



Cuttack Central Co-operative Bank Ltd.

Head Office, Nimchouri, Chandini Chouk, Cuttack – 753 002

Email : ccbho@cuttackccb.co.in, Website-www.cuttackccb.bank.in

Ref.No...3076.....

Date...24/9/26

TENDER CALL NOTICE

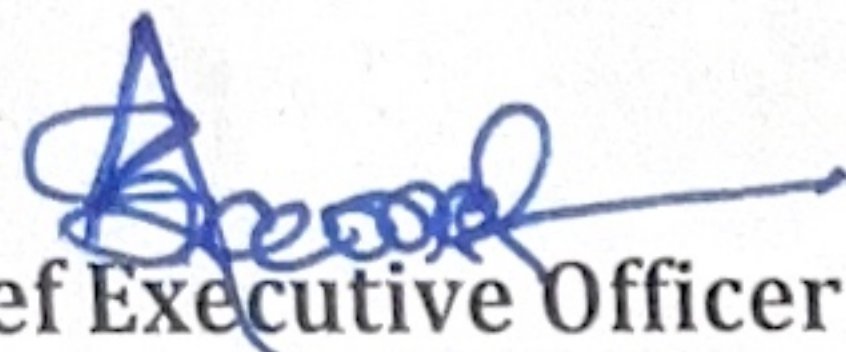
The Cuttack Central Co-op. Bank Ltd. invites sealed quotation from reputed, experienced Offset Printers and General Order Suppliers for printing & supply of AGB Booklet, AGB Bags along with Customized Writing pad, Ballpoint pen (Bank name printed on each pen), and ID card with plastic cover and hanger (Bank name printed on each Hanger) & 1500 Ps Lunch Coupon for 54th Annual General Body Meeting. The Tender Document can be downloaded from Bank's Website, "www.cuttackccb.bank.in" under Tender. The sealed quotation shall be accompanied by self attested photocopy of the valid GST certificate, updated GSTR3B, PAN, IT Returns for the last three Financial Years (2023-24, 2024-25, 2025-26), proof of work experience for executing similar work (Printing of AGB Books and supply of AGB Bags) in the last three years (photocopies of office/work orders), DIC registration certificate, sample paper for AGB Book, and one sample Bag. The quotation envelope must also contain a copy of the Bank Challan of Rs. 1000/- as the non-refundable Tender Cost, and the original Demand Draft (DD) for Rs. 10,000/- as the Refundable Earnest Money Deposit (EMD). This DD must be a fresh DD drawn in favor of "Cuttack Central Co-operative Bank Ltd." (No old DDs will be entertained). The EMD for unsuccessful bidders will be refunded soon after the finalization of the tender process, and the successful bidder's EMD will be refunded after the successful completion of the work. Any quotation submitted without the required Tender Cost and Earnest Money Deposit (EMD) will be summarily rejected. The bidder is required to quote for the following items based on the detailed specifications and last year's samples:

Sl NO	Name & Description of the Item	Specification of the Item	Quantity (Approximate)
1.	AGB BOOKLET (Demy ¼ Size Book)	<ul style="list-style-type: none">• Cover: 300 GSM Art Paper with Multicolour Printing & Gloss Lamination.• Inner Pages (Multicolour): 128 GSM Art Paper, 12-16 pages.• Inner Pages (Bi - Colour): 128 GSM Art Paper, 100-108 pages. (Text printed in black with a different colour background)• Design & DTP: To be completed by the client, with proof submitted for final approval.• Hard Copy Proofs: 3-4 hard copy proofs to be submitted to the Head Office for review and verification before final printing.• Final Approval: Printing will commence only after receiving final approval from the relevant authority.• Reference Sample: Please refer to the old sample available at the bank for further clarification regarding specifications, size and design.	700 Ps
2.	Executive Rexine/ Conference File BAGS along with Writing Pad Ball Point Pen ID card with Plastic cover - Hanger & Lunch Coupon	<ul style="list-style-type: none">• External Printing: Bank logo and name screen printed on the top of the bag.• Internal Printing: Detailed information (e.g., AGB No., Venue, and Date) screen printed inside the flap.• Rexine Finish Look, Comfortable for Handling, Product Dimension – Length 12" X Width 15", Closure Type- Zipper, includes a detachable & Adjustable shoulder strap, Finished with durable metal zippers, pullers and hooks.• Zipper & Runner: Good quality zipper and runner (matching the bank's approved sample).• Included Items: Customized Writing pad, Ballpoint pen (Bank name printed on each pen), and ID card with plastic cover and hanger (Bank name printed on each Hanger) & 1500 Ps Lunch Coupon.• Reference Sample: Please refer to the approved sample available at the bank for further clarification regarding specifications & quality materials.	700 Ps

