



Memo.no Dev/114

Date- 17.10.2019

Notice Inviting Quotation

Inviting sealed Quotations for following printing items from intending persons /Agencies experience in similar nature of work in individual item rate.

Last date of submission quotation:- 30.10.2019 up to 12 noon.

Date and time of opening quotation :-30.10.2019 at 3 pm

Non-Sellable Form			
Sl. No	Name of items	Unit/Pcs.	Specification
1	Savings Specimen Card	25000 Pics.	100 GSM
2	Account Opening Form(Big)	20000 Pics	80 GSM
3	Vault Register	50 Book (Consist of 200 pages)	Grass Board Cover with Hard Binding, 54 GSM Pages
4	Multi Utility Application	200 Pad (Consist of 100 pages)	54 GSM
5	C.G.S (Remittance)	100 Pad (Consist of 100 pages)	54 GSM
6	Supervisor Tour Diary	250 Book(consists of 100 Pages)	Grass Board Cover with Hard Binding, 70 GSM
7	Sanction Intimation (MT)	200 Pad (Consist of 100 pages)	54 GSM
8	Synopsis Note Pad	300 Pad (Consist of 100 pages)	70 GSM
9	SFD Opening Register	50 Book(Consist of 200 pages)	Grass Board Cover with Hard Binding, 54 GSM Pages
10	Specimen Card (Loan)	10000 Pics.	80 GSM
11	Form DA -1 (Nominee)	50 Pad (Consist of 100 pages)	54 GSM
12	Locker Visit Register	25 Book (Consist of 100 pages)	Grass Board Cover with Hard Binding, 54 GSM
13	Daily Locker Opening Register	25 Book (Consist of 100 pages)	Grass Board Cover with Hard Binding, 54 GSM
14	TA Bill Form(Directors')	500 Pics	54 GSM
15	PAN Application Form	200 Pad(Consist of 100 pages)	70GSM
16	Counter Cash Book	150 Book(Consist of 200 pages)	Grass Board Cover with Hard Binding, 54 GSM

Terms & Condition:-

- 1) Supporting documents should be submitted in qualification bid and also will have to be submitted PT clearance certificates, PAN CARD, Trade license, IT Return, **GST Registration**.
- 2) All bid must be accompanied by a refundable earnest money / bid security amount to Rs.1000/- as mentioned in the form of Bank Draft / Bankers Cheques in favour of Vidyasagar Central Co-

Operative Bank Ltd., Midnapore or **preferably NEFT to A/C No : 123002048872 , IFSC : WBSC0VCCB39 .**

- 3) All above items will be supplied with in 15 days from the date of issue of purchase order.
- 4) The quotation should indicate the rate excluding GST.
- 5) No revision of rates shall be allowed except taxes / charges levied by the Central / State by dully notified only.
- 6) No advance or running payment shall be made. Payment shall be released after the satisfactory delivery of items and production of bill (in duplicate) in name of Vidyasagar Central Co- Operative Bank Ltd., Midnapore .
- 7) No deviation from the specification shall be allowed without prior consent of authority.
- 8) Payment will be made on successfully completion of work as per work order through account payee cheques or by transfer through NEFT/ RTGS .
- 9) The undersigned is the accepting authority who reserves the right to reject any or all quotation without assigning any reason or he will not bound to accept either the lowest tender at any of the bidders.

For further details please contact P & D Section , H.O. Midnapore or see notice Board of the Bank or visit to Bank's website vidyasagarccb.in.

Date : 17.10.2019

General Manager