



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

G2/Print-HO /2024-25

14.03.2025

Tender Notice

Sub: Tenders for printing-reg.

Tenders are invited for printing and supplying of following items for the use of Head Office of the Bank as detailed hereunder:

Sl. No.	Item	Description	Quantity
1	Agenda (37 cm x25cm)	500 pages with leather oda binding 80gsm ledger paper (Single color ruling only)	25 nos
2	White Envelope (27cm x 12 cm)	White cover with printing Bank's name, address and logo in single colour(70 gsm)	10000 Nos
3	Brown Envelope long cover (38cm x 17cm)	Brown cover with printing Banks name, address and logo in Single colour (90 gsm)	500 Nos
4	Brown Envelope long cover (38cm x 25cm)	Browncover with printing Banks name, address and logo in Single colour (90 gsm)	500 Nos
5	Brown Envelope long cover (45cm x 35cm)	Browncover with printing Banks name, address and logo in Single colour (90 gsm)	500 Nos
6	Note Sheet (Ruled)	85 gsm - single colour printing (100 leaves per pad)	100 pads
7	Log Book (33 cm x 22 cm)	100 Folio pages with calico binding 80 gsm ledger paper	5 Nos
8	Proceedings Voucher (21.5 cm * 14cm)	Single colour printing on 70gsm maplitho paper(100 leaves per pad)	50 pads
9	Leave sanctioning application (A4 size)	Single colour printing 70gsm(one side) (100 leaves per pad)	20 pads
10	Inward Register (34cm x 22cm)	200 folio page voda binding single color printing	20 Nos
11	PF Loan Register (37.5 cm x 25cm)	400 pages with leather binding (voda) 80gsm ledger paper (Double colour printing)	5 Nos
12	PF Fund Register (37.5cm x 25 cm)	400 pages with leather binding (voda) 80gsm ledger paper (Double colour printing)	5 Nos

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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: landbank@asianetindia.com, ho_tvm@keralalandbank.org.
Website: http://www.keralalandbank.org



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

13	Bank Receipt (21 ½ cm x 13 ½ cm)	100 leaves per pad (light pink colour leaves single colour printing (47 gsm)	5 pad
14	Bank Payment Voucher (21 ½ cm x 13 ½ cm)	100 leaves per pad (light green colour leaves single colour printing (47 gsm)	5 pad
15	Transfer Journal (21 ½ cm x 13 ½ cm)	100 leaves per pad (light blue colour leaves single colour printing (47 gsm)	5 pad
16	Agenda (PF) (37 cm x 25cm)	200 pages with leather oda binding 80gsm ledger paper (Single colour Printing)	5 Nos
17	Minutes (PF) (37 cm x 25cm)	200 pages with leather oda binding 80gsm ledger paper (Single colour Printing)	5 Nos
18	Bank Register (33 cm x 22 cm)	200 Folio page 80gsm ledger paper (ordinary Binding)	5 Nos
19	Advice slip (21 ½ cm x 13 ½ cm)	100 leaves per pad (light pink colour, light blue and light yellow triplicate leaves colour printing (47 gsm)	10 pad
20	Despatch Register (35cm x 34 cm)	200 folio page voda binding single color printing	20 Nos

Further details and samples can be had from this office during office hours. The rate quoted for each item should be inclusive of all charges, cost of delivery and taxes applicable. The sealed tender should reach the under signed on or before of 28/03/2025 2.00 PM and will be opened on the same day at 3 PM. **EMD of Rs. 10,000/- (Rupees Ten thousand only)** 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. Representative of the Bank will inspect the consignment on delivery at the destination. If the quality and size doesn't confirm to the specifications stipulated and the sample accepted by the Bank for printing, the Bank reserves the right to reject the full consignment.

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. TDS applicable will be deducted while effecting payment.

General Manager i/c
APARNA PRATHAP
General Manager i/c

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