



Sty /Fur &amp; Premises Department:

Date: 27.08.2018

**NOTICE INVITING TENDER****Printing and supply of Printed stationery items**

Kaveri Grameena Bank, Head Office, Mysuru invites sealed tenders from reputed printers for printing and supply of following stationery items. Quotations shall be addressed to “**The General Manager (Admin)**”, Head Office, Kaveri Grameena Bank, CA-20, Vijayanagara 2<sup>nd</sup> Stage Mysuru and are to be submitted in sealed covers separately for each item of supply.

**Tender Starting Date: 29/08/2018****Tender Closing Date: 11/09/2018****Tender Opening Date: 12/09/2018**Details of items to be printed are **Annexed** herewith:**Terms and Conditions:**

1. Sealed Tenders should reach this Office on or before **11.09.2018**.
2. Incomplete Tenders will be summarily rejected.
3. The Bank reserves the rights to reject any Tender without assigning any reason.
4. The rates quoted shall be **Exclusive of all taxes (GST Extra)** and **inclusive of transportation charges**.
5. Goods shall be Accepted/received subject to inspection.
6. No deviation in quality/specification of materials will be entertained. Deviation in the quality of the material shall lead to short payment/rejection of supply.
7. Artwork to be developed by the Printer only and only after confirmation of final proof printing has to be commenced.
8. Printers have to be **GST** registered.
9. **Specimen** copy of the material can be obtained from the office of the undersigned.
10. Delivery of goods should be made at our Stationery Go-down, Address: Sri Chakraverthy Complex, 2<sup>nd</sup> Floor, HIG- 976, Vivekananda Road, Near Vivekananda Circle, Mysuru- PIN-570023, Ph No: 0821-2469-586

Tender documents should reach this Office on or before **11.09.2018**.

Sd/-

Chief Manager(Sty/Fur and Premises)

Kaveri Grameena Bank

Head Office Mysuru.

**Annexure:** Details of items to be printed

**NOTICE INVITING TENDER**  
**Printing and supply of Printed stationery items**

Sl No	Item	Quality & Description	Qty Required	(Excluding GST & including Transportation charges)	
				Rate Quoted for each item	Total Amount
01	<b>Cash Balance Registers</b>	70 GSM ledger paper, Legal Size, Hard binding, Half Calico, 300 pages with numbering and printing matter as per proforma	500 Nos		
02	<b>ECS mandate</b>	Books of 1+1 100 sets, First copy Executive Bond and second copy 70 GSM Maplitho, Both side printing	500 Books		
03	<b>Transfer Vouchers (Debit Voucher &amp; Credit Voucher)</b>	9cm X 21cms (Dummy 1/12 <sup>th</sup> ) 70 GSM maplitho debit voucher in light Pink and Credit in light Yellow colours, One side printing, Printing in two languages, Kannada & English	Debit Voucher – 55000 Pads Credit Vouchers – 65000 Pads		
04	<b>Common Challans</b>	1/8 <sup>th</sup> size, 60 GSM Maplitho white colour, Printing on both sides – One side in Kannada and another side in English, counterfoil with perforationpads of 25 forms each.	5,00,000 Pads		
05	<b>SB Withdrawal</b>	21.2cm X 9.2 cm, 70 GSM Maplitho, Green colour, pad of 100forms each, Dual language printing – Kannada and English with numbering	1,00,000 Pads		
06	<b>CAND Cards</b>	8.5 cm X 12 cm, White colour, 60 GSM Maplitho Pad of 100 sheets each with numbering and perforation in the middle	1000 Pads		
07	<b>Envelope -Small</b>	17.1 cm X 9.8 cm, 90 GSM craft paper, Brown colour, Paper: Bhadravathi/ Andhra	50,000 Nos		
08	<b>Envelope – Medium</b>	27 cm X 12.4 cm, 90 GSM Craft paper, Brown, Paper: Bhadravathi/ Andhra	50,000 Nos		
09	<b>Day Book Slip Covers</b>	100 GSM Ledger paper with inner cloth lining, Printing in English, Fixing Highlight hole Guard in left corner	1,00,000 Nos		
10	<b>Pure Debit</b>	21.2cm X 9.2 cm, 70 GSM Maplitho, light blue colour, pad of 100forms each, One side printing, Dual language printing – Kannada and English	10,000 Pads		
11	<b>Attendance register</b>	25cms X 36 cms, crown size, Ledger paper (Green), both side single colour printing 200 pages per book	300 Nos		