



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

**TENDER NOTICE NO. 04/2019**

**Date: 25.10.2019**

**Notice inviting quotation/rate for printing and supplying Official Diary and Calender for the year 2020**

Sealed quotations are invited seeking rates for printing official diaries and calendars for the year 2019 from reputed printers/suppliers on or before 13.11.2019. Specimen of paper (mentioning paper quality) is to be submitted with the quotation.

The interested printers/suppliers/firms can either submit their quotation in person to bank's 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 15.11.2019 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.
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 thereby incurring any liability to the affected bidder(s) for the cause of bank's action and no further correspondence will be entertained regarding the matter.
7. The printed materials are to be supplied to eleven different Regional Offices and Head Office.
8. Selected printer will have to deliver the materials within the quoted rate in due time.
9. The rate/s will be inclusive of delivery charges but exclusive of any Tax incidence.
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 shall be valid up to 28.02.2019.

Particulars of Diaries and calendars for 2020 are given in *Annexure I* given with this notice.

  
**General Manager (P&D)**

## BANGIYA GRAMIN VIKASH BANK

## Annexure I

Name of item	Size	Specification	Quality	Quantity required	Rate quoted
Diary for 2020	24cmx18cm	Four (Cover) & One (Inside Maps/information etc.) & white for rest. One date one page count. Saturday & Sunday page are to be clubbed in one page.	70 GSM Balapur Map litho/Hard Bound, 1.5 Lbs. wt. Board Paper.	500 pcs.	
Diary for 2020	21.5cmx14cm	Four (Cover) & One (Inside Maps/information etc.) & white for rest. One date one page count. Saturday & Sunday page are to be clubbed in one page.	70 GSM Balapur Map litho/Hard Bound, 1.5 Lbs. wt. Board Paper.	1550 pcs.	
Calendar-2020	20 inchx 30 inch	Single page print; Design will be provided by the Bank	Foreign art paper, 130GSM	75000 pcs.	

For and on behalf of  
BANGIYA GRAMIN VIKASH BANK  
General Manager (P&D)  
25/10/2019