

	<h2 style="color: blue;">Pragathi Krishna Gramin Bank</h2> <p>(A scheduled Bank established by Govt. Of India: Sponsored by Canara Bank)</p>
	<p>P & S Section: Head Office.32, Sanganakal Road Gandhi Nagar,Bellary-583103 Phone: 08392-236454,236418 Fax:256886</p>
REF:PKGB/HO/P&S/112/2018-19	
DATE: 14-08-2018	

TENDER DOCUMENT

Schedule of events

Sl no	Event	Schedule date	Time	Place
1	Commencement of issue of Tender document	16.08.2018	10.00 AM	Pragathi Krishna GraminBank, Head Office, Sanganakal road Gandhi Nagar Bellary.
2	Last date for submission of filled -in Tender forms	28.08.2018	5.30 P.M	
3	Opening of the Tenders 1)Technical Bid 2)Commercial Bid	29.08.2018 29.08.2018 29.08.2018	3.00 PM	

TERMS AND CONDITIONS OF THE TENDER

1. The Computer stationery papers, supplied by the successful Supplier, on piecemeal basis as and when required.
2. The Rates shall be quoted for items enlisted in the Annexure I respectively.
3. The quantity indicated is only approximate .The successful Tenderer shall supply at the same quoted rates in case the quantity is indicated in the Annexure are increased or decreased .
4. The rates quoted to be valid up to 31.08.2019.
5. The applicants have to quote the rates inclusive of all Taxes, GST and transportation costs, F.O.R (Freight on road) to Bellary and any future new taxes should be borne by the Tenderer.

6. The items shall be supplied at the doorstep of the Bank/to the place mentioned by the bank (F.O.R destination).
7. The samples are to be submitted duly numbered along with the tender document. The samples are to be collected back by the respective Tenderers within 15 days from the date of acceptance / finalization of the tender rates, at their own cost. Bank may at its sole discretion dispose off such samples besides collecting any charges /expenses that Bank may incur in disposing of such samples later. Tenders without samples will not be considered.
8. The Bank reserves the right to reject the material which is found unsatisfactory and not as Per Bank's specification .The Bank will be the sole judge in deciding suitability or other wise of the goods.
9. The Bank will not be bound to accept the lowest quotation and reserves the right to accept or reject without assigning any reasons, whatsoever.
- 10.The successful Tenderer should strictly adhere to the quality specifications and make of the items while supplying.Any deviation in this regard will entitle the bank to summarily reject the items and the Tenderer will not qualify for Payment.
- 11.All the materials supplied shall be securely packed, boxed, crated and protected from mechanical and / or chemical damage during transit.
- 12.Applicable TDS will be deducted while making payment.
- 13.Any disputes subject to Bellary jurisdiction.
- 14.The Tender applications should be accompanied with a copy of the Audited Balance Sheet and P&L Account for March-17 and March-18. In case, audited balance sheet not available for March-2018, they have to submit un audited balance sheet.
- 15.The Tenderers should have annual business turnover of not less than Rs 100.00 lakhs during the year ending March-17 and March-18. The Tenderers having annual business turnover less than the above stipulated amount shall not be considered

16. The Tender application should be accompanied with an EMD amount of Rs 75,000/- (Rs Seventy five thousand only) by way of DD /PO/ Local cheque favoring Pragathi Krishna Gramin Bank drawn on Bellary.
17. The EMD Amount of unsuccessful Tenderer who does not get any order Shall be refunded without interest. Further, if any successful Tenderer refuses / fails to supply items at Approved rates, during the supply period up to 31.08.2019 the Bank will black list the Tenderer.
18. The Bank will prepare a short list of bidders who satisfy pre – qualification Criteria and technically qualified and the commercial bids of only these Bidders will open EMD Amount shall be forfeited by the Bank and bank may black list the tenderer. The Bank will intimate the date & time of the opening of commercial bid/s to the technically qualified bidders.
19. The L-1 bidder will be finalized who has quote lowest price for each Item. However bank reserves the right to place the order to other than L-1 bidder.
20. Paper/computer stationary should be supplied within 07 days from the date of receipt of the order.
21. **Distribution of orders:** The orders will be distributed among the L -1, L-2 and L-3 bidders if L-2 and L-3 are agreeing for L-1 rate, bank reserves the right to negotiate with L-4, L-5 and so on and distribute the orders if they agree to supply at L-1 price. The orders will be distributed in the ratio of 50:30:20, among the L-1, L-2 and L-3 or other two bidders as said above .The bank reserves the right either to consider L-2 & L-3 or otherwise on the basis of practicability. We have gone through the Tender documents and are ready to supply items and shall abide by the Bank's terms and conditions.