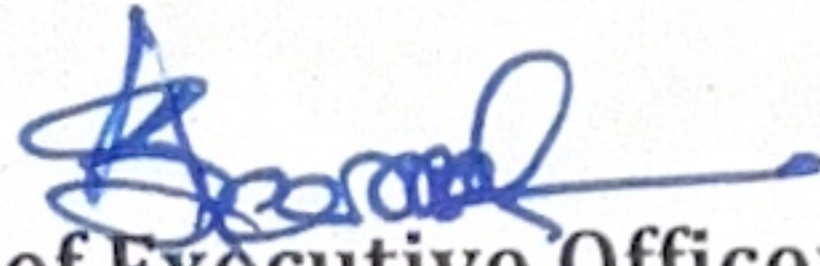
All prospective bidders must visit the office and physically check last year's AGB Booklet & all other items samples before submitting their tenders. The Bidders must submit their sealed quotation for the above items with the quoted price **Exclusive of GST**; the submission must adhere to the Two-Bid System, where the main sealed envelope contains two inner, sealed envelopes: **Envelope 1 (Technical Bid)**, which must enclose all mandatory documents (**Tender Cost, EMD, GST, PAN, IT Returns, Work Experience, DIC Certificate, etc.**) along with the sample paper for AGB Booklet and **Envelope 2 (Price Bid)**, which must contain only the price quotation. The main third envelope must be addressed to "The Chief Executive Officer, Cuttack Central Co-operative Bank, H.O. Nimchouri, Cuttack - 753002, Odisha" and clearly super scribed as "Tender for Printing and Supply of 54th AGB Materials," and should be deposited in the designated tender box at the **Cuttack Central Co-operative Bank premises before 3:00 PM on 01.10.2026**. The Bidders must pack sample bag separately and submit it along with the tender documents : Any samples submitted after the last date and time for tender submission will not be accepted and will be out rightly rejected.

Submission of Tender	From 24.09.2026 TO 01.10.2026 (During Business hour of the Bank 10:00 Am to 5:00 Pm except Holiday)	3.00 pm
Opening Date & Time of the Tender	01.10.2026	4.00 pm

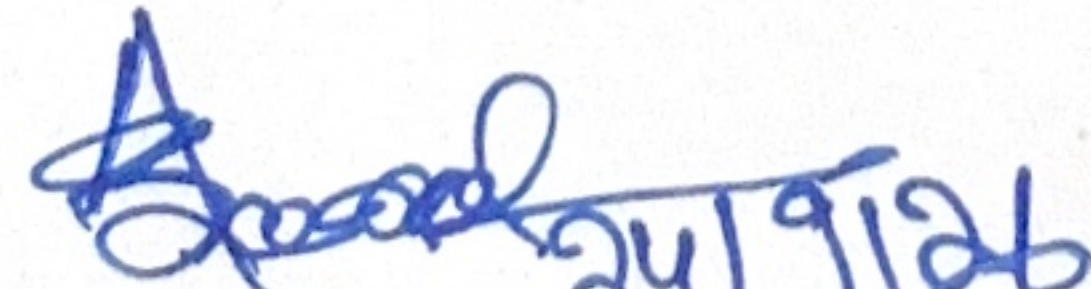
Furthermore, the authority reserves the right to cancel or reject any or all the quotations without assigning any reason thereof.


Chief Executive Officer
Memo No ~~3077~~.../Dt. 24/9/26

1. Copy to File for Record
2. Notice Board of Cuttack Cuttack Central Cooperative Bank Ltd. Head Office,
3. All Branch Managers of Cuttack Central Cooperative Bank Ltd for information with a request to display in the Notice Board.
4. System In-Charge of Computer Cell, HO for information with a request to upload the notice on the Bank's Website i.e **www.cuttackccb.bank.in** for wide circulation.


Chief Executive Officer
Memo No ~~3078~~...Dt. 24/9/26

1. Copy submitted to the President ,Cuttack CCB for favour of kind information and necessary action


Chief Executive Officer