



Facility Management Division

December 21, 2017

HO (FMD)/printing/Gen/2017/ 6065

Sub: - Sealed quotations are invited for printing 04 (four) types item.

Dear Concerned,

You are requested to submit quotation in sealed envelope in your company letter head pad for printing 04 (four) types item on the basis of following specifications and terms & conditions:

**Specifications:**

1.PIN Mailer for Card Division Quantity: 25,000 pcs.(25 boxes) Size : 6.50" X 3.67" Paper : 1 <sup>st</sup> ply 55 gsm, 2 <sup>nd</sup> +3 <sup>rd</sup> ply 80 gsm. Color :04(four) color front side on 2 <sup>nd</sup> ply Page : 3 ply wood free paper with carbonized CNF Ink area and sprocket margin with continuous sheets Others : as per previous sample	2.Computer Continious Sheet for Card Division Qty: 15 Box Size :11.00" X 9.50" Paper : 70 gsm. offset (as per sample) Color : 04 color one side printing Packing : 2000 sheet per box Delivery : Card Division
3.Cash Payment Register (PB-17) Qty: 100 Books Size : 13.50" X 8.50" Paper : 68gsm. Bashundhara ledger Color : Single color both side with numbering Pages : 200 folio/200 leaves register Binding : Cloth & Leather(as per sample)	4.Ordinary Letter Despatch Register (PB-71) Qty: 150 Books Size : 13.50" X 8.5 Paper : 68gsm. Bashundhara ledger Color : single color both side with number Pages :200 folio or 200 sheets/Register Binding : Cloth & Leather(as per sample)

Sample of the item may be seen from Facility Management Division (FMD), Head Office, Prime Bank Limited, 29 Rajuk Avenue (1st floor), Dhaka on or before January 02, 2018 by 02:00 pm.

It may be mentioned here that sealed quotation along with paper sample and press declaration shall have to be submitted in the tender box kept at FMD, 29 Rajuk Avenue (1<sup>st</sup> floor), Dhaka on or before January 02, 2018 by 03:30 p.m. and clearly marked "printing 04 (four) types item" on the top of the envelope. The quotation will have to be validated for next 3-months from sample approval date.

Machine Proof must be submitted to Facility Management Division.

VAT, Income Tax etc. shall be applicable as per Govt. rules.

The Bank reserves the right to accept or reject any or all the offers in full or part with or without assigning any reason whatsoever and Bank shall not be under any obligation to accept the lowest quotation.

Thanking You.

Sahadev Mondal  
Senior Officer

Md Mir Murad Ali  
Senior Asstt. Vice President & Deputy