

**THE KANGRA CENTRAL COOPERATIVE BANK LTD. HEAD OFFICE: DHARAMSHALA,  
DISTT. KANGRA (H. P.) 176215**

**TENDER NOTICE**

The Kangra Central Cooperative Bank Ltd – A Leading Cooperative Bank of the Country, invite sealed tenders from established Printers/Manufacturers with proof (only multicolored printers for calenders, manufacturer of diary from units registered with the industry department) for printing work and supply of the following items:

Sr. No	Particulars	Quantity	Earnest Money
1.	Bank's Calendars for the year 2025	100000	Rs. 100,000.00
2	Executive Diary	5000	Rs. 25,000.00
3	Medium Diary	35000	Rs. 100,000.00
4	Business Organiser	500	Rs. 5000.00
5	Note Books (Pocket Diaries)	5000	Rs. 5000.00
6	Note Pads	2500	Rs. 5000.00

The bidder has to deposit Tender fee through demand Draft in Favour of General Manager-The KCC Bank Ltd payable at Dharamsala. Earnest money deposit(EMD) will be accepted in the shape of FDR duly pledged in favor of the General Manager- The KCC Bank Ltd. Bids submitted without Tender fee and earnest money shall stand rejected automatically.

Tender Forms are available as **Annexure I,II,III,IV,V&VI** for Bank's Calendars, Executive Diary, Medium Diary, Business Organizers,Note Books (Pocket Diaries) & Note Pads respectively. The entire tender process will be governed by the time schedule given in **Annexure-VII** while all terms and Conditions have been given in **Annexure VIII**. The interested and eligible vendors have to submit their bids on Annexure **A TO L**. Bank reserve the right not only to make changes in the given time schedule but also to accept or reject any/all tenders without assigning any reason.

  
General Manager



**THE KANGRA CENTRAL COOPERATIVE BANK LTD. HEAD OFFICE: DHARAMSHALA,**  
**DISTT. KANGRA (H. P.) 176215**

**SPECIFICATIONS FOR BANK'S CALENDARS FOR THE YEAR 2025**

Tender Form Cost	Rs. 10,000/- Non Refundable
Quantity	<b>100000</b> ( 40000 with Photograph of Mata Baglamukhi, 30000 with photograph of CM Himachal Pradesh and 30000 with Scenery (To be provided by Bank)
Size	30 x 20 inches
Paper	170 GSM (Indian Art Paper)
Rimming	Double fold tin (5mm) in matching color & Ribbon on the top.
Printing Type	Multi Color off set printing
Art Work	To be prepared by the selected vendor in consultation with the bank.
Earnest Money	Rs. 100,000/- in shape of FDR duly pledged in favor of the GM KCC Bank.



THE KANGRA CENTRAL COOPERATIVE BANK LTD. HEAD OFFICE: DHARAMSHALA,  
DISTT. KANGRA (H. P.) 176215

SPECIFICATIONS FOR "EXECUTIVE DIARY - YEAR 2025

Tender Form Cost	Rs. 7500/- Non Refundable
Quantity	5000
Size	180 mm X 240 mm
Paper	70 GSM Maplitho
Earnest Money	Rs.25,000/- in shape of FDR duly pledged in favour of the GM KCC Bank
Cover of Diary	Canvas PU Changer Grey Colour with stitching of matching Thread (Sample of each cover to be submitted with the Bid)
Specification of Diary	Bank logo be embossed on cover. KCCB Batch on flip. Planner to be incorporated in diary with All Bank information of about 20 Pages
Packing	To be packed in Box with same face. Final Packing in Boxes of 25 kg each. Weight not to exceed more than 25 Kg (per Box).Kindly note.



