

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

Tender for Printing of Bank's Calendars and Diaries for the Year - 2024

Bank intends to print Calendars and Diaries for the Year - 2024.

Interested designers/printers are requested to submit themes on mail id: **planning@nainitalbank.co.in** along with the hard copy with quotation to Associate Vice President (Planning), at Bank's Head Office within 15 days hereof (i.e. up to **6th November, 2023**).

A) Details of Wall Calendars:

1. **Quantity** : (i) **20,000** Nos.
2. **Paper** : Indian Art paper 130 GSM (Sinarmas Paper)
3. **Size** : 18" (W) x 23" (L) with Color picture of Size 18" (W) x 12" (L) (approx.) - 06 Sheets with 02 months' picture and date in each Sheet plus one fly leaf of 60 GSM.
4. **Other Details** :
 - (a) **Binding** : (20,000 Nos.) Steel Patti with one punch hole near the tag (Steel Patti & Tag Color – Dark Blue)/ Spiral Binding
 - (b) **Packing** : In the rolls of **25 each** covered with Bamboo/Brown paper.
 - (c) **Printing** : Four Color Offset printing. However, the fly leaf will be printed in single colours.
High end scanning (not in flat bed).
Stripping high quality. Proper designing.
- (d) All **Sundays, 02nd & 04th Saturday, 26th January, 15th August, 02nd October and all the other Holidays** should be highlighted in **RED** color.

B) Details of Diaries:

1. **Size** : (i) Executives - 8.50" (W) x 11.00" (L) with two dates on either side of inside pages.
2. **Quantity** : (i) **3,000** Nos.
3. **Other Details** : (i) Name and Contact Numbers of Bank's Directors & Executives and details of all branches should be printed in the beginning pages from other information pages.

Delivery – Entire delivery shall be required to be effected by 15th December, 2023 for both Calendars & Diaries at SIX Centers specified by the Bank.

Address for sending themes of Calendars & Diaries sealed quotation is as under:-

The Associate Vice President (Planning), The Nainital Bank Limited, 07 Oaks Building, Mallital, Nainital, UTTARAKHAND - 263001.

Security – Rs. 25,000/- in form of Demand Draft only favoring The Nainital Bank Limited, payable at Nainital for printing.

It will be sole responsibility of the vendor to provide the High Definition Quality images for the calendars (06 images). The approval for the same will be given by the Head Office.

The content will be provided by the Bank. However, the formatting as per the Bank's requirement will be the responsibility of the vendor.

Bank reserves the right to add/modify/withdraw the above tender

Date : 21.10.2023

Associate Vice-President (Planning)