



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 .

