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THE ODISHA STATE COOPERATIVE BANK LTD.

Pandit Jawaharlal Nehru Marg, Bhubaneswar – 751 001

Ref. No. OSCB/

8210 / 2018-19

Date :

20/02/2019

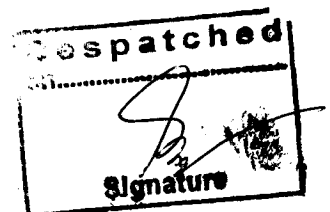
QUOTATION CALL NOTICE

Sealed quotations are invited on behalf of Managing Director, Odisha State Cooperative Bank Ltd., Bhubaneswar for printing and supply of following items to the Bank.

	Name of the item	Specifications	Proposed quantity to be purchased	Please mention tensile strength of paper	Unit price
1	Computer paper (size 15"x12")	70 GSM with logo EZR printing (special)	200 (two hundred) Reams		Each ream Rs.
2	Computer paper (size 10"x12")	-do-	64 (sixty four) reams		Each ream Rs.

Terms & Conditions:

- (1) Registered manufacturers are only eligible. They must submit self-attested photocopies of GST Number, income tax registration (PAN Card) along with the tender failing which the tender shall be treated as invalid.
- (2) Quotations will be addressed to the Managing Director, Odisha State Cooperative Bank Ltd., Bhubaneswar-751001 and the category for which Quotation is submitted is to be super-scribed on the body of the sealed cover and should reach the undersigned through Speed Post /Regd. Post with A.D. only.
- (3) Unless and otherwise notified, Quotations should reach by 2.00 PM on or before 05.03.2019 and will be opened on the same day at 4.00 PM in presence of the Quotationers / their authorized representatives.
- (4) The sealed cover of the Quotation must be super-scribed with category of the work/ item and reach the office of the undersigned on or before the due date and time.
- (5) For computer consumables items, paper samples must accompany the Quotation indicating the specifications (Make, Quality, Size and Weight) without which the Quotation will not be considered.
- (6) The unit price quoted against the item should be inclusive of GST, other taxes, if any and all other charges, against each item is to be mentioned clearly.
- (7) All deliveries must be made at our office free of charges.
- (8) If after the supply is made, during testing it is found that the materials supplied are not according to our approved and specifications accepted, such supply will be rejected at the supplier's cost. They are required to supply according to the specifications and in the event of non-compliance with the condition, the bank will be at liberty to take such action as it deems fit.
- (9) In case of failure of the firm to deliver goods on or before the date specified, the Bank will be at liberty to purchase the same from the open market and the supplier has to make good any loss or damage that the bank suffers thereby.
- (10) Delivery shall be made within 10(ten) days from the date of issue of the work order failing which order shall be treated automatically cancelled. Payment shall be made within 15 (fifteen) days after completion of supply/ submission of bill subject to verification of EZR printing(special)and approved sample paper submitted by the manufacturer.





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- (11) If a firm fails to supply the items for which order is placed within the specified period, penalty @ 1% of the bill amount will be charged per each week (seven days) of delay. In case of delay of more than 30 days the bank reserves the right to cancel the order and blacklisted the concerned vender debarring to participate in tender in future.
- (12) The bank reserves the right to accept any quotation in full or part. This does not necessarily mean that the lowest quotation will be accepted.
- (13) Any Quotation not complying partly or wholly with these terms and conditions will be liable to rejection.
- (14) The detailed specification is mentioned in the Quotation paper against the item. The Quotationer may see the sample format at our Stationary Department of the Bank during working days and within banking hours from 10 AM to. 4 PM.
- (15) The rates quoted in the tender shall remain valid up to two years. Thus, the price quoted by the Quotationer shall remain valid up to two years. No escalation in the price for the item will be allowed. The party whose quotation will be accepted shall be bound to supply the items at the quoted rate/ price as per actual requirement from time to time upto two years without any hike in price.
- (16) The Bank reserves the right to reject any or all the Quotations without assigning any reason thereof or also not bound to accept the lowest Quotation.

NB: For any clarification, the tenderer may contact/ discuss with Sri Aditya Prasad Pradhan, Officer-in-Charge of Stationary of the bank in telephone 0674-2375167.

Memo No. 8211 dated 20/02/2019
Asst. General Manager (DIT) for information and with a request to display the notice in Bank's website.


Managing Director

Memo No. 8212(US) dated 20/02/2019


Managing Director

Copy to Asst. General Manager-in-Charge of Premises / All Branch Managers of OSCB for information with a request to affix the quotation call notice along with detailed of quotation call notice in their branch notice board for wide circulation.


Managing Director