



(M): 8373077725 (Chief Executive Officer)

(M): 8373077601 (General Manager)

THE BURDWAN CENTRAL CO-OPERATIVE BANK LTD.

REGD. H.O.: 64, G.T. ROAD, P.O.- BURDWAN, DIST.- PURBA BARDHAMAN, PIN. - 713 101 (WEST BENGAL)

Ref. No.: E & B / 36 / 2024-2025.

Date: August 19, 2024.

Quotation Notice for Calendars – 2025

A) Printing and supply of 35,000 (thirty-five thousand) – One page Wall Calendar – 2025 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 Red/Orange/Deep Saffron/other colour to be specified.
- 4) Horizontal and vertical division and border lines should be printed in contrast and distinctive colour to be specified.
- 5) Bank's emblem should be printed in the left hand corner at the top, prominently in Deep colour to be specified.
- 6) Quality of paper – Good quality Art Paper of **100 GSM** (Sample may be collected from the Head Office).

B) Printing and Supply of 1000 (one thousand) Special Type Wall Calendar – 2025

Specifications:

Wall Calendar (Size 18" x 23") Seven(6+1)-sheeter printed on minimum **128 GSM** Art Paper with spiral hanging metallic hanger multi-colour off-set printing machine process. Other relevant specifications are same as mentioned in Clause-A.

C) Printing and Supply of 1000 (one thousand) Table Calendar – 2025

Specifications:

Table Calendar (Size 8.5" x 11") Thirteen(12+1)-sheeter printed on minimum **170 GSM** Art Paper with spiral binding multi-colour off-set printing machine process. Other relevant specifications are same as mentioned in Clause-A.

Every Firm / Vendor must quote its GST Number in the Quotation.

Consolidated rates per thousand pieces are to be quoted taking into consideration all charges such as GST etc. Delivery at the bank's Head Office, 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.





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The financial bill shall contain Bill of Quantity (BOQ) in one cover (folder) available in the on-line e-Tender Portal: www.tenderwizard.com / eproc. For any technical query regarding submission of e-Tender, please contact Help Desk No.: 9073677150/151/152 or Sri Kushal Bose, (M): 9674758719 .

Quotations will be opened electronically on the **19th day of September, 2024** 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 of Calendars and Diaries will be on **13th day of November, 2024**. Any change of date will be communicated in the Notice Board and Website of this bank.

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 on submission of proper GST Bill.

Any change of date will be communicated in the Notice Board and Website of this bank.

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



Chief Executive Officer