



PUBALI BANK LIMITED

ESTABLISHMENT DIVISION
(STATIONERY DEPARTMENT)
HEAD OFFICE, DHAKA

HO/ESTT/PRINTING/TENDER NO. 70

DATE: 18.10.2017

Quotation for rates of Printing of Stationery items

Dear Sir,

Quotation in sealed cover are invited for printing of the following stationery items:

Sl no	Name of the item	Specification	Quantity
1.	CC-1	a) 55 grams Pink Colored Paper of 9.00" x 3.75" size (paper sample to be submitted with the quotation). b) 10 (ten) inner leaves with 1 (one) cheque perforation + 2 (two) cover leaves i.e. total 12 (twelve) leaves in each book. c) One side single colour printing in each inner leaf and both side of 2 (two) cover leaves through computer compose & Offset process and binding to be made by centre stapling strictly as per sample copy. d) Packing mode: 250 Books in each packet/bundle as per sample.	10000 Books
2	Window Envelopes for VISA debit card	a) 100 Grams Offset Paper (Indonesia) (paper sample to be submitted with the quotation). b) Size of Envelop 8.6" X 4.3" c) Both Side Four (4) colour Printing in each envelop through computer compose of Offset process strictly as per sample copy. d) Full Sticker Paste, window, dye cutting & making e) 100 envelops are to be packed with single band.	50000 Pieces
3	Card Mailer for VISA debit card	a) 100 Grams Offset Paper (Indonesia) (paper sample to be submitted with the quotation). b) Size of Mailer 11.70" X 8.30" c) Single Side Four (4) colour Printing in each mailer through computer compose of Offset process strictly as per sample copy. d) Di-perforation and Holder cutting as per sample e) 500 mailer are to be packed with craft paper.	50000 Pieces
4	Office File (Yellow)	a) 300 grams Coloured Solid yellow card Board (sample of the Board to be submitted with the quotation). b) Size of the Board will be 22.00" x 14.00" with creasing strictly as per sample copy. c) One side single colour Printing with Bank's Monogram through computer compose & offset process duly affixed high quality clip strictly as per our sample copy. d) Packing mode: 100 files in each packet/bundle to be made with craft paper strictly as per sample.	22000 Pieces

If you are willing to submit Quotation, you will have to comply with the terms and conditions prior to formal allotment of the work as per overleaf.

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