



# Telangana State Co-operative Apex Bank Limited

(State Govt. Partnered Scheduled Bank)

Troop Bazar, Hyderabad-500 001

**PR Department** :: Ph.: 24685650 :: url: <https://tscab.org>

Apex Bank /PR/Gift Items/F.51/19-20

Date: 12-11-2019

## **TENDER SCHEDULE**

Sealed quotations are invited from reputed firms for supply of Key Chains to Apex Bank for the year 2020.

The quotations must be superscribed as "**Quotations for supply of Key Chains - 2020**" and addressed to: **The Dy. General Manager (PR), Telangana State Co-operative Apex Bank Ltd., Troop Bazar, Hyderabad-500 001**. The Management reserves its right to amend, modify or cancel all the tenders without assigning any reason therefor.

### **SPECIFICATIONS FOR SUPPLY OF KEY CHAINS FOR THE YEAR 2020**

<b>1. Quantity</b>	:	12000 Units (Twelve Thousand only)
<b>2. Specifications</b>	:	<b>Material:</b> Hard Leather <b>Colour:</b> Brown (as per the sample) <b>Logo Embossing:</b> Bi-punch heat processing. <b>Ring:</b> Metal Handle (Ring) gauge. <b>Stitching:</b> Stitching should be of fine thread and neatly stitched. In case of any ambiguity in the specifications mentioned above, the same shall strictly be as per the sample provided by Bank. <b>(Sample will be available with PR Dept. - Apex Bank, HO during office hours from 10.30AM to 05.30PM)</b>
<b>3. Delivery Schedule and Packing</b>	:	Each Packet consisting of 100 Key chains packed in suitable Cartons to be delivered in the Bank's premises within 15 days from the date of submission of final proof by the Bank. In case of non-adherence to the delivery schedule, the Bank reserves its right to cancel the entire work order without any further communication and without assigning any reasons therefor. The Bank will pay no charges (freight, handling, transportation etc.,) for delivering the goods.
<b>4. Design and Lay out</b>	:	Design samples (3 to 4 times) are to be submitted to the satisfaction of the bank before final approval. The final approved sample shall be jointly signed by

		the Bank and the firm before executing the order. The order executed should be in accordance with the sample approved.
--	--	--

**TERMS & CONDITIONS:**

1. The firm should be in existence for a minimum period of three (3) years and should have their own manufacturing unit. Physical verification of the manufacturing unit will be done by the Bank before release of Work Order. (Copy of Certificate of Incorporation issued by Municipal or other competent authority and Labour certificate to be enclosed).
2. IT returns of the firm for the last 3 years to be enclosed.
3. The firm should have executed the orders of similar quantity previously (Copy of previous Work order to be enclosed).
4. The firm shall submit a copy of Firm's PAN Card, Address proof, GST Number along with quotation.
5. **The firm has to submit DD/BC towards EMD for an amount of Rs.10,000/- in favor of "Telangana State Co-operative Apex Bank Ltd." Payable at Hyderabad. Quotations received without DD/BC will be rejected. The EMD will be refunded only after the total goods are delivered.**

All the copies indicated above have to be attached with tender document.

The last date for submission of sealed quotations is **16.11.2019 upto 4.00 PM**. The sealed Quotations will be opened on **16.11.2019, Saturday at 5.00 PM** in the Chambers of the General Manager (PR), Apex Bank, 4<sup>th</sup> Floor, Troop Bazar, Hyderabad. For clarification if any, contact **Public Relations Department – 040-24685650 or Asst. General Manager (PR) – 98485 78646**.

**Sd/-  
GENERAL MANAGER (PR)**

**NOTE:** Specification / Quotation form can be obtained at: P.R Dept., Telangana State Co-op Apex Bank Ltd, Troop Bazar, Hyderabad – 500 001.

For the format of quotations and specifications please visit our website

[www.tscab.org](http://www.tscab.org)