



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

**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 approved/reputed/experienced printers/suppliers on or before **04.08.2014**. The specimen of the paper is to be submit with the quotation.

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 sent by post so that the same reaches this office within the stipulated date. The quotations will be opened on **05.08.2014 at 3:00 p.m.** The interested printers/suppliers/firms may present during opening of such quotations.

Terms and conditions

01. **Quotation Rate will be considered on Lower Rate basis.**
02. Rates are to be quoted **only** in the prescribed annexure attached with this Notice .
03. Those printers/suppliers/firms who are not enlisted and or approved printer of this Bank or who are yet to do any printing job with this bank should submit credentials in support of doing similar jobs.
04. After expiry of the above time schedule no quotation will be accepted.
05. Bank reserves the rights to accept or cancel bid, unilaterally without assigning any reason 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.
06. 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.
07. The printing materials are to be supplied in eleven different Regional Offices and Head Office.
08. The rate/s will be **inclusive of delivery charges** but exclusive of VAT/Tax etc



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08. The rate/s will be inclusive of delivery charges but exclusive of VAT/Tax etc
09. The materials is to be delivered to our 11 Regional Offices as per requirement from the respective Regional Office.
10. For claiming VAT, Registration No. is to be mentioned.
11. Materials will be rejected if any defect/deviation in quality from specification is found.
12. The interested printers/suppliers/firms while submitting quotation will have to pay an earnest money amounting to **RS.25000** (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 in the form of security deposit earlier and the amount is still at his credit, no such earnest money is required to be deposited.
13. Order may be placed to the approved printers/suppliers/firms for supplying printing materials as and when required.
14. Rate will be valid for next one year from the date of approval.

Detailed particulars of the Printing materials (ANNEXURE-1) is attached with the notice.


Sr. Manager (P&D)

Copy to:-

1. Notice Board at Head Office
2. All Regional Manager, for displaying the notice in their Notice Board for wide publicity.

