

**From Central Bank of India, Regional Office – Delhi South  
Sorabji Bhawan, Third Floor, Plot No 4, Block No 54, Deshbandhu Gupta Road,  
Karol Bagh, New Delhi - 110005**

RO/Delhi-South/GAD/2021-22/133

Dated: 09.11.2022

We invite sealed tender offers (technical and financial) from eligible, experienced & reputed printers of Delhi-NCR for supply of printed materials for our branches as per Annexure –1.

The copy of tender may be purchased from our office by depositing DD/BC for Rs 500/- in favour of CENTRAL BANK OF INDIA or may be down loaded from our website [www.centralbankofindia.co.in](http://www.centralbankofindia.co.in) . The cost of such down loaded forms should be paid at the time of submission of the tender. The details are as under:

TENDER REFERENCE	RO/Delhi-South/GAD/2022-23/133 dated 09.11.2022
COST OF THE TENDER COPY	Rs. 500/- BY DD/BC (Non Refundable)
LAST DATE	21.11.2022
EMD AMOUNT	RS 5000/-
ADDRESS FOR COMMUNICATION	<b>Central Bank of India, Regional Office – Delhi South Sorabji Bhawan, Third Floor, Plot No 4, Block No 54, Deshbandhu Gupta Road, Karol Bagh, New Delhi - 110005</b>
CONTACT TELEPHONE NO	011-42827318

The tender may be submitted at our office **till 4.00 Pm up to 21.11.2022** to our General Administration Department in closed covers with following papers/documents.

1	Envelope –A (Technical Bid)	(a) DD/BC RS 500/- favoring CENTRAL BANK OF INDIA DD/BC in favour of Central bank Of India for Rs 5000/- as EMD. Both the DDs should be payable at Delhi (b) For experience in the field of stationery, please submit details of the work done in the last 2 years with the supporting papers by which it may be proved that the firm is having experience for printing of stationery for the Financial Institutions/Govt. Department. (c) Details of firm with PAN NO & GST NO. This envelope should be superscribed as “Technical bid”.
2	Envelope –B (Financial Bid)	This should contain financial bids as per annexure –1 with rates. The envelope should be superscribed as Financial bid.

Both envelopes (A) & (B) should be submitted in a separate sealed envelope which should be superscribed as “Tender for printing of stationery items” No. RO/Delhi-South/GAD/2021-22/133 dated 09.11.2022. The financial bid will be opened of those contractors who have paid the cost of tenders/EMD and qualified in the technical bid.

No Advance payment will be made for executing the supply order.

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Bank shall be under no obligation to accept the lowest or any of the offers received in response to this tender notice and shall be entitled to reject any or all offers including incomplete offers, without assigning any reasons whatsoever. Bank reserves the right to make any changes in the terms and conditions of the tender. Bank will not be obliged to meet and have discussions with any Bidder, and or to consider any representations.

Samples of stationery to be printed may be seen at our office at the above address and after Printing, the Stationery will be supplied at our Godown. Address of Stationery Godown is as under:

Central Bank of India Stationery Godown 2782, Lothian Road , Kashmere Gate Delhi -110006. Landline : 011 – 23979680 011 - 23968262
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Bank reserves the right to cancel the tender without any notice.

**(Devesh Gupta)**  
**CHIEF MANAGER**

### Annexure – 1 (FINANCIAL BID)

SNo	Particulars	Quantity	Paper Quality (gsm)	Size	Price Quoted
1.	Withdrawal Form	200000 pads (25 leaves each pad)	60 gsm	As per Sample	
2.	Cash Balance Book / Memo	500	60 gsm	As per Sample	
3.	Locker Signature Cards	3000 (25 cards per packet)	70 gsm	As per Sample	
4.	Envelope – Bank and without Bank	20000 ( 10000 EACH)	70 gsm	As per Sample	
5.	MMDC /FD Plastic Cover	5000 ( 50 cover per packet)	220 gsm	As per Sample	
6.	Life Certificate	200 pads (50 leaves each pad)	70 gsm	As per Sample	

**Note:**

- Sample is only for specimen purpose. Quality of paper should be Ballarpur/Star Only.
- Stamp of the firm to be affixed with Signature of the Proprietor / Partner with specification on sample of the paper used.
- Before quoting the rates, printers are advised to see the sample for specimen/numbering system/binding etc.

**Acknowledgement by Vendors/Printers for having seen the Sample of all the Stationery items to be Printed w.r.t. tender notice dated 09.11.2022 uploaded in Web Portal on 09.11.2022 by RO Delhi-South.**

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