

HIMACHAL PRADESH GRAMIN BANK

Head Office: Jail Road Mandi, Himachal Pradesh -175 001
Tel No.01905-227504, Fax No.01905-227518,
himachalgraminbank.org, email – hogadhpgb@hpgbank.co.in



Tender Notice

Date: 17.07.2017

SEALED QUOTATIONS ARE INVITED FOR PRINTING AND SUPPLY OF STATIONERY ITEMS (Paper):

Sealed quotations are invited from the reputed Printers/Suppliers for the Printing & Supply of following Stationery Items for use in our Bank/Branches. The quotations are to be submitted in a sealed envelope mentioning "QUOTATION FOR PRINTING & SUPPLY OF PAPER STATIONERY" in the name of **General Manager, Himachal Pradesh Gramin Bank Head Office, Jail road, Mandi (H.P.)175001**, within 15 days here of latest by 03.08.2017.

Details of the Tender are as under:

Tender Reference	Printing and Supply of Paper Stationery Items
Date of commencement	17.07.2017
Date and Time of receipt of tender	03-08-2017 (3:00 PM)
Opening of tender	03.08.2017 (3.30 PM)
Address of communication	Himachal Pradesh Gramin Bank, Head Office Jail Road Mandi (HP) 175001

The specifications (i.e. Size & Paper GSM) of each item of stationery are available at the

Stationery Department, Himachal Pradesh Gramin Bank, Head Office- Jail Road, Mandi (H.P.) 175001, for inspection by the Suppliers.

Sr. No	Category	Name of Item	Specifications	Unit	Tentative min. order Quantity	Rate Per Unit in Rs.
1	Register-50 Leaves	1. Attendance Register 2. Voucher Register 3. Regd. Dispatch Register 4. Standing Instructions Register 5. Nomination Register 6. Dak Receipt Disposal Register 7. Limitation Register	Pages:- 100 pages/50 Leaves of size 21cm X 33cm. Paper:- 70 GSM Ledger Paper of 'A' Grade Mill. Printing:- Both side printing in single colour. Binding:- Hard 28 Ons Board Binding with full cloth finishing of cover. Packing:- 10 Registers has to be tightly packed with Sutali.	Per Register	100 No. of Each Type of Registers	
2	Register-50 Leaves	1. Salary Bill Register	Pages:- 100 pages/50 Leaves (Duplicate No.) of	Per Register	100 No. of	

			<p>size 30cm X 40cm per register.</p> <p>Paper:- 70 GSM Ledger Paper of 'A' Grade Mill.</p> <p>Printing:-Single side printing in single colour.</p> <p>Binding:- Hard 28 Ons Board Binding with full cloth finishing of cover.</p> <p>Packing:- 10 Registers has to be tightly packed with Sutali.</p>		Registers	
3	Register- 100 Leaves	<p>1.Field Visit Register</p> <p>2.Stationery Register</p> <p>3.Safe Furniture Fixture Register</p> <p>4. Income Tax Register</p> <p>5. Blank Register</p> <p>6.Credit Proposal Receipt and Disposal Register</p> <p>7.Cash order Register</p> <p>8. D.C.B. Register</p> <p>9.Document Register</p> <p>10.T.A. Bill Register</p> <p>11.Leave Record Register</p> <p>12.SecurityForm Register</p> <p>13. Insurance Register</p> <p>14.Title Deed Register</p> <p>15. Ordinary Dispatch Register</p> <p>16.Drawing Power Register</p> <p>17. Suit Filed Register</p>	<p>Pages:- 200 pages/100 Leaves of size 21cm X 33cm.</p> <p>Paper:- 70 GSM Ledger Paper of 'A' Grade Mill.</p> <p>Printing:- Both side printing in single colour.</p> <p>Binding:- Hard 28 Ons Board Binding with full cloth finishing of cover.</p> <p>Packing:- 10 Registers has to be tightly packed with Sutali.</p>	Per Register	100 No. of Each Type of Registers	
4	Register- 100 Leaves	<p>1.Index Register</p>	<p>Pages:- 200 pages/100 Leaves of size 21cm X 33cm.</p> <p>Paper:- 70 GSM Ledger Paper of 'A' Grade Mill.</p> <p>Printing:- Both side printing in single colour.</p>	Per Register	100 No. of Registers	

