

QUATATION NO .06

**TENDER NOTICE FOR PRINTING OF
UNIVERSAL PASSBOOK WITH IMPRINTED BARCODE**

The tenders are invited for above work from only empanelled vendor of Circle Stationery Dept, State Bank of India, Kanpur, Ahmedabad.

Specifications and other details are as under:-

1	Name of Work	UNIVERSAL PASSBOOK WITH IMPRINTED BARCODE
2	Time allowed for completion	30 to 45 days from the date of placing the work order
3	Cost of Tender Documents	Nil - Tender will be available online
4	Earnest Money Deposit	EMD Rs. 50,000/- (Rs. Fifty thousand only) has to be paid by way of Draft (Original to be submitted to Circle Stationery Department and copy to be uploaded along with technical bid)
5	Online Submission of Technical bid on The site https://etender.sbi	From 29/01/2020 (Time 12.30 pm) To 03/02/2020 (Time 11.00 am)
6	Date And Time Of Opening of Online technical Bid	03/02/2020 (Time 12.00 am)
7	Online Submission of Indicative price Bid on the Site https://etender.sbi	03/02/2020 From 04.00 pm To 05.00 pm.
8	Online e-Reverse Auction on site https://etender.sbi (For Technical Qualified Bidders only And only to the Bidder who have participated in The Indicative Price Bidding)	04/02/2020 From 03.30 pm to 04.30 pm.
9	Authority For Opening Tender	DGM & CFO, AGM (P&E), Chief Manager (Procurement) & Manager (CSD).
10	Validity of rate	During tenure of empanelment
11	Penalty	Bank reserves the right to levy penalty of 2% per month / cancel the order for delay in execution of job
12	Rate quoted by The tenderer shall remain firm throughout the contract period (Including Authorized Extension Rate should be INCLUSIVE COST OF ALL MATERIALS/APAPERS, TRANSPORT /SERVICE CHARGES, FREIGHT, OCTROI , etc. and EXCLUSIVE OF ALL TAXES) for free door delivery at GF/FF, Circle Stationery Dept, Sabar Hotel Premises, Near Gagan Vihar Flat, Khanpur, Ahmedabad.	
13	Digital Signature	You are Advised to Obtain Digital Signature - Type 2 or Type 3 (it should be in the name of organization) at the Earliest (if you do not already have). It is Mandatory.



14	Agency for Arranging Online Bidding (Technical Bid, Indicative Price bid and e Reverse Auction)	AUCTION TIGER E-Procurement Technologies Limited, Ahmedabad email: samjad@auctiontiger.net (Mob: 9879996111. You are requested to contact the agency for completion of all the business formalities at the earliest
15	Name of Bank's official.	Rajesh K Ubhadia, Manager (CSD) 079-25600108, 7600035066

State Bank of India has the right to accept/reject any/all tenders without assigning any reasons.

Your's faithfully,

[Signature]

Chief Manager (Procurement)



QUATATION NO .06

Technical Bid Form:-

Sr.No	Particulars	Documents Uploaded (Yes/no)	Remarks If
1	Name of The Bidder		
2	EMD Rs. 50,000/- (Rs. Fifty thousand only) has to be paid by way of Draft (Original to be submitted to Circle Stationery Department and copy to be uploaded along with technical bid)		
3	Upload the Technical Bid Document duly signed on each page, otherwise technical Bid will be rejected		
4	Upload the process compliance form as per Business Rule Document		



QUATATION NO .06

The tenders are invited for above work from only empanelled vendor of Circle Stationery Dept, State Bank of India, Khanpur, Ahmedabad.

ITEM NAME: UNIVERSAL PASSBOOK WITH IMPRINTED BARCODE

ITEM CODE 200101023

DETAILS/SPECIFICATIONS OF STATIONERY TO BE SUPPLIED AND THE TERMS & CONDITIONS

SIZE : 1) Height of the passbook: 18 cm 2) Width: 20.5 cm
3) Stitch/Binding 9cm from top edge
4) Height of blank spaces around stitch line : 0.7x0.7cm
5) Bottom line of the column Header : 2.23cm from top edge

PAPER : 1) 210 GSM Art card paper for four colour cover page, laminated after printing
2) 70 GSM CG maplitho paper of following mill.**

Rate is to be quoted with paper cost.

****LIST OF PAPER MILL**

CIRPUR PAPER MILL

CENTURY PULP & PAPER MILL

TAM ILNADU NEWSPRINT & PAPER MILL LTD

THE WEST COAST PAPER MILLS LTD.

THE ANDHRA PRADESH PAPER MILL LTD

TRIDENT LTD (approved vendor of bank)

EMAMI PAPER MILL LTD (approved vendor of bank)

J K PAPER LTD

Bank may ask for bills / related documents for verification of proper quality / quantity from above stated mills

PRINTING : 1) Front side cover page in FOUR colors.

2) Inside pages (14 pages) printing as per specimen in single color.

IMPRINT : Order No. Quantity and Date to be imprinted on each passbook.

STITCHING: Central machine stitching as per specimen so as to suite computer printing any defect in stitching may result in sticking of the passbook in the printer. Any Such defect if observed subsequently, the printer will have to replace the whole lot at his cost.

