



## JHARKHAND RAJYA GRAMIN BANK

TENDER NOTICE

FOR

SUPPLY OF PRINTING OF FINANCIAL LITERACY MATERIALS / ITEMS

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Tender No. : FI/001/2022-23

Date: 20<sup>th</sup> December, 2022

*Handwritten initials and signature*



**JHARKHAND RAJYA GRAMIN BANK**

HEAD OFFICE  
MARKET COMPLEX, 3<sup>RD</sup> FLOOR,  
ZILA PARISHAD OFFICE PREMISES,  
KUTCHEHRY MORE, RANCHI - 834001

**NOTICE FOR INVITATION OF TENDER**

**FOR PRINTING OF FINANCIAL LITERACY MATERIALS / ITEMS**

**1. INVITATION OF BID:**

Sealed Tenders are invited for Making & Printing of Financial Literacy related materials/items for Jharkhand Rajya Gramin Bank in current financial year (2022-23) from competent Contractors/Vendors having sufficient experience in the activity. Tender Documents may be downloaded from our site [www.irgbank.in](http://www.irgbank.in) and, Tender Fee of Rs. 500.00 (Rupees Five Hundred Only) by Demand Draft favouring "Jharkhand Rajya Gramin Bank" payable at Ranchi has to be submitted at the time of submission of Tender Documents.

Date of Commencement of Issue of tender forms : 20.12.2022  
Tender fee Rs. 500/- non refundable :  
Last Date for Submission of Tender : **10<sup>th</sup> January 2023, 1600 hrs**  
Jharkhand Rajya Gramin Bank, F I  
Department,  
Address for submission : Head Office: Market Complex, 3rd Floor,  
Zila Parishad Office Premises,  
Kutchehry More, Ranchi-834001  
Time of Completion : **15 Days from the date of issue of Work**  
Order  
Date & Time of Opening of Tender : **12<sup>th</sup> January 2023, 1600 hrs**

The Bank also reserves the right to accept or reject summarily any Bid in part or in full or to cancel the Bidding Process and reject all Bids at any time prior to contract award without assigning any reason whatsoever.

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**GENERAL MANAGER-II**

## SECTION - I

### SCOPE OF WORK

- A. **Note Book (Cover: 2 Sheets, Inside : 96 Pages)** : 1,50,000  
Size Approx 8' X 10.5' Paper Quality: 70 gsm, Printing with rule and Bank Logo in all pages, printing should be in bi-colour.  
Cover: Print in Multi Colour in Board Paper (250 gsm) Single Side (Front & Back) with Bank Logo and design
- B. **Pencils (Standard Size as available in Market)** : 1,50,000
- C. **Leaflets (Bank se Judne ke Fayde)** : 4,00,000  
(Multicolour Both Side printing, Size : Approx 8.4" X 4.3")
- D. **Leaflets (Social Security Scheme & 05 Bima Chai se bhi Sasti)** : 4,00,000  
(Multicolour Both Side printing, Size : Approx 9.6" X 7.4")
- E. **Posters (as per Sample Received from DFS)** : 5,000  
(Multi Colour Poster, Size : Approx 16cm X 25cm)
- F. **Coffee Mug (With Bank & NABARD Logo)** : 2,000
- G. **Lunch Box/Tiffin Box** : 2,000  
Two Round shape tiffin box with cover

*{Matter for Printing Material/Leaflets will be provided by the Bank.}*

### SECTION – II

- i) The actual number of materials to be Printed as mentioned in Section -I above may vary from the projected quantity as per the requirement of the Bank.
- ii) Any delay in completion of the work over the stipulated period will attract penalty of 0.2% of the cost per day subject to maximum of 10% of the cost. Bank reserves its right to recover these amounts by any mode, which includes adjusting from any payment to be made by the Bank to the supplier.

*B. S. D.*



**DISCLAIMER**

The information contained in this Request for Proposal (RFP) document or information provided subsequently to bidder(s) or applicants whether verbally or in documentary form by or on behalf of Jharkhand Rajya Gramin Bank, Head Office (Bank) is provided to the bidder(s) on the terms and conditions set out in this RFP document and all other terms and conditions subject to which such information is provided.

This RFP is neither an agreement nor an offer and is only an invitation by the Bank to the interested parties for submission of bids. The purpose of this RFP is to provide the bidder(s) with information to assist the formulation of their proposals. This RFP does not claim to contain all the information each bidder may require. Each bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this RFP and where necessary obtain independent advice. Bank makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this RFP. Bank may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP.

  
**GENERAL MANAGER-II**





ANNEXURE- II



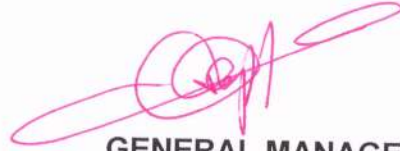
TERMS and CONDITIONS

1. The rates quoted should be valid for at least 15 months from the due date specified, i.e. **28.02.2024**.
2. Once the rates as quoted in the bid as per the aforesaid tender is accepted, successful bidder will be bound to execute the work order, so placed within the specified period and no request for increase in rate(s) subsequently nor any excuse for non-execution of the work order on account of non-availability of related materials and/or any other reason(s) will be entertained.
3. The rates may be quoted per unit of the items mentioned in Section- I.
4. If after receipt of delivery of materials items, it is found that, it / these has / have not been done as per approved specification(s)/quality stipulated and/or are not to our satisfaction, the materials supplied shall be rejected at the cost of Supplier.
5. In case of failure/delay in supply, the Bank shall be at liberty to get the same item through other source(s) at its sole discretion.
6. The Bank may not necessarily accept the lowest tender and decision of the Bank in this regard will be final.
7. Vendor(s) who do/does not affect delivery of the materials / items (as mentioned in this letter) according to the delivery schedule will be liable to all damages/detriment for loss/losses to the Bank and in case even after warning, he/they continue to be late in delivery, he/they may be disqualified for further entrustment of the work by the Bank in future.
8. The Bank shall be entitled to split up the order(s) for making & printing of the materials / items (as mentioned in this letter) and the tender shall be deemed as to have been accepted as may be ordered from time to time by placing separate order(s). The splitting is subject to other vendors matching the L1 Price.

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9. Delivery of materials / items must be completed within **15 days** from the date of the Work Order.
10. No advance is admissible for the execution of the Work Order.
11. The Bank reserves the right to reject any/all tender(s), without assigning any reason(s) there for.
12. The Bank reserves the right to award the order to one or more vendor(s) based on the tender submitted under this invitation and other vendors matching the L1 price.
13. The successful vendor will have to supply the Materials at Bank's regional offices situated at Ranchi, Chaibasa, Gumla, Daltonganj, Hazaribagh, Giridih, Deoghar and Godda at their own cost.



**GENERAL MANAGER- II**



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