			<p>Binding:- Hard 28 Ons Board Binding with full cloth finishing of cover, With Indexing sticker finishing(A-Z).</p> <p>Packing:- 10 Registers has to be tightly packed with Sutali.</p>			
5	Vouchers (Size- 10.5cm× 18cm)	<ol style="list-style-type: none"> 1. Debit Transfer Voucher 2. Combo Transfer Voucher 3. Consideration Voucher 4. Withdrawal slip 5. Advice Slip 	<p>Pages:- 100 Leaves of size 10.5cm × 18cm per pad.</p> <p>Paper:- 58 GSM White Printing Paper of 'A' Grade Mill.</p> <p>Printing:- Single side printing in one colour.</p> <p>Binding:- 100 Leaves to be side Gummed per pad.</p> <p>Packing:- 20 pads(2000 slips) has to be tightly packed with Sutali.</p>	Per Pad	5000 Pad of Each Type	
6	Vouchers(Size- 10.5cm × 27cm) Coloured Paper with perforation	1. Debit Cash Voucher	<p>Pages:- 100 Leaves of size 10.5cm × 27cm per pad.</p> <p>Paper:- 55 GSM Pink Printing Paper of 'A' Grade Mill.</p> <p>Printing:- Single side printing in one colour.</p> <p>Binding:- 100 Leaves to be side Gummed per pad and each slip is to be perforated.</p> <p>Packing:- 20 pads(2000 slips) has to be tightly packed with Sutali.</p>	Per Pad	5000 Pad	
7	Vouchers(Size- 10.5cm × 18cm) Coloured Paper	<ol style="list-style-type: none"> 1. Credit Cash Voucher 2. Credit Transfer Voucher 	<p>Pages:- 100 Leaves of size 10.5cm × 18cm per pad.</p> <p>Paper:- 55 GSM Light Blue/Light Green Printing Paper of 'A' Grade Mill.</p> <p>Printing:- Single side printing in one colour.</p> <p>Binding:- 100 Leaves to be side Gummed per pad</p> <p>Packing:- 20 pads(2000 slips) has to be tightly packed with Sutali.</p>	Per Pad	5000 Pad of Each Type	
8	Vouchers (Size 10.5cm × 27cm- with	<ol style="list-style-type: none"> 1. Pay in Slips for NEFT/RTGS 2. Pay in slip Common 	<p>Pages:- 100 Leaves of size 10.5cm × 27cm per pad</p> <p>Paper:- 58 GSM White Printing Paper of 'A'</p>	Per Pad	5000 Pad Of Each Type	

	perforation)		Grade Mill Printing:- Both side printing in single colour. Binding:- 100 Leaves to be side stitched by single pin and each slip is to be perforated. Packing:- 20 pads(2000 slips) has to be tightly packed with Sutali			
9	Pass Books(Size- 11cm × 18cm)	1.RD Pass Book 2.Saving Fund Pass Book 3.Multipurpose (Loan) Pass Book	Pages:- 8 Leaves/ 16 Pages Excluding cover of Size 11cm × 18cm Per Book Paper:- 70 GSM White Printing Paper of 'A' Grade Mill for Inner Pages,170 GSM Art Paper for Cover Pages. Cover Page is to be Laminated. Printing:- Both side printing for inner pages, Two colour printing for Cover Pages on Front & Back and Single colour printing on inner side of cover. Binding:- Thread Binding suitable for Computerized Passbook Printing. Packing:- 200 Passbooks has to be tightly packed with Sutali.	Per Pass Book	60000 No. Each Type	
10	Form- Single side Print Coloured Paper(Size 21cm× 27 cm)	1.Balance & Security Confirmation Letter(General) 2. Balance & Security Confirmation Letter(NPA)	Pages:- 100 Leaves of size 21cm × 27cm Per Pad Paper:- 68 GSM Light Blue Printing Paper of 'A' Grade Mill. Printing:- Single Side Printing in single colour. Binding:- Each Pad of 100 Leaves to be Top Gummed. Packing:- 20 Pads has to be tightly packed with Sutali.	Per Pad	600 Pad of Each Type	
11	Form- Single side	1.T.A.Bill Form 2. Irrevocable letter	Pages:- 100 Leaves of size 21cm × 27cm Per Pad	Per Pad	500 Pad of Each	

