

ANDHRA PRADESH MAHESH CO-OPERATIVE URBAN BANK LTD.
H.O.:8-2-680/1 & 2, ROAD NO 12, BANJARA HILLS, HYDERABAD - 500034
Ph.: 040 - 23437100 - 103 info@apmaheshbank.com

TENDER

DATE :

VOUCHERS SLIPS & FORMS

S.NO	ITEM CODE	NAME OF THE ITEM	ITEM DESCRIPTION	ITEM MEASUREMENT	QTY	RATE PER UNIT	AMOUNT (Rs)	GST (%)	GST AMT (Rs)	TOTAL AMT (Rs)
1	B005	CASH BALANCE REGISTER	Cash Balance Register 8" 1/2 X13" 1/2, 80 GSM Kuantum ledger paper leather rexine binding 2 LB yellow extra board with open binding 300 pages with offset printing	NOS	60					
2	B013	INWARD REGISTER	Inward Register 8" 1/2 X 13" 1/2, 80 GSM Kuantum ledger paper leather rexine binding 2 LB yellow extra board with open binding 200 folios with offset printing	NOS	40					
3	B014	OUTWARD REGISTER	Outward Register 8" 1/2 X 13" 1/2, 80 GSM Kuantum ledger paper leather rexine binding 2 LB yellow extra board with open binding 200 folios with offset printing	NOS	30					
4	B018	DESPATCH REGISTER	Despatch Register 8"1/2 X13"1/2, 80 GSM Kuantum Ledger paper Leather Rexine Binding 2 LB Yellow Extra Board with open binding 200 Folios with offset printing	NOS	30					
5	B020	KEY MOVEMENT REGISTER	Key Movement Register 8" 1/2 x 13" 1/2, 80 GSM Kuantum ledger Paper Leather Rexine Binding 2 LB Yellow Extra Board with open binding 200 Folios with offset printing	NOS	25					
6	B024	B CLASS MEMBERSHIP REGISTER	B Class Member Register 8" 1/2 X 13" 1/2, 80 GSM, Kuantum ledger paper leather rexine binding 2 lb yellow extra board with open binding 200 folios with offset printing	NOS	25					
7	B025	LOANS DOCUMENT EXECUTION REGISTER	Loans Document Execution Register 8" 1/2 x 13" 1/2,80 GSM Kuantum ledger Paper Leather Rexine Binding 2 LB Yellow Extra Board with open binding 200 Folios with offset printing	NOS	25					
8	B028	STRONG ROOM OPENING & CLOSING REGISTER	Strong Room Opening & Closing Register 8" 1/2 X 13" 1/2, 80 GSM Kuantum ledger paper leather rexine binding 2 LB extra yellow board with open binding 200 pages with offset printing	NOS	25					

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9	B030	CHQ RETURN OBJECTION REGISTER	Cheque Return Objection Register 8"1/2 x 13"1/2, 80 GSM, Ledger Kuantum paper leather rexine binding 2 LB yellow extra board with open binding 200 folios with offset printing	NOS	20				
10	B032	LOCKER REGISTER	Locker Register size 9" 1/2 X 10" inches, 80 GSM Kuantum ledger paper leather rexine binding 2 LB yellow extra board with open binding 400 pages with Index and offset printing	NOS	50				
11	B040	TITLE DEED REGISTER	Title Deed Register size 20" x 15" inches , with 2 Folio Index, 1 Folio Instructions, 80 Folio Regular Matter and 17 Folio other matter on 80 GSM Kuantum Ledger Paper Leather Rexine Binding 2 LB Yellow Extra Board with open binding 100 Folios with offset printing	NOS	25				
12	B041	REGISTER OF NON-PERFORMING ASSETS (NPA)	Register of Non- Performing Assets (NPA) Register 8"1/2 x 13"1/2,80 GSM Kuantum ledger paper leather rexine binding 2 LB yellow extra board with open binding 100 folios with offset printing	NOS	25				
13	B044	BANK GUARANTEE REGISTER	Bank Guarantee Register 14" x 17" , 80 GSM Ledger Kuantum Paper Leather Rexine Binding 2 LB Yellow Extra Board with open binding 100 Pages with offset printing	NOS	25				
14	B046	CHEQUE ISSUE REGISTER	Cheque Issue Register 8" 1/2 X 13" 1/2, 80 GSM Kuantum ledger paper leather rexine binding 2 LB yellow extra board with open binding 100 folios with offset printing	NOS	20				
15	B063	CASH REMITTANCE REGISTER	Cash Remittance Register 8" 1/2 X 13" 1/2, 80 GSM Kuantum ledger paper leather rexine binding 2 LB yellow extra board with open binding 200 pages with offset printing	NOS	30				
16	BO59	CASH RESERVE REGISTER	Cash Reserve Register 8" 1/2 X 13" 1/2, 80 GSM Kuantum ledger paper leather rexine binding 2 LB yellow extra board with open binding 300 folios with offset printing	NOS	50				
17	BO60	J/L A/Cs OPENED & CLOSED REGISTER	Jewel Loan A/cs Opened & Closed Register 8"1/2 X 13"1/2, 80 GSM Kuantum ledger paper leather rexine binding 2 LB extra yellow board with open binding 150 pages with offset printing	NOS	40				

