

Tender Notice

Re.: Supply of printed Diaries for the year- 2011

Sealed quotations are invited from the reputed vendors for supply of printed diaries for the year 2011 . 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 2 pages information with one date(Saturday & Sunday to be clubbed on one page)	14x22	1000
2.	Executive Diary with 2 pages information one date(Saturday & Sunday to be clubbed on one page)	19x24	500

3.	Paper Quality	Cover : Hard board cover with 32 ounz with 130 GSM art paper printed in four color with spot lamination. Paper quality : 70 gsm with 4 sheets separators (8 photographs) on 130 gsm art papers. Aster of the Diary on 120 GSM maplitho.
4.	Printing	Cover and separators in four color, Inner pages in two color
5.	Colour Design	As per sample supplied.
6.	Packing	Each diary will be packed in white carton with Bank's name & logo
7.	Quality	The quality of paper, printing and others features should be as per specifications.
8.	Delivery	The delivery of the finished diaries should be completed by 1 st Dec. 2010 at Raebareli, Kanpur, Allahabad, Faizabad, Bareilly, Shahajahnpur & Pratapgarh.
9.	Payment	After completion of supply of diaries at all centers.
10.	Last date	Quotation in sealed envelope in two bid system (financial & technical) alongwith application form should reach to The Asstt. General Manager (Co-ordination) –Baroda Uttar Pradesh Gramin Bank, Head Office, A-1,Civil Lines,Raebareli (U.P.) on or before 20th Oct. 2010 till 2:00 PM. Technical bid will contain sample diaries.
11.	Note	Bank reserves right to cancel any one or all quotations.

(C.L.Gupta)
Assistant General Manager

PERFORMA
Technical Bid

Particulars to be furnished along with Quotations for the purpose of supply of Bank's Diaries-2011.

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 Trade tax 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 in the past

Date :

Seal & Sign of Vendor/Supplier

PERFORMA
Financial Bid

For supply of Bank's Diaries-2011.

Name of Vendor/Supplier :

Address :

Telephone/Contact Nos. :

RATES

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

Sr No.	Item Particulars	Size(c.m.)	Quantity	Rate(Rs.) per Diary	Total Cost(Rs.)
1	Chief Diary with 2 pages information with one date(Saturday & Sunday to be clubbed on one page)	14x22	1000		
2	Executive Diary with 2 pages information one date(Saturday & Sunday to be clubbed on one page)	19x24	500		

Rates for 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

Note : Vendors are requested to quote their rates including packing/forwarding/transportation charges upto our Head Office, Raebareli and Regional Offices at Kanpur, Allahabad, Faizabad, Bareilly, Shahajahnpur, Raebareli & Pratapgarh.

Only applicable VAT will be paid extra.

Date :

Seal & Sign of Vendor/Supplier