their own CTP setup located in their own premises.	Self-declaration to be attach. Proof for ownership of CTP setup to be attach.
11.	Other Documents required	Annexure-IV & Annexure-V

- 1) If Quotations found vague and indefinite expressions such as "subject to prior confirmation", "subject to immediate acceptance" etc. will be treated as vague offers and rejected accordingly and such a conditional quotation shall be rejected summarily.

**Sd/-**  
**Registrar**  
Maharashtra Medical Council

### Security Features Available with the Firm

Sr. No	Security Features	Yes	No
1.	<b><u>Micro Text Line</u></b> Printing at a very fine line screen and resolution that Provides text, which is nearly visible and fills in when photocopied or scanned. The printing can be seen using the magnifier.		
2.	<b><u>High Resolution Border</u></b> A Fine line work too thin to reproduce the same by copier or scanner. When copied, detailed lines blend together and spaces fill in; not the actual quality can be reproduced.		
3.	<b><u>Guilloche Design with Raster effect</u></b> An ornamental pattern of two or more interlaced curved bands that produce a unique circular design, commonly seen on banknotes. The feature that has been demanded by the Election Department of India to print in Election ID cards, at current.		
4.	<b><u>U. V. Invisible Ink</u></b> Ink that produces an image, which is not visible through naked eyes and only under ultraviolet light. If scanned or copied, ink doesn't reflect on the same! This is the most typical and essential security feature.		
5.	<b><u>Void Pentagraph</u></b> The word "COPY" that appears when an attempt is made to copy a document. The feature won't be seen on the original document. However, if photocopied, the feature appears on duplicate copy!		
6.	<b><u>Watermark Logo</u></b> A faint design made in paper during printing, which is visible when held against the light and typically identifies the maker.		
7.	<b><u>Dual Hidden Image</u></b> Carefully created images can be hidden in the background or in a picture on a document. These images cannot be seen without the help of an inexpensive lens of a specific line screening. When placed over the location of the image and rotated, the image becomes visible.		
8.	<b><u>Gold Foil Stamping</u></b> Logo is hot foil stamped using golden color foil which looks exactly as the original logo. This cannot be copied or duplicated very easily.		
9.	<b><u>Reverse Text</u></b> Digitally generated words in particular angle using complicated split line images that cannot be reproduced using scanners or any other duplicating methods.		
10.	<b><u>UV Fibre</u></b> UV Fiber Ink that produces an image, which is not visible through naked eyes and only under ultraviolet light. If scanned or copied, ink doesn't reflect on the same! This is the most typical and essential security feature.		

11.	<b><u>Relief Text</u></b> Micro-EDM (R-MEDM) process has been originated from micro-EDM process. It reverses replicates the microcavities from electrode on workpiece. Intricate machining of features with high aspect ratio can be easily realized via R-MEDM process. Use of electrode vibration enables textured surface fabrication in R-MEDM.		
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Place- \_\_\_\_\_

(Signature of Authorized Person)

Date- \_\_\_\_\_

(Name)

(Designation)

Name of Firm/Company/Agency

Contact Detail

## QUOTATION FORM

To,  
The Registrar,  
Maharashtra Medical Council,  
189-A, Anand Complex, 1<sup>st</sup> Floor,  
Sane Guruji Marg, Arthur Road Naka,  
Chinchpokali (West), Mumbai - 400011.

**Sub:-** Notice Inviting

"Quotation for Printing and Supply of Registration/ Additional Registration Certificate with Security Features."

**Ref.:-** No.MMC/Quotation/Printing and Supply of Registration/Additional Registration Certificate with Security Features/2025/05435 Date:- 15/09/2025.

Respected Sir,

1. I/We ..... submit the quotation for "Printing and Supply of Registration/ Additional Registration Certificate with Security Features" at Maharashtra Medical Council, 189-A, Anand Complex, 1<sup>st</sup> Floor, Sane Guruji Marg, Arthur Road Naka, Chinchpokali (West), Mumbai - 400011.