Sl. No.	PARTICULARS	Code No	SIZE	UNIT		PAPER GSM
1	ATTENDANCE REGISTER	3	13"x8"	50 Folio/Camvis Binding	piece	70 GSM Led ger sirpur
2	CASH REMITTANCE REGD(INWARD)	5	13"x8"	100 Folio/Camvis Binding	piece	70 GSM Led ger sirpur
3	CASH REMITTANCE REGD(OUTWARD)	6	13"x8"	100 Folio/Camvis Binding	piece	71 GSM Led ger sirpur
4	CHEQUE COLLECTION REGD.	7	13"x8"	100 Folio/Camvis Binding	piece	70 GSM Andhra/ sirpur Ledger
5	CHEQUE ISSUE REGD.	8	13"x8"	100 Folio/Camvis Binding	piece	70 GSM Ledger sirpur
6	DEPOSIT SUSPENCE REGD.	10	13"x8"	100 Folio/Camvis Binding	piece	70 GSM Andhra/ sirpur Ledger
7	INVENTORY OF DED STOCK	13	14.5"x9.5"	50 Folio/Camvis Binding	piece	70 GSM Led ger sirpur
8	LETTER DESPATCH REGISTER	14	13"x8"	200 Folio/Camvis Binding	piece	70 GSM Andhra/ sirpur Ledger
9	LIMITATION REGISTER	16	13"x8"	200 page/Camvis Binding	piece	70 GSM Ledger sirpur
10	SAFE GUIDE REGISTER	26	14.5"x10"	100 Folio/Cloth Binding	piece	70 GSM sirpur Ledger
11	APPLICATION FOR KISAN CARD SCHEME	36	32x19.5cm	2 Pages(Three side printing)	100pcs/ Bundle	60 GSM White Andhra
12	APPLICATION FORM FOR AGRICULTURE LOAN ST/MT	38	33.5x21 cm	2 Pages(3 side printing)	(100pcs) Bundle	60 GSM White Andhra
13	BALANCE CONFIRMATION LETTER OF CD/CC	47	24.5x18cm	1 Page(one side printing)	PAD (100pcs)	60 GSM White Andhra
14	CONSENT LETTER WITH BIO-DATA OF THE GUARANTEE	49	33.5x21.5 cm	1 Page(one side printing)	100pcs.pad	60 GSM WhiteAndhra
15	DESCRETIIONARY POWER STATEMENT	51	40x32cm	1 Page(Both side printing)	100 pcs/Pad	54 GSM white Andhra
16	DETAIL BIO-DATA OF THE PROPOSE BORROWER	52	33.5x21.5cm	1 Page(one side printing)	PAD (100pcs)	60 GSM WhiteAndhra
17	FORM- 60/61	53	22x17.5 cm	1 Page(Both side printing)	PAD (100pcs)	54 GSM white Andhra
18	FORM NO-15 G	54	30x19.5cm	1 Page(Both side printing)	PAD (100pcs)	54 GSM white Andhra
19	FORM NO-15 H	55	30x19.5cm	1 Page(Both side printing)	PAD (100pcs)	54 GSM white Andhra
20	K Y C FORM	58	30x19.5 cm	1 Page(one side printing)	PAD (100pcs)	70 GSM Andhra/ sirpur Ledger
21	LOAN APPLICATION FOR SELF HELP GROUP	62	33.5x21 cm	1 Page(Both side printing)	PAD (100pcs)	60 GSM White Andhra
22	NOTING OF CHARGE NSC/KVP	63	18x21.5cm	1 Page(one side printing)	PAD (100pcs)	60 GSM White Andhra
23	OPINION SHEET	64	31.5x20cm	1 Page(one side printing)	PAD (100pcs)	60GSM whiteAndhra
24	PROCESSING SHEET FOR SELF HELP GROUP LOAN PROPOSAL	66	33.5x21 cm	1 Page(one side printing)	PAD (100pcs)	60 GSM White Andhra
25	REVIEW OF BORROWAL A/C LIMIT EXCEEDING RS.1 LAKH	68	33x20.5cm	1 Pages(Both side printing)	PAD (100pcs)	60 GSM White Andhra
26	REVIVAL LETTER FORM (A)	69	27x21cm	1 Page(one side printing)	PAD (100pcs)	70 GSM Andhra/ sirpur Ledger
27	REVIVAL LETTER FORM (B)	70	29x21.5cm	1 Page(one side printing)	PAD (100pcs)	60 GSM WhiteAndhra
28	SANCTION LETTER FOR AGRICULTURE LOAN	71	33.5x21cm	2Pages(Both side printing)	(100pcs) Bundle	60 GSM White Andhra
29	SANCTION LETTER OF CASH CREDIT LIMIT/TERM LOAN	72	33.5x20.5cm	1 Page(one side printing)	PAD (100pcs)	60 GSM White Andhra
30	STOCK STATEMENT	74	29.5x21cm	1 Page(one side printing)	100pcs.pad	60 GSM White Andhra
31	TRANSFER OF NSC/KVP	75	18x21.5cm	1 Page(one side printing)	PAD (100pcs)	60 GSM White Andhra
32	ENVELOP (paper Brown)22x10cm	86	22x10cm		100 Pcs/ Bundle	As Per Banks Specification .

