



**MIZORAM RURAL BANK
HEAD OFFICE , AIZAWL, MIZORAM**

e-mail : fa@mizobank.com

Ref.No.:_PC/2023-24/MRB-CAL2023

Dated : 03/11/2023

Urgent Requirement Notice for printing and supply of Calendars and Diaries for the year 2024

Mizoram Rural Bank invites tenders/Quotations for printing and supply of calendars and diaries from the printers/suppliers who are engaged in printing and supply of Calendars and Diaries.

The quantity of Calendars and Diaries required are as under:-

S.No.	Particulars	Size (Appr.)	Quantity
1.	Seven Sheeter Calendars	17"X23"	20,000
2.	Wall Calendar Sinle Page	20"x30"	1,00,000
3.	Small Diaries Half Page	Normal Size 7"X9.5"	7,000
4.	Big Diaries Full Page	Normal Size 7"X9.5"	3,000
5.	Table Calendars	9"X7"	10,000
6.	MRB Note Book(Wiro)	5.5"x8.5"	7,000

Printers/suppliers may visit our Head Office, Mizoram Rural Bank, MINECO Khatla, Aizawl, Mizoram to see samples of Calendars and Diaries on any working day during office hours. Interested parties may contact Manager, FA & Stationeries at e-mail : fa@mizobank.com Head Office,Mizoram Rural Bank in this regard.

Last date of Submitting quotations : 20.11.2023 (02.00 P.M.)

**The General Manager,
Mizoram Rural Bank,
Head Office
MINECO, Khatla, Aizawl
Mizoram 796001**

TERMS AND CONDITIONS

- 1) Rate should be quoted for per piece.
- 2) Delivery within 30 (thirty) days of issue of Work Order to HEAD OFFICE,MIZORAM RURAL BANK,MINECO ,KHATLA, AIZAWL MIZORAM 796001
- 3) Articles meant for delivery should be properly packed so as to avoid damage during transit.
- 4) If any damage/shortage are detected during actual counting of the articles received, the cost of such damage/shortage will be adjusted against the final bill.
- 5) Request for enhancement of rates during the contract period shall not be considered under any circumstances.
- 6) The Mizoram Rural Bank is not bound to accept the lowest Quotation/tender and reserves the right to accept or reject any or all Quotation/tender without assigning any reasons thereof.