

**THE MUNICIPAL CO-OPERATIVE BANK LTD., MUMBAI.**  
HEAD OFFICE: Municipal Bank Bhavan, 245, P.D'Mello Road,  
Fort, Mumbai - 400 001.

**Business Hours :-**

**On Week days** : 11.00 a.m. to 1.30 p.m.  
& 2.00 p.m. to 5.30 p.m.  
**1<sup>st</sup>, 3<sup>rd</sup> & 5<sup>th</sup>**  
**Saturday :**

**Telephone Nos.:-**  
**HEAD OFFICE :-** 22616911-12  
22717800

Ref.No.MCB/PTG-STN/ *143* /2018-2019

Date : 11.07.2018

**TENDER FORM**

**Sub : Quotation for supply of 18 inches Duffel Wheel Bag.**

To,  
M/s.....  
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Sir,  
Sealed quotation are invited for supply of 18 inches Duffel Wheel Bag. The quotation should be submitted addressed to the General Manager(I/C), The Municipal Co-op. Bank Ltd.,Mumbai, Municipal Bank Bhavan, 245, P.D'Mello Road, Mumbai - 400 001 in a sealed cover superscribed as "**Quotation for 18 inches Duffel Wheel Bag** " so as to reach this office **upto 3.00 p.m. on Friday, 13.07.2018**. The quotation received after 3.00 p.m. on that day will not be considered.

The tenders will be opened by the Chairman, General Purpose Committee in its meeting in the presence of Committee Members. The decision of the Committee in that respect shall be binding upon all tenderers.

*Handwritten signature*

**GENERAL MANAGER (I/C)**  
**The Municipal Co-op Bank Ltd, Mumbai.**

*Handwritten initials*

Note : Only Wax Sealed Tenders will be considered.

**-: TERMS & CONDITIONS :-**

1. Tender should not be filled in by Pencil. Rates should be quoted in figures & words inclusive of all taxes with G.S.T. Registration No.
2. a) Unless Tenderers mentioned specifically that extra payment of tax on the prices quoted by them, it will be presumed that the prices quoted are inclusive of the taxes payable under the G.S.T. as the payment of Tax on the bills submitted by them. Where the Contractor is able to obtain refund of the whole or part of the Tax paid, to him under G.S.T. he should reimburse the bank to the extent of refund obtained. He should mention the amount or percentage to what extent he will be in position to do so. The Contractor should also note that the prices quoted by him should be inclusive of the tax paid by him at the source under no subsequent claim for such tax paid by him at the source will be entertained.  
b) Any upward revision/addition in Government taxes or levies after the tender has been submitted will not be considered by the bank.  
c) The tenderer should quote the rates all inclusive i.e. cost of 18 inches Duffel Wheel Bag, cost of printing Bank's name, delivery etc.  
d) Delivery should be made in corrugated boxes containing 20 bags each.
3. The tender will be valid for a period of 60 days for acceptance & the rate quoted in approved tender shall be valid for one year. If Bank requires additional Duffel Wheel Bag the supplier will be bound to supply the same at the same rate upto one year.
4. The claim for increase in prices will not be considered in any case.
5. The Tenderer will have to deposit Rs.5,000/- as earnest money deposit along with tender in demand draft/pay order/Cash (Not by Cheque). in the name of The Municipal Co-operative Bank Ltd., Mumbai. The tenderer whose tender is approved will have to deposit 10% of amount of value of the order as security deposit for execution of order for supply of Duffel Wheel Bag. If the tenderer fails to comply with the conditions, EMD as well as security deposit will be forfeited which please note. No interest is payable on EMD & Security Deposit.
6. Suppliers are bound to supply the 18 inches Duffel Wheel Bag, as per Bank's tender specification.
7. The dealer will have to supply the 18 inches Duffel Wheel Bag, as per Bank's requirements within 15 Days from placement of order letter.
8. If the Supplier could not supply the 18 inches Duffel Wheel Bag, as per Bank's tender specification then Bank will recover 10% as a penalty on the value of the supply & the defective Duffel Wheel Bag will be returned back & the supplier will be responsible for the resupply of 18 inches Duffel Wheel Bag as per bank's tender specification.
9. The Bank must be kept informed of the progress of the delivery of 18 inches Duffel Wheel Bag .
10. In the event of Supplier's inability to supply the 18 inches Duffel Wheel Bag by the stipulated date, no supplies will normally be accepted by the Bank if delivered late except on production of a specific sanction from this office.
11. The dealer should submit the bill in duplicate with G.S.T. Registration No. if applicable & mention the rate of GST including its amount in the bill separately.
12. The G.S.T. Registration of vendors under Mumbai is mandatory.
13. Delay/wrong/non payment of GST/any applicable taxes may attract legal action against vendor any such loss arises to the Bank due to your negligence, supplier has to make good the same at your risk & cost.