**THE KANGRA CENTRAL COOPERATIVE BANK LTD. HEAD OFFICE: DHARAMSHALA,  
DISTT. KANGRA (H. P.) 176215**

**SPECIFICATIONS FOR “MEDIUM DIARY” FOR YEAR 2025**

Tender Form Cost	Rs. 10,000/- Non Refundable
Quantity	35000
Cover Size	(160 mm X 530 mm) Open size & (160mmX220mm) Closed size. Colour light Grey
Inside Paper	(150mm X 210mm) 70 GSM Maplitho
Earnest Money	Rs. 100,000/- in shape of FDR duly pledged in favour of the GM KCC Bank
Cover of Diary	<b>Medium Diary with Three Fold Canvas PU Changer Cover</b> with inside cover of leather side wall .Four good quality magnets for closing side cover.Cover with italian canvas leather on both side with saddle stich with matching thread. (Sample of each cover to be submitted with the Bid)
Specification of Diary	Bank logo be embossed on cover. Planner to be incorporated in diary with All Bank information of about 20 Pages
Packing	To be packed in Box with same face. Final Packing in Boxes of 25 kg each. Weight not to exceed more than 25 Kg (per Box).Kindly note.



## Annexure -IV

THE KANGRA CENTRAL COOPERATIVE BANK LTD. HEAD OFFICE: DHARAMSHALA,  
DISTT. KANGRA (H. P.) 176215

SPECIFICATIONS FOR "BUSINESS ORGANIZERS" FOR YEAR 2025

Tender Form Cost	Rs. 2,000/- Non Refundable
Quantity	500
Cover Size	(160 mm X 530 mm) Open size & (160mmX220mm) Closed size. Colour light Grey
Inside Paper	(150mm X 210mm) 70 GSM Maplitho
Earnest Money	Rs. 5,000/- in shape of FDR duly pledged in favour of the GM KCC Bank
Cover	<b>Canvas PU Changer of Grey Colour with six pin holder inside cover for holding Paper.Side pocket for holding cards with leather matching color.Matching Button on top for side cover of inner wall cover.</b> Cover with italian canvas leather on both side with saddle stich with matching thread. (Sample of each cover to be submitted with the Bid)
Specification of Organizer	Bank logo be embossed on cover. Quality Pen & Table calendar with six pin holder inside cover for holding Paper.Side pocket for holding cards Spiral pages for notes.
Packing	To be exclusively marked and delivered as the quantity is low.



Annexure -V

THE KANGRA CENTRAL COOPERATIVE BANK LTD. HEAD OFFICE: DHARAMSHALA,  
DISTT. KANGRA (H. P.) 176215

SPECIFICATIONS FOR “NOTE BOOKS (POCKET DIARIES)” FOR YEAR 2025

Tender Form Cost	Rs. 2,000/- Non Refundable
Quantity	5000
Cover Size	Matt Velvet Combination with 300 gsm SBS cover with Ring Binding on top side.
Inside Paper	(70mm X 100mm) 60 GSM (Bank logo water Mark on every page)
Earnest Money	Rs. 5000/- in shape of FDR duly pledged in favour of the GM KCC Bank
Packing	100 Pieces standard packing & 500 Pcs in standard cover Box.



**THE KANGRA CENTRAL COOPERATIVE BANK LTD. HEAD OFFICE: DHARAMSHALA,  
DISTT. KANGRA (H. P.) 176215**

**SPECIFICATIONS FOR "NOTE PADS" FOR YEAR 2025**

Tender Form Cost	Rs. 1,000/- Non Refundable
Quantity	2500 (500 sheets per Box 70gsm thickness
Box Size & Specifications	Box thickness 32 OZ. Dimensions 4.5' X 4.5'X 1.5' With Bank logo in Green colour on Top cover & Kangra Central co-op Bank Ltd. written on side wall.
Inside Paper	Bank logo watermark on every page.
Earnest Money	Rs. 5,000/- in shape of FDR duly pledged in favour of the GM KCC Bank
Packing	100 Pieces standard packing & 500 Pcs in carton box.



Tender's Time Schedule (Important Dates)

Date of Publication of Tender Notice (In Bank's website and News Papers)	24 <sup>nd</sup> September- 2024
Last Date and time for Submission of Bid	7 <sup>th</sup> October- 2024 upto 1.30 P.M.
Date & Time of opening of Bids	7 <sup>th</sup> October- 2024 at 3.30 P.M Venue :Conference Hall of the Bank at H.O.
Maximum time allowed for printing and supply of entire material (From the date of final Purchase Order after finalizing the entire art work with the selected vendor)	40 Days.



