

NOTE: PRINTERS WHO HAVE A BRANCH/ REPRESENTATIVE AT MYSURU/ BENGALURU/MANGALURU SHOULD PARTICIPATE IN THE TENDER.

NOTICE INVITING TENDER (NIT)

Tender Notice No: KGB/STY/2016-17

Date : -02/03/2017

Name of the work/purchases:

Tender for printing & supply of different varieties of cheques as per **CTS-2010** standards.

**I. Sealed tenders are invited for the above mentioned Books:
- In single (Price) bid system**

1	Name of the work/Purchase	Print & supply of cheques of different varieties incorporating the revised security features prescribed by RBI (Reserve Bank of India) under CTS2010 standards.
2	Cost of application/ tender document. Tenders may cost.	Tender schedule is available at free of cost.
3	Date and Time where tender forms are available for sale. (From _____ to _____) Details of web site:	From 02/03/2017 to 13/03/2017 up to 5.00 P.M At the address mentioned at SI No.5. For any other details /information. visit our Web site: "www.kaverigrameenabank.com"
4	Time and last date of Submission of Tender	Up to 5.00 PM on 13/03/2017
5	Place & Address for submission of tender / contact person /telephone no/ e-mail add.	Place: General Manager(Admin), Kaveri Grameena Bank, Head Office, CA-20, Vijayanagara 2 nd Stage,Mysuru-570017 Email address: : cmsty@kgbmys.co.in
6	Date, and Place of opening of tenders (tech.Bid on ____ & Price Bid on____) Contact person details: Name_____ Contact no:_____	15/03/2017, At 4.00PM Will be opened at Head Office (Address as per S.No.5) Contact Person: Sri B N Prasannakumar Tele phone no:0821-2469510, Email address: cmsty@kgbmys.co.in
7	Earnest Money Deposit	An amount of Rs.20,000/- EMD is to be paid through DD / Banker's Cheque in favour of General Manager(Admin), Kaveri Grameena Bank, H.O. payable at Mysuru.
8	Quantum of Security Deposit	The EMD will be converted into Security deposit, if the tenderer is evaluated as L-I tenderer
9	Terms of payment of Bills, if any. Specify the minimum value of work for payment of running account bills.	100% Payment will be made on supply of security forms subject to verification being satisfactory.

10	(penalty clause)Liquidated Damaged	As per clause 2 of Annexure-1
11	Stipulated time for completion of the work/supply.	3 weeks from the date of order.
12	Estimated Value	25 lakhs (Approx.)
13	Validity period of the tender.	12 Months.
14	Taxes	Rate should be quoted per leaf including cost of paper, all other charges and Freight on door delivery basis at our Region / Branch offices, but exclusive of Taxes
15	Electronic Payment	Electronic payment shall be preferred.
16	Any additional Information	As mentioned at Note (below).

- Note: 1.** Tender containing any condition leading to unknown / indefinite liability, are liable to be summarily rejected.
2. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the suppliers who resort to canvassing will be liable for rejection.
 3. The quantities of various items given in the schedule of quantities are approximate. The quantities may vary by (+ or -) 10%.
 4. The bank reserves the right to cancel or Postpone the tender at any stage without assigning any reason.
 5. Printers should submit copies of at least two orders of the present tender value executed for any commercial Bank.

**General Manager(Admin)
Kaveri Grameena Bank.
Mysuru.**

Date: 02/03/2017

PRINT & SUPPLY OF DIFFERENT VARIETIES OF CHEQUES
AS PER CTS-2010 STANDARDS

FOR

Kaveri Grameena Bank,

HEAD OFFICE: MYSURU

TENDER SCHEDULE

Price Bid.

Last date for submission of Sealed Tender: **5.00 PM on 13.03.2017**

Tender to be submitted to:

General Manager(Admin),
Kaveri Grameena Bank, Head Office,
CA-20, Vijayanagara 2nd Stage, Mysuru-570017

Tel.No. – 0821-2469510
Email address: : cmsty@kgbmys.co.in
Website – www.kaverigrameenabank.com

Price Bid

Sealed Tenders are invited from IBA approved panel printers for print & supply of various varieties of cheques as per CTS-2010 standards. The details are furnished in the Annexures -(A to D). The envelope containing your tender should be superscribed with the words "TENDER-SECURITY FORMS-2017.

