

**TENDER FORM FOR SUPPLY CALENDER OF  
NILAMBUR CO OPERATIVE URBAN BANK**

ISSUED TO -----

### **SCHEDULE OF TENDER EVENTS**

A	LAST DATE FOR SUBMISSION OF COMPLETED TENDER FORMS	27/09/2019	5 P.M.
B	DATE OF OPENING OF BIDS	30/09/2019	11.A.M
C	<b><u>VENUE:</u></b> HEAD OFFICE, NILAMBUR COOPERATIVE URBAN BANK LTD., NILAMBUR.		

### **CRITERIA FOR THE ELIGIBILITY OF BIDDERS & REFERENCES**

The bidding is open to all qualified Bidders who fully meet the following qualifying requirements.

1. The bidder must be a reputed commercial entity Firm having TIN/KVAT Registration/Income tax Registration (PAN)/GST. And/or other statutory registration as may be applicable, copies should be submitted.
2. The bidder should be a manufacturer /dealer of designing and Printing a calendar for the last 5 years.
3. The bidder should have office setup at Kerala with representation in Malappuram / Palakkad/ Thrissur/Kozhikode Districts.
4. The bidder should provide and attach a signature verification duly attested by a reputed audit firm/chartered accountant &/or a reputed bank confirming the designation and signature of the signing authority on behalf of the firm.
5. The bidder should provide the list of not less than 3 references along with details such as name, designation, address (both postal as well as email) & telephone number of contact person along with the value of contract in the format specified below.

Sl. No.	Name, designation, address (postal as well as e-mail) & telephone number of the contact person	Details of equipment's and numbers	Period of Contract Value ( in lakh)
1			
2			
3			

All the above details are mandatory to prove the eligibility conditions of the bidder, and should be supported with copies of documents concerned. These details form an integral part of the bid.

**Annexure A**

**APPLICATION - TECHNICAL BID**

1. Name of Tendering Company  
Firm/Agency/dealer/distributor  
(Attach certificate of registration) :
2. Name of proprietor / Director  
of Company / Firm /agency :
3. Full Address of Reg. Office :  
  
Telephone No. :  
  
FAX No. :  
  
E-Mail Address :
4. Full address of Operating/  
Branch Office :  
  
Telephone No. :  
  
FAX No. :  
  
E-Mail Address :
5. PAN / TIN number  
(Attach self-attested copy) :
6. GST Number :  
(Attach self-attested copy)
7. VAT/Service Tax Registration No :  
(Attach self-attested copy)
8. Self-certification to the effect that the firm has not been banned/black listed by any  
Ministry/Department in the past.

**Annexure B**  
**Bid commercial**

List of safe deposit locker

SI No	Description	Quantity	Rate	GST Amt	Total Amount
1	Calendar 6 sheet/58x30cm /100gsm	25000			
	<b>Total</b>	25000			

Note: Special Terms & Conditions

1. Free delivery. No handling & transportation charge will be paid by the Bank.
2. The rate should be including of Designing charge, transporting, loading & unloading chargeable.
3. All rate quoted above should be inclusive of all taxes & excise duty.
4. Delivery within Two week from the date of purchase order.
5. Full payment after the delivery.

## DECLARATION

1. I, -----Son / Daughter / wife of Shri -----  
-----Proprietor / Director/ authorized signatory of  
the agency / firm. Mentioned above, is competent to sign this Declaration and execute this document.
2. I have carefully read and understood all the terms and conditions of the tender for the maintenance of Supply Safe Locker installed in the Nilambur evening branch of The Nilambur Co Operative Urban Bank and to undertake to abide by them;
3. The information / documents furnished along with the above Bid are true and authentic to the best of my knowledge and belief. I/we, well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage beside liabilities towards prosecution under appropriate law.

Signature of authorized person

Full Name:

Date:

Place:

Seal