



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

TENDER NOTICE NO: 03/2019

Date: 11.04.2019

Notice inviting quotation/rate for printing and supplying of bank's standard Forms/files

Sealed quotations are invited seeking rates of the printing materials as per list attached from reputed printers/suppliers on or before **04.05.2019** 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 **07.05.2019 at 12:00 Noon** The interested printers/suppliers/firms may be present during opening of such quotations.

Terms and conditions

1. Rates are to be quoted only in the prescribed annexure attached with this Notice.
2. Quoted rate submitted in any other format, will be liable to cancel.
3. Firms must have GST registration number.
4. After expiry of the above time schedule no quotation will be accepted.
5. 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.
6. 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.
7. The printing materials are to be supplied in eleven different Regional Offices and Head Office.
8. 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.
9. The rate/s will be inclusive of delivery charges but exclusive of any Tax incidence.
10. The materials are to be delivered to our 11 Regional Offices as per requirement from the respective Regional Office.
11. Materials will be rejected if any defect/deviation in quality from specification is found as given in tender process.
12. 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.



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11/04/2019

13. Order may be placed to the printers/suppliers/firms selected in this process, for supplying printing materials as and when required.

14. Rate will be valid upto 31.12.2019 from the date of approval.

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

Shub
General Manager (P&D)
11/09/2019



Annexure to Tender Notice No. 03/2019 dated 11.04.2019

SL.No	Format of Review	Code No.	SIZE	VOLUME		PAPER GSM	Quotation rate
1	APPLICATION FOR LOAN/ OVERDRAFT AGAINST FIXED AND OTHER DEPOSIT , LIFE POLICIES ETC.	37	33x20.5cm	1 Page(Both side printing)	PAD (100pcs)	70 GSM Andhra/ sirpur Ledger	
2	LACE FILE	92	14"x12"	32 pound board.Good quality. Lace gap-300 sheets minimum.	Piece	32 kg Gray Board Nayek	
3	SB A/C Opening Form	112	30x21.5cm	2 Pages(Both side printing)	1000 pieces Bundle	80 GSM sirpur Ledger/westcost	
4	Common A/c opening Form with KYC	228	11.81x8.46	4 Pages(Both side printing)	1000piece bundle	1000piece bundle	



Signature
11/04/2019