

Quotation Notice for Calendars – 2018

Sealed quotations are invited from reputable and resourceful firms for printing and supply of 40,000 (forty thousand) – One page Wall Calendar – 2018 with machine tin mounting (double top bottom black/blue colour on both ends).

Specifications: -

- 1) (A) Size (75 x 51) sq. cm. (B) Print area (73 x 49) sq. cm.
- 2) Both English and Bengali dates with calculation of Bengali "TITHIS" are to be printed in Black/Bottle Green/other colour, as specified.
- 3) Sundays & Holidays declared under Negotiable Instruments Act are to be printed in Orange/Deep Saffron/other colour to be specified.
- 4) Horizontal and vertical division and border lines should be printed in Orange/Deep Saffron/other colour to be specified.
- 5) Bank's emblem should be printed in the left hand corner at the top, prominently in Deep Saffron/other colour to be specified.
- 6) Quality of paper – Good quality 'Maplitho' paper of 90 gsm (Sample may be collected from the Head Office).

Every firm / vendor must quote its GST No. in the quotation.

Consolidated rates per thousand pieces are to be quoted taking into consideration all charges such as GST etc. Delivery should be made at the bank's Head Office, situated at 64, G.T. Road, P.O.- Burdwan, Dist.- Purba Bardhaman, PIN. – 713 101, Record Section (H.O.). Colours mentioned are subject to change before final approval of the proof.

Envelopes superscribed "Quotation for 2018 Wall Calendars" addressed to the Chief Executive Officer, The Burdwan Central Co-operative Bank Ltd., 64, G.T. Road, P.O.- Burdwan, Dist.- Purba Bardhaman, PIN. – 713 101 are to reach the undersigned by **2-00 p.m.** on **30th day of October, 2017**. Sealed quotations are to be deposited with the Record Section (H.O.) on the working days.

Quotations will be opened on **30th day of October, 2017** at **2-30 p.m.** and Vendors are requested to remain present at the time of opening of Tender. The lowest rate would not be the sole criteria for selection of vendor. The last date of supply will be on **15th day of December, 2017**.

The vendors are requested to enclose one Demand Draft in favour of The Burdwan Central Co-operative Bank Ltd., payable at Burdwan of ₹3,000/= (Rupees three thousand) only as Earnest Money Deposit (EMD) along with the Tender. The earnest money deposit will not carry any interest and will be refunded after satisfactory completion of the work.

Quotations received after the last date and the time specified will not be considered at all and no advance payment will be allowed for any reason whatsoever. Payment after satisfactory supply will be made by A/c. Payee Cheque/Draft/Pay-order or NEFT.

Any change of date will be communicated in the 'Notice Board' of the Head Office of this bank.

The undersigned reserves the right to accept or reject any or all the quotations and also to increase/decrease/split the order without assigning any reason therefor.



Jc
17/10/17
(Asim Chattopadhyay)
Jt. Registrar of Co-op. Societies
&
Chief Executive Officer,
The Burdwan Central Co-operative Bank Ltd.

Quotation Notice for Diaries – 2018

Sealed quotations are invited from reputable and resourceful firms for supply of Diaries – 2018 as detailed out below for the bank: -

Specifications

Sl. No.	Quantity	Details
1.	900 (nine hundred)	1/8 th size Diaries of good quality.
2.	650 (six hundred & fifty)	1/8 th size Double Crown Executive Diary (one date one page)
3.	80 (eighty)	Super Executive Diary (One date one page with name printed on the Front Side)
4.	200 (two hundred)	Gupta's Pocket Diaries with Branch List & without Telephone Index.

Every firm / vendor must quote its GST No. in the quotation.

Rates are to be quoted for each category taking into consideration charges such as GST etc. Delivery should be made at bank's Head Office, situated at 64, G.T. Road, P.O.- Burdwan, Dist.- Purba Bardhaman, PIN. - 713 101, (Record Section) and the cost of printing / embossing of bank's name/emblem and address with the words "With Best Compliments from:-" together with brief history of the bank printed in 2 or 3 pages in the front pages of the diaries and the rates quoted should include the same also.

Envelopes superscribed "Quotation for 2018 - Diaries" addressed to the Chief Executive Officer, The Burdwan Central Co-operative Bank Ltd., 64, G.T. Road, P.O.- Burdwan, Dist.- Purba Bardhaman, PIN. - 713 101 are to reach the undersigned by **2-00 p.m.** of **30th day of October, 2017** with sample of diaries and sealed quotations are to be deposited with the Record Section (H.O.) on the working days. Selection of diaries will be made on the basis of quality vis-à-vis cost of each category.

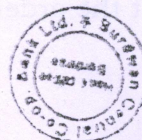
Quotations will be opened on **30th day of October, 2017** at **2-30 p.m.** **Vendors are requested to remain present with sample of Diaries on 30th day of October, 2017 at 2-30 p.m.** during opening of Tender. The lowest rate would not be the sole criteria for selection of vendor. Selection will be made on the basis of sample and rate. The last date of supply will be **15th day of December, 2017.**

The vendors are requested to enclose one Demand Draft in favour of The Burdwan Central Co-operative Bank Ltd., payable at Burdwan of ₹3,000/= (Rupees three thousand) only as Earnest Money Deposit (EMD) along with the Tender. The earnest money deposit will not carry any interest and will be refunded after satisfactory completion of the work.

Quotations received after the last date and the time specified will not be considered at all and no advance payment will be allowed for any reason whatsoever. Payment after satisfactory supply will be made by A/c. Payee Cheque/Draft/Pay-order or NEFT.

Any change of date will be communicated in the 'Notice Board' of the Head Office of this bank.

The undersigned reserves the right to accept or reject any or all the quotations and also to increase/decrease/split the order without assigning any reason therefor.



(Asim Chattopadhyay)
Jt. Registrar of Co-op. Societies
&
Chief Executive Officer,
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