

	<p>Telangana State Co-operative Apex Bank Limited (State Govt. Partnered Scheduled Bank) Troop Bazar, Hyderabad-500 001 Stationery Department Ph.: 24685548, url: http://tscab.org</p>
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Ref: Bkg./Stationery/F.No.11/2019-20

Date: 06.12.2019

The Telangana State Co-operative Apex Bank Limited is Inviting Quotations from the reputed Printers for the supply of Books & Forms. The Particulars and quantity required are shown in the enclosed Annexure.

Terms & Conditions

- The quantity and quality of stock required shall be as per specifications.
- The items shall be delivered at Head office- Stationery Department.
- Suppliers shall deliver the stock within 15 days from the date of receipt of work order.
- 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/ work order.
- Sealed quotations shall be addressed to Dy. General Manager (BRCC/ Stationery).
- The bank reserves the right to accept or reject any or all the quotation/s without assigning any reasons thereof.
- The supplier should share the GST Number and the quotation should be submit as per the proforma of GST.
- The supplies not made, after receipt of the work order, with in stipulated time and venue will attract penalty to the extent of loss /damage caused to the bank.

Last date for receipt of quotation: 16.12.2019 by 5.00PM.


 Dy. General Manager
 (BRCC/ Stationery)

Annexure

S. No.	Name of the Item	Specifications	Required Quantity
1	Pay in Slips	1/8 Demi size – 60 GSM white paper – Both side printing - each book 20 Leaves with perforation Book with cover – Brown paper with pining – packed with 100 Books in each bundle - as per sample.	30,000 Books
2	FD Covers	10 ½ x 7" with 2" Flap – plastic cover – with printing of Bank LOGO & Bank Name – packed with 100 covers in each bundle – As per sample.	30,000 No's
3	SB Withdrawal Pads	1 ½ Demi size – 80 GSM – two colour printing and padding – Each pad consists of 100 leaves – packed with 10 pads in each bundle – As per sample.	5,000 pads
4	Credit Advice	1/10 Demi size – 1+1 100 sets – 70 GSM – Printing with blue colour – 100 sheets per pad - packed with 10 books in each bundle - As per sample.	2,000 pads
5	Saving's Bank Application Forms	1/4 th size (Demi) – 80 GSM – 4 pages – Maplitho paper – Both side printing – single folding - packed with 100 Forms in each packet – As per sample.	30,000 No's

The quoted rate should include all applicable taxes, transportation and the items should be supplied at our Head Office.

Your quotation in a sealed cover should reach the Dy. General Manager (BRCC/ Stationery), Telangana State Co-operative Apex Bank Ltd., Troop Bazar, Hyderabad on or before 16.12.2019 by 5.00PM.