

Head Office/ General Administration Wing

Ref No: GAW/ **280** /2018

07-04-2018

NOTICE

Sub-Courier agency- New service contract with us-Inviting quotes- -Reg:

Bank invites fresh quote from reputed courier agency for rendering courier services to our various offices /branches for a period of two years commencing from 01-05-2018 to 30-04-2020. Interested courier agencies may submit their quote along with the details of the firm in closed cover to the below mentioned address on or before 25-04-2018 before 5 pm subject to the following conditions:

- 1.An agreement in this regard shall have to be executed between the Bank and your Courier service agency. Draft copy of agreement shall be sent to successful agency on confirmation of quote
Courier agency should have valid GST registration and number.
- 2.Succesful agency shall have to deposit an amount of Rs.25,000/- (Rupees twenty five thousand) with our Bank towards the security amount for 3 years period for the due performance of the contract which shall be refunded to you after expiry of the contract period or at time of cessation of the contract period if everything is in order.
3. The arrangement is for the services effective for 2 years. However the Bank may for any reasons whatsoever discontinue/terminate the contract by issuing a notice of 7 days to you. If the highest bidder is ready to match fix the rate with L1 quote they will also be considered for rendering their service to selected centers.
- 4.Those agency who is confident of rendering service to all centres in Kerala promptly need only submit the quote.
- 5.Delivery time: Within 24 hours to branches/offices/other addressees within Kerala and 48 hours to other states.
- 5.The rate quoted by you should be final and there will not be any revision / hike on the rate under any circumstances during the contract period. You may place quote for following services.

General Manager

See Annexure also

Annexure

Quote format

Name of agency:

Address:

GST Registration NO:

Destination	Up to 250 grms (Rs)	Up to 500 grms (Rs)	For Every additional 500 grms	Per kg rate If above 1 kg (Rs)	Other charges Applicable GST rate
<u>1)Letters</u>					
Within Kerala					
In South India					
In North India					
<u>2) For parcels</u>					
Within Kerala					
In South India					
In North India					

Place:

Date:

Name and signature of Authorized person of the agency/firm

Office seal

Submit the quote along with the details on or before 25- 04-2018,5 p.m to the below mentioned address.

The General Manager

General Administration Wing

Kerala Gramin Bank

Head office

A.K .Road

Malappuram 676505

Phone -(0483-2733507)