**CHIEF MANAGER
PRAGATHI KRISHNA GRAMIN BANK,
HEAD OFFICE,
NO-32, SANGANAKAL ROAD,
BELLARY- 583103.
KARNATAKA Ph: 08392-236454,418.
Website: www.pragathikrishnabank.com**

THE COVER CONSISTS THE TENDER DOCUMENTS CONSISTING
1] TECHNICAL BID 2] COMMERCIAL BID

A) Technical Bid cover should contain the following documents

1. Balance Sheet and P &L A/c.
2. EMD amount of Rs 75000/-.
3. Copy of Terms and conditions duly signed with seal for having accepted the Terms and conditions.
4. Dealer-ship letter from any one company / mill which is enlisted in Tender document shall be produced.
5. The masked commercial bid.
6. On the top of the cover please mention as follows

“Technical Bid for Procurement of Computer Stationery and paper Tender”

B) Commercial Bid cover should contain the following

1. Commercial Bid
2. On the top of the cover please mention as follows:

“Commercial Bid for Procurement of Computer Stationery and paper Tender”

**From : (Here mention full Address
of the Tenderer)**

**PragathiKrishna GraminBank
SanganakalRoad**

PH: 08392-236400, 454

**To,
The Chief Manager
P& S Section**

Bellary-583103,

**Annexure I to Tender Document
(Continuous Stationery)**

Sl. No	Name of the item and size	Name of the Mill/company	GSM	Approximate quantity required for one year	Tender Rate per thousand
1	Blank Continuous Stationery with Bank logo printed 10x12x1	TNPL	80	Ten lakhs sheets	
		WEST COAST			
2	Blank Continuous Stationery with Bank logo printed 10x12x2	TNPL	60	Twenty five thousand sheets	
		WEST COAST			
3	Blank Continuous Stationery with Bank logo printed 10x12x3	TNPL	60	Fifteen thousand sheets	
		WEST COAST			
4	Blank Continuous Stationery with Bank logo printed 15x12x1	TNPL	70	Ten lakhs sheets	
		WEST COAST			
5	Blank Continuous Stationery with Bank logo printed 15x12x2	TNPL	60	Fifteen thousand sheets	
		WEST COAST			

**We have gone through the Tender document and are ready to supply items as per the
above rates and shall abide by the Bank's terms and conditions.**

Date:

Signature of the Tenderer

(With seal)

Annexure I to Tender Document (Continued)
(Printing stationery)

Sl no	Printing paper	GSM	Name of the Mill/company	Approx. qty required for one year	Tender Rate per Ream/kg
6	CREAM WOVE-WHITE paper All sizes	58	WEST COAST	1 0 0 0 Reams	
			MPM		
			SESHASAYEE		
			ANDRA		
			JK		
			SUPER WHITE		
7	AZURE LAID paper All sizes	80	WEST COAST	5 0 0 Reams	
			MPM		
			JK		
			DELTA		
8	AZURE LAID paper All sizes	110	WEST COAST	5 0 0 Reams	
			SIRPUR		
			DELTA		
9	MAPLITHO paper 51x76 CMS - 1/8 CUT DOUBLE CROWN	70	West Coast-Classic	2 0 0 0 packets	
			Seshasayee-super white		
			TNPL-Radiant		
			BILT		
			JK		
10	MAPLITHO paper All sizes	70 to 80	West Coast-Classic	1000 Reams	
			TNPL-Radiant		
		BILT			
		JK			
			Seshasayee- super white		
11	XEROX PAPERS A-4 SIZE-white	75	SPRINT	4000 packets	
		75	JK		
		80	PAPERLINE		
		75	TNPL		
			West -Coast(Copygold)		
12	XEROX PAPERS A-4 SIZE- All colours	75	XPERT	500 packets	
		75	SPB		
		75	XEROX		
13	XEROX PAPERS FC SIZE	75	SPRINT	200 packets	
		80	TNPL		
14	SUPER PRINT COLOUR WOVE paper ALL COLOURS (Indicate rate per Ream)	47	DELTA	1000 Reams	
		47	SESHASAYEE		
		47	MPM		
			ANDHRA		
15	PULP BOARD	240	JK	500 Gross	
		210 to 240	WEST COAST		
		200 to 240	SESHASAYEE		