	Print (Size 21cm× 27cm)	of Authority 3.PMSBY 4.APY 5.PMJBY 6.DA-2 & DA-3 7.Form 60 8.Letter Pad Large	Paper:- 58 GSM White Printing Paper of 'A' Grade Mill. Printing:- Single Side Printing in single colour. Binding:- Each Pad of 100 Leaves to be Top Gummed. Packing:- 20 Pads has to be tightly packed with Sutali.		Type	
12	Form-Single side Print(Size 21cm × 27cm)	1.BSBDA AOF	Pages:- 100 Leaves of size 21cm × 27cm Per Pad Paper:- 70 GSM White Printing Paper of 'A' Grade Mill. Printing:- Single Side Printing in single colour. Binding:- Each Pad of 100 Leaves to be Top Gummed. Packing:- 20 Pads has to be tightly packed with Sutali.	Per Pad	500 Pad of Each Type	
13	Form-Both Side Print(Size 21cm × 27cm)	1.Suit Filing Proposal Form	Pages:- 100 Leaves of size 21cm × 27cm Per Pad Paper:- 58 GSM White Printing Paper of 'A' Grade Mill. Printing: Both Side Printing in single colour. Binding:- Each Pad of 100 Leaves to be Top Gummed. Packing:- 20 Pads has to be tightly packed with Sutali.	Per Pad	300 Pad	
14	Form-Both Side Print (Size 21cm × 27cm)	1.Account Opening Form RD/FD 2.Stock Statement 3.Statement of A/C 4.CR on Borrower/Guarantor (Detailed) 5.Banker Reconciliation Statements.	Pages:- 100 Leaves of size 21.cm × 27cm Per Pad Paper:- 70 GSM White Printing Paper of 'A' Grade Mill. Printing: Both Side Printing in single colour. Binding:- Each Pad of 100 Leaves to be Top Gummed.	Per Pad	500 Pad of Each Type	

		6.Customer Master Form 7.Mobile Banking Application	Packing:- 20 Pads has to be tightly packed with Sutali.			
15	Form-Both Side Print (Size 21cm × 33cm- White Paper)	1.Form No. 15G 2.Form No. 15H 3.Form 61 4. Sanction Letter(C.C.) 5.Death Claim 6.Vehicle Physical Verification Report 7.K.C.C. Loan Renewal 8.Letter Of Undertaking 9.Schedule 6 10.Revenue Statement	Pages:- 100 Leaves of size 21cm × 33cm Per Pad Paper:- 58GSM White Paper of 'A' Grade Mill. Printing: Both Side Printing in single colour. Binding:- Each Pad of 100 Leaves to be Top Gummed. Packing:- 20 Pads has to be tightly packed with Sutali.	Per Pad	500 Pad of Each Type	
16	Form-Both Side Print (Size 21cm × 33cm- White Paper)	1.A.O.F. For Club/Society 2.Demand Notice	Pages:- 100 Leaves of size 21cm × 33cm Per Pad Paper:- 70GSM White Paper of 'A' Grade Mill. Printing: Both Side Printing in single colour. Binding:- Each Pad of 100 Leaves to be Top Gummed. Packing:- 20 Pads has to be tightly packed with Sutali.	Per Pad	500 Pad of Each Type	
17	Form-Both Side Print (Size 21cm × 33cm- White Paper)	1.Compromise Statement 2.Agriculture Application 3. Small Trader Small Business Self Employed and Artisan	Pages:- 4 Pages or 2 Leaves of size 21cm × 33cm Per set. Paper:- 58 GSM White Printing Paper of 'A' Grade Mill. Printing: Both Side Printing in single colour. Binding:- Each set of 4 pages is to be centre fold and 25 set of 4 pages(i.e. 1 Pad) is to be single side stapled. Packing:- 20 Pads has to be tightly packed with Sutali.	Per Pad	300 Pad of Each Type	

