



GRAMIN BANK OF ARYAVART
HEAD OFFICE, A – 2/46, GOMTINAGAR, LUCKNOW (U.P.) 226010
PHONE NO.7388800775/76/88/90, EMAIL ID- ho.ans@gba-rrb.com

Ho/A&S/PVS/05/2018-19

04.04.2018

The Bank intends to print and supply Passbooks as per the revised guidelines of RBI, for this purpose the Bank invites the tender quotations for Printing and Supply of Passbooks to various branches and Regional Offices.

QUOTATION FOR PRINTING AND SUPPLY OF PASSBOOKS

Sr.No.	ITEM	PAPER	SPECIFICATION	QUANTITY
1.	Passbooks	Paper and Cover Card Sheet Quality	Savings Passbooks Details	3,00,000
		Pass book cover of 220 GSM Cinnar mass/ J.K. art paper, 80 GSM maplitho white paper (Ballarpur / century) is to be used	Passbook size 19.25 cm x 9.25 cm, with ten leaves (both side printing) outer side cover page printed in four colours, front cover's inside page printed in Hindi and English. Back cover page single with all inner pages printed in one colour with both side printing. Sticking work is to be of silk thread	

While quoting the rates, following terms and conditions are required to be taken care of:-

TERMS AND CONDITIONS

1. Printers must provide their tender in sealed cover.
2. Certificate to the effect that the rates quoted in the tender are unconditional and include all type of taxes (excluding GST) incidental charges, designing, packing, transportation etc. F.O.R. Gramin Bank of Aryavart, Head-Office, Lucknow and at various Regional Offices at Lucknow, Barabanki, Hardoi, Unnao, Farrukhabad, Kannauj, Mainpuri, Firozabad, Agra, Aligarh, Etah and Hathras in the state of Uttar Pradesh.
3. **Only empanelled stationery printers are allowed to quote their comparative rates.**
4. Security money by means of a Demand Draft of Rs. 10,000/- (Rs. Ten thousand only) in favour of **Gramin Bank of Aryavart** must be attached along with tenders form. No exemption from security money will be given to any firm. Tender submitted without earnest money shall be rejected.
5. Incomplete & conditional tender forms are liable to be rejected.
6. The rates quoted must be as required by the bank and are to be inclusive of all type of costs, taxes (excluding GST), charges etc.
7. The rough proofs are required to be sent to us within 5 days for approval from the date of order given to your firm tender must reach us in sealed cover by registered post/courier, or by hand with the words "**Tender for Printing and Supply of Passbook** " on the top of sealed cover. If the rates quoted by you are found competitive, order will be placed with the concerned firm for the



supply.

8. Bank reserves the right to reject one or all tenders without assigning any reason.
9. All disputes are subjected to Lucknow Jurisdiction only.
10. It may be noted that once the order is accepted, quoting firm will be bound to execute it within the period specified and no request for increase in rate subsequently nor any excuse for not executing the order on account of non-availability of paper will not be entertained We shall not pay any advance to you against our order.
11. The bank need not necessarily accept the lowest tender and the decision of the bank in this regard will be final. Bank reserves the right to ask for the Bank guarantee, for the proper execution of the order.
12. Rates quoted by the firm are to be **valid upto 30.04.2019** .Orders may be placed in parts or onetime. Quantity may be increased/decreased according to the Bank's requirement. Bank also reserves the right to place repeat order as and when required within the agreed time.
13. Tenders must reach us on or **before 16.04.2018 positively**. We further advice you that the acceptance of the tender shall be the sole discretion of the Bank. **Quotation will be opened on 17.04.2018 at Bank's Head office on 3.00 PM in presence of committee members (subjected to the availability of all members of the committee)**. All empanelled stationery printers (who quoted the rates) are requested to remain present at the time of opening of tenders. Please note that no separate invitation will be sent.
14. The Bank reserves the right to split the order among L1 and L2 bidders in the ratio 60:40.
15. Orders may be placed in full or parts, Bank reserve the right to repeat the order as and when required, firms are required to supply the specified item in given time and submit the bills at Head office along with the supply receipt duly signed and stamped by the officer of Regional office.
16. The L1 will be decided based on the rate quoted per passbook (the rate must include the transportation cost, printing, designing etc) only GST will be paid extra as per the prevailing rates.



P V Sahai

P V Sahai
(Chief Manager)



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Tender Form

S.N.	Item Name	Paper Quality	Item Details	Quantity	Rate quoted per passbook	Rate of GST	Total Cost
1.	Pass Books	Paper and Cover Card Sheet Quality	Passbooks Details				
		Pass book cover of 220 GSM Cinnar mass/ J.K. art paper, 80 GSM maplitho white paper (Ballarpur / century) is to be used	Passbook size 19.25 cm x 9.25 cm, with ten leaves (both side printing) outer side cover page printed in four colours, front cover's inside page printed in Hindi and English. Back cover page single with all inner pages printed in one colour with both side printing. Stching work is to be of silk thread	3,00,000			

I/ We accept all the terms and conditions mentioned in tender notice.

I/We confirm that the rates quoted are FOR at Regional offices and are inclusive of all type of costs, charges, and taxes (excluding GST)

Encl: - Sample paper

Signature

Firm

Date