## Annexure – VIII

Sr. No.	<u>Terms and Conditions</u>
1	Bids on prescribed format only along with required relevant documents will be accepted alongwith signed copy of Tender Document. NO bid after the last date as mentioned in the <b>annexure VII</b> shall be accepted.
2	Rates quoted should be inclusive of all taxes including GST ( <b>Clear breakup of base rate and GST should be mentioned in quotations</b> ). Delivery will be on F.O.R basis at Dharamshala including loading and unloading charges up to godown at Dharamshala.
3	Bids must accompany earnest money (EMD) in shape of FDR duly pledge in favour of the General Manager, KCC Bank Ltd, including the applicable tender fee to be paid through Demand Draft.
4	The material will have to be supplied within 40 days from the date of final Purchase Order after finalizing the entire art work in consultation with bank. Delay in delivery over the allowed period of 40 days will attract <b>penalty @ Rs. 1,000/- per day</b> for which bank also reserve the right to forfeit the EMD amount.
5	Tender form must accompany sample of paper's to be used both in calender & diary. Also enclose the material to be used in the diaries viz. Matt Lamination etc.
6	No extra cost for transparencies will be paid for calendar. Photos will be approved by the bank so participants needs to bring best transparencies with them for selection.
7	Bank reserves the right to accept or reject any or all tenders without assigning any reason.
8	75 % payment will be made against goods supplied and remaining 25 % payment will be made after the report from recognized testing agency regarding quality & weight of paper. Penalty for inferior quality will be charged @ 25 % of the total cost of calenders/diary and EMD shall also be forfeited. IT/TDS as applicable will be levied while releasing the payment.
9	State Entry Tax (If any) shall be borne by the supplier.
10	Envelops sending quotations may be addressed to General Manager, The Kangra Central Cooperative Bank Limited Head Office Dharamshala and write word on top : "Quotation for Calender -2025"Quotation for Diaries (Executive) -2025"& "Quotation for.....-2025, (For other items ) on the top of the envelop.
11	Bids/Quotations may be submitted either through post or may be submitted in the tender box in person. (Tender Box will be placed at reception of the bank only on the last date of submission of bids).
12	Bid opening process on the date and time as mentioned above may be attended personally by the bidders.
13	Vendor should have experience of doing similar work and certificate in this regard required to be attached with bids.
14	Disputes,questions and claims arising out of or touching this agreement shall be subject to the exclusive jurisdiction of the courts at Dharmshala only.
15	Three random samples will be collected from each lot of the consignment by a committee of bank officials, for Quality of Paper Testing .



**Application for submitting price bid for printing & supply of calenders 2025**

Ref No.:

Date: \_\_\_\_\_

The General Manager ,  
The Kangra Central Cooperative Bank Limited,  
Head Office- Dharamshala, Distt. Kangra,  
Himachal Pradesh -176215

R/Sir,

**Reg.: PRICE BID FOR PRINTING & SUPPLY OF CALENDERS – 2025**

Particulars	Quantity	Rate per Calendar : (Rs.)	Total Amount (Rs.)
I) Calender with Photograph of Mata Baglamukhi	40000		
II) Calendar with Scenery (Provided by Bank)	30000		
III) Calendar with Photograph of Honorable Chief Minister	30000		
<b>Total</b>	<b>100000</b>		
Discount If any			
Final Rate and Amount after discount:			

The rates quoted are inclusive of all taxes including GST & on F.O.R to Dharamshala (including loading and unloading charges up to godown of the Bank at Dharamshala). We further undertake / declare as under:

1. Price bid and our offer shall remain binding upon us and may be accepted by the Bank.
2. If our bid is accepted we undertake to deliver the calendars within the scheduled time frame.
3. We assure and undertake to complete the job within the period of 40 days from the date of final purchase order after finalizing the art work in consultation with bank as per the specifications mentioned in Annexure B and subsequent changes made, if any.
4. We are agreeable to receive the payment after completion of the job as per the Bank's satisfaction and terms and conditions as laid down in annexure VIII
5. The final amount is subject to arithmetical check.