18	BO61	J/L APPLICATION/SANCTIONED REGISTER	Jewel Loan A/cs Application/ Sanctioned Register size 8" 1/2 X 13" 1/2 , 80 GSM Kuantum ledger paper leather rexine binding 2 LB extra yellow board with open binding 100 folios with offset printing	NOS	40					
19	D001	PERSONAL LOAN APPLICATION	3rd & 5th page perforation 80gsm kuantum ledger size 1/4 demmi two pages both side printing 4 pages one side printing a set of 6 pages 21.0 X 29.70 cms with offset printing packing of 500 forms per bundle (100 forms each)	NOS	4000					
20	D002	CONVENTIONAL LOAN APPLICATION	Conventional Loan Application forms 80 GSM kuantum ledger paper size 1/4 demmi, 4 pages folder offset printing and packing of 500 forms per bundle (100 forms each)	NOS	3000					
21	D003	DEPOSITOR LOAN APPLICATION	Depositor Loan Application size 1/4 demmi , 80 GSM Kuantum Ledger paper only one side offset printing padding of 100 pages and bundle packing	PADS	60					
22	D004	J/L LOAN APPLICATION	J/l Loan application forms 4 pages both side printing on A4 size, 80 GSM kuantum ledger paper and one side printing of 3 pages colour (pink,light blue, yellow on 1/8th demmi on 48 gsm) wth offset printing packing of 500 forms in a bundle (100 forms each)	NOS	40000					
23	D005	SSI APPLICATION	Pages 1 to 5 (set 1) ,1 to 5 (set 2) and 1 to 9 (set 3) total 22 pages printing on 19 pages front and back on 80 GSM kuanturm ledger paper size 1/4 demmi with offset printing with packing of 300 forms in a bundle (100 forms each)	NOS	500					
24	D006	HYPOTHICATION OF VEHICLE	Agreement of Hypothecation of vehicle loan 3 pages folder on 1/4th of demmi 22.0 X 28.50 cms of 80 gsm kuantum ledger paper with offset printing	NOS	1000					
25	D007	LETTER OF UNDERTAKING	Letter of Undertaking size 1/4 demmi 80 GSM Kuantum ledger paper one side offset printing padding of 100 pages and bundle packing .	PADS	100					
26	D008	LETTER OF WAIVER	Letter of Waiver size 1/4 demmi 80 GSM kuantum ledger paper one side offset printing padding of 100 pages and bundle packing	PADS	100					

