

ALLAHABAD UP GRAMIN BANK

(H.O.: D.M. Colony, Civil Lines, Banda 210 001)

Ref. No.: HO/STY/Quotation No/9

Date 16.07.2013

QUOTATION FOR STATIONERY PRINTING / ITEMS.

Sealed quotations are invited from Bank's empanelled printer & suppliers to quote **rate per piece** of the following item/s strictly as per specifications mentioned below. Quotations without paper samples will not be entertained. Sealed quotations super scribing the Item name, quotation number should reach H.O., Stationery Department at the above address within the stipulated date and time. Bank reserves the right to reject any quotation without assigning any reason thereof. Bank may approve more than one supplier for this / these item/s at same rate. The tenderers' or his representative may be present at the time of opening the tender.

Yours faithfully,

General Manager

1	Item Name	1.Simplified Uniform Savings Bank Account Opening Form 2.Customer Identification Form
2	Size	210 mm x 297 mm
3	Paper	90 GSM Sunshine super printing Ballarpur Paper Mills
4	Printing	Double colour offset printing (Blue + black) 4 pages both side bilingual (back to back) as per sample.
5	Binding	Single fold for each set as per sample. 100 forms in a band and 500 forms in a packet
6	Capacity	2 leaves in one Form
7	Quantity	5,00,000 pcs. Form each

8. ANY OTHER SPECIFICATION:

a. Bank at its own discretion may modify its requirement or cancel the tender after giving prior notice to the vendors.

b. **Your quotation must accompany a sample of the materials to be supplied of at least A4 size for our technical evaluation.**

c. **Rates must be submitted within a sealed envelop along with other technical details & sample in another sealed envelop.**

d. **The rate should be quoted including all taxes and charges in complete paise. Quotation of rate fraction of paise will be rejected.**

e. After opening of quotations if the lowest bidder backs out then Bank may disqualify their name at its own discretion.

f. The proof etc. should be got approved from concerned department before printing.

g. The printing and supply should be completed within 15 days.

h. Printer should mention print line on the printing matter.

9. LAST DATE OF SUBMISSION OF QUOTATION: 23.07.2013 BEFORE: 2.00 P.M.

10. THE QUATATIONS WILL BE OPENED ON: 23.07.2013 AT : 3.30 P.M.