Enclosures: Stamped and signed annexure I along with annexures VIII ,A & B

Signature of the Authorized Person

Seal of the Firm/Company

Name of Authorized Person \_\_\_\_\_

Complete Address: \_\_\_\_\_

Mobile No. &amp; email : \_\_\_\_\_



**SPECIFICATIONS OF SAMPLES BEING SUBMITTED FOR BANK'S CALENDER FOR  
THE YEAR - 2025**

Quantity	100000 (One Lac only)
Photograph	1. 40000 With Photograph of Mata Baglamuki 2. 30000 With Photograph of Chief Minister 3. 30000 With Scenery (To be Provided by Bank). (All photographs are to be finally selected by the Bank)
Size	30 x 20 inches.
Paper	170 GSM (Indian Art Paper).
Rimming	Double fold tin (5 mm) in matching color & ribbon on the top.
Printing Type	Multicolor off set printing
Art Work	To be prepared in consultation with the Bank.
Tender Fee	DD No _____ for Rs. 10,000/- issued by _____ (Name of Bank Branch) in favor of GM KCC Bank Ltd payable at <b>Dharamsala</b>
Earnest Money	Rs.100,000/- in shape of FDR duly pledged in favour of the GM KCC Bank Ltd. FDR No _____ Dated _____ Issuing Bank Branch _____
Packing	Every 50 ( Fifty ) calenders will be wrapped for the full width and set of five rolls be staple tapped .

Signature of the Authorized Person

Seal of the Firm/Company

Name of Authorized Person \_\_\_\_\_

Complete Address: \_\_\_\_\_

Mobile No. & email : \_\_\_\_\_

Place: \_\_\_\_\_



**Application for submitting price bid for printing & supply of Executive Diaries- 2025**

Ref No.:

Date: \_\_\_\_\_

The General Manager,  
The Kangra Central Cooperative Bank Limited,  
Head Office- Dharamshala, Distt. Kangra,  
Himachal Pradesh -176215

R/Sir,Reg: PRICE BID FOR PRINTING & SUPPLY OF DIARIES (EXECUTIVE)– 2024

Particulars	Quantity	Rate (Rs.) per Diary (As per cover of Diary)	GST (Rate & Amount)	Amount (Rs.)
Executive Diary	5000	(I) (ii) (iii)		(I) (ii) (iii)
Discount If any		(I) (ii) (iii)		(I) (ii) (iii)
Final Rate and Amount after discount:		(I) (ii) (iii)		(I) (ii) (iii)

The rates quoted are inclusive of all taxes including GST & on F.O.R to Dharamshala (including loading and unloading charges up to godown of the Bank at Dharamshala). We further undertake / declare as under:

1. Price bid and our offer shall remain binding upon us and may be accepted by the Bank.
2. If our bid is accepted we undertake to deliver the diaries within the scheduled time frame.
3. We assure and undertake to complete the job within the period of 40 days from the date of final purchase order after finalizing the art work in consultation with bank as per the specifications mentioned in Annexure D and subsequent changes made, if any.
4. We agree to receive the payment after completion of the job as per the Bank's satisfaction and terms and conditions as per Annexure -VIII
5. The final amount is subject to arithmetical check.

Enclosures: Stamped and signed annexure II along with annexures VIII ,C & D

Signature of the Authorized Person

Seal of the Firm/Company

Name of Authorized Person \_\_\_\_\_

Complete Address: \_\_\_\_\_

Mobile No. &amp; email : \_\_\_\_\_

Place: \_\_\_\_\_



**SPECIFICATIONS OF SAMPLES BEING SUBMITTED FOR BANK'S DIARIES (EXECUTIVE) FOR THE YEAR - 2025**

Tender Form Cost	Rs. 7500/- Non Refundable
Quantity	5000
Size	180mm X 240 mm
Paper	70 GSM Maplitho
Earnest Money	Rs.25000/- in shape of FDR duly pledged in favour of the GM KCC Bank
Cover of Diary	Canvas PU Changer Grey Colour with stitching of matching Thread (Sample of item to be submitted with the Bid)
Specification of Diary	Bank logo be embossed on cover. KCCB Batch on flip. Planner to be incorporated in diary with All Bank information of about 20 Pages
Packing	To be packed in Box with same face. Final Packing in Boxes of 25 kg each. Weight not to exceed more than 25 Kg (per Box).Kindly note.