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27	D009	TAKE DELIVERY LETTER	Take Delivery Letter size 1/4 demmi, 80 gsm Kuantum ledger paper one side offset printing padding of 100 pages and bundle packing	PADS	100					
28	D010	LETTER OF CONTINUE SECURITY	Letter of Continue Security size 1/4 demmi, 80 GSM Kuantum ledger paper one side offset printing padding of 100 pages and bundle packing.	PADS	100					
29	D012	REVIVAL LETTER BORROWER	Revival Letter Borrower size 1/4 demmi, 80 GSM, kuantum ledger paper only one side offset printing padding of 100 pages and bundle packing	PADS	100					
30	D013	STATEMENT OF STOCK UNDER HYPOTHICATION	Statement of Stock Under Hypothecation size 1/4 demmi, 60 GSM "A" class company white maplitho paper one side offset printing with padding of 100 pages and bundle packing	PADS	50					
31	D016	AGREEMENT OF HYPOTHICATION OF CONSUMER LOAN	Agreement of Hypothecation of (Consumer Loan) 2 pages offset printing size 1/4 demmi, 80 GSM kuantum ledger paper only with packing of 100 forms each bundle	NOS	1000					
32	D023	LETTER OF LIEN	Letter of Lien 80 GSM size 1/4 demmi, one side offset printing on kuantum ledger paper with padding of every 100 pages and bundle packing	PADS	100					
33	D024	LETTER OF LIEN WITH SCHEDULE	Letter of Lien with Schedule 80 gsm size 1/4th demmi, one side offset printing on Kuantum Ledger Paper with padding of 100 pages and bundle packing	PADS	100					
34	D025	J/L 2ND APPRAISER	J/L 2nd appraisal 80 GSM, Kuantum Ledger paper size 1/4 demmi, one side offset printing padding of 100 pages and bundle packing	PADS	150					
35	D029	DEMAND PROMISSORY NOTE (DP NOTE BIG)	Demand Promissory Note (Big) size 1/4 demmi, 80 gsm kuantum ledger paper one side offset printing with padding of every 100 pages and bundle packing	PADS	120					
36	D030	DEMAND PROMISSORY NOTE (DP NOTE SMALL)	Demand Promissory Note (small) size 1/4 demmi, 80 GSM kuantum ledger paper one side offset printing with padding of every 100 pages and bundle packing	PADS	120					

37	D031	LIST OF DOCUMENTS	List of Documents size 1/4th demmi, 80 GSM Kuantum ledger paper both side offset printing with padding of 100 pages and bundle packing	PADS	100						
38	D032	GUARANTEE AGREEMENT	Guarantee Agreement 3 pages (folder) on 1/4th demmi, 80 GSM offset printing on kuantum ledger paper packing of 500 forms in a bundle (100 forms each)	NOS	3000						
39	D035	HOUSING LOAN AGREEMENT	Housing Loan Agreement 5 pages (3 Sheets) on 1/4 demmi of 80 gsm offset printing on kuantum ledger paper packing of 500 forms in each bundle (100 forms each)	NOS	1000						
40	D036	GENERAL AGREEMENT	General Agreement 4 pages on 1/4th demmi 22.0 X 28.50 cms of 80 gsm sirpur ledger paper (one page middle perforation)	NOS	3000						
41	D038	COMPOSITE HYPOTHICATION AGREEMENT	Composite Hypothecation Agreement 8 pages (4 sheets) 1/4 demmi of 80 gsm offset printing on Kuantum ledger paper packing of 100 forms in each bundle	NOS	2000						
42	D039	CORPORATE GUARANTEE AGREEMENT	Corporate Guarantee Agreement 2 pages (1 sheet) on size 1/4 demmi of 80 GSM offset printing on Kuantum ledger paper packing of 100 forms in each bundle	NOS	500						
43	D040	RECEIPT (ONLY FOR LOANS)	Receipts A4th size 21.0 X 29.7 cms, 80 gsm offset printing on Kuantum Ledger Paper one side printing with perforation padding of 100 pages and bundle packing	PADS	30						
44	D041	J/L 3RD APPRAISER PAD	J/L 3rd appraiser 80 GSM Kuantum ledger paper size of 1/4 demmi one side offset printing padding of 100 pages bundle packing	PADS	150						
45	F001	A CLASS APPLICATION	A class applications on size 1/4 demmi, 80 GSM, white A P PRIME VERA paper one side offset printing with padding of 100 pages and bundle packing	PADS	50						

