

THE NAINITAL BANK LIMITED
(Regd . Office : G.B Pant Road , Nainital)

Tender for Printing of Bank's Annual Report for the year ended 31st March 2021

Bank intends to print Annual Report for the year ended 31st March 2021 as per the specification mentioned below.

Interested printers are requested to submit quotation for printing and supply of the same to Associate vice president (Accounts & operations) , at Bank's Head Office within 10 Days hereof (i.e up to 24th June , 2021)

Details of our requirement are as under:

	Quantity (Nos)
(1) Annual Report as per specification	1100
a) Cover Page – On A-4 Size, 130 GSM Glazed Art paper With Lamination on outer sides	
b) Text Page (approx. 125 pages, English/Hindi) on A-4 size 110 GSM Glazed Art paper.	
c) Printing quality – 4 colour offset	
(2) Proxy Form & Notice (approx. 10 pages , English/Hindi)	1100
(3) Printed envelopes for Annual Reports	1100
(4) Summarized Balance Sheet (Laminated) one page (on 52cmx33cm on 110 GSM Glazed art paper)	175
(5) Soft copy of the Annual report – 5 MB (Size)	

While quoting rates, Please note the following :

1. Number of pages in the annual report may increase or decrease and accordingly you may quote the rate for additional pages .
2. Quality of paper must be in accordance of quality approved by us .
3. Printed reports are to be delivered at Bank's Head Office , Nainital within **Six** days from the placement of order.
4. Please enclose samples of papers for approval.
5. Please submit your rates in strict confidence in sealed envelope , super scribing
“ QUOTATION FOR PRINTING ANNUAL REPROTS FOR 2020-21” addressed to **Associate Vice President (Accounts & Operation) , The Nainital Bank Ltd., Head Office , 7 Oaks , Mallital , Nainital-263001 latest by 24.06.2021.**

For any clarification you may contact to the undersigned at Head Office at Nainital or at Mobile no-,8375970419 Land Line no. 05942-239280.

Date- 04.06.2021

**Associate Vice President
(Accounts & Operation)**