2. I/We thoroughly examined and understood terms & conditions given in the enquiry document.

3. I/We hereby offer to supply at the following rates. I/ We undertake that I/ We are not entitled to claim any enhancement of rates on any account during the validity of rate.

**(A)Registration Certificate : (Yellow Colour)**

Security Features	Specifications	Rate per Certificate												
		Rate	GST	Total										
1. Micro Text Line 2. High Resolution Border 3. Guilloche Design with Raster Effect 4. U. V. Invisible Ink 5. Void Pentagraph 6. Watermark Logo 7. Dual Hidden Image 8. Gold Foil Stamping 9. Reverse Text 10. UV Fibre 11. Relief Text	<p>A synthetic uncoated paper made up of silica with polyolefin which is made is mono layer sheet of 243 gsm or 350 microns which is microporous in nature appearance and water resistant, static dissipative high tear endurance, chemical resistance edgeless lamination with good smudge and scuff resistance, tear resistance and having features as mentioned in the quotation document. Thickness of paper can vary + 5% will be admissible.</p> <table><tr><td>Size</td><td>A4</td></tr><tr><td>Printing</td><td>One Side printing</td></tr><tr><td>Colour</td><td>Four Colour Printing</td></tr><tr><td>Security Features</td><td>11</td></tr><tr><td>Numbering</td><td>Sr. No. at Top</td></tr></table>	Size	A4	Printing	One Side printing	Colour	Four Colour Printing	Security Features	11	Numbering	Sr. No. at Top			
Size	A4													
Printing	One Side printing													
Colour	Four Colour Printing													
Security Features	11													
Numbering	Sr. No. at Top													

**(B) Additional Medical Qualification Registration Certificate : (Blue Colour)**

Security Features	Specifications	Rate per Certificate												
		Rate	GST	Total										
1. Micro Text Line 2. High Resolution Border 3. Guilloche Design with Raster Effect 4. U. V. Invisible Ink 5. Void Pentagraph 6. Watermark Logo 7. Dual Hidden Image 8. Gold Foil Stamping 9. Reverse Text 10. UV Fibre 11. Relief Text	<p>A synthetic uncoated paper made up of silica with polyolefin which is made is mono layer sheet of 243 gsm or 350 microns which is microporous in nature appearance and water resistant, static dissipative high tear endurance, chemical resistance edgeless lamination with good smudge and scuff resistance, tear resistance and having features as mentioned in the quotation document. Thickness of paper can vary + 5% will be admissible.</p> <table><tr><td>Size</td><td>A4</td></tr><tr><td>Printing</td><td>One Side printing</td></tr><tr><td>Colour</td><td>Four Colour Printing</td></tr><tr><td>Security Features</td><td>11</td></tr><tr><td>Numbering</td><td>Sr. No. at Top</td></tr></table>	Size	A4	Printing	One Side printing	Colour	Four Colour Printing	Security Features	11	Numbering	Sr. No. at Top			
Size	A4													
Printing	One Side printing													
Colour	Four Colour Printing													
Security Features	11													
Numbering	Sr. No. at Top													

**(C) Additional Medical Qualification Registration Certificate : (Brown Colour)**

Security Features	Specifications	Rate per Certificate												
		Rate	GST	Total										
1. Micro Text Line 2. High Resolution Border 3. Guilloche Design with Raster Effect 4. U. V. Invisible Ink 5. Void Pentagraph 6. Watermark Logo 7. Dual Hidden Image 8. Gold Foil Stamping 9. Reverse Text 10. UV Fibre 11. Relief Text	<div>A synthetic uncoated paper made up of silica with polyolefin which is made is mono layer sheet of 243 gsm or 350 microns which is microporous in nature appearance and water resistant, static dissipative high tear endurance, chemical resistance edgeless lamination with good smudge and scuff resistance, tear resistance and having features as mentioned in the quotation document. Thickness of paper can vary + 5% will be admissible.</div> <table><tr><td>Size</td><td>A4</td></tr><tr><td>Printing</td><td>One Side printing</td></tr><tr><td>Colour</td><td>Four Colour Printing</td></tr><tr><td>Security Features</td><td>11</td></tr><tr><td>Numbering</td><td>Sr. No. at Top</td></tr></table>	Size	A4	Printing	One Side printing	Colour	Four Colour Printing	Security Features	11	Numbering	Sr. No. at Top			
Size	A4													
Printing	One Side printing													
Colour	Four Colour Printing													
Security Features	11													
Numbering	Sr. No. at Top													