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46	F002	B CLASS APPLICATION	B class application on 80 gsm APPM white paper, size 1/4 demmi one side offset printing with padding of every 100 pages and bundle packing	PADS	100					
47	F003	MDD APPLICATION	4 pages folder of size 1/4 demmi of 80 GSM, AP Prime Vera White paper with offset printing and packing of 100 forms in each bundle	NOS	5000					
48	F012	INSTALLMENT LETTER	Instalment letter 80 gsm kuantum ledger paper size 1/4 demmi, one side offset printing padding of 100 pages and bundle packing	PADS	100					
49	F014	LETTER HEAD A4 SIZE	Letter Head on 80 GSM, AP Prime Vera white paper A4 size one side offset printing in three colours with loose padding of 100 pages and bundle packing	PADS	60					
50	F015	LETTER HEAD (SMALL) 1/5	Letter Head on 1/5 demmi, 80 GSM, A P Prime Vera white paper one side offset printing in three colours with loose padding of 100 pages and bundle packing	PADS	30					
51	F016	SPECIMEN SIGNATURE CARD	Specimen Signature cards 4" 1/2 X 5" 1/2 one side offset printing on 180 gsm white card and packing of 500 cards in a bundle (100 cards each)	NOS	3000					
52	F020	RD PASS BOOKS	RD Pass Books Multi colour title printed in all side on 170 GSM, art paper with one side lamination, inner pages 80 GSM with single colour printing. Six sheets of 1/12 of 23 x 36 size and packing of 500 books in a bundle (100 books each)	NOS	1000					
53	F023	SWORN AFFIDAVIT OF 3RD PARTY	Sworn Affidavit of 3rd party legal size 33 cms X 21 cms, on 80 gsm one side offset printing on APPM white paper with packing of 500 forms in a bundle (100 forms each)	NOS	1000					
54	F024	SWORN AFFIDAVIT OF INTERFANCY	Sworn Affidavit of Interfancy legal size legal size 33 cms X 21 cms, on 80 gsm one side offset printing on APPM paper with packing of every 100 forms	NOS	1000					

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55	F028	AGREEMENT OF ADJUSTMENT	Agreement of Adjustment 80 gsm Kuantum ledger paper 1/4th demmi one side offset printing with padding of 100 pages and packing of every 10 pads, offset printing	NOS	30					
56	F030	MDD BALANCE CONFIRMATION	MDD Balance Confirmation on 80 gsm APPM white paper size 1/4 demmi, one side offset printing with padding of 100 pages and bundle packing	PADS	30					
57	F032	CLAIMS FORMS-WITHOUT NOMINATION	Claim Forms legal size 33 cms X 21 cms on 80 gsm both side offset printing on Kuantum Ledger paper with packing of every 100 forms	NOS	1000					
58	F042	LOAN DOCKET	Loan Docket 18" X 15" inches 100 GSM "A" grade craft paper one side printing brown color and packing of every 50 dockets	NOS	10000					
59	F048	DEMAND DRAFT SLIPS	Demand Draft pay in slip 1/8 demmi, 60 GSM, APPM white paper both side offset printing with rulling, stapling each pad 25 forms with perforation and packing of every 100 pads	NOS	20000					
60	F052	SB/CA ALL A/C OPENING FORMS	All a/c opening form 80 gsm 1/4 demmi (10 pages) 5 sheets both side offset printing packing of 500 forms per bundle (100 forms each) APPM white paper	NOS	20000					
61	F053	ALL AC PAY IN SLIPS	All accounts multi purpose pay in slips white AP STAR WHITE paper size 1/8 demmi with perforation on 60 GSM, both side offset printing each pad 25 leaves pining and packing of every 200 pads	NOS	2500000					
62	F055	ODD Application	ODD Application size 1/4 demmi, 80 GSM, Kuantum ledger paper one side offset printing padding of 100 pages and bundle packing	PADS	50					
63	F062	MDD REFUND & FORCLOSURE	MDD refund and foreclosure on 80 gsm AP Prime Vera white paper size 1/4 demmi, one side offset printing with padding of 100 pages packing of every 10 pads	PADS	30					

