

**Vidyasagar Central Co-operative  
Bank Ltd., Midnapore**

Head office: - Midnapore  
At & P.O. - Midnapore,



Telephone - 03222-275417, 275411

FAX - 03222 - 275411

E-mail - vccbmidnapore@gmail.com

Dist. - Paschim Medinipur

**Memo- Dev/176**

**Date- 25/11/2021**

**Notice Inviting Tender**

**Sealed quotations are invited from reputed Supplier/Vendor for Supplying, printing of Diary for the Year 2022 of Vidyasagar CCB Ltd., Midnapore.**

**Sealed item rate quotations are hereby invited from reputed & experienced person /Supplier/Vendor/ Agencies.**

**Name of work: - Supplying, printing of Diary (Executive and Medium) for the Year 2022 of Vidyasagar CCB Ltd., Midnapore for All Branches and customers & Its' eminent customers.**

**Location/Place: - Vidyasagar Central Co-operative Bank Ltd., Midnapore, Head Office.**

**Completion time :- on or before 20<sup>th</sup> December, 2021 .**

**Last date & time of submission of Quotation:- 03/12/2021 up to 12 noon**

**Date & time of Opening of Quotation:- 03/12/2021 at 3 pm**

**Terms & condition : Supporting documents should be submitted in qualification bid and also will have to be submitted PT , Trade license, PAN CARD, GST Registration.**

**Terms & Condition:-**

- 1) The bidder must have to submit a sealed sample of the executive Diary & Medium Diary as per specification mentioned herewith on or before the date of closing of the Tender. This will be the highest criteria to accept any bid.**
- 2) All bid must be accompanied by a refundable earnest money / bid security amount to Rs.2000/- 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 all taxes.**
- 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.

<b>Specification of the Materials</b>				
<b>SI No</b>	<b>Items</b>	<b>Specifications</b>	<b>Quantity</b>	<b>UOM</b>
<b>1</b>	<b>Executive Diary with Rexene cum Foam Binding</b>	As per Sample provided and approved by the Bank	<b>300</b>	<b>Pcs.</b>
<b>2</b>	<b>Medium Diary with Rexene cum Foam Binding</b>	As per Sample provided and approved by the Bank	<b>4000</b>	<b>Pcs.</b>
<b>3</b>	<b>Full size Super Executive Diary with Rexene cum Foam Binding</b>	As per Sample provided and approved by the Bank	<b>25</b>	<b>Pcs.</b>

For further details please contact the undersigned H.O. Midnapore or see notice Board of the Bank or visit the bank's website [www.vidyasagarccb.in](http://www.vidyasagarccb.in)

**Date:- 25/11/2021**

**General Manager**