Signature of the Authorized Person

Seal of the Firm/Company

Name of Authorized Person\_\_\_\_\_

Complete Address: \_\_\_\_\_

Mobile No. & email : \_\_\_\_\_

Place: \_\_\_\_\_



**Application for submitting price bid for printing & supply of Medium Size Diaries- 2025**

Ref No.:

Date: \_\_\_\_\_

The General Manager ,  
The Kangra Central Cooperative Bank Limited,  
Head Office- Dharamshala, Distt. Kangra,  
Himachal Pradesh -176215

R/Sir,Reg: PRICE BID FOR PRINTING & SUPPLY OF DIARIES (MEDIUM SIZE)- 2025

Particulars	Quantity	Rate (Rs.) per Diary (As per cover of Diary)	GST (Rate & Amount)	Amount (Rs.)
Diary (Medium Size)	35000	(I) (ii) (iii)		(I) (ii) (iii)
Discount If any		(I) (ii) (iii)		(I) (ii) (iii)
Final Rate and Amount after discount:		(I) (ii) (iii)		(I) (ii) (iii)

The rates quoted are inclusive of all taxes including GST & on F.O.R to Dharamshala (including loading and unloading charges up to godown of the Bank at Dharamshala). We further undertake / declare as under:

1. Price bid and our offer shall remain binding upon us and may be accepted by the Bank.
2. If our bid is accepted we undertake to deliver the diaries within the scheduled time frame.
3. We assure and undertake to complete the job within the period of 40 days from the date of final purchase order after finalizing the art work in consultation with bank as per the specifications mentioned in Annexure F and subsequent changes made, if any.
4. We are agreeable to receive the payment after completion of the job as per the Bank's satisfaction and terms and conditions as per Annexure -VIII
5. The final amount is subject to arithmetical check.

Enclosures: Stamped and signed annexure III along with annexures VIII,E & F

Signature of the Authorized Person

Seal of the Firm/Company

Name of Authorized Person \_\_\_\_\_

Complete Address: \_\_\_\_\_

Mobile No. &amp; email : \_\_\_\_\_

Place: \_\_\_\_\_



SPECIFICATIONS OF SAMPLES BEING SUBMITTED FOR BANK'S DIARIES (MEDIUM SIZE) FOR THE YEAR - 2025	
Tender Form Cost	Rs. 10,000/- Non Refundable
Quantity	35000
Cover Size	(160 mm X 530 mm) Open size & (160mmX220mm) Closed size. Colour light Grey
Inside Paper	(150mm X 210mm) 70 GSM Maplitho
Earnest Money	Rs. 100,000/- in shape of FDR duly pledged in favour of the GM KCC Bank
Cover of Diary	<b>Medium Diary with Three Fold Canvas PU Changer Cover</b> with inside cover of leather side wall .Four good quality magnets for closing side cover. Cover with italian canvas leather on both side with saddle stich with matching thread. (Sample of item to be submitted with the Bid)
Specification of Diary	Bank logo be embossed on cover. Planner to be incorporated in diary with All Bank information of about 20 Pages
Packing	To be packed in Box with same face. Final Packing in Boxes of 25 kg each. Weight not to exceed more than 25 Kg (per Box).Kindly note.

Signature of the Authorized Person

Seal of the Firm/Company

Name of Authorized Person \_\_\_\_\_

Complete Address: \_\_\_\_\_

Mobile No. &amp; email : \_\_\_\_\_

Place: \_\_\_\_\_



**Application for submitting price bid for printing & supply of Business Organisor- 2025**

Ref No.:

Date: \_\_\_\_\_

The General Manager ,  
The Kangra Central Cooperative Bank Limited,  
Head Office- Dharamshala, Distt. Kangra.  
Himachal Pradesh -176215

R/Sir,Reg: PRICE BID FOR PRINTING & SUPPLY OF BUSINESS ORGANISOR- 2025

Particulars	Quantity	Rate per Piece :(Rs.)	GST (Rate & Amount)	Amount (Rs.)
Business Organisor	500	(I) (ii) (iii)		(I) (ii) (iii)
Discount If any		(I) (ii) (iii)		(I) (ii) (iii)
Final Rate and Amount after discount:		(I) (ii) (iii)		(I) (ii) (iii)

