



കേരള സംസ്ഥാന Kerala State
സഹകരണ Co-operative
കാർഷിക ഗ്രാമ Agricultural and Rural
വികസന ബാങ്ക് ലിമിറ്റേഡ്. Development Bank Ltd.

G2/Bank Diary/2025

09.01.2025

RETENDER NOTICE

Sub:- Printing and supply of Bank Diary 2025- Inviting E-tender -reg:

E-tenders are invited for printing and supply of “**Executive’ and ‘Standard’ Bank Diary 2025** with the following specifications:

Description	Quantity (Nos.)
<u>Executive Diary</u> Size - 245 x 178mm Format - One day a page with useful information Paper - 70 GSM Natural shade paper Color - Printed in two color Binding - Durobound Cover - Acrylic cover o/s foam pad Printed with Gold letters Pages - 32 Pages Bank information with single color printing including two page color photos of Board of Directors	8500 (Eight thousand five hundred only)
<u>Standard Diary</u> Size - 245 x 178 mm Format - One day a page - Sat. & Sun clubbed Paper - 70 GSM Natural shade paper Color - Printed in Green Color Binding - Durobound Cover - HB Art Cover printing in Gold letters Pages - 32 Pages Bank information with single color printing including two page color photos of Board of Directors	12500 (Twelve Thousand five hundred only)

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HEAD OFFICE: THIRUVANANTHAPURAM,
Post Box No. 56, Statue Jn., Thiruvananthapuram-695 001. Phone: 0471-2460595(6 lines), Fax:0471-2462671,
E-Mail: ho.cardbank@gmail.com edp.kscardb@gmail.com kscardb.estt@gmail.com

Website: <http://www.keralalandbank.in>



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Other Terms and Conditions

1. Bank's emblem and name should be printed on cover page of all types of Diary.
2. **EMD of Rs. 50,000/- (Rupees Fifty thousand only) for Executive Diary and Rs.25,000/- (Rupees Twenty Five Thousand only) for Standard Diary** favoring "Kerala State Co-operative Agricultural and Rural Development Bank Limited, payable at Thiruvananthapuram. Tenders without EMD will be summarily rejected. The **EMD** shall be liable for forfeiture if the person / firm after submitting the tenders resiles from the offer or modifies the terms and conditions thereof in any manner. In the case of successful person/ firm, the EMD should be converted as security deposit.
3. Sample of Executive Diary and Standard Diary as specified in the e-tender should be physically supplied to Bank's Head Office on or before the opening date of e-tender. Separate rate should be quoted for each samples attached, with specification.
4. The rate quoted should be inclusive of Printing Diary pages, additional pages, cost of paper to be used for printing diary, Block making / film making, negative etc and also all kind of taxes, duties, octori, handling charges, packing, freight loading and unloading charges and whatsoever applicable up to the places where delivery are to be made. The place of delivery are **Head Office, Thiruvananthapuram and Regional Offices located in 14 Districts of the State.**
5. The consignment will remain at the risk of the supplier up to the delivery of the same at our **Head Office, Thiruvananthapuram and Regional Offices located in 14 Districts of the State**
6. Representative of the Bank will inspect the consignment on delivery at the destination. If the quality doesn't confirm to the specifications stipulated



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and the sample accepted by the Bank for printing, the Bank reserves the right to reject the full consignment.

7. The Managing Director of the Bank reserves the right to accept or reject, modify the features of any of the tender in part or in full without assigning any reasons thereof.
8. In case the supplier fails to supply the ordered quantity within the stipulated time or extended time, the Bank reserves the right to purchase from any sources at the risk and cost of defaulted suppliers and recover the damages and excess expenses caused thereby from the defaulted supplier.
9. 75% of the payment of cost of Dairy will be made for the accepted goods on submission of the bill in triplicate in the Head Office of the Bank along with goods received notes (issued from delivery point) in proof of acknowledgement of the stock and balance will be released within 45 days of receipt after being fully satisfied regarding the quality and quantity of the consignment.
10. Payment will be made through RTGS after deducting TDS as per rules at the cost of supplier.

Further details if any can be had from the Head Office of the Bank during Office hours.

1. Notice Board HO & RO, Thiruvananthapuram
2. Bank's Website (EDP Section)

Managing Director
SUBHASH.T.V IAS
Managing Director