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33	ENVELOP (paper Brown)28x12.5cm	87	28x12.5cm		Bundle (100pcs)	As Per Banks Specification
34	LACE FILE	92	14"x12"	As per sample	Piece	32 kg Gray Board Nayek
35	LETTER HEAD PAD (BIG)	93	29X20.5Cm		PAD (100pcs)	70GSM Maplitho Andhra
36	LETTER HEAD PAD(MEDIUM)	94	25.5x18.5cm		PAD (100pcs)	70GSM Maplitho Andhra
37	PASS BOOK (SHG)	97	17.5x12cm	14Pages With cover	piece	60 GSM White Cover as per Sample(HO)
38	SB. PASS BOOK (NREGS)	114	5.6"*7"	Both side printMG board 9.7 kg	piece	Sample from HO
39	AGREEMENT FOR HYPOTHECATION OF CROPS FOR AGRICULTURAL LOAN ABOVE RS.50000	129	33.5x20.5cm	1 Page(one side printing)	PAD (100pcs)	70 GSM Andhra/ sirpur Ledger
40	AGREEMENT FOR TERM LOAN HYPOTHECATION	130	33.5x21.5cm	2Pages(Both side printing)	Bundle (100pcs)	70 GSM Andhra/ sirpur Ledger
41	ARTICALS OF AGREEMENT FOR FINANCING SELF HELP GROUP	131	33.5x21.5cm	1 Page(Both side printing)	PAD (100pcs)	70 GSM Andhra/ sirpur Ledger
42	DEED OF HYPOTHECATION (TRANSPORT)	132	33.5x21.5cm	4Pages(Both side printing)	Bundle (100pcs)	70 GSM Andhra/ sirpur Ledger
43	FORM-1	133	32.5x20.5cm	1 Page(Both side printing)	PAD (100pcs)	70 GSM Andhra/ sirpur Ledger
44	HYPOTHECATION OF GOODS	134	33x20.5 cm	2 Pages(Both side printing)	Bundle (100pcs)	70 GSM Andhra/ sirpur Ledger
45	HYPOTHECATION OFDEBT &MOVEABLE ASSETS	135	33x20.5 cm	2Pages(Both side printing)	Bundle (100pcs)	70 GSM Andhra/ sirpur Ledger
46	INTER-SE AGREEMENT OF SHG	136	33.5x21.5cm	2 Pages(3 side printing)	100pics/ Bundle	70 GSM Andhra/ sirpur Ledger
47	LETTER OF CONTIUNITY	137	22.5x18.5cm	1 Page(one side printing)	PAD (100pcs)	70 GSM Andhra/ sirpur Ledger
48	LETTER OF GUARANTEE	138	33x20.5 cm	2Pages(Both side printing)	Bundle (100pcs)	70 GSM Andhra/ sirpur Ledger
49	LETTER OF LIEN	139	31.5x19 cm	1 Page(Both side printing)	PAD (100pcs)	60 GSM WhiteAndhra
50	LETTER OF SET OFF	140	21.5x14cm	1 Page(one side printing)	PAD (100pcs)	60 GSM WhiteAndhra
51	LOAN AGREEMENT CUM HYPOTHECATION DEED OF DEBT AND MOVEABLE ASSETS	141	33x20.5 cm	2Pages(Both side printing)	Bundle (100pcs)	70 GSM Andhra/ sirpur Ledger
52	PRONOTE	142	21x16.5 cm	1 Page(one side printing)	PAD (100pcs)	80GSM Ledger sirpur/Andhra
53	APPLICATION FORM FOR PERSONAL LOAN	149	28x23cm	5 Pages(3 pages Both side printing and 2 pages one side	per piece	60 GSM WhiteAndhra
54	HYPOTHECATION OF PLANT & MACHINARY	150	33x20.5 cm	2Pages(Both side printing)	PAD (100pcs)	70 GSM Andhra/ sirpur Ledger
55	SANCTION LETTER FOR TERM LOAN	152	32x20cm	1 Page(Both side printing)	PAD (100pcs)	70 GSM Andhra/ sirpur Ledger
56	CHEQUE COLLECTION SLIP(other Bank)	157	18.5x11cm	1 Page(one side printing)	PAD (100pcs)	54 GSM WhiteAndhra
57	Key Register	158	10"x7"	200 pages/Camvis Binding	Piece	70 GSM Led ger sirpur
58	KISSAN CREDIT CARD(PASS BOOK)	159	13.5x10.5cm	12page+cover	Piece	54 GSM WhiteAndhra
59	MD DAILY STATEMENT	163	30.5x18.5cm	1 Page(one side printing)	PAD (100pcs)	54 GSM WhiteAndhra
60	MD MONTHLY COLLECTION PAD	164	38x30.5cm	1 Page, one side printing (Perforated)	PAD (100pcs)	54 GSM WhiteAndhra
61	MD(SS) A/C OPENING FORM	166	25x18.5cm	1 Page(Both side printing)	PAD (100pcs)	80 GSM sirpur Ledger/Andhra