16	ART PAPER	220 to250	JK	500 Gross	
			BILT		
17	Clourcard sheet	14.3gro ss	JK	500 GROSE	
			WEST COAST		
			SESHASAYEE		

We have gone through the Tender documents and are ready to supply items as per the above rates and shall abide by the Bank's terms and conditions.

Date:

Signature of the Tenderer

(With seal)

**Annexure II to Tender Document
(Computer related items /Accessories)**

Sl No	Name of the Items	Make	Approx. qty. required for one year	Tender Rate per item
1	Laser toner cartridge -303 (Canan Laser shot LPB -2900B)	Canon Brand	20	
		Compatible		
2	Canon toner cartridge –337	Canon Brand	50	
		Compatible		
3	HP Laser toner cartridge –05A-Black (For H.P laser printer 2055d)	HP Brand	100	
		Compatible		
4	HP Laser toner cartridge –80 A-Black	HP Brand	300	
		Compatible		
5	Ink jet cartridge HP 802 black/color	Hp Brand	30	
		Compatible		
6	Canon toner cartridge925	Canon Brand	20	
		Compatible		
7	LIPI 2250printer tally Printer Cartridge	Lipi	1000	
8	Toner cartridge (For Xerox machine Model 5016/5020)	Xerox	200	
9	Drum cartridge (For Xerox machine Model 5020/5016)	Xerox	100	
11	TVS 255/345 Ribbon cartridge With Ink Bank (For 132 column)	TVS	200	
12	TVS Passbook printer-Speed 40 plus	TVS	100	
13	TVS 255/345 Ink bank only	TVS	200	
14	ModiOlivetti PR11 printer head	Olivetti	50	
16	Toner cartridge (For Xerox machine Model 5225)	XEROX	30	
17	Drum cartridge (For Xerox machine Model 5225)	XEROX	15	
18	Mode Olivetti pass book printer Cartridge PR –II Cartridge	LIPI	1000	
		MAX		
20	EPSON PLQ-20 Make Pass book printer Cartridge(for 3 Pieces in one pack)	EPSON	100	
21	Thermal head hold machine A quality 57mmwx14mm (NND ROLLER)		3000	
22	EPSON PLQ-20 Printer Head	EPSON	20	

Sl No	Name of the Items	Make	Approx. qty. required for one year	Tender Rate per item
23	USB Membrane Computers Key Boards	TVS	500	
		HCL		
		IBALL		
		LOGITECH		
		COMPAQ		
		DELL		
24	USB Optical Mouse	Hp	500	
		Iball		
		Logitech		
		TVS		
		DELL		
25	Toner cartridge (For Xerox machine Model 5745)	Xerox	12	
26	Drum cartridge (For Xerox machine Model 5745)	Xerox	6	
28	Toner cartridge (For Xerox machine Model 5022)	Xerox	12	
29	EPSON L-350 printer cartridge (Ink tank set of 4 pieces)		100	
30	Toner Cartridge 328	Canon Brand	200	
		Compatible		
31	Toner Cartridge 326	Canon Brand	200	
		Compatible		
32	Toner Cartridge 230A	HP Brand	30	
		Compatible		
33	Toner Cartridge 2365- Brother Company	Wellmark	200	
		compatible		

We have gone through the Tender documents and are ready to supply items as per the above rates and shall abide by the Bank's terms and conditions.

Date :

Signature of the Tenderer

(With seal)