ART WORK : As per specimen.



LAMINATION: Cover paper should be suitably laminated.

PACKING : Packet of 100 Passbooks to be prepared and 10 packets to be packed in good quality of 7 ply corrugated box, with water resistant polythene bags, it should be labeled Bank's name, Item's name, item code, gross weight, and quantity. Any failure on this account will render supply to be rejected.

QUANTITY : Approximately 5 lacs for this quotation. **Order may be repeated/ as per Bank's requirement.**

PENALTY : Inferior quality printing /paper will be rejected. The quality and suitability of stationery will be decided by us / concerned user branches / department. If inferior printing /paper is found, penalty will be imposed on the entire supply made or the entire lot will be rejected at the Bank and the risk and responsibility of the supplier. Occurrences of two such instances will render the supplier to be blacklisted.

RATE : 1) Rate PER 100 Passbooks should be quoted in the enclosed format only.
2) Rate should **BE INCLUSIVE OF MATERIALS, SERVICE CHARGES, FREIGHT etc. and exclusive of all tax** for free delivery Ground Floor / First Floor, at C S D SBI. AHMEDABAD
3) Rate will be valid during tenure of empanelment.

DELIEVERY: Properly packed boxes are to be delivered to SBI, Ground Floor / First Floor, at C S D, KHANPUR. AHMEDABAD..

TERM & CONDITIONS:

1. Orders may be distributed amongst the suppliers, who are willing to supply the stationery at the lowest approved rate, at the discretion of the Bank. Order will be placed in full / phase manner as per Bank's requirement.
2. Order should be completed within the time schedule given in the order, else penalty will be charged for the supplies made after the expiry of the set time limit. After reasonable period, the remaining pending order will be cancelled and heavy penalty will be imposed for non-completion of the order in time.
3. Payment will be effected against bill with receipted challan.
4. If the Suppliers who have quoted the lowest rate refuses to execute the order at the Quoted rate fails to execute the order in time/to our satisfaction/on urgent basis, CSD will cancel the order and / penalty up to Rs.50,000/- will be levied/ EMD will be forfeited and such bidder will be black- Listed.
5. Conditional quoting of rates will not be accepted and such quotations are liable for Rejection.
6. Bank reserves the right to cancel / defer the quotation without assigning any reasons there for.



7. On random check, if shortage is observed in any of the boxes, the shortage will be treated for the entire supply and the payment will be made accordingly. This verification will be done at this office or at the branches / depts. where goods are supplied for use.
8. Any disputes as regards quality / quantity of paper / packing material etc, the decision Of the Bank will be final
9. Please verify your figures/Rate before submitting the quotations. **Once you have quoted the rates, you are bound to execute our order within our delivery schedule. No request for enhancement in delivery period due to non availability of paper whatsoever the reason will not be considered. Please note that conditional supply will not be entertained in any circumstances.**
10. Any clarification, call at this office during the working hours.
11. The Bank may not necessarily place orders with the lowest tendered etc and will have the right to place orders with different suppliers/printers as it deems fit.
12. Quotations submitted by tenderers failing to comply with any condition will not be considered.
13. Bank reserves the right to levy penalty of 2% per month for delay in execution of job.
14. Sample complying with all our specifications must be produces & Approved by CSD Officials, before Starting the entire job to avoid rejection of entire lot by Bank.
15. Bank's decision will be final and will be binding to applicants.
- 16. Please upload Technical bid duly signed.**


CHIEF MANAGER (CSD)



QUOTATION -06
PRICE BID

QUOTATION FOR SUPPLYING
UNIVERSAL PASSBOOK WITH IMPRINTED BARCODE

TO,
The Chief Manager,
State Bank of India,
Circle Stationery Dept.,
B/h Gagan Vihar Flat,
Khanpur, Ahmedabad

With reference to your office Quotation No. **06** dated **29/01/2020** we are submitting our quotation for Printing and supply of **UNIVERSAL PASSBOOK WITH IMPRINTED BARCODE**.

SPECIFICATIONS: 1) 210 gsm Art card paper for cover page, laminated after printing
2) 70 GSM CG maplitho paper of mills mentioned in quotation.
with paper cost.

RATES FOR PRINTING & SUPPLY OF UNIVERSAL PASSBOOK WITH IMPRINTED BARCODE (Including paper cost)	
RATE PER 100 UNIVERSAL PASSBOOK WITH IMPRINTED BARCODE & FOR FREE DELIVERY AT GF/FF, CSD, NR. GAGAN VIHAR FLAT, AHMEDABAD	Rs..... (Amt. in figures)
	Rs..... (Amt. in words)

- 1) We have gone through all the terms and conditions mentioned in the offer letter. **(Front side cover page in FOUR colors)** and we are agreeable to the same.
- 2) The above rate is inclusive of all Service Charges, Transportation, Packaging, labor etc and exclusive of all tax for free delivery to Ground Floor / First Floor, CSD, KHANPUR, AHMEDABAD
- 3) The rates are valid for two years.
- 4) Name of the contact person: -1. _____ 2. _____
3. _____

ContactNo.:-

1. _____ 2. _____ 3. _____

Place :
Date :

Signature of Authorized person
& Seal.