

Tender notice for purchase & disposal of old records of the Bank

PRATHAMA BANK is a frist Regional Rural Bank with more than 412 Branches/Offices geographically located in Uttar Pradesh with its Head Office at Moradabad and Regional Offices at Moradabad, Rampur, Amroha , Sambhal, caters to the banking needs of 04 Districts of Uttar Pradesh.

Prathama Bank invites sealed tenders for disposal of old records kept at various branches/offices as per Bank's\RBI guidelines regarding destruction of old records from time to time.

The following procedure shall be adopted for disposal of old record.

1. The vendor shall prepare list of the items eligible for destruction.
2. Record to be destroyed shall be segregated, listed and converted in to pieces before lifting for pulping purpose to the Paper Mill.
3. The firm has to submit a Certificate regarding pulping of old record from Paper Mill within period of 30 days from the date of purchase.
4. The Vendor should have experience of carrying out such work in Nationalized \Private Bank's during the last two years. The Vendor must be in a position to provide us pertinent credential in the form of work order or empanelment letter issued by any Nationalized Bank or office of RBI at least during the last 2-3 financial years issued by Banks.
5. The details as per annexed must be submitted. Vendors are to enclose relevant photocopies of experience along with Technical bid only. Overwriting if any is to be authenticated. Please note that the financial bid will be opened only if Technical bid is found to be satisfactory.
6. Bank will ask for EMD/Security Deposit from succesful bidders before issuing work order/empanelment. Validity of empanelment will be Two Years from the date of empanelment.
7. Bank reserves the right to accept or reject any or all tenders without assigning any reason whatsoever.
8. Your offer (Technical & Financial)should reach us up to at 4.00 pm on following address.

The General Manager  
Prathama Bank , Prathama Bhawan  
Head office,Ramganga Vihar, Phase II  
MORADABAD - 244001(UP)

General Manager

PRATHAMA BANK , HEAD OFFICR , RAMGANGA VIHAR , PHASE II ,  
MORADABAD

## PRATHAMA Bank

Head Office,Ramganga vihar ,Phase II  
MORADABAD-244001

### Application Format

(For Purchase & Disposal of old records of the Bank)

(To be placed in cover No.-1)

TECHNICAL BID

FORM – A

**1 Name of the firm** :

**2.Address and telephone numbers** :

**3.Established since** :

**4.Experience\Expertise** :

**5.Income tax\ Sales tax\Service tax Nos. :**  
( With last three years returns)

**6.GSTIN Registration NO.:**

**7.Details of similar orders** :

**Date:**

**Signature & Seal**

PRATHAMA BANK , HEAD OFFICR , RAMGANGA VIHAR , PHASE II ,  
MORADABAD

**PRATHAMA Bank**

Head Office,A-1,Civil Lines

RAEBARELI-229001

Form-B

(To be placed in cover No.-2)

FINANCIAL BID\ PRICE BID

Sr. No.	Particulars	Rates offered (Per quintal)
1	Paper without card board	
2	Computer papers	
3	Card Boards	
4	Others	

Execution time :

**Remarks if any.**

**PLACE**

**DATE**

Signature & Seal