

 <p>ಕರ್ನಾಟಕ ಗ್ರಾಮೀಣ ಬ್ಯಾಂಕ್</p> <p>Karnataka Gramin Bank</p> <p>ವಿಶ್ವಾಸದ ಪ್ರತೀಕ</p>	<p align="center">KARNATAKA GRAMIN BANK</p> <p align="center">(A Scheduled Bank established by Government of India : Sponsored by Canara Bank)</p> <p align="center">G A Wing : P & S Section</p> <p align="center">P & S WING: G. A. Wing: Head Office. # 8/2, 2nd Floor , Akshaya Square, Opp. Gandhi Nagar Government Hospital, Gandhi Nagar, ,Ballari-583103, Phone: 08392-470019/20/21</p>
REF: KGB/HO/GA/P&S/105/2024-25	DATE: 01-06-2024

Schedule of events:

Sl no	Event	Schedule date	Time
1	Commencement of issuance of tender application forms/ document	01-06-2024	10.00 AM
2	Last date for submission of duly filled-in and sealed tenders	14-06-2024	5.00 PM
3	Opening of the tenders	15-06-2024	11.00 AM

TERMS AND CONDITIONS OF THE TENDER PROCESS:

- The stationery items are to be supplied by the successful Tenderer, within 15 Days from the date of placement of order and rates are valid up to 31-05-2025.
- The Rates shall be quoted for items enlisted in the Annexure.
- The Stationery Items should be supplied by the successful supplier, on piecemeal basis as and when required.
- The applicants/tenderers have to quote the rates inclusive of all Taxes/GST Screen Printing/engraving charges and transportation cost F.O.R to Ballari and any future new taxes will have to be borne by the Tenderer.
- The items shall be supplied at the doorstep of the Bank.
- The samples are to be submitted duly numbered as per Annexure along with the tender document. The samples are to be collected back by the Unsuccessful tenderers at their own cost within 15 days from the date of Finalization of the tender rates. Bank may at its sole discretion dispose off such samples besides collecting any Charges/expenses that Bank may incur in disposing of such samples not collected back by the unsuccessful Tenderers.
- Tender applications without samples will not be considered.
- 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 otherwise of the good/s.

- The Bank will not be bound to accept the lowest quotation and reserves the right to accept or reject without assigning any reasons.
- The Tenderer should strictly adhere to the specifications and make any deviation in this regard will entitle the bank to summarily reject the items and will not qualify for Payment.
- Any applicable Tax will be deducted while making payment.
- Disputes, if any will be subject to Ballari jurisdiction.
- The tenders will be opened on 15-06-2024 at 11.00 AM at Head Office annex of KGB in Ballari, in the presence of such of those Tenderer/s or their Agent or representative who choose to be present at the cost of tenderer.
- The sealed Tender applications shall be submitted to the following address so as to reach on or before 14-06-2024 at 5.00 PM.

TO,
 THE CHIEF MANAGER,
 P&S Section
 KARNATAKA GRAMIN BANK,
 HEAD OFFICE ANNEX, NO-8/2,
 2nd FLOOR, AKSHAYA SQUARE,
 OPP GANDHI NAGAR GOVT. HOSPITAL
 GANDHI NAGAR
 BALLARI- 583103, KARNATAKA

- The Tender Applications received after the due date and time will not be considered.
- The Tender will be opened as per schedule mentioned in the Schedule of Events with out further notice.
- The Tenderer should submit two covers separately
 - A] Technical bid cover.
 - B] Commercial bid cover

A) Technical Bid cover should contain the following documents

1. Balance Sheet and P & L A/c for the previous year.
2. EMD amount of ₹. 15000/- by way of DD drawn on Ballari.
3. Copy of Terms and conditions duly signed with seal for having accepted the Terms and conditions
4. On the top of the cover please mention as follows

“Technical Bid for Procurement of Stationery Tender”

Tender application fee of ₹.1000/- by way of DD in favor of Karnataka Gramin Bank drawn on Ballari.

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 Stationery Tender”

ANNEXURE
Details of Stationery Items:

Sl no	Name of the Item	Make	Approximate Quantity required in piece meal
1	FD Plastic wallets with printing of Bank's Name & Logo	Best quality	300000
2	Cloth Envelop 14'x10' with printing of bank's name & logo	Best quality	300000
3	Cloth Envelop 15'x11' with printing of bank's name & logo	Best quality	200000
4	Office files- clip with printing bank' name and logo	Best quality	150000
5	Pusti file- half with printing of bank's name & logo	Best quality	50000
6	Polythin bags with printing of bank's name & logo	Best quality	10000
7	Brown Envelop 9 1/2' x 4 1/2' - 90gsm- with printing of bank's name & logo(pack of 100)	SPB	600000
		ANDHRA	