

# KARNATAKA VIKAS GRAMEENA BANK.

## HEAD OFFICE DHARWAD.

### STATIONERY AND RECORD DIVISION.

REF:-ON70/KVGB/SRC/2017

DATE:-16/10/2017

TO:-

All Eligible Bidders

Dear Sir,

KARNATAKA VIKAS GRAMEENA BANK, Stationery Department at 1<sup>ST</sup> floor of Annex building Head Office P.B Road Dharwad invites sealed bids from the printers & supplies for supply of Karnataka Vikas Grameena Bank's Diaries for the year 2018 as per specification given here under.

In this connection, sealed technical bid & commercial bid are invited from the eligible bidders for supply of Karnataka Vikas Grameena Bank's diaries for the year 2018 as per the following specifications.

#### SPECIFICATION FOR DIARIES FOR THE YEAR 2018

1	Size	24 cms height &19 cms width
2	Paper	58 GSM West Coast papers, Our Bank's Schemes after second cover page with multi color using 90GSM Sinarams art paper. Should submit only one paper sample with paper brand and company name which they propose to quote, Should provide deliverables strictly as per specifications, for which original paper purchase invoice& paper lab report, will have to be produced at the time of submission of bill.)
3	Printing	Printing on all pages. Specimen may be collected from our Public Relation Cell Head Office
4	Binding	As per specimen with good quality(open binding)
5	Capacity	As per specimen(approximately 185 pages)
6	Quantity	16500(Sixteen thousand five hundred only) (to be supplied in corrugated boxes containing 150 diaries each)
7	Final date of delivery	5 <sup>Th</sup> Dec 2017
8	Last date & time for request of the tender	31/10/2017 before 12.00 noon
9	The date and time for closing	31/10/2017 At 1.00 P M
10	The date & time for technical bid opening	31/10/2017 At 3.00 P M
11	The date & time for commercial bid opening	Shall be intimated later

Sample of paper should be submitted with the technical bid.

The NIT (Notice inviting tender) can be obtained from the following address during office hours on all working days between 10AM to 4PM.

Karnataka Vikas Grameena Bank.

Head Office, Stationery Department

1<sup>st</sup> floor, Annex Building .

P.B Road-Dharwad.

The complete NIT has been published at the bank's website [www.kvgbank.com](http://www.kvgbank.com).

**DETAILS.**

<b>Bid reference: -</b>	<b>ON70/KVGB/SRC/2017 DT13/09/2017</b>
<b>Last date &amp; time for submission of bid</b>	<b>31/10/2017 till 1.00 PM</b>
<b>Date &amp; time for opening of technical bid</b>	<b>31/10/2017 at 3.PM</b>
<b>Date of opening of commercial bid</b>	<b>to be notified later to the eligible bidders</b>
<b>Place of opening of bid</b>	<b>KVG Bank SRC Head Office Dharwad</b>
<b>Address of communication</b>	<b>as above</b>

The technical & commercial bids must be submitted separately in two covers within the stipulated time period, giving full particulars.

All bid must be accompanied by earnest money deposit of Rs-25000/-in the form of DD favoring KVGB payable at Dharwad & should be submitted with technical bid.

Technical bids will be opened in the presence of the bidders representatives who choose to attend on the specified date & time. Technically qualified bids will be taken up for further processing

No further discussion/interface will be granted to bidders whose bids have been disqualified on technical or any other grounds declared/established as per terms and condition of the RFP/NIT

Karnataka Vikas Grameena Bank reserves the right to accept or reject, in part or full, any or all the offers without assigning any reasons whatsoever..

**INSTRUCTION TO BIDDERS.**

The bidders should furnish the following details-

Name of the printer company

Year of establishment

Complete address & along with E-mail address, contact number& website if any.

Proof of supply of Bank's diaries to Nationalized Banks/Government Organizations/reputed companies (please furnish with documentary proof like copies of purchase order etc)

Submit copy of Audited Financial statement and VAT/GST or Sales Tax clearance certificate for the year 2016-17. In case audit for 2016-17 is yet to be completed, Audited Financial Statement for 2015-16 along with an un-audited copy of financial statement for 2016-17 may be submitted

The bidders should have at least three years (continuous) of experience in diary making.

(Please submit proof -copies of order).

The bidders must submit samples of their earlier work of diary making.

The bidders must submit a refundable performance guarantee of 8% of the amount quoted for a period of 90 days on Bank's format as decided later on, after their qualifying the bidding process.

The bidders should submit a refundable **BID SECURITY** OF Rs-25000/-(Rupees Twenty five thousand only)in the form of demand draft in favor of Karnataka Vikas Grameena Bank payable at Dharwad issued by a scheduled Indian Bank.

The technical bid and commercial bid should be prepared in an organized neat manner.

The technical bid must not contain any price information. All the tender documents should be duly signed by the supplier on each papers due acceptance of terms and conditions. Bids without EMD will be rejected.

Both bids should be submitted in separate sealed envelopes and super scribed "enquiry no ON70/KVGB/SRC/2017 DATED 13/09/2017"

Mention clearly on the top of the envelope as **technical bid and commercial bid**.

The commercial bid should give all relevant price information and should not contradict the technical bid and masked commercial bid in any manner.

The bidder shall indicate on the appropriate price schedule, specifying the unit price of the goods proposed to be supplied.

The bidders are advised in their own interest to quote the best possible offer for the item offered...

The bid prepared by the bidder, all correspondence and documents relating to the bid exchanged by the bidder & purchaser, shall be written in English.

GENERAL MANAGER

## Format of commercial bid-

To:-

The Chairman

Karnataka Vikas Grameena Bank.

Stationery Department, Head Office.

P.B. Road.Dharwad.

Dear Sir,

Printing & supply of Karnataka Vikas Grameena Bank's diaries for the year 2018.

Your enquiry no-ON64/KVGB/SRC/2017 DATED 13/09/2017.

In response to your above enquiry, we here by submit our bids as under for supply of Karnataka Vikas Grameena Bank's wall calendar per specifications

	In INR.
Rate per pc of Karnataka Vikas Grameena Bank's diaries inclusive of excise duty,cess.edu cess, insurance charges,CST/VAT/GST as applicable, Transportation cost(delivery at 1 <sup>ST</sup> floor of Annex building ,HO Dharwad)etc	
Total	

Signature of the authorized person wit seal

Name & designation

Organization

Place:-

Date:-