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64	F063	STATIONERY INDENT	Stationery Indent 60 gsm "A" class company white paper 1/4th demmi one side offset printing with padding of 100 pages and packing of 10 pads each	PADS	50					
65	F067	DESPATCH ACKNOWLEDGEMENT	Despatch Acknowledgement size of 1/4 demi 80 gsm AP Prime Vera white paper one side offset printing with padding of 100 pages and bundle packing	PADS	400					
66	F073	CREDIT ADVICE	Credit Advice size 1/10th demmi on 60 gsm APPM white paper one side offset printing of two colours (1+1 each 100 pages) first sheet Blue colour & Second sheet black colour with offset printing padding of 200 pages and bundle packing	PADS	300					
67	F074	DEBIT ADVICE	Debit Advice size 1/10 demmi on 60 gsm one side offset printing on APPM white paper padding of (1+1 - each 100 pages) 200 pages single colour (red) and bundle packing	PADS	200					
68	F075	CREDIT VOUCHER	Credit Voucher size 1/10 demmi on 60 gsm onse side offset printing on APPM white paper padding of 100 pages and bundle packing	PADS	4000					
69	F076	DEBIT VOUCHER	Debit Voucher size 1/10 demmi 60 GSM, onese side offset printing on APPM white paper padding of 100 pages and bundle packing	PADS	5000					
70	F077	TRANSFER FOLDER	Transfer folder size 1/10 demmi on 60 GSM, onese side offset printing on APPM white paper (1+1) two colours first sheet red colour and second sheet blue colour 50 sets in each pad (total 100 pages) and bundle packing undle	PADS	6000					
71	F078	CHEQUE RETURN MEMO	Cheque return memo size 1/10 demmi on 60 gsm offset printing on APPM white paper one side printing padding of 100 pages and bundle packing	PADS	50					
72	F080	DEBIT TRIPLICATE ADVICE	Debit Triplicate Advice size 1/10 demmi on 60 gsm APPM white paper one side offset printing (1+2) first and second sheet red colour and third sheet black colour pad of 100 sets in each and bundle packing	PADS	100					

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73	F081	CREDIT TRIPLICATE ADVICE	Credit Triplicate Advice size 1/10 demmi on 60 gsm APPM white paper one side offset printing (1+2) first and second sheet Blue colour and third sheet Green colour pad of 100 sets in each and bundle packing	PADS	100					
74	F084	VOUCHER COVER CARDS	Voucher cover cards size 17" x 5" 1/2 one side printing on 180 GSM, green card and packing of 100 cards in each bundle	NOS	40000					
75	F090	DA1 NOMINATION FORMS	DA1 nomination form size 1/4 demmi, 80 GSM, offset printing on APPM white paper one side offset printing with padding of every 100 pages and bundle packing	PADS	50					
76	F101	HYPOTHICATION STICKERS	Adhesive Stickers for Hypothecation of Goods with individual branch	NOS	500					
77	F102	EITHER OR SURVIOR (EACH PAD 100 FORMS)	Either or Survivor form size of 1/4 demmi 80 gsm AP Prime Vera white paper one side offset printing with padding of every 100 pages and packing of every 10 pads	NOS	25					
78	F167	LOCKER APPLICATION FORMS (NEW MODEL)	Locker Application Forms size fullscape (legal size) "A Class Ledger Paper" 80 GSM a set of 8 pages printing on 7 pages 2nd page no printing remaining front and back with offset printing with stappling (each bundle 100 forms)	NOS	1500					
79	F180	PAPER STRIPS (CASH BANDS)	Paper strips (cash Bands) Single Band with self sticking, 90 GSM, AP Prime Vera White paper with offset printing, 40 of 20" x 30" crown size (packing of 1000 strips each bundle)	NOS	1000000					
80	F182	FIXED DEPOSIT AC OPENING FORMS	Fixed Deposit Applications - 4 pages folder size 1/4 demmi 80 GSM AP Prime Vera white paper with offset printing and packing of 500 forms in each bundle	NOS	30000					
81	F184	RTGS OUTWARD	RTGS Outward application on 70 gsm APPM white paper of size 1/4th of 18" X 23" on one side offset printing with perforation and padding of 100 lvs each and bundle packing	PADS	4000					

