



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

Tender Notice No: BGVV/HO/PD/08/2021-22

Date: 30.11.2021

Notice inviting quotation/rate for printing and supplying Official Diaries and Calendars for the year 2022

Sealed quotations are invited seeking rates of the printing calendars for the year 2022 from reputed printers/suppliers on or before **20.12.2021**. The specimen of the paper (**mentioning paper quality**) is to be submitted with the quotation.

The quotation, quoting the amount (excluding GST) for carrying out the work, may be submitted in sealed envelope only super scribing "**Quotation for printing and supplying Official Diaries and Calendars for the year 2022**" addressed to the General Manager, P&D Department, Bangiya Gramin Vikash Bank, Head Office, 3rd Floor, BMC House, NH-34, Chuanpur, PO-Chaltia, Berhampur, Dist- Murshidabad, West Bengal 742101 **so as to reach him not later than December 20, 2021**. The interested printers/suppliers/firms can either submit their quotation in person at 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 on **21.12.2021 at 11.00 a.m.** 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.
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 rights to accept or cancel bid, unilaterally without assigning any reason prior to placement of supply order 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. The printing materials are to be supplied in eleven different Regional Offices and Head Office.
8. Selected printer will have to deliver the material within the quoted rate within due time.
9. The rate/s will be inclusive of delivery charges but exclusive of GST etc.
10. Materials will be rejected if any defect/deviation in quality from specification is found as given in the prescribed annexure attached.
11. No part payment will be made. Payment will be made after satisfactory completion of work done against our order.
12. Rates will be valid up to 31.03.2022.

Regards


General Manager (P&D)
Bangiya Gramin Vikash Bank
Head Office





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BANGIYA GRAMIN VIKASH BANK				Annexure-I	
Name of Item	Size	Specification	Quality	Quantity Required	Rate Quoted
Calendar-2022	20 inch X 30 inch	Single page print Design will be provided by the Bank	Foreign Art Paper 130 GSM	15000 Pcs	
Diary-2022	24CM X 18CM (Full size Executive)	Four (Cover) & One (Inside Maps/ information etc.) & white for rest. One date one page count. Saturday & Sunday are to be clubbed in one page.	70 GSM Balapur Map litho/Hard Bound, 1.5 Lbs. wt. Board Paper. Rexine Foam Binding	30 Pcs	
	24CM X 18CM	Four (Cover) & One (Inside Maps/ information etc.) & white for rest. One date one page count. Saturday & Sunday are to be clubbed in one page.	70 GSM Balapur Map litho/Hard Bound, 1.5 Lbs. wt. Board Paper.	70 Pcs	
	21.5CM X 14CM	Four (Cover) & One (Inside Maps/ information etc.) & white for rest. One date one page count. Saturday & Sunday are to be clubbed in one page. Alphabetically telephone Index and Weekly Business Planner to be incorporated as per design provided by Bank.	70 GSM Balapur Map litho/Hard Bound, 1.5 Lbs. wt. Board Paper.	600 Pcs	