Place- \_\_\_\_\_

(Signature of Authorized Person)

Date- \_\_\_\_\_

(Name)

(Designation)

Name of Firm/Company/Agency

Contact Detail



DECLARATIONDECLARATION REGARDING BLACKLISTING/ DEBARRING  
FROM TAKING PART IN GOVT. QUOTATION BY MAHARASHTRA MEDICAL COUNCIL

1. I / We Proprietor/ Partner(s)/ Director(s) of M/S.-----  
-----hereby declare  
that the firm/company namely M/S.-----  
-----has not been blacklisted or debarred in the past by MMC or any other  
Government organization from taking part in Government quotation/tenders.

Or

2. I / We Proprietor/ Partner(s)/ Director(s) of M/S.-----  
-----hereby declare  
that the firm/company namely M/S.-----  
-----was blacklisted or debarred by MMC, or any other Government Department  
from taking part in Government quotation/tenders for a period of -----years w.e.f.-  
----- . The period is over on -----and now the firm/company is entitled to  
take part in Government quotation/tenders.

(Fill only one of the above points whichever is applicable)

In case the above information found false I/We are fully aware that the quotation/contract  
will be rejected/cancelled by MMC.

Signature -----

Name -----

Capacity in which as signed: -----

Name &amp; address of the firm: -----

-----

Date:

Signature of Bidder with seal.

**DECLARATION ABOUT FRAUD AND CORRUPT PRACTICES**

We certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award, nor been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part.

We declare that ::

- a) We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in Section B of Fraud and Corrupt Practices of the Terms and Conditions of the document, in respect of any quotation/tender or request for proposal issued by or any agreement entered into with the Authority or any other public sector enterprise or any Government, Central or State; and
- b) We have taken steps to ensure that in conformity with the provisions of Section B of Fraud and Corrupt Practices of the Terms and Conditions of the document, no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
- c) We certify that in regard to matters other than security and integrity of the country, we or any of our Associates have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority, which could cast a doubt on our ability to undertake the Project or which relates to a grave offence that outrages the moral sense of the community.
- d) We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law.
- e) We certify that, we are remitting statutory dues/ taxes regularly to Government and no default were made in this regard.
- f) We further certify that no investigation by a regulatory authority is pending either against us or against our MMC or any of our directors / managers / employees.

Signature;  
Name & Designation with office Seal

**DECLARATION**

I, \_\_\_\_\_ Son / Daughter / Wife of Shri  
\_\_\_\_\_ Proprietor/Director,

authorized signatory of the Service Provider, mentioned above, is competent to sign this declaration and execute this quotation document;

2. I have carefully read and understood all the terms and conditions of the quotation and undertake to abide by them;

3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am/ are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my quotation at any stage besides liabilities towards prosecution under appropriate law.

Signature of authorized person

Full Name:

Seal:

Date :- \_\_\_\_/ \_\_\_\_/ \_\_\_\_

Place :- \_\_\_\_\_

**Declaration**

1. I/We have read the above terms and conditions carefully and these are acceptable to me/us. The proforma giving details of equipment, premises and a copy of declaration relating to registration of the press is submitted herewith as required under the quotation. Our rates are also given in the enclosed performa.
2. I/We hereby declare that our firm/company/concern is registered for the above work. We are in the technical infrastructure and technical staff etc. for smooth and effective execution of the above work. We have not been black listed by any Government (Central & State) Board/ University/ Public Undertaking/ Banks/ R.B.I. etc.

Name of Supplier \_\_\_\_\_ Address \_\_\_\_\_

\_\_\_\_\_

Signature of Supplier with Seal & Date.