18	Form-Both Side Print (Size 21cm × 27cm)	1.Manager Monthly Certificate	<p>Pages:- 4 Pages or 2 Leaves of size 21cm × 27cm Per set.</p> <p>Paper:- 58 GSM White Printing Paper of 'A' Grade Mill.</p> <p>Printing: Both Side Printing in single colour.</p> <p>Binding:- Each set of 4 pages is to be centre fold and 25 set of 4 pages(i.e. 1 Pad) is to be single side stapled.</p> <p>Packing:- 20 Pads has to be tightly packed with Sutali.</p>	Per Pad	300 Pad of Each Type	
19	Single Side Print (Size 21cm × 33 cm- White Paper)	<p>1.Identity Form</p> <p>2.Sanction Letter(T/L)</p> <p>3.CC Continuation Letter of Request</p> <p>4.Half Yearly Statement of Limit Expiry</p> <p>5.ATM Application</p>	<p>Pages:- 100 Pages or 50 Leaves of Size 21cm × 33cm Per Pad.</p> <p>Paper:- 58 GSM White Printing Paper of 'A' Grade Mill.</p> <p>Printing:- Single Side Printing in single colour.</p> <p>Binding:- Each Pad of 50 Leaves to be top gummed.</p> <p>Packing:- 20 Pads has to be tightly packed with Sutali.</p>	Per Pad	300 Pad Of Each Type	
20	Both Side Print (Size 21cm × 33 cm – Ledger Paper)	<p>1. Agreement Hyp. Of Assets</p> <p>2.Term Loan Agreement For Small Loans</p>	<p>Pages:- 4 Pages or 2 Leaves and Single Leaves of Size 21cm × 33 cm Per Pad.</p> <p>Paper:- 70 GSM ledger Paper of 'A' Grade Mill.</p> <p>Printing: Both Side Printing in single colour.</p> <p>Binding:- Each Pad of 25 Leaves to be Top Gummed.</p> <p>Packing:- 20 Pads has to be tightly packed with Sutali.</p>	Per Pad	500 Pad of Each Type	
21	Both Side Print(Size 21cm × 33 cm – Ledger	<p>1.Letter of Hypothecation</p> <p>2.Letter of Guarantee</p> <p>3.Sole</p>	<p>Pages:- 100 Leaves of Size 21cm × 33 cm Per Pad.</p> <p>Paper:- 70 GSM ledger Paper of 'A' Grade Mill.</p> <p>Printing: Both Side</p>	Per Pad	300 Pad of Each Type	

	Paper)	Proprietorship AOF 4. Agreement for Cash Credit/Overdraft	Printing in single colour. Binding:- Each Pad of 100 Leaves to be Top Gummed. Packing:- 20 Pads has to be tightly packed with Sutali.			
22	Both side Printing(Size 21cm × 27cm)	1.Account Opening Form Common	Pages:- 12 Pages or 6 Leaves of size 21cm × 27 cm Per Pad Paper:- 70 GSM White Printing Paper of 'A' Grade Mill. Printing: Both Side Printing in single colour. Binding:- Each Set of 12 Pages to be centre stapled by two pins. Packing:- 200 Form Sets has to be tightly packed with Sutali.	One Form Set	20000 Set	
23	Single Side Printing(Size 18cm × 21cm)	1.Bill Collection Schedule 2. CR on Borrower/Guarantor (Brief) 3.Letter Pad Medium	Pages:- 100 Leaves of size 18cm × 21cm Per Pad Paper:- 58 GSM White Printing Paper of 'A' Grade Mill. Printing: Single Side Printing in single colour. Binding:- Each Pad of 100 Leaves to be Top Gummed. Packing:- 20 Pads has to be tightly packed with Sutali.	Per Pad	600 Pad of Each Type	
24	Single Side Print(Size- 13cm × 21cm)	1.Leave Application 2. Cheque Returned Memo. 3.Demand Pronote 4. Letter Pad Small	Pages:- 100 Leaves of Size 13 cm × 21 cm Per Pad. Paper:- 58 GSM White Printing Paper of 'A' Grade Mill. Printing: Single Side Printing in single colour. Binding:- Each Pad of 100 Leaves to be Top Gummed. Packing:- 20 Pads has to be tightly packed with Sutali.	Per Pad	600 Pad of Each Type	
25	Booklets(C	1.SHG Set	Pages:- 2-24 Pages or 1-	Per Leaf	5000	

