



**The Andhra Pradesh
State Cooperative Bank Ltd.**
(A State Partnered Scheduled Bank)



05.02.2024

Sealed Quotations are invited for printing & supply of Forms & Applications

1. Introduction:

The Andhra Pradesh State Co-operative Bank (APCOB) invites sealed bids for printing & supply of Applications /Forms/Stationery Items.

2. Project Scope:

| S.No | Particulars | Quantity | Specifications |
|------|---|--------------|--|
| 1 | A4 Envelope Covers (Green Cloth) | 2000 | A4 Size Cloth Cover with Bank Logo & Name Single Colour Printing. |
| 2 | FD Covers | 5000 | Term Deposit Plastic Covers 8.5 X 10.5, 15 mm With Bank Name and Logo- Green Ink |
| 3 | Form 60 Pads | 200 | Each Pad 100 Applications - 70 GSM 1/4 Dummy Size - Front & Back Printing - Black Ink |
| 4 | PMJJBY Pads | 300 | Each Pad 100 Applications - 70 GSM 1/2 Dummy Size - Front & Back Printing - Black Ink |
| 5 | PMSBY Pads | 300 | Each Pad 100 Applications - 70 GSM 1/2 Dummy Size - Front & Back Printing - Black Ink |
| 6 | Offset Pads | 500 | 1+1, 50 Sets 1/8 th Size 1 st Copy Red Colour Printing 2 nd Copy Royal Blue Colour |
| 7 | 15H pads | 100 | Each Pad 100 Applications - 70 GSM Legal Size - Front & Back Printing - Black Ink- With Conquest Paper |
| 8 | 15G Pads | 100 | Each Pad 100 Applications - 70 GSM Legal Size - Front & Back Printing - Black Ink- With Conquest Paper |
| 9 | Small Envelopes (9*4) size | 3000 | 80 GSM Mapthilo 9" * 4" Size Cover with Single Color Printing with Bank Logo & Name |
| 10 | A4 Bundles | 50 | J K Easy Copier - 70 GSM-Each Bundle 500 Sheets |
| 11 | Yellow Cash memo Slips pads | 500 | 6cm height 17.5 cm Width Yellow Colour Paper One Side Black Ink Printing |
| 12 | SB Applications | 15000 | 70 GSM PAPER- Front & BACK Printing With BLACK INK-1/2 Dummy SIZE |

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| 13 | FD Receipts | 5000 | *As per Bank concern/Specifications |
| 14 | Office files | 2000 | File With Bank logo and name with Tags |
| 15 | Gold Loan Applications | 20000 | 70 GSM PAPER- Front & BACK, Multi colour printing -1/2 dummy SIZE |
| 16 | Gold Loan Bags (Small) | 15000 | SIZE-(1): 6" X 8.5" (With Double Tamper Evident Tape) Material One Side - Tyvek® White 1056D (55 GSM), Other Side – 100 Micron Transparent Film. Printing: Single Colour |
| 17 | Gold Loan Bags (Medium) | 5000 | SIZE-(2): 8" X 11" (With Double Tamper Evident Tape) Material: One Side - Tyvek® White 1056d (55 GSM), Other Side – 100 Micron Transparent Film. Printing: Single Colour |
| 18 | Gold Loan Bags (Large) | 1000 | SIZE: A4 (With Double Tamper Evident Tape) Material: One Side - Tyvek® White 1056d (55 GSM), Other Side – 100 Micron Transparent Film. Printing: Single Colour |
| 19 | Gold Loan Voucher pads | 500 | 1+1, 50 SETS 19cm Width & 12.5cm Height, 1 ST COPY 70 GSM White Paper with Black Colour PRINTING, 2 nd COPY Pink Colour Paper with Black Colour PRINTING |
| 20 | Gold Memorandum Books | 500 | 100 sets of 1+2 ¼ Dummy Size with Black Colour Printing, 1 st Copy Green, 2 nd Copy Pink & 3 rd Copy Yellow |
| 21 | SB Pass Books | 15000 | 7.5" Height & 8" Width Front and Back Printing Single Colour Black Ink - Inside 7 Pages With 70 GSM Paper and Title in Multi Colour Front & Back Printing On 130 GSM Art Paper with Centre Stitching of Size 1/6 (Open) |
| 22 | L folders with Logo | 3000 | 9.5" * 14" L Folders with Bank Logo, Name & Address Green Colour Printing |
| 23 | Scribbling Pads | 5000 | 1/8 th Size Scribbling Pad with Inner 15 With Double Colour Ruling Sheets & Title 170GSM Art Paper with Single Colour Printing |
| 24 | With drawl Books | 5000 | (100 Leaves Each Pad) 70 GSM – 2 Colour Print – Pad Upper Side Brown Paper & Below Thick Brown Card |
| 25 | Cheque Books | 2000 | *As per Bank concern/Specifications |
| 26 | RD application pads | 100 | Each Pad 100 Applications - 70 GSM 1/4 Dummy Size - With Front and Back Single Colour Printing – Black Ink |

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|-----------|-------------------------------------|--------------|---|
| 27 | Pay in Slips pads | 10000 | 20 Leaves Each Book On 60 GSM Paper of Size 1/8, Single Black Colour Front and Back Printing. Pad Cover Page Brown Sheet with Pinning |
| 28 | Medium White Envelope Covers | 5,000 | Size 12*4 & 80 GSM Maplitha Paper Single Colour Printing with Bank Logo & Name |

Terms & Conditions:

1. The rates quoted should include all taxes, Transportation charges etc.
2. Bank reserves the right to cancel/reject any or all the quotations without assigning any reason thereof.
3. The quantity & quality of the stock required shall be as per the specifications.
4. All the items shall be delivered at our head office within 10 days from the date of issuance of purchase order.
5. The Bank reserves the right to reject the stock if they don't meet the specifications mentioned by the Bank.
6. *For further details and sample specifications, *please contact Stationery Department during the working hours.
7. If your firm is interested in participation and having its Registered/Branch Office at Vijayawada with AP GST No., please submit your quotation inclusive of all taxes) in person to: DGM (GAD)
8. **No advance payment will be made.**

3. Tender Schedule:

Starting date :05.02.2024,

Last date for receipt of bids:07.02.2024, 03:00 PM.

4. Evaluation Criteria:

Bidder must include the total cost including all taxes Bids who quoted the least amount will be awarded the contract.

For details, please contact the General Administration Department of APCOB at the address mentioned below.

Please submit your Quotation in a sealed cover to:

P Ramesh,
Dy.General Manager (GAD)
The A.P. STATE CO-OPERATIVE BANK LTD.,
HO: NTR Sahakara Bhavan, # 27-29-28,
Governorpet, Vijayawada-520 002
Phone: (0866) 2429044, 088, 9010390066.