



ಕರ್ನಾಟಕ ವಿಕಾಸ ಗ್ರಾಮೀಣ ಬ್ಯಾಂಕ್

ಕೆನರಾ ಬ್ಯಾಂಕ್ ಪ್ರವರ್ತಿಸಲಾಗುವ ಸರ್ಕಾರಿ ಸ್ವಾಮ್ಯವುಳ್ಳ ಶೇಷ್ಯಲ್ಡ್ ಬ್ಯಾಂಕ್

Karnataka Vikas Grameena Bank

A Scheduled Bank Owned by Government- Sponsored by Canara Bank

ಪ್ರಧಾನ ಕಛೇರಿ : ಧರವಾಡ

Head Office : Dharwad

STATIONERY AND RECORD DIVISION

REF: OND-22/KVGB/SRC/2021

DATE: 05/10/2021

TO,
All Eligible Bidders

Dear Sir,

KARNATAKA VIKAS GRAMEENA BANK, Stationery Department at 1ST floor of Annex building Head Office P.B Road Dharwad invites sealed bids from the printers & suppliers for supply of Karnataka Vikas Grameena Bank's Diaries for the year 2022 as per specification given here under.

In this connection, sealed technical bid & commercial bid are invited from the eligible bidders for supply of Karnataka Vikas Grameena Bank's diaries for the year 2022 as per the following specifications.

SPECIFICATIONS FOR DIARIES FOR THE YEAR 2022

1	Size	24 cms height & 19 cms width
2	Paper	60 GSM West Coast papers, Our Bank's Schemes after second cover page with multi color using 90GSM Sinarams art paper. Should submit only one paper sample with paper brand and company name which they propose to quote, Should provide deliverables strictly as per specifications, for which original paper purchase invoice & paper lab report, will have to be produced at the time of submission of bill.)
3	Printing	Printing on all pages. Specimen may be collected from our Public Relation Cell Head Office
4	Binding	As per specimen with good quality (open binding)
5	Capacity	As per specimen (approximately 185 pages)
6	Quantity	10000 (Ten thousand only) (to be supplied in corrugated boxes containing 100 diaries each)
7	Final date of delivery	5 th December 2021
8	Last date & time for request of the tender	20/10/2021 before 12.00 noon
9	The date and time for closing	20/10/2021 At 1.00 P M
10	The date & time for technical bid opening	20/10/2021 At 3.00 P M
11	The date & time for commercial bid opening	Shall be intimated later
12	Penalty Clause.	The Bank reserves the right to penalize up to 5% minimum on total cost or cancel the order for non delivery of diaries on the scheduled date.

Sample of paper should be submitted with the technical bid.

The NIT (Notice inviting tender) can be obtained from the following address during office hours on all working days between 10AM to 4PM.

Karnataka Vikas Grameena Bank.
Head Office, Stationery Department
1st floor, Annex Building .
P.B Road-Dharwad.

The complete NIT has been published at the bank's website www.kvgbank.com.

DETAILS.

Bid reference: -	OND-22/KVGB/SRC/2021 DTD 05/10/2021
Last date & time for submission of bid	20/10/2021 till 1.00 PM
Date & time for opening of technical bid	20/10/2021 at 3.PM
Date of opening of commercial bid	to be notified later to the eligible bidders
Place of opening of bid	KVG Bank SRC Head Office Dharwad
Address of communication	as above

The technical & commercial bids must be submitted separately in two covers within the stipulated time period, giving full particulars.

Technical bids will be opened in the presence of the bidders representatives who choose to attend on the specified date & time. Technically qualified bids will be taken up for further processing

No further discussion/interface will be granted to bidders whose bids have been disqualified on technical or any other grounds declared/established as per terms and condition of the RFP/NIT

Karnataka Vikas Grameena Bank reserves the right to accept or reject, in part or full, any or all the offers without assigning any reasons whatsoever.

INSTRUCTION TO BIDDERS

The bidders should furnish the following details-

Name of the printer company

Year of establishment

Complete address & along with E-mail address, contact number& website if any.

Proof of supply of Bank's diaries to Nationalized Banks/Government Organizations/reputed companies (please furnish with documentary proof like copies of purchase order etc)

Submit copy of Audited Financial statement and VAT/GST or Sales Tax clearance certificate for the year 2020-21. In case audit for 2020-21 is yet to be completed, Audited Financial Statement for 2019-20 along with an un-audited copy of financial statement for 2020-21 may be submitted

The bidders should have at least three years (continuous) of experience in diary making.

(Please submit proof -copies of order).

The bidders must submit samples of their earlier work of diary making.

The bidders must submit a refundable performance guarantee of 8% of the amount quoted for a period of 90 days on Bank's format as decided later on, after their qualifying the bidding process.

The bidders should submit a refundable **BID SECURITY** OF Rs-25000/-(Rupees Twenty five thousand only)in the form of demand draft in favor of Karnataka Vikas Grameena Bank payable at Dharwad issued by a scheduled Indian Bank.

Non Re-fundable RFP cost of Rs-5000/-(Rupees Five thousand only) should be submitted in the form of DD favoring KVGB payable at Dharwad and should be submitted with technical bid.

For Bank's empanelled printers the performance guarantee, as held with the Bank, will be deemed as Bid security or performance guarantee as the case may be.

The technical bid and commercial bid should be prepared in an organized neat manner.

The technical bid must not contain any price information. All the tender documents should be duly signed by the supplier on each papers due acceptance of terms and conditions. Bids without EMD will be rejected.

Both bids should be submitted in separate sealed envelopes and super scribed "enquiry no OND-22/KVGB/SRC/2021 DATED 05/10/2021"

The technical bid and commercial bid should be prepared in an organized neat manner.

The technical bid must not contain any price information. All the tender documents should be duly signed by the supplier on each papers due acceptance of terms and conditions. Bids without EMD will be rejected.

Both bids should be submitted in separate sealed envelopes and super scribed "enquiry no OND-22/KVGB/SRC/2021 DATED 05/10/2021"

Mention clearly on the top of the envelope as **technical bid and commercial bid**.

The commercial bid should give all relevant price information and should not contradict the technical bid and masked commercial bid in any manner.

The bidder shall indicate on the appropriate price schedule, specifying the unit price of the goods proposed to be supplied.

The bidders are advised in their own interest to quote the best possible offer for the item offered...

The bid prepared by the bidder, all correspondence and documents relating to the bid exchanged by the bidder & purchaser, shall be written in English.

Format of commercial bid

To,

The Chairman,

Karnataka Vikas Grameena Bank,

Stationery Department, Head Office,

P.B. Road. Dharwad - 580008

Dear Sir,

SUB: "Printing & supply of Karnataka Vikas Grameena Bank's diaries for the year 2022."

REF: Your enquiry no- OND-22/KVGB/SRC/2021 DATED 05/10/2021.

In response to your above enquiry, we here by submit our bids as under for supply of Karnataka Vikas Grameena Bank's wall calendar per specifications

	In INR.
Rate per pc of Karnataka Vikas Grameena Bank's diaries inclusive of excise duty,cess.edu cess, insurance charges, GST etc as applicable, Transportation cost(delivery at 1 ST floor of Annex building ,HO Dharwad)etc	
Total	

Signature of the authorized person wit seal

Name & designation

Organization

Place:-

Date:-