



# THE KADAPA DISTRICT COOPERATIVE CENTRAL BANK LTD.

R.S.ROAD, KADAPA-516001.

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Ref: Printing & Stationery/2022- 23

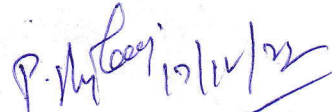
Dates: 17.12.2022

## Sealed Quotations called for Printing & Supply of Pass Books, Forms & Applications

We invite quotations for supply of A4 size White Paper as detailed below:

Particulars	Quantity	Details
Bank Pass Books	30,000	20.6 X 9.1 CMs (Folded) with 7 Inner pages (total 14 pages) with two side printing on 70 GSM paper & Centre stitching. And designing of Cover page in Multi colour Offset printing with lamination (as per sample).
B class Share Certificate book	300 books	1/8 <sup>th</sup> dummy 1+1(50sets) total 100 inner pages. Original Multi colour with perperation and duplicate single colour printing. Binding with one LB straw board left side corner with calico cloth (as per sample).
Cash Denomination Register	100 books	DFC 1/8 <sup>th</sup> (300 running pages in one book) with 70 GSM ledger paper (Sirpur) both sides single colour printing. Binding with 2 LB straw board top and bottom with cover page printing side calico cloth(as per sample)
Sec. 71 Notice Pads	500 Pads	Single Sheet Legal size one side Printing on 70 GSM Ledger Paper – Each Pad 100 leaves
Debit Transfer vouchers	500 pads	220 X 110 MM Colour glaze paper- pink colour - Single side printing – Each Pad 100 leaves (As per sample)- Each 100 pads
Triplicate Challan	500 pads	40 X 17 Cms. 70 GSM White paper-one side printing -Each pad 100 leaves – Two preparations (each pad 100 leaves)
Demand Notices	1000 books	1/6 <sup>th</sup> Dummy – 1+2 -100 sets (each pad 300 Sheets) Original 58 GSM white paper Duplicate Pink colour Triplicate Yellow Colour (6.3 Kg Sirpur paper) one side printing – Binding bottom 2 LB straw board top 8 kg card board side calico cloth. Original and duplicate with perperation.

EMD	Rs.10,000/- shall be paid to the credit of Account Number 803000431320, Kadapa DCCB, IFSC – APBL0011001. EMD remittance details to be furnished in the Quotation. The EMD will be refunded on finalization of quotation/purchase order, to whom the PO is not given, and it will be readjusted/paid to the Printer/ supplier after successful completion of printing & supply to the agency who got PO
Last date of submission	<p>Sealed quotation should be reached on or before 04.00 PM on 23.12.2022</p> <ul style="list-style-type: none"> <li>➤ Sealed quotations should be submitted addressing to "Dy. General Manager, Kadapa DCC Bank, Kadapa, Pin – 516 001.</li> <li>➤ Super scribing on the sealed cover "Quotation for supply of "Forms &amp; Registers"</li> </ul>
Opening of the Quotations	Sealed quotations will be opened on 26.12.2022 at 11.00 AM
Other Terms & conditions	<ol style="list-style-type: none"> <li>1. The Printers need to verify draft Pass Books/Registers/ formats at our Bank, before submitting the quotation for assessing the work.</li> <li>2. Final proof of the Pass Books/Registers/ formats should be got approved by the Bank Officers before going for printing.</li> <li>3. Quality &amp; quantity should be maintained as per the final approved sample Paper.</li> <li>4. Entire quantity need to be supplied on or before 05.01.2023</li> <li>5. Payment against the bill after delivery the full quantity of the order. No advance payment will be made.</li> </ol>
For further detail and clarifications please contact Sri P L Narasaiah, Asst. Manager, Mobile No. 9885832955	

  
 Dy. General Manager



**OFFER LETTER FOR PRINTING & SUPPLY OF PASS  
BOOKS/REGISTERS/FORMS**

**Date:**

**To**

Chief Executive Officer  
Kadapa District Cooperative Central Bank  
Kadapa - 516 001

Sir,

Sub: Printing & Supply of Pass Books/Registers/ Forms to Kadapa DCC  
Bank- Rate quotation - Submitted -Reg.

With reference to your enquiry dated 17.12.2022, we would like offer our lowest quotation for Printing and supply of Bank Pass Books/Registers/ Forms, as per the specifications mentioned by you.

Name of the bidding Person/Firm/Company: \_\_\_\_\_

Details of Price Quotation:

S. No.	Particulars	Cost of Each Book/Pad	No. of Books/Pads	Total cost Incl. GST
1	<b>Bank pass Books:</b> 20.6 X 9.1 CMs (Folded) with 7 Inner pages (total 14 pages) with two side printing on 70 GSM paper & Centre stitching. And designing of Cover page in Multi colour Offset printing with lamination (as per sample).		30,000 books	
2	<b>B Class Share Certificate:</b> 1/8 <sup>th</sup> dummy 1+1(50sets) total 100 inner pages. Original Multi colour with perperation and duplicate single colour printing.		300 books	

	Binding with one LB straw board left side corner with calico cloth (as per sample).			
3	<b>Cash Denomination Book:</b> DFC 1/8 <sup>th</sup> (300 running pages in one book) with 70 GSM ledger paper (Sirpur) both sides single colour printing. Binding with 2 LB straw board top and bottom with cover page printing side calico cloth(as per sample)		100 books	
4	<b>Sec. 71 Notice:</b> Single Sheet Legal size one side Printing on 70 GSM Ledger Paper – Each Pad 100 leaves		500 pads	
5	<b>Debit Transfer Voucher:</b> 220 X 110 MM Colour glaze paper- pink colour - Single side printing – Each Pad 100 leaves (As per sample)- Each 100 pads		500 pads	
6	<b>Triplicate Challan:</b> 40 X 17 Cms. 70 GSM White paper-one side printing -Each pad 100 leaves – Two preparations (each pad 100 leaves)		500 pads	
7	<b>Demand Notice:</b> 1/6 <sup>th</sup> Dummy – 1+2 -100 sets (each pad 300 Sheets) Original 58 GSM white paper Duplicate Pink colour Triplicate Yellow Colour (6.3 Kg Sirpur paper) one side printing – Binding bottom 2 LB straw board top 8 kg card board side calico cloth. Original and duplicate with perperation.		1000 pads	

Yours faithfully,

(Proprietor)