



## **Tender Notice**

### **Re.: Supply of printed Diaries for the year- 2020**

Sealed quotations are invited from the reputed vendors for supply of printed diaries for the year 2020 . Printers should have past experience of supply of the printed diaries, as per specification given below :

S.N.	Descriptions	Size (c.m)	Qty.
1.	Chief Diary with 10 leaves/20 pages information, two date(Friday, Saturday & Sunday to be clubbed on one page)	14x22	8000/16000
2.	Executive Diary with 10 leaves/20 pages information, two date(Friday, Saturday & Sunday to be clubbed on one page)	19x24	5000/10000

3.	<b>Paper Quality</b>	<b>Cover</b> : Hard board cover with 32 ounce with 130 GSM art paper printed in four color with lamination. <b>Paper quality</b> : 70 gsm superior white with 4 sheets/8 pages color insertion (separators) on 130 gsm art papers. Aster of the Diary on 120 GSM maplitho.
4.	<b>Printing</b>	Cover and separators in four color, Inner pages in two color
5.	<b>Colour Design</b>	As per sample supplied.
6.	<b>Packing</b>	Each diary will be packed in white carton with Bank's name & logo
7.	<b>Quality</b>	The quality of paper, printing and others features should be as per specifications.
8.	<b>Delivery</b>	The delivery of the finished diaries should be completed by 25 <sup>th</sup> Dec. 2019 at Raebareli, Amethi, Kaushambi, Kanpur Nagar, Kanpur Dehat, Allahabad, Faizabad, Bareilly, Fatehpur, Sultanpur, Shahajahnpur & Pratapgarh.
9.	<b>Payment</b>	After completion of supply of diaries at all centers.
10.	<b>Last date for submission of Quotations</b>	Quotation in sealed envelope in two bid system (financial & technical) alongwith application form should reach to <b>The General Manager–Baroda Uttar Pradesh Gramin Bank, Head Office, A-1, Civil Lines, Raebareli (U.P.)</b> <b><u>on or before 15th Nov. 2019 till 2:30 PM.</u></b> Technical bid will contain sample diaries.
11.	<b>Date of opening</b>	<b>15th Nov. 2019, 3.00 PM</b>
11.	<b>Note</b>	Bank reserves right to cancel any one or all quotations.
12.	<b>Clarifications</b>	In case of any clarification vendors/suppliers may contact on Mob : 07704007400, Tel No. 0535-2203606

**Date : 25.10.2019**

**General Manager**

# **Technical Bid**

## **Particulars to be furnished along with Quotations for the purpose of supply of Bank's Diaries-2020.**

1. Name of the Organization/Supplier
2. Address along with telephone/contact nos.
3. Year of Establishment
4. Status  
(Whether Company/Firm/Proprietary)
5. Name of Directors/Partners/Proprietor & their contact no
  - (i)
  - (ii)
6. a) Name and address of Bankers (Mention Account No and Type
  - i)
  - ii)
7. Whether registered for GST purposes. If so, mention number and date.
8. Whether an assessee of Income Tax.. If so, mention Permanent Account Number.
9. Description and value of works done(i.e. printing & supply of diaries) in the past

**Earnest Money Rs. 10000/- in the form of DD in favour of "Baroda Uttar Pradesh Gramin Bank" payable at Raebareli to be enclosed in separate envelope with technical bid.**

**Date :**

**Seal & Sign of Vendor/Supplier**

# **Financial Bid**

## **For supply of Bank's Diaries-2020.**

Name of Vendor/Supplier :

Address :

Telephone/Contact Nos. :

## **RATES**

(Exclusive of GST and Inclusive of packing/forwarding/transportation charges)

<b>Sr No.</b>	<b>Item Particulars</b>	<b>Size(c.m.)</b>	<b>Quantity</b>	<b>Rate(Rs.) per Diary(exclusive of cost of color insertion)</b>	<b>Total Cost(Rs.)</b>
1	Chief Diary with 10 leaves/20 pages information, two date(Friday, Saturday & Sunday to be clubbed on one page)	14x22	8000		
			16000		
2	Executive Diary with 10 leaves/20 pages information, two date(Friday, Saturday & Sunday to be clubbed on one page)	19x24	5000		
			10000		

**Rates for color insertion(separators) on 130 gsm art paper(for above quantities)**

A. Size 14 cm x 22 cm      One Sheet/Two pages      Rs.....per sheet  
B. Size 19 cm x 24 cm      One Sheet/Two pages      Rs.....per sheet

**Only applicable GST will be paid extra.**

***Note: Vendors are requested to quote their rates including packing/forwarding/transportation charges upto our Head Office, Raebareli and Regional Offices at Kanpur Nagar, Kanpur Dehat, Amethi, Fatehpur, Kaushambi, Sultanpur, Allahabad, Faizabad, Bareilly, Shahajhpur, Raebareli & Pratapgarh***

**Date :**

**Seal & Sign of Vendor/Supplier**