

Kheti Bank – E-Tender Document

(For Supply of Calendar-2026 and Diary-2026 with Design)

1. Introduction

Kheti Bank invites e-tenders from reputed, experienced, and eligible printers/manufacturers for the design, printing, fabrication, and supply of **Calendar-2026** and **Diary-2026** with packaging as per the specifications outlined in this document.

The tender shall be submitted online through the designated e- tendering portal. Physical submissions will not be accepted unless specifically instructed.

2. Scope of Work

A. Calendar-2026

- **Size:** Picture – 24.25" × 17", Date Page – 11" × 17" (12 pages)
- **Paper:**
 - Picture: 300 FBB Board (Eco- friendly), size 22" × 17"
 - Date Page: 80 GSM Maplitho
- **Printing:** Metallic hologram UV print with drip-off; date pages in 4 colour front and 1 colour back.
- **Fabrication:** Tint mounting + dori + stitching
- **Quantities:** Maximum 8,000 Nos
- **Packaging:** Paper Bag (17.5" × 22.5"), front side four-colour print with eyelet and dori.

B. Diary-2026

- **Size:** 17 cm × 24 cm
- **Pages:** 192 common pages + 48 four-colour pages + 16-page separators
- **Paper:**
 - 170 GSM Sinners Art Paper
 - 80 GSM Maplitho for date pages
- **Printing:** Four-colour printing on all pages
- **Fabrication:** Hardbound diary with matt lamination, gold foil logo, and section sewing with separators
- **Quantities:** Maximum 8,000 Nos

3. Eligibility Criteria

Bidders must fulfill the following minimum criteria: 1. Minimum 3 years of experience in printing and fabrication of calendars, diaries, or similar corporate materials. 2. Must possess valid GST registration, PAN, and necessary business licenses. 3. Should have completed at least two similar projects with Government/Banking/Public Sector institutions in the last 3 years. 4. Must have adequate machinery, manpower, and infrastructure to execute the job within the required timeframe. 5. Should not be blacklisted by any Government/PSU/Banking organization.

4. Tender Submission Process

1. The tender must be submitted **online only** through the designated e-tendering Portal <https://eprocure.procure247.com/home>.
2. All required documents must be uploaded in PDF format.
3. Bidders must submit:
 - o Technical Bid
 - o Financial Bid
 - o Samples must be submitted physically at Kheti Bank Head Office.
4. Late submissions shall not be entertained.

5. Earnest Money Deposit (EMD)

1. Bidders shall submit an Refundable Deposit of Rs. 10,000 and non-Refundable deposit of Rs. 2,500+18%GST on below mentioned Bank account.
2. EMD shall be refunded to all unsuccessful bidders after the completion of the tender process.
3. The EMD of the successful bidder will be retained until completion of the contract.
4. Non- submission of EMD will lead to outright rejection.
5. Beneficiary Name The Guj. State Co-op. Agri. & Rural Dev. Bank Ltd.
6. Bank Name :The Gujarat State Co-op.Bank Ltd. Naranpura, Ahmedabad
7. Bank Account No. 608001011000
8. IFSC Code GSCB0000003

6. Technical Bid

Technical bid must include: - Company profile - Experience certificates/work orders - GST, PAN, legal registrations - Details of machinery and manpower - Specimen samples (if required) - Signed copy of tender terms & conditions

7. Financial Bid

Per- unit and total cost of Calendar–2026 (8000 quantity options) - Per- unit and total cost of Diary–2026 (8000 quantity options) - Design charges (extra as applicable) - Packaging charges (for calendar paper bags) - Applicable taxes

Prices must be quoted **inclusive of delivery to All Gujarat**, loading/unloading, and all applicable duties.

8. Delivery Terms

1. Delivery must be completed 50% on 25th Dec, and the Remaining of the 50% on 28th Dec.
2. Delivery location: **Kheti Bank All Location, Ahmedabad.**
3. Failure to deliver within schedule will attract penalties as mentioned in Section 14.

9. Quality Requirements

1. All materials must match the specifications mentioned in the tender.
2. Defective or sub-standard products will be rejected and must be replaced at the bidder's cost.
3. Printing quality must be uniform, smudge-free, and colour- accurate.
4. Hologram UV, lamination, binding, stitching, and finishing must meet professional standards.

10. Inspection and Acceptance

1. Kheti Bank reserves the right to inspect the production facility at any stage.
2. Random inspection of final goods will be conducted before acceptance.
3. Any deviation from specifications will lead to rejection.

11. Payment Terms

1. No advance payment shall be provided.
2. Full payment will be made within **30 days** after satisfactory delivery and acceptance.
3. TDS and other statutory deductions will be made as applicable.

12. Validity of Offer

The tender offer must remain valid for **90 days** from the date of submission.

13. Award of Contract

1. Contract will be awarded to the L1 (lowest financially evaluated) bidder who meets all technical requirements.
2. Kheti Bank reserves the right to split the order or reject any tender without assigning any reason.

14. Penalty Clause

1. Delay in delivery will attract a penalty of **0.5% of order value per week**, subject to a maximum of 10%.
2. Consistent failure or sub- standard supply may result in cancellation of contract and forfeiture of EMD.

15. Legal Terms & Conditions

1. All disputes arising from this tender shall be subject to jurisdiction of **Ahmedabad courts only**.
2. The successful bidder must comply with all applicable laws, including labour laws, GST, environmental regulations, and intellectual property laws.
3. The bidder shall indemnify Kheti Bank against any legal claims, damages, or liabilities arising out of breach of contract or infringement of third- party rights.
4. The Bank reserves the right to modify or cancel the tender process at any stage without liability.
5. Misrepresentation of information will result in termination of the contract and blacklisting.

16. Confidentiality

All information, documents, and materials provided by Kheti Bank shall remain confidential and shall not be disclosed without prior written consent.

17. Acceptance of Terms

Submission of the tender constitutes acceptance of all the terms and conditions mentioned herein.

General Manager
Kheti Bank, Ahmedabad