The rates quoted are inclusive of all taxes including GST & on F.O.R to Dharamshala (including loading and unloading charges up to godown of the Bank at Dharamshala). We further undertake / declare as under:

1. Price bid and our offer shall remain binding upon us and may be accepted by the Bank.
2. If our bid is accepted we undertake to deliver the diaries within the scheduled time frame.
3. We assure and undertake to complete the job within the period of 40 days from the date of final purchase order after finalizing the art work in consultation with bank as per the specifications mentioned in Annexure H and subsequent changes made, if any.
4. We are agreeable to receive the payment after completion of the job as per the Bank's satisfaction and terms and conditions as per Annexure -VIII
5. The final amount is subject to arithmetical check.

Enclosures: Stamped and signed annexure IV along with annexures VIII,G & H

Signature of the Authorized Person

Seal of the Firm/Company

Name of Authorized Person \_\_\_\_\_

Complete Address: \_\_\_\_\_

Mobile No. &amp; email : \_\_\_\_\_

Place: \_\_\_\_\_



SPECIFICATIONS OF SAMPLES BEING SUBMITTED FOR BANK'S BUSINESS ORGANISOR FOR THE YEAR - 2025	
Tender Form Cost	Rs. 2,000/- Non Refundable
Quantity	500
Cover Size	(160 mm X 530 mm) Open size & (160mmX220mm) Closed size. Colour light Grey
Inside Paper	(150mm X 210mm) 70 GSM Maplitho
Earnest Money	Rs. 5,000/- in shape of FDR duly pledged in favour of the GM KCC Bank
Cover	<b>Canvas PU Changer of Grey Colour with six pin holder inside cover for holding Paper. Side pocket for holding cards with leather matching color. Matching Button on top for side cover of inner wall cover.</b> Cover with italian canvas leather on both side with saddle stich with matching thread. (Sample of item to be submitted with the Bid)
Specification Organizer	of Bank logo be embossed on cover. Quality Pen & Table calendar with six pin holder inside cover for holding Paper.Side pocket for holding cards Spiral pages for notes.
Packing	To be exclusively marked and delivered as the quantity is low.

Signature of the Authorized Person

Seal of the Firm/Company

Name of Authorized Person\_\_\_\_\_

Complete Address: \_\_\_\_\_

Mobile No. & email :\_\_\_\_\_

Place:\_\_\_\_\_



**Application for submitting price bid for printing & supply of "NOTE BOOKS(POCKET DIARIES)" - 2025**

Ref No.:

Date: \_\_\_\_\_

The General Manager ,  
The Kangra Central Cooperative Bank Limited,  
Head Office- Dharamshala, Distt. Kangra.  
Himachal Pradesh -176215

R/Sir,

Reg: PRICE BID FOR PRINTING & SUPPLY OF "NOTE BOOKS(POCKET DIARIES)" FOR THE YEAR - 2025

Particulars	Quantity	Rate per Diary :(Rs.)	GST (Rate & Amount)	Amount (Rs.)
NOTE BOOKS(POCKET DIARIES)	5000	(I) (ii) (iii)		(I) (ii) (iii)
Discount If any		(I) (ii) (iii)		(I) (ii) (iii)
Final Rate and Amount after discount:		(I) (ii) (iii)		(I) (ii) (iii)

The rates quoted are inclusive of all taxes including GST & on F.O.R to Dharamshala (including loading and unloading charges up to godown of the Bank at Dharamshala). We further undertake / declare as under:

1. Price bid and our offer shall remain binding upon us and may be accepted by the Bank.
2. If our bid is accepted we undertake to deliver the diaries within the scheduled time frame.
3. We assure and undertake to complete the job within the period of 40 days from the date of final purchase order after finalizing the art work in consultation with bank as per the specifications mentioned in annexure J and subsequent changes made, if any.
4. We are agreeable to receive the payment after completion of the job as per the Bank's satisfaction and terms and conditions as per Annexure -VIII
5. The final amount is subject to arithmetical check.