	category-1) (2-24 pages or 1-12 Leaves)	2.Demand Loan Set 3.PMMY(Tarun) 4.PMMY(Shishu) 5.Loan application for MSME(up to 50 Lakh)	12 Leaves of size 21cm × 27 cm per Book. Paper:- 58 GSM White Printing Paper of 'A' Grade Mill. Printing: Both Side Printing in single colour. Binding:- Each Book is to be side stapled by two pins. Packing:- 20 Books has to be tightly packed with Sutali.		Books of each type	
26	Booklets(C ategory-2) (24 -50 pages or 12-25 Leaves)	1.Education Loan Set 2.Personal Loan Set 3.Pension Loan Set	Pages:- 24-50 Pages or 12-25 Leaves of size 21cm × 27 cm per Book. Paper:- 58 GSM White Printing Paper of 'A' Grade Mill. Printing: Both Side Printing in single colour. Binding:- Each Book is to be side stapled by Two Pins. Packing:- 20 Books has to be tightly packed with Sutali.	Per Leaf	5000 Books of Each Type	
27	Booklets(C ategory-2) (24 -50 pages or 12-25 Leaves)	1.GCC Loan Set	Pages:- 24-50 Pages or 12-25 Leaves of size 21cm × 27 cm per Book. Paper:- 58 GSM White Printing Paper of 'A' Grade Mill. Printing: Both Side Printing in single colour. Binding:- Each Book is to be side stapled by Two Pins. Packing:- 20 Books has to be tightly packed with Sutali.	Per Leaf	500 Books of Each Type	
28	Booklets(C ategory-3) (50-100 Pages or 25-50 Leaves)	1.House Loan Set 2. C.C. Loan Set 3. MCC(Agri.) 4.MCC(MSME) 5. SCC Loan Set 6.Transport Loan Set	Pages:- 50-100 Pages or 25-50 Leaves of size 21cm × 27 cm per Book. Paper:- 58 GSM White Printing Paper of 'A' Grade Mill.	Per Leaf	5000 Set of Each Type	

		7. VLP Set 8.KCC Loan Set	Printing: Both Side Printing in single colour. Binding:- Each Book is to be Side stapled by two pins. Packing:- 20 Books has to be tightly packed with Sutali.			
29	Booklets	Hypothecation Agreement	Pages:- 16 Pages or 8 Leaves of size 21cm × 33 cm per Book. Paper:- 70 GSM Ledger Paper of 'A' Grade Mill. Printing: Both Side Printing in single colour. Binding:- Each Book of 16 Pages to be side stapled with Two Pins. Packing:- 20 Books has to be tightly packed with Sutali.	Per Booklets	5000 No	
30	Sets	1.Priority Sector Term Loan Agreement 2.Agreement of Guarantee	Pages:- 1. P.S. Term Loan-8 Pages or 4 Leaves of size 21cm × 33 cm per set. 2.Agreement of Guarantee- 6 Pages or 3 Leaves of size 21 cm × 33 cm Per Set. Paper:- 70 GSM Ledger Paper of 'A' Grade Mill. Printing: Both Side Printing in single colour. Binding:- Each Set of 8 Pages to be side stapled with Two Pins. Packing:- 20 Sets has to be tightly packed with Sutali.	Per Set	5000 No of Each Type	
31	Statement	1.M.P.R. Statement 2.D.C.B. Statement	Pages:- Single Leaves of size 33 cm × 41 cm per Pad. Paper:- 70 GSM White Printing Paper of 'A' Grade Mill. Printing: Both Side Printing in single colour.	Per Pad	300 Pad	

			<p><u>Binding:-</u> Each Pad of 25 Leaves to be Top Gummed.</p> <p><u>Packing:-</u> 20 Pads has to be tightly packed with Sutali.</p>			
32	Statement	Limit Sanctioned Statement	<p><u>Pages:-</u> Single Leaves of size 18.5 cm × 49 cm per Pad.</p> <p><u>Paper:-</u> 70 GSM White Printing Paper of 'A' Grade Mill.</p> <p><u>Printing:-</u> Both Side Printing in single colour.</p> <p><u>Binding:-</u> Each Pad of 25 Leaves to be Top Gummed.</p> <p><u>Packing:-</u> 20 Pads has to be tightly packed with Sutali.</p>	Per Pad	300 Pad	
33	Reminders	1.Reminder1 2.Reminder 2 3.Reminder3	<p><u>Pages:-</u> Single Leaves of size 18 cm × 21 cm per Pad.</p> <p><u>Paper:-1.</u> 55 GSM Light Blue/ Light Yellow/ Light Pink Printing Paper of 'A' Grade Mill.</p> <p><u>Printing:-</u> Single Side Printing in single colour.</p> <p><u>Binding:-</u> Each Pad of 25 Leaves to be Top Gummed.</p> <p><u>Packing:-</u> 20 Pads has to be tightly packed with Sutali.</p>	Per Pad	600 No. of Each Type	
34	Slips	Specimen Signature-32 H	<p><u>Pages:-</u> Single Leaves of size 10.5cm × 18 cm Per Pad.</p> <p><u>Paper:-</u> 58 GSM White Printing Paper of 'A' Grade Mill.</p> <p><u>Printing:-</u> Single side Printing in single colour.</p> <p><u>Binding:-</u> Each Pad of 100 Leaves to be Side Gummed.</p> <p><u>Packing:-</u> 10 Pads has to</p>	Per Pad	300 No.	