Sl. No.	PARTICULARS	Code No	SIZE	UNIT		PAPER GSM
62	MD(SS)COMMISSION REGISTER	168	12x7.5"	200 pages/Canvas Binding	per piece	70 GSM Andhra/ sirpur Ledger
63	MD (SS)PASS BOOK	170	27.5x11.5cm	100 Pieces	Bundle	As per sample
64	NOMINATION FORM- DA-I& DA-III	171	30x18cm	1 Page(Both side printing)	PAD (100pcs)	60 GSM WhiteAndhra
65	Note stiching slip	173	7.5"x2.5"	1000 pieces in a bundle	piece	54 GSM (As per sample)
66	Note Sticker (Roll)	174	1inchx100 miter	with self gum	100pcsBundle	As per sample(H.O)
67	Pay Bill	175	30"x10"	1 Page(one side printing)	piece	80 GSM Led ger sirpur
68	BSNL (ANNEXURE-II)	177	26.5x21.5cm	1 Page Light green(one side printing, perforated)	PAD (100pcs)	As per sample
69	OPTION SHEET	181	6.5"x7.5"	1 Page(one side printing)	100pcspad	60 GSM WhiteAndhra
70	Demand Notice	186	8"x5.5"	1 page (One page perforated)	100pcs (pad)	54 GSM White Andhra
71	APPLICATION FOR GENERAL CREDIT CARD	187	8.5"*13.5"	1 Page (yellow) both side print	100pcs (pad)	70 GSM Andhra/ sirpur Ledger
72	APPLICATION FOR JOINT LIABILITY GROUP JLG	188	8.5"*11.5"	1 Page (green) both side print	100pcs (pad)	70 GSM Andhra/ sirpur Ledge(SET)
73	MUINITS FOR JLG	189	8.5"*11.5"	1 Page(green) both side print	100pcs (pad)	70 GSM Andhra/ sirpur Ledge(SET)
74	APPLICATION FOR ASHA	190	8.5"*11.5"	1 Page (Pink) both side print	100pcs (pad)	70 GSM Andhra/ sirpur Ledger (SET)
75	SANCTION LETTER FOR ASHA	191	8.5"*11.5"	1 Page (Pink) both side print	100pcs (pad)	71 GSM Andhra/ sirpur Ledger (SET)
76	SANCTION OF BKCC	192	8.5"*11.5"	1 Page (Green) both side print	100pcs (pad)	70 GSM Andhra/ sirpur Ledger
77	AGREEMENT FOR JLG	193	8.5"*11.5"	1 Page (Green) both side print	100pcs (pad)	71 GSM Andhra/ sirpur Ledger
78	Varnacular Confirmation	195	12*15cm	One side print	PAD (100pcs)	70 GSM Andhra/ sirpur Ledger
79	Application for HBL(Others)/STAFF COM	196	8.5"*11.5"	8 Pages single side print	piece	70 GSM Andhra/ sirpur Ledger
80	SARAL A/C opening form for no frill A/c	197	13.5"x8.5"	One page both side print	PAD (100pcs)	70 GSM Andhra/ sirpur Ledger
81	KCC Withdrawal form	198	5"*8.5"	One side print	PAD (100pcs)	60 GSM Andhra/ sirpur Ledger
82	1st Reminder	200	8"x5.5"	1 page (One page perforated)	100pcs/ Pad	54 GSM White Andhra
83	2nd Reminder	201	8"x5.5"	1 page (One page perforated)	100pcs/ Pad	54 GSM White Andhra
84	Final Reminder	202	8"x5.5"	1 page (One page perforated)	100pcs/ Pad	54 GSM White Andhra
85	D P Statement-i	203	12.5"*15.5"	1 page	100pcs/ Pad	60 GSM White Andhra
86	D P Statement-ii	204	14.5"*19.5"	1 page	100pcs/ Pad	60 GSM White Andhra
87	Processing sheet for compromise settlement upto 1 lac	205	8.5"*13"	1 Page Both side print	100pcs/ Pad	60 GSM White Andhra/Sirpur white
88	Processing sheet for compromise settlement above 1 lac	206	8.5"*13"	3 Page Both side print	Piece	60 GSM White Andhra/Sirpur white
89	Envelop Medium cloth	207	9.5' X13'	One side print Cloth coted with Andhra/Sirpur Legger	piece	Sample from HO
90	RIP Renewal form	211	7"*12"	One side print	100pcs/ Pad	60 GSM Andhra /sirpore white
91	SMART CARD ISSUE REGISTER	221	8.5"X13"	HARD BOARD BINDING	50 PAGES	70 GSM Andhra/ sirpur Ledger
92	ENVELOP (big)	222	12"X16"	1 INCH HIGH (Box type)	100 Pieces	300GSM Board