82	F186	SB PASS BOOK	SB pass book Multi Colour title printed in all sides on 170 gsm art paper with one side lamination. Inner pages 80 gsm AP Prime Vera white paper with single colour printing six sheets of 1/12 of 23X36 size. (packing of every 100 books)	NOS	10000					
83	F188	INTERNET & MOBILE BANKING	Printing & Supply of Internet / Mobile Banking Registration forms on 80 GSM, AP Prime Vera white paper 1/4th of 17" X 27" inches both side printing consisting of 4 different types forms each with padding of 100 forms (4 types forms X 100 forms each)	PADS	1500					
84	F190	WELCOME LETTER	Welcome Letter 80 GSM AP Prime Vera white paper A4 size paper one side offset printing in three colours with padding of 100 pages and bundle packing	PADS	300					
85	F191	ATM APPLICATION	ATM application 4 pages folder of 1/4 demmi on 80 GSM AP Prime Vera white paper with offset printing and packing of 500 forms in each bundle	NOS	20000					
86	F192	BENEFICIAL OWNERSHIP - DECLARATION	Beneficial Ownership Declaration form size of 1/4 demmi 80 gsm APPM white paper one side offset printing with padding of every 100 pages and bundle packing	PADS	100					
87	F193	FATCA/CRS INDIVIDUAL DECLARATION FORM	FATCA /CRS Declaration Individual form size of 1/4 demmi 80 gsm APPM white paper one side offset printing with padding of every 100 pages and bundle packing	PADS	300					
88	F194	FATCA/CRS ENTITIES DECLARATION FORM	FATCA /CRS Declaration Entities form of 4 pages folder of size 1/4 demmi 80 gsm AP Prime Vera white paper with offset printing with padding of every 100 pieces.	NOS	2000					
89	F195	AADHAAR CONSENT FORM	Aadhaar Consent form size of 1/4 demmi 80 gsm APPM white paper one side offset printing with padding of every 100 pages and packing of every 10 pads	PADS	10000					

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To be submitted along with Terms and Condition form and profile of the firm duly signed.

NAME AND ADDRESS OF THE FIRM:

SIGNATURE OF THE TENDERER (with seal)

TENDER FORM – TERMS & CONDITIONS

VOUCHERS, SLIPS AND FORMS

- 1) The tenderer is advised to use Tender Form supplied by the Bank only. The Tenderer is requested to not make any alterations in the Tender Form.
- 2) Any tenders which are not found as per the Bank's specifications will not be entertained.
- 3) In case the Tenderer is a Company / Firm / or any other legal entity, the proof of Incorporation and Resolution authorizing to sign tender document is required to be produced, along with the required KYC only.
- 4) Reputed Printer / Tenderer having adequate infrastructure, machinery and ample experience in printing field are to participate in the tender. The proof of experience in the field shall be verified.
- 5) An EMD of Rs.10,000/- should be submitted along with duly filled in Tender Form in the form of Banker's Cheque / Demand Draft, in favour of "Andhra Pradesh Mahesh Co-operative Urban Bank Ltd.," Payable at Hyderabad. The Tender forms without sufficient EMD or no EMD will be rejected outright.
- 6) There is no exemption from payment of EMD even for SSI or whatsoever category of firm. All the tenderers should invariably submit sufficient EMD.
- 7) The successful tenderer shall have to submit a Security Deposit equivalent to 10% of the total order value (inclusive of EMD), which shall be deposited by the successful tenderer in the form of an FDR / Bank Guarantee / Banker's Cheque / Demand Draft drawn in Bank's favour payable at Hyderabad, to be submitted within 72 hours of tender acceptance by the Bank, which will be refunded after supply of items as per Bank's specifications. Non-compliance of the said remittance of 10% of the total order value within the stipulated time, the EMD amount shall be forfeited forthwith without assigning any reasons.
- 8) In case the successful Tenderer backs out/does not execute the order as per specifications, the entire EMD/Security Deposit kept with us will be forfeited and order will be placed with the competent tenderer. The rates quoted in the tender are valid till the total supply of the allotted items at L1 rates are completed, as the tender is on rate contract basis. The Bank will not accept any increase in the rates quoted till completion of entire supply of items at L1 rates.
- 9) The rates should be entered in the enclosed sheet only in a clear manner. Any rates quoted by distorting the format in any ambiguous manner will be rejected outright.
- 10) The rates as quoted should be inclusive of all plus (+) GST as applicable.
- 11) Entire printing work should be carried in OFFSET PRINTING ONLY, using good quality of glossy Ink.
- 12) A Minimum order level/quantity indicated in tender form is assured. However, the Bank can place part orders as and when required.
- 13) Items of sub-standard quality will be summarily rejected and no payment will be made.
- 14) The tenderer's signature and seal should be affixed on each sheet of the Tender Form and there should not be any over writings. The tender should be placed in a sealed cover / envelope super scribing the category of the tender.
- 15) The delivery shall be made at our branches in the twin cities as per the requirements and at our Head Office, Third Floor, Road No.12, Banjara Hills, Hyderabad-34.

