



THE KANGRA CO-OPERATIVE BANK LTD.

C-29, Community Centre, Pankha Road, Janakpuri, New Delhi - 110058

Ph. : 011-25500800, 25515969, 25525565

e-mail : md@kangrabank.com Website : www.kangrabank.com

Ref No KCB/2026-27/ 214

Date 23-07-2026

ALL EMPANELLED VENDOR

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Subject: Invitation of Quotation /bids for Printing of Bank Annual General body meeting report for the fy 2025-26

Dear Sir/Madam,

We are in the process of finalizing the vendor for printing of Bank Annual Report 2025-26. You are requested to give your best quote as per the following specifications:--

S No	Item	Details
1	Quantity	44,000 approx
2	Size	7"x9.25" (finished)
3	No of pages	16 (text)+4(cover page)
4	Colour (inside)	Single
5	Colour (cover)	Four
6	Paper (inside)	Between 50 gsm to 54 gsm -ABC
7	Paper (cover)	90 gsm gloss finished Sinarmas
8	Fabrication	Centre pinned
9	Envelops (with sender's address and logo)	Qty -44500, colour -single, Paper -70 gsm two star Size - 9.5" x 7.25"
10	Inputs	Typed/ Handwritten in Hindi and English both with 22 photos , Bank logo be printed on the front of cover page

Service to Community with Smile through Co-operatives



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Quotation Required for:--

S No	Expenses Head	Qty	Rate per qty	Amount (Rs)	Tax /VAT /Service Tax if any (Rs)	Total Amount (Rs)
1	Printing and Supply of Annual Report with envelops including designing Charges ,if any, as per specifications given herein above (point 1 to 10)	44000				
2	Addl four pages (if Reqd)	44000				
	Total					

The quotation super scribed as "Quotation for Annual Report 2025-2026" in a sealed cover should reach to

PRADEEP KUMAR SHARMA
AGM
Kangra Cooperative Bank Ltd
C-29, Community Centre
Pankha Road, Janakpuri
New Delhi 110058
Mob 9891149732

Terms and Conditions:

1. Copy of annual report of last year is enclosed just to given an idea about that printing matter (except for quality of paper and printing which will be strictly as per above specification) to understood the job properly before quoting your best competitive rates.

2.No advance will be given, Payment will be made within 10 days after complete supply of ordered quantity strictly as per specifications defined herein above at head office of the bank duly acknowledged by the authorized officer of the bank.

3. Supply of ordered quantity will be done positively within 7days from the date of purchase order and delivery will be free of cartage.

4. The actual quantity of report as well as envelops may vary by 1000 which may be intimated at the time of giving final purchase order.

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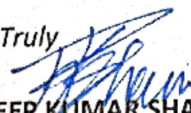
e-mail : md@kangrabank.com Website : www.kangrabank.com

5. If your company fulfils the requirements as stated above and is interested in the job as described above, send your most competitive rates in a separate sealed envelop marked "Quotation For Printing – Annual Report" to mailing address given below latest by Saturday dated 01.08.2026 before 5.00 P.M.. Scaled bids/ quotations can be delivered in person.
6. Sealed bids/ quotations received will be opened on Thursday dated 03-08-26 at 4:00 pm In the presence of PPR committee members of the bank. Tender or his authorized person can also take part in bids/ quotation opening at same address as given below
7. The bank is not bound to accept the lowest or any other tender and reserves the right to accept a tender in whole or in part or to negotiate any offer or to reject any or all tender in part or in full without assigning any reason thereof. bank reserve its right to split the order into more than one vendor.
8. Quotation without sample paper will be rejected.
9. Any dispute, controversy or claim arising out of or relating to this agreement, or the breach, termination, or invalidity thereof, which cannot be amicably settled between the parties shall be settled by arbitration, in accordance with the arbitration and conciliation act, 1996 (act no. 26 of 1996) as amended from time to time. There shall be one (1) arbitrator and he shall be appointed by the bank. The place of arbitration shall be New Delhi and the language to be used in the arbitration proceedings shall be English. THE CONTRACT SHALL BE GOVERNED BY THE LAW OF THE GOVERNMENT OF INDIA.
All disputes would be subjected to the Delhi/New Delhi jurisdiction only.

Note: Successful vendor has to deposit Rs 10,000/- as Security amount which will be refunded after the successful completion of the work on request.

Thanking You

Yours Truly


PRADEEP KUMAR SHARMA
AGM