

Facility Management Division

HO (FMD)/Printing/Gen /2018/ 3718

November 15, 2018

Sub:- Sealed Quotations are invited for printing 10 (ten) types item.

Dear Concerned,

You are requested to submit quotation in sealed envelope in your company letter head pad for printing 10 (ten) types item on the basis of following specifications and terms & conditions:

Specifications:

<p>1. Account Opening Form Non-Personal –PF-01(b) Qty: 10,000 pcs. Size :11.10" X 8.40" Paper :100 gsm. offset partex premium Color :Four color both side Page :12 leaves/24 pages with all pages perforation (except front cover) Binding : Two Pin Packing : 50 pcs. in a packet</p>	<p>2. Islamic Account Opening Form Non-Personal Qty: 4,000 pcs. Size :11.10" X 8.40" Paper :100 gsm. offset partex premium Color :Four color both side Page :12 leaves/24 pages with all pages perforation (except front cover) Binding : Two Pin Packing : 50 pcs. in a packet</p>
<p>3. Party credit Voucher(PF-77) Qty : 1500 pads Size :4.50" X 7.50" Paper : Color demay blue &amp; 55 gsm bashun. Color :Single color one side Packing :2ply X100 sets=200 sheets /pad &amp; 50 pads per packet</p>	<p>4. Cheque Book Issue Register(PB-04) Qty: 100 Books Size : 13.50" X 8.5 Paper : 68gsm. Bashundhara ledger Color : single color both side with number Pages : 200 folio or 200 Leaves/Register Binding : Cloth &amp; Leather(as per sample)</p>
<p>5. Stop Payment Register(PB-07) Qty: 30 Books Size : 13.50" X 8.5 Paper : 68gsm. Bashundhara ledger Color : single color both side with number Pages : 200 folio or 200 Leaves/Register Binding : Cloth &amp; Leather(as per sample)</p>	<p>6. Vault Register (PB-14) Qty: 50 Books Size : 13.50" X 8.50" Paper : 68gsm. Bashundhara ledger Color : single color both side with numbering Pages : 200 folio or 400 Pages/Register Binding : Cloth &amp; Leather(as per sample)</p>
<p>7. 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/Register Binding : Cloth &amp; Leather(as per sample)</p>	<p>8. Stationery Register (PB-50) Qty: 50 Books Size : 13.50" X 8.50" Paper : 68gsm. Bashundhara ledger Color : single color both side with number Pages : 200 folio or 200 sheets/Register Binding : Cloth &amp; Leather(as per sample)</p>
<p>9. Safe in safe out Register(PB-95) Qty: 40 Books Size : 13.50" X 16.5 Paper : 68gsm. Bashundhara ledger Color : single color both side with number Pages : 200 sheet or 400 pages/Register Binding : Cloth &amp; Leather(as per sample)</p>	<p>10. L/C Transfer Register(PB-125) Qty: 30 books Size : 13.50" X 8.5" Paper : 68gsm. Bashundhara ledger Color : Bi color both side with number Pages : 200 folio/Register Binding : Cloth &amp; Leather(as per sample)</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 November 27, 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 (1st floor), Dhaka on or before November 27, 2018 by 03:00 p.m. and clearly marked "Printing 10 (ten) 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  
SAVP & Deputy