



Facility Management Division

HO (FMD)/printing/Gen+CBD/2017/

13 June, 2017

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:

<p>1. Letter Head Pad (Branch) Qty: 6000 pads Size : 8.27" X 11.69" Paper : 100 gsm. offset partex premium Color : Four color font side Packing: 100 sheets pad/ban &amp; 500 sheet per packet</p>	<p>2. Cash Balance Book (PB-15) Qty: 200 Books Size : 6.70" X 8.50" Paper : 68gsm. Bashundhara ledger Color : single color both side with numbering Pages : 400 pages/200 leaves Register Binding : Cloth &amp; Leather(as per sample)</p>
<p>3. Personal Loan Application Form Qty : 4000 books <b>Inner</b> Size : 8.50" X 11.00" Paper : 80 gsm offset partex premium Color : Four color both side printing Page : 28 leaves/56 pages per book Perforation : 02 di-perforation in single sheet <b>Cover</b> Size : 11.00" X 17.00" with pocket- 8.00" X 6.50" Paper : 300gsm. Art card (hansol) Color : Four color both side Binding : 2(two) Staple pin binding Pocket : 01 side (8.00" X 7.25") Packing : 25 books per packet Delivery : Consumer Banking Division, Prime View, Head Office, Gulshan, Dhaka-1212.</p>	<p>4. Home Loan Application Form Qty: 1000 books <b>Inner</b> Size : 11.00" X 8.50" Paper : 80 gsm offset partex premium Color : Four color printing both side Pages : 60 pages/ 30 leaves Perforation: 02 di-perforation in single sheet <b>Cover</b> Size : 11.00" X 17.00" with pocket- 8.00" X 6.50" Paper : 300gsm. Art card (hansol) Color : Four color printing both side Binding : 2(two) Staple pin binding Pocket : 01 side (8.00" X 7.25") Packing : 25 books per packet Delivery : Consumer Banking Division, Prime View, Head Office, Gulshan, Dhaka-1212.</p>

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 June 20, 2017 by 01:00 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 (1st floor), Dhaka on or before June 20, 2017 by 02:00 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