2. The rates quoted shall be valid for a period of ONE YEAR from the date of consent of the printer. Requests for change in the rates in between for whatever reason will not be entertained.

3. Tender should be submitted along with EMD of Rs.20000/- by way of Demand Draft/ Banker's Cheque payable at Mysuru drawn in favour of General Manager(Admin), Kaveri Grameena Bank, Head Office, Mysuru. Tenders without EMD will not be entertained.

4. Further, the security printers will be required to develop the new background designs with different colour combinations, wherever necessary. Under no circumstances, the Bank undertakes to provide negatives/ positives of any design, and pay any additional charges in this regard.

5. Tenderer should have an office/ representative placed at Mysuru/ Bangaluru/ Mangaluru for speedy communication. The address, phone/ cell no. of such office/ person should be furnished.

6. A copy of the test report issued by NPCI (National Payment Corp. of India) in respect of sample cheques with revised security features should be enclosed.

7. The Bank reserves the right to accept / reject any / all the tender(s) without assigning any reason(s) therefore, and also to place the order(s) for total or part of its requirement with one or more printers.

8. For speedy delivery schedule and in contingent circumstances, sharing of orders will be considered at L-1 rates. As such, L-1 rates will be offered to other security printers also.

9. The quantities of various items given in the schedule of quantities required are approximate. The quantities may vary by (+) or (-) 10% on either side.

General Manager (Admin)

MICR CHEQUES BUFFER STOCK WITHOUT BRANCH NAME:**SPECIFICATIONS:**

a.	SIZE	8" X 3 ² / ₃ "
b.	PAPER & PRINTING	95 GSM MICR Cheque Paper (Specifications as per RBI directives in respect of all mandatory features and fugitive ink as optional feature under CTS-2010 standards)
c.	COVER PAGE	1.For Books of 10 & 25 Leaves : 150 GSM Pulp Board Card 2. For Books of 50 Leaves : 200 GSM Pulp Board Card
d.	RECORD SLIPS	1. For Books of 10 & 25 Leaves: 2 Pages + 1 Page with perforated acknowledgement from customer with double colour. 2. For Books of 50 Leaves : 4 Pages + 1 Page with Perforated acknowledgement from customer with double colour
e.	BACKGROUND DESIGN & COLOUR COMBINATION	As per the specimen enclosed at the time of placing of order
f.	NUMBERING	To be done as furnished by the Bank at the time of placing of order.

g. Other Terms & Conditions as per the **Annexure-1.**Rate per leaf
(Amount in Rs.)

Sl. No.	Particulars of Item	With Branch Address and MICR code
1.	Savings Bank Cheque Book of 10 leaves	
2	Savings Bank Cheque Book of 25 leaves	
3	Current Account Cheque Book of 25 leaves	
4	Current Account Cheque Books 50 leaves	

**** Note:** The rates quoted should be inclusive of cost of paper, freight, printing charges etc. but exclusive of Taxes, to be delivered at respective Branches.

PLACE:

DATE:

SIGNATURE OF THE PRINTER WITH SEAL

ANNEXURE -B**APPROXIMATE QUANTITY REQUIRED FOR ALL TYPES OF CHEQUES
MENTIONED UNDER ANNEXURE- A****Approximate Quantity Required for 12 Months**

Sl. No.	Particulars of Item	With Branch Address and MICR code
1.	Savings Bank Cheque Book of 10 leaves	1352850 cheque leaves
2	Savings Bank Cheque Book of 25 leaves	2573125 cheque leaves
3	Current Account Cheque Books 25 leaves	826375 cheque leaves
4	Current Account Cheque Books 50 leaves bearer	1296500 cheque leaves
	TOTAL	6048850 leaves

General Manager(Admin)

KAVERI GRAMEENA BANK,
H.O: MYSURU.

