



**HEAD OFFICE**  
BMC HOUSE, NH-34,  
CHUANPUR,  
P.O: CHALTIA, BERHAMPUR,  
DIST: MURSHIDABAD 742101

TENDER NOTICE NO: 04/2018

Date: 21.11.2018

**Notice inviting quotation/rate for printing and supplying of bank's standard Forms/Books/Registers**

Sealed quotations are invited seeking rates of the printing materials as per list attached from reputed printers/suppliers on or before **15.12.2018** Specimen of paper (Twelve Piece mentioning paper quality) is to be submitted with the quotation.

The interested printers/suppliers/firms can either submit their quotation in person to banks Head Office (at letter receive section) on any working day during office hours or may send by post so that the same reaches this office within the stipulated date. The quotations will be opened at H.O. on **18.12.2018 at 12:00 Noon** The interested printers/suppliers/firms may be present during opening of such quotations.

***Terms and conditions***

1. Quotation Rate will be considered on Lower Rate basis. Materials are to be supplied with a sharing basis of 60:40 between L1 and L2 bidder, provided L2 bidder agrees to supply at the lowest quoted rate. In case of dissent from L2 bidder, Bank's decision will be final.
2. Rates are to be quoted only in the prescribed annexure attached with this Notice.
3. Quoted rate submitted in any other format, will be liable to cancel.
4. Firms must have GST registration number.
5. After expiry of the above time schedule no quotation will be accepted.
6. Bank reserves the right to accept or cancel bid unilaterally without assigning any reason thereof, prior to placement of supply order/signing of contract thereby incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) for the cause of banks action and no further correspondence will be entertained regarding the matter.
7. Supply of the articles is to be made in due time and any deviation/delay may attract penalty/Black Listing and earnest money may be forfeited.
8. The printing materials are to be supplied in eleven different Regional Offices and Head Office.
9. Selected printer will have to deliver the materials within the quoted rate in due time. Otherwise they will be debarred from getting order for all the items they are selected and/or their further participation in the tender process may be suspended.
10. The rate/s will be inclusive of delivery charges but exclusive of any Tax incidence.
11. The materials are to be delivered to our 11 Regional Offices as per requirement from the respective Regional Office.
12. Materials will be rejected if any defect/deviation in quality from specification is found as given in tender process.
13. The interested printers/suppliers/firms while submitting quotation will have to deposit an earnest money amounting to **RS.25000.00** (Rupees twenty five thousand) only in the form of an a/c payee Demand Draft payable at Berhampur, favoring Bangiya Gramin Vikash Bank, which will be adjusted or refunded as the case may be. The printers who have already deposited such

earnest money earlier to BGVB and the amount is still at his credit, no such earnest money is required to be deposited for this purpose. Earnest money will attract no interest.

14. Order may be placed to the printers/suppliers/firms selected in this process, for supplying printing materials as and when required.
15. Rate will be valid for next one year from the date of approval.

Detailed particulars of the Printing materials are given in the annexure with this notice.

  
General Manager (P&D)