



Rajasthan Marudhara Gramin Bank

Request for Proposal (RFP)

for

Rate Contract for

Printing and Supply of **MICR CHEQUE, DEMAND DRAFT (IOI) & TERM DEPOSIT ADVICE**

IBA Approved Security Printers Only

Head Office :

RMGB Tower, 9th B Road, Sardarpura, Jodhpur - 342003 (Rajasthan)

Date of RFP :	03/03/2023
Last date of Submission of RFP	24/03/2023
Opening of Technical Bids:	27/03/2023 at 12:00 PM (Subject to availability of tender committee members of the bank)
Security Deposit:	Rs100000 (Rs. One Lakh Only) in the form of Bank Guarantee.
Financial Evaluation:	Lowest One
Date & Time of RFP (Availability on website)	03/03/2023 (11:00 AM)
Last date for seeking clarification from us on the terms & conditions of the RFP	10/03/2023 (5.00 PM)
Date of Pre Bid Meeting	14/03/2023 (2.00 PM)
Last date & time for receipt of bidding documents	24/03/2023 before 6.00 PM
Place of Pre Bid Meeting and Opening of Bid	Rajasthan Marudhara Gramin Bank, Head Office RMGB Tower, 9th B Road, Sardarpura, Jodhpur. PIN 342003 Rajasthan.
Address for Communication	Rajasthan Marudhara Gramin Bank, Head Office RMGB Tower, 9th B Road, Sardarpura, Jodhpur. PIN 342003 Rajasthan. Email: oa@rmgb.in Telephone: 9530050500, 7073454108
Earnest Money Deposit	Rs 50000 (Rs Fifty Thousand Only) in the form of demand draft (IOI) in favour of Rajasthan Marudhara Gramin Bank, payable at Jodhpur.



Format-I

(Letter to the Bank on the Vendor's Letter Head)

To,

General Manager (OAD)

Rajasthan Marudhara Gramin Bank
Head Office, RMGB Tower,
9th B Road, Sardarpura,
Jodhpur-342003 (Raj.)

Dear Sir,

Sub:Response to RFP in connection with Printing of MICR Cheque, Demand Drafts(IOI) & Term Deposit Advice.

With reference to the above RFP, having examined and understood the instructions, terms and conditions, we hereby enclose our offer for the printing of MICR Cheque, Demand Drafts (IOI) and Term deposit advice as detailed in your above referred inquiry.

We confirm that the offer is in conformity with the terms and general conditions as mentioned in your above referred RFP. We further confirm that the information furnished in the proposal, annexure, formats, is correct. Bank may make its own inquiries for verification and we understand that the Bank has the right to disqualify and reject the proposal, if any of the information furnished in the proposals not correct.

We also confirm that the prices offered shall remain fixed for the period of 2 Years (At the end of two years, the bank may extend the period for one and more years with mutual consent of bank and vendor on same terms & conditions. If vendor is not willing to extend the tenure, he must inform the bank at least three months before the expiry of contract period.) from the date of first supply order. We also understand that the Bank is not bound to accept the offer either in part or in full. If the Bank rejects the offer in full or in part the Bank may do so without assigning any reasons thereof. We also adhere to the penalty clause stated in the tender notice.

Technical Bid- One sealed envelope containing format-I, II, III & V duly signed (with all requisite documents) and for commercial bid another sealed envelope containing format- IV duly signed.

Yours faithfully,

Authorized Signatories

(Name, Designation and Seal of the Company/Firm)

Date:



Format—II

Vendor Profile

S.N.	Particulars	Vendor's response			
1.	Name of the vendor				
2.	Address of the communication				
3.	Sr. No. & Valid up to in List of Empanelled Security Printers for Printing of MICR Cheque (Enclose Proof)				
4.	Approval from IBA- Enclose Proof				
5.	Approval from National Payments Corporation of India (NPCI) with CTS-2010 Standards. (Enclose Proof)				
6.	Contact Person 1 Mob. No. Email ID				
7.	Contact Person 2 Mob No. Email ID				
8.	Date of incorporation of company/firm (Enclosed Proof)				
9.	Experience of Printing Work of MICR Cheques & PO in any scheduled Bank with CTS -2010 standard- enclose proof of each year in last five years in similar activities. 9.1 Name of the Bank & Address 9.2 Actual Amount of work (Enclose work order, if any)				
10.	Business details for the last three financial years (enclose copies of financial statements published/audited)				
	Financial Year	Sales Turnover	Operating Profit	Net Profit After Tax	Net Worth
	2019-20				
	2020-21				
	2021-22				

Authorized Signature of the Vendor
(With seal of the Firm/Co.)

Date:



Format—III
General Conditions

- 1 The Tenderers are requested to send their tenders in a properly sealed cover. Sealed tenders should be addressed to Chief Manager (Office Administration Department), Rajasthan Marudhara Gramin Bank and supers cribbed "Tender for Printing of MICR Cheque, Demand Draft (IOI) and Term Deposit Advice", "Technical Bid" and "Financial Bid" in separate envelop and should reach the office before 6:00 p.m. on or before 24/03/2023.
- 2 The *supplier* must have average annual turnover of Rs 2.00 cr or above for last three years in similar activity.
- 3 **The tenderers must have an experience of 5 years in printing and supplying CTS instruments to scheduled banks.**
- 4 **The tenderers must have Positive networth in last 3 years.**
- 5 The envelope "Technical Bid" must enclose following documents :
 - Format-I, Format-II, Format-III and Format-V duly signed.
 - Audited balance sheet of the requisite years.
 - Letter of approval from IBA.
 - Invoice copies for purchase of MICR paper in the Year 2019-20, 2020-21, 2021-22 and 2022-23 till date.
 - The requisite EMD must be enclosed in a separate sealed envelope and must be enclosed with technical bid.
 - Purchase order of each year in last five years for ascertaining the experience of 5 years in printing and supplying of CTS instrument to Scheduled Banks.
- 6 The Commercial Bid must be enclosed duly filled Format-IV in a separate sealed envelope.
- 7 No Tender shall be accepted after 6:00 PM on 24/03/2023. The Technical Bids shall be opened on the 27/03/2023 at 12:00 PM (subject to the availability of all tender committee members).
- 8 Format-I, Format-II, Format-III and Format-V shall be dully signed and must be enclosed with Technical Bid.
- 9 Only the IBA approved security printers should quote their rates for printing and supply of security stationery.
- 10 Incomplete & Conditional tender forms are liable to be rejected.
- 11 **Placement of order of Non-Personalized Cheque Book** - Order will be placed by concern Regional Business office with Branch detail by E-Mail (Twice in a month) Printer would be required to print cheque books and deliver to courier or India Post (Separate packet for each branch) (Day T+3).
- 12 **Placement of order in case of Personalized Cheque Books-** Orders will be placed by our Head Office, known as "HO" with all required details viz.(Which would be in the specified format provided by the Bank) where the cheque book is to be sent etc. in a password protected file by e-Mail or by other means. Printer would be required to print cheque-books / leaves and deliver to India Post (for Registered/Speed Post) as per predefined arrangement. The printing and cost of Bar coding as allotted by Postal authorities and any other cost managing the same will be the sole responsibility of the Printer. Printer would also be required to update simultaneously the request file with which would be in the specified format provided by the Bank and to send it back to our Head Office/Regional office (RO) by e-Mail in password protected file. At present, ROs are established at 14 locations in the state of Rajasthan. Looking to the need Bank may, in future, establish more ROs or reduce number of ROs by merging them.
- 13 **Delivery Schedule in case of Personalized Cheque Books:** Twice in a week our Head Office (HO) will *send* password protected data file to the identified printer for printing cheque books



(Day T).The Printer will print the cheque books and arrange to hand over to postal authority or courier for delivery on T+1 day. On the same day printer will send the details of cheque books dispatched along with dispatch details to the HO by email. Necessary MIS reports shall also be provided as per Bank's requirement. Undelivered Personalized Cheque Books will be delivered to concerned Branch.

- 14 The freight charges will be paid by the bank as per actual in case of Personalized Cheque Books only.
- 15 The MICR cheque books, and Demand drafts (IOI) must have 170 GSM Art paper as cover page with multi color printing on cover and single color printing on back side. The recordslip must be 70 GSM maplitho Paper.
- 16 The Personalized Cheque Book shall be delivered at the address specified by the Bank from time to time and undelivered cheque books will be returned to concern home Bank branch.
- 17 In Term Deposit Advice paper to be used 105 GSM, white parchment of JK/West Coast/Century, one side printing in multi color, advice must have micro lettering , fluorescent ink logo, UV logo with four color, numbering of advice will be on back side. Size of advice 8.5" X 6" (Printable advice size 7.75" X 5.25")
- 18 The term deposit advice must be packed in bunch of 100 advice tightly wrapped with good quality material.
- 19 The Binding of cheque books should be of good quality with good quality multi colour printed art covers. Books must invariably be tightly packed in good quality polythene. Stock of cheque books, demand drafts (IOI)and fixed deposit advice should be packed in Cartonsand slip showing the contents be pasted outside the cartoons enabling us to verify the contents without opening the packets.
- 20 The rough proofs are required to be sent to us within 15 days for approval of the Bank and subsequent approvals from the date of our order and the supply is to be made within given time from the date of approval of proofs.
- 21 The Tenders received on the other than prescribed tender form will be rejected, tenders without the earnest money shall be rejected.
- 22 **If the Rates quoted by you are found competitive, order will be placed with you for the supply as and when required. The supply shall be required to be made strictly within stipulated time from the date of approval of proofs. The order can however be placed in parts/suitable lots spread over the years. In case of delay (for any reason) the penalty shall be imposed as below which shall not be disputed.**
For delay upto 15 days = 1% of order
For delay upto 30 days = 3% of order
- 23 In case the supply is not found according to R.B.I. specifications as per CTS-2010 standard and as per proof approved by us/RBI/IBA or if the supply is not received by us in time the deposited security deposit will be forfeited besides delisting of your firm's name out of our list will also be done.
- 24 All disputes are subject to Jodhpur Jurisdiction only.
- 25 Bank reserves all the rights to reject one or all tenders without assigning any reason.
- 26 The Rates quoted by vendors should be valid upto two year(At the end of two years of period, the bank may extend the period for one and more years with mutual consent of bank and vendor on same terms & conditions. If vendor is not willing to extend the tenure, he must inform the bank atleast three months before the expiry of contract period.); orders can be placed in parts or one time. Quantity may be increased/decreased according to the banks requirements.
- 27 We further advice you that the acceptance of the tender shall be sole discretion of the Bank.
- 28 All the security features required as per CTS-2010 standard for MICR cheque must be as per the requirement issued by IBA and NPCI.



- 29 Personalized Cheque Books are valuable documents and higher standards of workmanship, safety & security which shall have to be ensured by the successful bidder.
- 30 Bank may be required to deliver certain message/ information/ publicity material to its customers, along with the printed personalized cheque books, which shall be inserted in the envelopes by the successful bidder along with cheque book and dispatched the same free of cost.
- 31 The successful bidder shall develop the software at their own cost, to process data provided in the form of text file (or any other format decided by the bank) to print the personalized information on cheque leaves and requisition slip as per the specifications of the Bank. Any changes required to be made in future in this regard, shall have to be managed by the successful bidder at no extra cost.
- 32 Since the customer's data that shall be provided by the bank to the successful bidder which is confidential & sensitive; the successful tenderer shall have to ensure its complete secrecy, safety & security and shall use the data only for printing of personalized cheque books and not for any other purpose in any case.
- 33 Successful tenderer shall also submit an undertaking not to part with or in any way divulge the information/data provided to the successful bidder or any other person related thereto for processing and printing, to any unauthorized person and shall keep/preserve the record/data as per Bank's requirement and/or as per laws. Bank may also stipulate changed requirement in this regard from time to time.
- 34 The successful bidder shall ensure due diligence/KYC verification of its employees from time to time and shall preserve the information relating to the same in accordance with the law.
- 35 Being prestigious/ sensitive in nature, the successful bidder shall have to ensure error free, timely printing & dispatch of personalized cheque books and the same shall also form one of the criteria for evaluation of their performance. However, penalty shall be imposed on the successful bidder for rejections, wrong printing & delay in delivery of the cheque books as will be decided by Bank and subject to revision from time to time and bidder will be bound from the same.
- 36 **The successful bidder will maintain CCTV surveillance coverage for all the operations including checking & packing of factory/ godown/ related security aspects, with preservation of recording for 3 months.**
- 37 Please note that all the mandatory features as per RBI guidelines are to be strictly complied with, besides size of the paper and printing of each item on the cheque must be taken care of and adhered to and acceptable to IBA and NPCI. Design, color of the cheque books will be decided at the time of order.
- 38 **Only demand drafts(IOI) will be delivered at Bank's Head Office, RMGB Tower, 9th B Road, Sardarpura Jodhpur-342003 and Non-personalized cheque book and Term Deposit Advice will be delivered at 14 Regional offices.**
- 39 Designing of the cheque books, drafts, and Term deposit advice as per the choice of the Bank will be done by the printer.
- 40 The payment will be made only after the confirmation of delivery of cheque books, Demand Draft (IOI) and Term deposit Advice at the designated place mentioned in the work order.
- 41 Please submit complete detail of your Bank account, as the payment will be made by NEFT/RTGS.
- 42 Bidder must be in the list of Security printers for printing of MICR instruments approved by IBA & empanelment will valid atleast up to December 2024.
- 43 Vendor must agree to print personalized cheque book at Bank's own premises if Bank ask him to do so.(By installing vendors printer and manpower).
- 44 **BUSINESS CONTINUITY PLAN OF THE PRINTERS:-** The Security Printer shall at their own expenses develop and establish a robust framework for documenting, maintaining and



testing business continuity and recovery procedures. The Security Printer shall periodically test such business continuity plan and recovery procedures at their premises. The Bank shall be entitled to conduct joint testing and recovery exercise with the Security Printer. The Bank shall be entitled to appoint another printer to provide the services in the event of the performance of the services by the Security Printer being interrupted for any reasons whatsoever. The Security Printer shall adhere to fair practice in performance of the Services.

45 SUBCONTRACTING WORK :-The security printer shall not sub-contract any of its responsibilities contained in this agreement in normal course to any sub-agent or sub-contractor without prior written permission of the Bank, which the Bank may deny in its absolute discretion and if the Bank gives such prior written permission (which permission may be of a general or specific nature) , it shall not be construed as waiver of any accrued rights and / or liabilities and the security printer shall be responsible for all acts and omission of its sub-contractors or sub-agents. In no case, sub-contracting is allowed outside the Security Printers premises, even after Bank’s permission.

46 Clarification / Amendment of Bidding Document

- Bidder requiring any clarification of the Bidding Document may notify the Bank by e-mail indicated in Schedule of events on or before 10/03/2023 indicated therein in the following format-

SN	Page No. and Clause No. of RFP	Query
1	<<Page No.--- / Clause --- >> as per RFP	XXXXX <<Bidder Query>>

- A pre-bid meeting is schedule on 14/03/2023 from 2:00 PM.
- Text of queries raise (without identifying source of query) and response of the Bank together with amendment to the bidding document, if any will be posted on Bank’s website and e-Procurement website i.e. www.rmgb.in and www.eprocure.gov.in respectively. No individual clarification will be sent to the bidders. It is the responsibility of the bidder to check the website before final submission of bids.
- Relaxation in any of the terms contained in the Bid, in general, will not be permitted, but if granted, the same will be put up on Bank’s Website and e-Procurement website i.e. www.rmgb.in and www.eprocure.gov.in.
- All bidders must ensure that such clarifications / amendments have been considered by them before submitting the bid. Bank will not take responsibility for any omissions by bidder.
- At any time prior to the deadline for submission of Bids, the Bank, for any reason, whether, at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the Bidding Document, by amendment.
- The Bank will be at liberty to modify or alter the RFP Document at any time before the last date and time of submission of bids. Any clarification issued by RMGB will be in the form of an addendum/ corrigendum and will be uploaded on Bank’s website and e-Procurement website i.e. www.rmgb.in and www.eprocure.gov.in respectively and no separate newspaper advertisement will be released. The amendment will be binding on all bidders. The bidders are also advised to visit the aforementioned website on regular basis for checking necessary updates / amendments.
- In order to enable bidders reasonable time in which to take amendments into account in preparing the bids, the Bank, at its discretion, may extend the deadline for submission of bids.
- It will be the sole discretion of the Bank to accept/reject any/all suggestion put



forward by the vendors.

47 SECURITY DEPOSIT & EMD

47.1 EARNEST MONEY DEPOSIT [EMD]

I. Earnest Money Deposit.-The bidders will have to submit Demand Draft for Rs50,000/-, drawn in favour of Rajasthan Marudhara Gramin Bank, Office Administration Department, Jodhpur as EMD. (After the process of fixation of L1 printer is over, the same will be returned back to the unsuccessful bidders and the selected L1 bidder(s) will have to submit security deposit by way of Bank guarantee for the amount of Rs1.00lacs for 2 years along with additional 1Year as claim period. During the process of fixation of rates if some participating printer backs out or performs any act which may cause any loss to the Bank, the EMD may be forfeited by the Bank.

II. If the contract is awarded, then the EMD of Rs. 50,000/- will be returned by the Bank after receiving security deposit by way of Bank guarantee from vendor which will enforce till the satisfactory completion of the entire project. The Bank has the right to forfeit the security deposit amount in case service provider fails to perform the contract.

III. In case vendor fails to perform the contract, Bank shall invoke the Bank Guarantee and forfeit the same to recover penalties/damages or any other amount due to the Bank or amount recoverable by the Banker for any non-compliance of the terms & conditions in terms of this RFP.

IV. Bidder will be required to submit the EMD of Rs. 50,000/- as Bid Security in the form of a Demand Draft in favour of Rajasthan Marudhara Gramin Bank, payable at Jodhpur. EMD may be forfeited in the event of withdrawal of bid during the period of bid validity or if successful bidder fails to sign the contract in accordance with the terms & conditions and other requirements specified in RFP or any act of bidder not in line with contract obligations.

V. EMD (Demand Draft) should be kept in the Envelope A containing documents. Any application not accompanied with the requisite EMD shall be treated as nonresponsive and is liable to be rejected.

VI. The EMD of the unsuccessful bidders will be returned as early as possible. Successful Bidder's EMD will be returned upon the bidder signing the contract and submitting the required security deposit by way of Bank Guarantee.

VII. If EMD is forfeited for any reason, the concerned bidder will be debarred from further participation in future RFPs floated by the Bank as per sole discretion of the Bank.

47.2 SECURITY DEPOSIT The successful bidder would be required to submit a security deposit by way of Bank Guarantee to the Bank for an amount equivalent to Rs.1.00 lac within 30 days of issue of intimation letter by Bank to the successful Security Printer(s). The bank guarantee shall remain in force upto 24 months from date of execution of the Bank Guarantee with another 12 months as claim period. Bank will retain the EMD till submission of the security deposit. The bank guarantee should be issued by any scheduled commercial bank.

48 Prices quoted by the Bidder (L1 through process) shall be fixed during the Bidder's performance of the Contract and shall not be subject to variation on any account, including exchange rate fluctuations, changes in taxes, duties, levies, charges etc. A Bid submitted with an adjustable price quotation will be treated as non-responsive and will be rejected.

49 Period of Validity of RFP Bids :- Bid shall be open to accept for the period of 90 days from the date of opening of financial bid.

50 Non Disclosure Agreement (NDA) will be executed separately at the time of award of work or intimation letter.



51 TERMINATION FOR DEFAULT(S):-

The Bank reserves its right to cancel the work order/ terminate Selection by giving a prior written notice of one month to the selected Printer in the event of, but not limited to, one or more of the following situations:

- Unnecessary or unwarranted delay in execution of the work allotted.
- Breach of trust is noticed during any stage of the assignment.
- The selected bidder commits a breach of any of the terms and conditions of the bid.
- The selected bidder goes in to liquidation voluntarily or otherwise.
- If it is found at any stage that the bidder has concealed any important information or has submitted any false information or declaration particularly regarding any pending legal action or blacklisting status.
- The Bank reserves the right to recover any dues payable by the selected Printer from any amount outstanding to the pending bills and security deposit, if any, under this contract or any other contract/order.
- If there is any conflict of interest.
- In addition to the cancellation of work order/ termination of Selection, The Bank reserves the right to appropriate the damages from the earnest money deposit (if any) (EMD) provided by the selected bidder and/or forfeit the Bank guarantee/ Security deposit furnished by the Printer. In such event the order shall be, if the Bank so desires, passed to any other Printer at the match prices and other terms & conditions of the Bank.

52 The Bank will not be bound to accept the lowest tender and reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever and the decision of the Bank will be final. Bank may allot the work to more than one security printers on L-1/ negotiated rates and in such case the total quantum of work shall be divided amongst the printers as per requirement of the bank. **Bank at its sole discretion may split the work between L1 & L2 in the ratio of 60:40 in case of L2 matching the rate of L1.**

53 Tender Envelope should be marked as under:

Envelope-A: TENDER FOR PRINTING OF MICR CHEQUE BOOKS, DEMAND DRAFT (IOI) AND TERM DEPOSIT ADVICE.

Envelope-B: TECHNICAL BID FOR PRINTING OF MICR CHEQUE BOOKS, DEMAND DRAFT (IOI) AND TERM DEPOSIT ADVICE.

Envelope-C: COMMERCIAL BID FOR PRINTING OF MICR CHEQUE BOOKS, DEMAND DRAFT (IOI) AND TERM DEPOSIT ADVICE.

(Note:-Envelope B & C will be kept inside Envelope A)

54 METHOD ARRIVING L-1 RATE:-

For arriving at L-1 rate, the following weightage formula will be applied for all items (as mentioned in Annexure-IV). It is compulsory to quote rates for all items.

Sr. No.	Name of Security Forms	Allotted Weightage (In points/percentage)
1	SB Cheque Book - per leaf rate	60
2	Current/Cash-Credit Cheque Book- per Leaf rate	30
3	Demand DraftBook - per Leaf rate	05
4	Term Deposit Advice pad – per advice rate	05



For example:

Sr. No. (A)	Name of Security Forms (B)	Quoted Rate* (In Rs. Per Leaf) (C)	Allotted Weightage (In points) (D)	Eligible Rate (E= C*D)
1	SB Cheque Book - Per leaf Rate	0.35	60	21.00
2	Current/Cash-Credit Cheque Book- Per Leaf Rate	0.35	30	10.50
3	Demand DraftBook - Per Leaf Rate	0.35	05	1.75
4	Term Deposit Advice pad – Per Advice Rate	0.40	05	2.00
		Total		35.25

*The Rate should be exclusive of GST as applicable.

The lowest sum of total for Sr. no. 1 to 4 (E1 to E4) will be declared as L-1.

Important Notes:

1. After concluding as per the above formula on the basis of quoted rates as per Annexure-IV, Bank will declare L-1 bidder.
2. It is compulsory to quote rates for all items (item No. 1 to 4) as mentioned above in Annexure-IV.
3. Bank at its sole discretion may split the work between L1 & L2 in the ratio of 60:40 in case of L2 matching the rate of L1.

General Manager



FORMAT-IV

RATES:-

A. CHEQUE BOOKS WITH BRANCH'S NAME AND ADDRESS WITH MICR CODE

S. No.	Name of Item	Rate per leaf (Including all charges, levies, taxes etc.) excluding GST. (The freight charges will be paid by the bank For Personalized Cheque Book only). (In Rupees) Provided all Personalized cheque books will be delivered by India Post (Registered /SpeedPost). (95 GSM & Size 8" X 3.67")
1	Savings Bank A/c Cheque Books containing 10 leaves, 25 Leaves and 50 leaves (Tentative qty Per year : 50000 cheque books)	Rs. _____ per leaf (In words Rs. _____)
2	Current deposit A/c &CC/OD A/C Cheque books containing 10 Leave, 25 leaves and 50 Leaves (Tentative qty Per year : 30000 cheque books)	Rs. _____ per leaf (In words Rs. _____)

B. DEMAND DRAFT (IOI) BOOKS

S. No.	Name of item	Rate per leaf (including all charges, levies, taxes etc.) including Transportation cost at Jodhpur only (excluding GST) (In Rupees) (95 GSM & Size 8" X 3.67")
1	Demand Draft containing 25 leaves; (Tentative qty Per Year:2000 Books.)	Rs. _____ per leaf (In words Rs. _____)

C. Term Deposit Advice

S. No.	Name of the item	Rate per Packet (including all charges, levies, taxes and transportation charges etc.) excluding GST (In Rupees)
1	TDRs pads Term Deposit Advice in continuous stationery form, in packet of 100 advices, paper to be used 105 GSM white parchment of JK/West Coast/Century,one side printing in Multi colour, advice must have micro lettering, fluorescent ink Logo, UV logo with four colour, numbering of advice will be on back side. Size of advice 8.5"X6" (Printable advice size 7.75"X5.25") 100 advice must be packed in good quality hard board tightly wrapped Tentative Quantities Per Year :5000 advice	Rs. _____ per leaf (In words Rs. _____)

- The above rates in Table (A) shall include Requisition slip,record slip, cover page with cloth strip, printing, binding ,all taxes (excl. GST), packing, and forwarding.
- Printing of all above security instruments should be as per CTS 2010 standard specifications issued by NPCI and RBI.
- In personalized cheque books, the freight charges will be borne by the bank as per actual.
- Only Demand Drafts (IOI) are to be delivered at Head Office.
- The rates of Term deposit **advice and Non-Personalized Cheque Book** are **F.O.R. at Regional Offices of Rajasthan Marudhara Gramin Bank.**
- The above rates are valid atleast till 31.03.2025.

DECLARATION:

- I/We hereby declare that I am authorized to submit the tender to Rajasthan Marudhara Gramin Bank, Head Office, Jodhpur. The details given in this form are correct to the best of my knowledge and belief.
- I accept that under no circumstances freight charges will be paid extra incase of Demand draft (IOI) and Term deposit advice.
- I bear full responsibility in case of delay is on the part of courier/ transporter during the delivery of the demand draft (IOI) and Term deposit advice, the printer shall liable to be penalized.
- In case of diference in rates mentioned in word and figure than rate mentioned in words will be considered as final.

Signature

Date:

Name:

Designation:



FORMAT-V

DECLARATION CUM UNDERTAKING
(Declaration to be given on Letter Head)

The General Manager
Rajasthan Marudhara Gramin Bank
Head Office,
9th B Road, Sardarpura
Jodhpur – 342003

Dear Sir,

1. I / We hereby submit the quotation in your prescribed proforma and understand that if any information is found to be incorrect/contradictory at a later date, contract made between ourselves and Rajasthan Marudhara Gramin Bank, will be treated as invalid.
2. I / We hereby undertake not to part with or in any way divulge the information/data provided to us or any other person related thereto for processing and printing, to any unauthorized person and shall keep/preserve the record/data as per Bank's requirement and/or as per laws. Bank may also stipulate changed requirement in this regard from time to time.
3. I / We agree that the decision of Rajasthan Marudhara Gramin Bank in selection of tenders will be final and binding on me / us.
4. All the information furnished in the attached forms are correct to the best of my / our knowledge.
5. Bank shall have the authority to verify all the information provided by us.
6. All supporting documents shall be provided by us in authenticity of the information furnished.

Signature :

Name & Designation :

Organization :

Place :

Date :