TERMS AND CONDITIONS FOR PRINTING OF SECURITY FORMS.

1. Tenderer should have an office/ representative placed at Mysuru/Bengaluru/Mangaluru for speedy communication. The address, phone/ cell no. of such office/ person should be furnished.
2. The rates approved by the Bank and advised to the security printers include cost of paper, freight, printing charges etc. but exclusive of taxes.

SUPPLY SCHEDULE: The order should be executed within 4 weeks from the date of work order. The transport way bill should be drawn on "Freight Paid Door Delivery Basis" including Insurance for the transit period without any additional charges to the account of the Bank.

Delay in supply: Penalty shall be levied as a percentage of total cost of supply as below:

For delay up to 10 days	- 1%
For delay beyond 10 to 20 days	- 3%
For delay beyond 20 to 30 days	- 5%

Higher penalty or any other action deemed fit will be taken for delay beyond 30 days. Work orders may be placed according to requirements of the bank in more than one lot.

3. The text on the security forms are to be printed in English as per the specimen approved by the Bank. The forms should have all mandatory security features prescribed by RBI under CTS-2010 standards with back ground printing should be in fugitive ink all over as optional feature.
4. Printing is to be done strictly in accordance with the colours and background design used on the specimens approved by the Bank or as per specifications prescribed by the Bank from time to time.
5. Packing and forwarding is at your entire risk and responsibility. The goods damaged in transit and those not in accordance with the specifications or of sub-standard quality are liable to be rejected.

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6. The supplies will be affected through IBA approved transporters.
7. The bills should be submitted to us in duplicate together with receipted copies of the delivery challans for effecting payment.
8. DELIVERY SCHEDULE: The order should be executed within 4 weeks from the date of receipt of Work Order. The delay in execution of the order will attract penalty at rates mentioned at Para No. 2. In case of failure of supply the firm order either partly or fully for obvious reasons, the Bank shall have right to cancel the order and Security Deposit will be forfeited without any intimation and the printer shall be barred from participating in tenders for next three years.
9. Bank has discretion to place the order in full or phase wise and Bank will consider placing of next order/s on completion of the awarded work order in full.
10. The books are to be bound with thick century pulp board/ card on both top and bottom with approved text printed thereon, as per the following specifications.
Books of 10//25 leaves - 150 GSM Pulp board card.
Books of 50 leaves - 200 GSM Pulp board card.

The bound leaves are to be wire-stitched at left side supported by calico cloth.

11. The bound books are to be packed with a thick transparent polythene cover of 0.15 mm thickness in such a way that each packet contains 1000 leaves in total, as detailed hereunder:-

<u>No.of leaves per book</u>	<u>No.of books per packet</u>
10	100
20	50
25	40
50	20

A PARTICULARS SLIP giving details of nature of instrument, serial numbers and quantity, should be inserted inside each packet. These packets are to be shrink wrapped in lots of 1000 leaves each.

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furnished above) through Shrink Wrapping machine. These packets are again to be packed in corrugated boxes. Each corrugated box to be sealed with plastic tapes, be packed with HDPE water proof woven sacks to ensure that the contents are not damaged by rain water or any other substance and marked with serial number.

12. The bromide proofs of security forms (not Xerox copies), cover page with instructions are to be forwarded to us within 15 DAYS from the date of receipt of order for our approval. The order should be executed and supplied within a stipulated maximum time which includes dispatch period.
13. While part deliveries are accepted in exceptional cases, payments shall be made only after the execution of the complete order.
14. Your performance will be subject to review at any time..
15. The field lay-out for the instruments, size, structure of code line etc., must be strictly in accordance with the latest guide lines issued by the Reserve Bank of India & IBA. The paper should be procured from the empanelled paper manufacturers registered with the Bureau of Indian Standards.
16. Security arrangements as prescribed by Reserve Bank of India for security printers are to be meticulously followed.
17. The Bank reserves the right to cancel the order in full or part during the course of execution in case of failure to comply with any of the terms and conditions

TERMS & CONDITIONS ACCEPTED

SIGNATURE OF THE PRINTER WITH SEAL

