



# Telangana State Co-operative

## Apex Bank Ltd.

(Govt. Partnered Scheduled Bank)

Troop Bazar, Hyderabad-500 001

Ph: 24685501, 24685548

url: <http://tscab.org>

Ref: Bkg./Stationery/F.No.11/2017-18.

Date:13.11.17

The Telangana State Co-operative Apex Bank Limited is inviting quotations from the reputed printers for printing & Supply of Books & Forms. The particulars, specifications and quantity required are shown in the enclosed ANNEXURE.

### TERMS & CONDITIONS:

1. The quantity and quality of stock required shall be as per specifications.
2. The item shall be delivered at Head office- Stationery Department.
3. Suppliers of item shall deliver the stock within (7) days from the date of approval of proof of the item.
4. Delivery of stock shall be as prescribed in the quotation/work order. The Bank reserves its right to reject the stock not conforming to the specifications indicated in the quotation/purchase order.
5. Sealed quotations shall be addressed to Dy. General Manager (Bkg.) and handed over in Stationery Department, within the prescribed time.
6. One sample, as per the specifications is to be sent along with the quotation.
7. The bank reserves the right to accept or reject any or all the quotation/s without assigning any reasons thereof.
8. The supplier should submit copy of GST/PAN etc. along with the quotation.
9. The supplies not made, after receipt of the work order, within stipulated time and venue will attract penalty to the extent of loss /damage caused to the bank.

Last date for receipt of quotations: **24.11.2017 by 5.00PM.**

  
**Dy. General Manager (BRCC)**

## Annexure

Sl.No	Name of the item	Specifications	Required Quantity	Rate per Book/Form	Total (Rs.)
1	Recurring Deposit Pass Books	Size : 5 ½ x 3 ½ - Ledger paper – 60 GSM – 20 pages + Tittle cover 8.4 century – Single colour printing – Printing on plastic cover – as per sample.	5000 Books		
2	Recurring Deposit A/C Opening Forms.	Size: 1/4 D/Y – 70 GSM paper – Each pad consists of 100 leaves – single colour – single side printing – As per sample.	500 pads		
3	Reserve Cash Books	¼ F/S – 200 pages – 70 GSM Ledger paper – Full calico Binding. .	100 Registers		
4	Cash Balance Books	10x15 – ¼ crown - 70 GSM Ledger paper – Full calico Parting – 200 pages.	100 Registers		
5	Voucher stitching pads	¼ LB board – Full calico – 2 Highlights – Patta pasting – with label pasting – as per sample.	40,000 pads		
6	Safe Custody Receipts books	1/4 F/S Ledger paper – 100 pages each book – center perforation with numbering.	5 books		

The quoted should include all applicable taxes and transportation. The above items should be supplied at our Head Office, Troop Bazar, Hyderabad.

Your quotation in sealed cover should reach the Dy. General Manager (BRCC), Telangana State Co op Apex Bank Ltd., Troop Bazar, Hyderabad on or Before 24.11.2017 by 5 PM.