- 16) The profile of the Firm/Supplier should be furnished in the enclosed form duly mentioning PAN Number / GST Number (Copies to be enclosed).
- 17) On awarding the tender to the lowest bidder, the same shall be confirmed in his/her name only and recognized as supplier of items.
- 18) The Payment shall be made on satisfactory supply. However, the TDS will be deducted as applicable, as per the government norms.
- 19) The Bank reserves its right to accept or reject any or all tenders without assigning any reasons whatsoever and also to negotiate with any other tenderer.
- 20) The Bank does not bind itself to accept the lowest tender and reserves its right to reject any or all of the tenders received without assigning any reasons thereof. Further, the Bank reserves the right to award the total tender or part of the tender to any other / different tenderer or to award the entire tender to one tenderer, who is competent to carry out the job, instead of the lowest tenderer.
- 21) The samples of Printing Paper and Stationery items are to be submitted along with the tender form. The supply of Printing Paper and Stationery items should be from fresh stock only.
- 22) In the event of any lapses in printing and supply of stationery work, the tenderer will be barred for participation in future bids and shall be blacklisted indefinitely.
- 23) Mere confirmation of the tender does not confirm allotment of work order upon the tenderer.
- 24) The Duly Filled Tender Form along with prescribed EMD should be submitted kept in a sealed cover / envelope, on or before 06.05.2024 by 6.00 p.m. to the Asst. General Manager (Admn. & Ops), Head Office, Road No.12, Banjara Hills, Hyderabad - 500034.

I/We have read all the above terms and conditions mentioned above and agree to abide by them in toto.

PLACE :

DATE :

SIGNATURE OF THE TENDERER (with seal)

**ENCLOSURE TO BE SUBMITTED ALONG WITH THE TENDER FORM
PARTICULARS OF THE TENDERER**

1.	NAME OF THE FIRM / ORGANISATION / INDIVIDUAL	
2.	ADDRESS WITH CONTACT TELEPHONE NO. AND E-MAIL ID	
3.	YEAR OF ESTABLISHMENT	
4.	STATUS OF FIRM (WHETHER COMPANY /FIRM/PROPRIETORSHIP CONCERN & NAME OF THE DIRECTORS / PARTNERS /PROPRIETOR	
5.	WHETHER REGISTERED WITH THE REGISTRAR OF COMPANIES/REGISTRAR OF FIRMS, IF SO, MENTION NUMBER & DATE	
6.	WHETHER REGISTERED FOR GST, IF SO, MENTION GST NUMBER AND ENCLOSE A COPY	
7.	WHETHER AN ASSESSEE OF INCOME TAX, IF SO, MENTION PERMANENT ACCOUNT NUMER (PAN), FURNISH COPY OF PAN CARD AND LATEST COPIES OF INCOME TAX RETURNS FILED	
8.	IF YOU ARE EMPANELLED WITH ANY OTHER ORGANISATIONS/STATUTORY BODIES, FURNISH THE RELEVANT COPIES	
9.	DETAILED DESCRIPTION AND VALUE OF THE WORK DONE FOR BANKS AND OTHER ORGANISATIONS IN THE PAST	
10.	SPECIFY THE MAXIMUM VALUE OF WORK EXECUTED CONSECUTIVE 2 YEARS SHOWING SEPARATELY FOR EACH YEAR	
11.	DETAILS OF EXPERIENCE	
12.	DETAILS OF MACHINES/INFRASTRUCTURE AVAILABLE	

LACE :

ATE :

SIGNATURE OF THE TENDERER (WITH SEAL)