

**JHARKHAND RAJYA GRAMIN BANK
HEAD OFFICE, RANCHI**

NOTICE/ACCOUNTS/2024-25/002

Date: 26.11.2024

Notice for Printing of Voucher Card: Rate Finalization

Jharkhand Rajya Gramin Bank, Head office, Ranchi, invites sealed quotations from reputed printers /firms from Jharkhand for procurement of 1,50,000 number of Voucher Cards to be supplied to our 8 (Eight Regional Offices). Detailed specification mentioned in Scope of work:

Intending eligible firm may download quotation/bid document from our **Bank's website jrgbank.in tender section from 27.11.2024 to 03.12.2024**

Technical & Financial documents sealed in separate covers must be delivered to the **Accounts department at Head Office, Zila Parisad, Market Complex, Kuchery Chowk, Ranchi** up to 03.12.2024 till 4.00PM. All sealed quotations received till then will be opened on 04.12.2024, in our Head office at 11.00 A.M . If the last date of bid dropping/opening of quotations paralyzed due to unforeseen reason(s), then it shall be done on the next working day. The undersigned reserves the right to accept or reject any or all the quotations without citing any reason whatsoever.

**Sd/-
GENERAL MANAGER**

SCOPE OF WORK: Printing and supply of Voucher cards as per design and specifications:

Particular	Size /Color/GSM	Quantity
Printing and supply of Voucher Cards as per specimen copy.	Length-41.5 cm Width-11 cm/ Brown Craft Paper/ 70GSM	1,50,000 cards.

(Specimen

Terms & Conditions

01. Delivery Place:

Bidder will supply and deliver the Printed material in requisite number at **the Regional Offices (8 R O)** and the cost of transportation will be borne by the supplier.

02. Bid Price:

- a) All duties, taxes and other levies including the transportation expenses (excluding GST) are payable by the firm under the contract and shall be included in total price.
- b) Each bidder shall submit only one quotation in the format supplied. Bidder submitting more than one quotation for the same package will not be entertained.
- c) All the columns and requisite information's must be filled in the supplies Format.
- d) Quantity of Voucher Cards are tentative and it may increase or decrease.

03. Submission of Quotations/Bid:

- a) Each bidder should submit quotations in sealed envelopes. (Technical & Financial in separate envelopes)

04. Credentiaity Certificate

1. Specification of Item (as applicable)

- a.) The Financial part (Part – II) of the bid shall consists of only Rate/Price on the

Firm's letter pad.

05. Evaluation of Quotations:

The JRG Bank will evaluate and compare quotations determined to be substantially responsive i.e

- a) Are properly signed
- b) Confirm to terms, conditions, specifications and qualifications conditions.

06. Award of Contract:

The JRG Bank will award the contract to the bidder whose quotations has been determined to be substantially responsive, and who has offered the lowest evaluated quoted price.

A) Notwithstanding the above, the purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of the contract.

07. Other Terms & Conditions:

(a) JRG Bank reserves the right to prepone/postpone/cancel the bid,.The bidder will have to abide with the decision.

(b) Payment shall be made after the Completion of work and submission of bills which will be subject to satisfactory quality as per specifications.

(c) No preference will be given to any bidder either for the price or for other terms and conditions.

(d) Quotation may be submitted on the printed letter head of the bidder in the prescribed format supplied.

(e) No payment will be made for any damage of goods supplied.

We look forward to receiving your quotations and thank you for your interest in this project.

Sd/-

GENERAL MANAGER

PROFORMA FOR TECHNICAL BID**Annxure : I**

	Particulars	To be filled in by the The firm
1	Name of the Printer	
2	Detailed office address of the supplier/Agency with Office Telephone Number, Fax Number and Mobile Number and name of the contact person	
3	PAN/TAN Number (copy to be enclosed)	
4	Sales Tax/VAT/GST Registration Number (copy to be enclosed)	
5	Whether bid document of all pages of the terms and conditions duly signed, in token of acceptance of the same, is attached	
Date	:	
Place	:	Signature of the Bidder with Office Seal

FORMAT OF FINANCIAL BID (Part - II) Annexure: II

Name of the Firm/Agency/Supplier: _____

Sl.No.	Description of Item	Size	Paper colour / GSM	Rate in Rs.
1	Voucher Card printing and supply	41.5*11 c m	Brown Craft Paper/ 70 GSM	
		Total (Rs.)		
		GST (Rs.)		
		Total (Rs.)		

1. I/We agree to supply the above mentioned items in accordance with technical specification for a total contract price of RS. (in words Rupees) including Transportation & labour charges etc. within 7 days of the issue of supply order.

2. I/We also agree and abide with the terms and conditions stipulated in the bid document.

(Signature of Bidder with Seal)

Name:
Designation:
Date:

Address:
Contact No.: