



REQUEST FOR EMPANELMENT OF VENDORS FOR FLEX/ VINYL
PRINTING AND ADVERTISEMENT PRINTING

FOR

Regional Office Coochbehar of Central Bank of India



Invitation for empanelment of vendors for Printing & Binding, Flex/ Vinyl Printing and Advertisement Printing:

Central Bank of India, Regional office, Coochbehar, invites sealed quotations for empanelment of vendors for supply of Printing & Binding Flex/ Vinyl Printing and Advertisement Printing.

The details are given below:

Reference No.	RO/BSD/2025-26/337
Date of issue of RFQ	13.10.2025
Queries	To be retailed to gadcoccro@centralbank.bank.in or contact- 9304906885 (Santosh Kumar, Manager-BSD) 6289216801 (Aranya Biswas, Asst. manager-BSD)
Last Date and Time for submission of sealed offer	03.11.2025 Upto 5.00PM
Address of Communication	Chief Manager —BSD Central Bank of India, Regional Office, Coochbehar. Terongi More, Bangchatra Road, Coochbehar, Pin- 736101 E-Mail: gadcoccro@centralbank.bank.in
Bids to be submitted to	At above address

The list of items for which rate contract invited are as below:

For Flex/ Vinyl Printing

Sl. No.	Product	Unit	Description	Rate (Per Sq Ft)
1.	Flex Printing	Per Sq Ft	Normal Flex (240 GSM)	
2.		Per Sq Ft	Black Back Flex (280 GSM)	
3.		Per Sq Ft	Star Flex (320 GSM)	
4.	Vinyl Printing	Per Sq Ft	Solvent	
5.		Per Sq Ft	Eco-Solvent	
6.	Glow Sign Board	Per Sq Ft	20 Guage double sided frame with 2 cost of Red Oxide for long life of box structure, Backlit media printed on Digital Eco Solvent platform + over laminated, 26 Guage GL sheet for back covering and 26 Guage pre Coated for side top & bottom panels + Syska/Polycup/Bajaj LED Tubelight	

For Advertisement Printing

Sl. No.	Product	Unit	Description	Rate
1.	Pamphlet (Single Side)	Per 1000 Piece	Size- A4 & GSM- 130 Gloss	
2.	Pamphlet (Single Side)	Per 1000 Piece	Size- A5 & GSM- 130 Gloss	
3.	Pamphlet (Both Side)	Per 1000 Piece	Size- A4 & GSM- 130 Gloss	
4.	Pamphlet (Both Side)	Per 1000 Piece	Size- A5 & GSM- 130 Gloss	



OTHER TERMS & CONDITIONS:

1. Tender fee Rs.200/- by Demand Draft / Banker's Cheque payable at Coochbehar.
2. Bidders have to participate for Flex/Vinyl Printing (Annex-1) and for Advertisement Printing (Annex-II) both.
3. Financial / Commercial bid as per Annexure I & II must be submitted in a sealed envelope.
4. The duly completed application forms super scribed "Application for Empanelment of vendors for Flex Printing & Advertisement Printing and Cleaning Materials" may be submitted in sealed covers, addressed to the BSD Dept.
5. Rate quoted should be including delivery cost at respective departments excluding of GST. Service Tax, GST would be paid extra as applicable.
6. All costs should be given in Figures and Words.
7. The rate will be valid for 1 year from the date of order. Bank can extend the rate contract for next six month at same rate, in case of need.
8. Please note that the "No. of Units" mentioned above are not the actual Quantity and will be used only for calculation of TOC. The actual quantity will be as per the day to day requirement of department.
9. L1 will be identified on basis of TOC.
10. BSD Department shall raise the requirement with the selected vendor on need basis (or regular interval as decided by Bank).
11. These indented items are to be delivered to the respective department on next day. In case of items required urgently same will have to arranged and delivered on same day.
12. In case of defective /sub-standard quality / duplicate product /paper and size etc. not as per specimen provided Bank shall have the right to reject the material, cancel the order and take appropriate action as deemed fit.
13. Payment Terms: Vendor shall raise the invoice on monthly basis supported by the indent provided by BSD Dept. and delivery challans duly stamped & Signed by department confirming having received the material.
14. No Commitment to Accept Lowest or Any Bid; Central Bank of India shall be under no obligation to accept the lowest or any other offer received in response to this offer and shall be entitled to reject any or all offers including those received late or incomplete offers without assigning any reason whatsoever.
15. Central Bank of India reserves the right to make any changes in the terms and conditions of purchase. Central Bank of India will not be obliged to meet and have discussions with any participants and/or to listen to any representations.
16. This bill of material must be attached with the offer. Offers without the bill of material are liable for rejection.
17. The vendor must take care in filling price information in the offer, to ensure that there are no typographical or arithmetic errors. All fields must be filled up correctly.
18. In case of any discrepancy between unit price and total price of an item, the unit price will prevail. Similarly. in case of error in the sum of various items. The correct sum will be calculated by the addition of total prices of each item.
19. The bidder must participate in both the bids (Annexure I & II).



Tender should be signed by authorized person with date and seal of the company.

Only vendors who will fulfill all the terms and conditions mentioned herein are eligible to participate in the Tender. The bank reserves the right to relax or enhance the eligibility criteria depending on merits and may accept/reject any or all of the offers without assigning any reason whatsoever.

Financial Tender should be submitted in given Performa. Tender should be submitted in the sealed cover to the Chief Manager — Chief Manager —BSD Central Bank of India, Regional Office, Coochbehar. Terongi More, Bangchatra Road, Coochbehar, Pin- 736101

Last date of submission of tender is **03.11.2025 Upto 5.00PM** . The tender will be opened on **04.11.2025** at 03.00 p.m. Applicants or their authorized representative whosoever wishes to be present may join. Tenders will be opened at Central Bank of India. Regional Office, Coochbehar, Terongi More, Bangchatra Road, Coochbehar, Pin- 736101

If there are any changes in the date, time and place of the opening of the tenders as mentioned in this Tender Notice, The participants will be informed about the same by mail or courier or fax or any other convenient mode. Participants are also requested to contact before reaching to us.

(Krishna Madhav)
Regional Manager



Annexure -I
Commercial Bid format for Flex/ Vinyl Printing

(Amount in **Rupees**)

Sl. No.	Product	Unit	Description	Rate (Per Sq Ft)
1.	Flex Printing	Per Sq Ft	Normal Flex (240 GSM)	
2.		Per Sq Ft	Black Back Flex (280 GSM)	
3.		Per Sq Ft	Star Flex (320 GSM)	
4.	Vinyl Printing	Per Sq Ft	Solvent	
5.		Per Sq Ft	Eco-Solvent	
6.	Glow Sign Board	Per Square Feet	20 Guage double sided frame with 2 cost of Red Oxide for long life of box structure, Backlit media printed on Digital Eco Solvent platform + over laminated, 26 Guage GL sheet for back covering and 26 Guage pre Coated for side top & bottom panels + Syska/Polycup/Bajaj LED Tubelight	

**** 1. Best quality backlit flex having 5 years warranty, stretched inbox frame.**

2. The color ratios for Red/ Olympic Blue and tone shall be Red (CMYK C-100, M-50, Y-0, K-0)/ Olympic Blue (CMYK C-0, M-100, Y-65, R-15).

3. The print quality shall be 1200 dpi or better with English from Futura Bold Oblique & Swiss 721 BT Bold and for Hindi- Lala and Shree DEV 0715E, for Regional Language appropriate fronts may be used.

4. The signage shall be backlight with LED modules of 110 lumen/ sq. inch of Samsung or equivalent having day light timer for on/off as this will not only consume lesser power compared to conventional tube lights but also have life span of more than 5 years.

5. 1 Year Warranty for Timer

Signature of the bidder with Seal

Please verify the samples from our office before submitting the quote. Supply of item has to be as per sample only

Please note that the "No of Units" mentioned above are not the actual Quantity and will be used only for calculation of TOC.

The rate is including delivery cost (to respective departments) excluding of GST. GST would be paid extra as applicable.

The rate will be valid for 1 year from the date of order. Bank can extend the rate contract for next six month on same rate, in case of need.



Annexure -II
Commercial Bid formal for Advertisement Printing

(Amount in Rupees)

Sl. No.	Product	Unit	Description	Rate (Per 1000 Piece)
1.	Pamphlet (Single Side)	Per 1000Piece	Size- A4 & GSM- 130 (Gloss)	
2.	Pamphlet (Single Side)	Per 1000 Piece	Size- A5 & GSM- 130 (Gloss)	
3.	Pamphlet (Both Side)	Per 1000 Piece	Size- A4 & GSM- 130 (Gloss)	
4.	Pamphlet (Both Side)	Per 1000 Piece	Size- A5 & GSM- 130 (Gloss)	

Signature of the bidder with Seal

Please verify the samples from our office before submitting the quote. Supply of item has to be as per sample only

Please note that the “No. of Units” mentioned above are not the actual Quantity and will be used only for calculation of TCO.

The rate is including delivery cost (to respective departments) excluding of GST. GST would be paid extra as applicable.

The rate will **be valid for one year from the date of order**. Bank can extend the rate contract for next six month on same rate, in case of need

