



**Memo.no Dev/282**

**Date-19.01.2019**

## **Notice Inviting Quotation**

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

*Last date of submission quotation:- 01.02.2019 up to 12 noon.*

*Date and time of opening quotation :-01.02.2019 at 3 pm*

<b>Sl. No</b>	<b>Name of items</b>	<b>Unit/Pcs.</b>	<b>Specification</b>
1	Declaration of Mortgagee	500 Pcs.	80 GSM
2	Distribution Order	5 Pad(Consist of 100 pages)	70 GSM
3	Demand Promissory Note	5 Pad(Consist of 100 pages)	70 GSM
4	Lien of Cash Certificate	10 Pad(Consist of 100 pages)	70 GSM
5	Irrevocable Power of Attorney	2500 Pcs.	70 GSM
6	Deed of Agreement ( M.T. Diversified)	500 Pcs.	70 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 .
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.

*For further details please contact P& D Section , H.O. Midnapore or see notice Board of the Bank.*

**Date : 19.01.2019**

**General Manager**