Enclosures: Stamped and signed annexure V along with annexures VIII, I&J

Signature of the Authorized Person

Seal of the Firm/Company

Name of Authorized Person \_\_\_\_\_

Complete Address: \_\_\_\_\_

\_\_\_\_\_

Mobile No. &amp; email : \_\_\_\_\_

Place \_\_\_\_\_



SPECIFICATIONS OF SAMPLES BEING SUBMITTED FOR BANK'S "NOTE BOOKS(POCKET DIARIES)" - FOR THE YEAR - 2025	
Tender Form Cost	Rs. 2,000/- Non Refundable
Quantity	5000
Paper Size	70mm X 100mm 60gsm
Earnest Money	Rs. 5,000/- in shape of FDR duly pledged in favour of the GM KCC Bank
Cover Size	Matt Velvet Combination with 300 gsm SBS cover with Ring Binding on top side.
Packing	100 pieces standard packing & 500 pieces in carton Box

Signature of the Authorized Person

Seal of the Firm/Company

Name of Authorized Person\_\_\_\_\_

Complete Address: \_\_\_\_\_

\_\_\_\_\_

Mobile No. & email : \_\_\_\_\_

Place: \_\_\_\_\_



**Application for submitting price bid for printing & supply of "NOTE PADS" - 2025**

Ref No.:

Date: \_\_\_\_\_

The General Manager ,  
The Kangra Central Cooperative Bank Limited,  
Head Office- Dharamshala, Distt. Kangra.  
Himachal Pradesh -176215

R/Sir,

**Reg: PRICE BID FOR PRINTING & SUPPLY OF "NOTE PADS" FOR THE YEAR - 2025**

Particulars	Quantity	Rate (Rs.) per Diary (As per cover of Diary)	GST (Rate & Amount)	Amount (Rs.)
NOTE PADS	2500	(I) (ii) (iii)		(I) (ii) (iii)
Discount If any		(I) (ii) (iii)		(I) (ii) (iii)
Final Rate and Amount after discount:		(I) (ii) (iii)		(I) (ii) (iii)

The rates quoted are inclusive of all taxes including GST & on F.O.R to Dharamshala (including loading and unloading charges up to godown of the Bank at Dharamshala). We further undertake / declare as under:

1. Price bid and our offer shall remain binding upon us and may be accepted by the Bank.
2. If our bid is accepted we undertake to deliver the diaries within the scheduled time frame.
3. We assure and undertake to complete the job within the period of 40 days from the date of final purchase order after finalizing the art work in consultation with bank as per the specifications mentioned in Annexure L and subsequent changes made, if any.
4. We are agreeable to receive the payment after completion of the job as per the Bank's satisfaction and terms and conditions as per Annexure -VIII
5. The final amount is subject to arithmetical check.

Enclosures: Stamped and signed annexure VI in total along with annexures VIII,K & L

Signature of the Authorized Person

Seal of the Firm/Company

Name of Authorized Person \_\_\_\_\_

Complete Address: \_\_\_\_\_

Mobile No. &amp; email : \_\_\_\_\_

Place: \_\_\_\_\_



**SPECIFICATIONS OF SAMPLES BEING SUBMITTED FOR BANK'S "NOTE PADS" FOR THE  
YEAR - 2025**

Tender Form Cost	Rs. 1,000/- Non Refundable
Quantity	2500 ( 500 sheets per Box of 70 gsm thickness )
Box Size & Specifications	Box thickness 32 OZ. Dimensions 4.5' X 4.5'X 1.5' With Bank logo in Green colour on Top cover & Kangra Central co-op Bank Ltd. written on side wall.
Inside Paper	Bank logo watermark on every page.
Earnest Money	Rs. 5,000/- in shape of FDR duly pledged in favour of the GM KCC Bank
Packing	100 Pieces standard packing & 500 Pcs in carton Box.

Signature of the Authorized Person

Seal of the Firm/Company

Name of Authorized Person\_\_\_\_\_

Complete Address: \_\_\_\_\_

\_\_\_\_\_

Mobile No. & email : \_\_\_\_\_

Place: \_\_\_\_\_

