

ON THE LETTER HEAD OF THE PRINTER'S FIRM

Date:

To
The Dy. General Manager (PR)
Telangana State Cooperative Apex Bank Ltd.,
Bank Street, Troop Bazar,
Hyderabad – 500 001.

Sir,

Sub: Telangana State Co-operative Apex Bank Ltd. -
Quotations for printing and supply of Calendars for
the year 2020 – Reg.

Ref: Your Tender Notice dated 20-09-2019.

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We are herewith submitting the Quotation for printing and supply of Calendars as per the specifications mentioned below:

(SPECIFICATIONS FOR PRINTING/SUPPLY OF CALENDARS 2020)

Sl.No.	Specifications	Particulars
1	Size	Single crown six sheet back and back 13" x 19"
2	Quantity	Total 50,000 15,000 English 35,000 Telugu (<i>dates with Tithi, Nakshatram etc</i>)
3	Type	Six sheet back and back numerical calendar with Bank's Logo, Name and Address at the top, Deposit/Loan schemes (English Calendar) and Photographs with description (Telugu Calendar) at the bottom with telephone numbers of Head office and Branches. (specimen copy will be provided by Bank).
4	Paper	130 GSM Art paper (Non – glazed)
5	Rimming	Rimming and punching with good quality suspension thread in the middle on the top of each calendar with a hole at the Centre top for display use (specimen copy to be submitted before finalization).
6	Process	Offset printing with Multicolor as specified by the Bank.
7	Language	English & Telugu

8	Delivery	Goods are to be delivered in the Bank's premises with sets of 100 calendars each within 15 days from the date of final proof submission by the Bank. In case of non-adherence to delivery schedule, the Bank reserves its right to cancel the entire work order without any further communication and will not be liable to pay damages whatsoever besides, forfeiting EMD. The Bank will pay no charges (freight, handling etc.,) for delivering the goods.
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AMOUNT QUOTED BELOW:

Sl. No	Particulars		Quantity	Rate per unit (Including GST and other charges rounded off to two digits after rupee)	Total
1.	Calendars	Telugu	35000		
		English	15000		

Thanking you,

Signature