			be tightly packed with Sutali.			
35	A4 Paper	1. JK Paper 2. Keon	Pages:- A4 Paper Paper:- 70 GSM White Printing Paper of 'A' Grade Mill. Packing:- 10 Pkt. has to be packed in a Box	Per Box	5 Box	1.JK Paper Rs.____ - 2.Keon Paper Rs.____ -
36	Envelopes	1.Big(size- 11.5cm × 27.5 cm) 2. Small(Size- 10.5cm × 25 cm)	Printing:- Envelopes with printing in the mentioned Two Sizes. Paper:- 65 GSM White Printing paper of 'A' Grade Mill. Packing:- 250 Envelopes to be packed in a box.	Per Envelope	5000 No. of Each Type	
37	Covers	FDR	Printing:- FDR Cover in size of 15cm × 23 cm with printing. Paper:- 105 GSM Yellow Cover Paper, inner side is to be laminated. Packing:- 200 covers to be tightly packed with Sutali	Per Cover	6000 No.	

Terms and Conditions:-

1. The rates quoted should be F.O.R. at Central Stationery Centre, Mandi (approx. 3km from Main Market, Mandi).
2. Tender Document should be duly **signed and Stamped** by the Tenderer at Bottom of **Each Page**.
3. The rates approved will be valid for one year.

4. Mandatory Documents to be submitted along with Tender:-

a. The Security deposit of Rs. 50,000 (Rs. Fifty Thousand only) in the form of Fixed Deposit (for One Year) favoring 'Himachal Pradesh Gramin Bank' shall be enclosed with Tender document. The offer without the same shall be treated as cancelled.

b. Tenderer has to submit Experience certificate of printing & supplying stationery items for at least two Years. The offer without the same shall be treated as cancelled.

c. Tenderer has to submit "Paper Sample-duly signed with GSM & Mill Label". The offer without the same shall be treated as cancelled.

d. Tenderer has to submit Audited Balanced Sheet (to verify The Turnover) of Last 2 years. The offer without the same shall be treated as cancelled.

e. Tenderer has to submit The GSTIN Number or Application Reference Number (ARN) and HSN Code of the same. The offer without the same shall be treated as cancelled.

5. Security Deposit of Rs.50,000/- in the form of Fixed Deposit of The Suppliers who does not agree to Print & Supply The Stationery Items as per L-1 Rates, the Security Deposit of the same will be returned back.

6. Order will be awarded on the Lowest-1 (L-1) basis. After agreed to print & supply of stationery items on L-1 basis, order will be placed to the supplier by keeping in view the turnover & printing experience of the Firm.

7. Incomplete & Conditional Tender Forms are liable to be rejected.

8. The rates quoted should include all taxes/duties, freight and labour charges etc.

9. Supply will have to be made strictly as per specifications/sizes of tender and quality of paper as mentioned in tender.

10. Substandard material (Deviation in Size and GSM of paper) supplied by the party will be out rightly rejected & all loss due to it will be borne by supplier only.

11. Tenderer must use paper of following A Grade Mills only: BILT, JK, CROMPTON, KEON, RUCHIRA, CENTURY, SATIA & KUANTUM only for printing & supplying of stationery. Supplier has to take prior approval from the Bank if using any other "A" Grade Mill paper.

12. Proof/Sample has to be got approved from bank authorities before final printing at the cost of supplier.

13. Bills will be cleared only after checking the specifications (Size & GSM of Paper) as mentioned in Tender.

14. The Supply shall be required to be made strictly within 40 days from the date of placing order. In case of delay, the penalty shall be imposed as below which shall not be disputed.

i) For delay up to 15 days= 1% of order

ii) For delay more than 15 days= 3% of order

15. The Bank may impose financial penalties as mentioned here under in addition to Black Listing the printer for following reasons:

i) Not adhering to the delivery schedule.

ii) Printing not according to Bank's Format and specifications.

16. The right to reject any or all the tenders without assigning any reasons whatsoever is reserved with Himachal Pradesh Gramin Bank H.O. Mandi.

17. All disputes are subjected to Mandi (H.P.) Jurisdiction only.

Sd/-
General Manager

