

**PUNJAB NATIONAL BANK
PRINTING & STATIONERY DEPARTMENT
C-13, SECTOR-1, NOIDA - 201301 (UP)**

**NOTICE FOR INVITING APPLICATIONS FOR
EMPANELMENT OF PAPER MILLS**

Punjab National Bank invites applications for empanelment from the Paper Mills fulfilling the following criteria: -

1. Paper Mills should be using bamboo/wood or other good quality virgin pulp having **minimum production capacity of 50 metric tons per day**, with fully equipped research & development facilities. Security paper manufacturing mills should be on approved list of RBI/IBA. The mills manufacturing paper from paper waste or recycled pulp / agriculture waste need not apply. **The Mills should have all-India network of their distributors.**
2. Mills should submit 10 samples of each variety of paper being manufactured alongwith current Price list with breakup of Landed Cost i.e. Freight, insurance, CST, LST, Govt. levies etc., if any and maximum Trade Discount and Cash Discount Pattern offered to the Bank along with names and addresses of minimum two and maximum five authorized distributors at Delhi, Noida, Bangalore, Lucknow, Jalandhar, Chandigarh, Kanpur, Nagpur, Bhopal, Jaipur, Patna, Kolkatta, Kozhikode, Meerut or covering foregoing stations from near by cities for the following qualities of paper indicated by generic name.
 1. Cream Wove (58 GSM & Above), 2. Maplitho, HB Maplitho (70 GSM and above) 3. Ledger Paper (70 GSM & above), 4. Ledger Paper – Rag Content (80 GSM and above), 5. Super Printing (70 GSM & above), 6. Colour Printing Paper (56 GSM & above), 7. Parchment Paper/Bond Paper (80 GSM & above), 8. Art Paper (70 GSM & above), 9. Art Card (175 GSM & above), 10. Kraft Paper (60 GSM & above), 11. Colour/White Card Board (250 GSM and above), 12. MICR Cheque Paper with PNB Watermark (95 GSM IBA approved), 13. Copier Paper (75 GSM), 14. Pulp Board, 15. Chromo Art Paper, 16. Duplex Board. 17. Grey Triplex Board 18. Bible Paper.
3. The bank will purchase any of the above variety of paper as per Bank's approved Paper Purchase Policy from mills/their distributors on approved panel F.O.R. our godowns at various destinations mentioned above (inclusive of all taxes and loading and unloading charges).
4. The validity of the panel of approved mills will be two years from the date of approval.
5. Approximate purchase of paper is to the tune of Rs.10 crores – Rs.12 crores annually by centers as mentioned above.
6. The standard application form alongwith other details as Annexure-I is enclosed.
7. The last date of collection of standard application form is from 7.3.2010 to 25.3.2010 upto 4 pm from the above office on any working day or may be downloaded from Bank's website www.pnbindia.com/tps.htm.

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8. The applications on standard format complete in all respects with Mill's covering letter must reach to A.G.M., Printing & Stationery Deptt. C-13, Sector-1, NOIDA by 25.3.2010 up to 5 P.M. The applications received late on account of any reasons, whatsoever, will not be considered.
9. Incomplete applications will be rejected without assigning any reason thereof.
10. Bank reserves the right to delete/add any name on the Panel at its sole discretion.
11. Bank reserves the right to accept/reject any or all applications without assigning any reason.
12. In case of any dispute, the decision of the A.G.M., Ptg. & Sty. shall be final and binding.
13. Standing terms and conditions of the Bank in force from time to time shall apply.
14. Bank reserves the right of imposing penalty before accepting the paper (if useable) for defects (minor or major) and for delays, which shall be final and binding.
15. Conditional applications will not be considered and shall summarily be rejected.

ASSTT.GENERAL MANAGER(P&S)

Note

ANNEXURE-II

From: _____

Asstt. General Manager
Punjab National Bank
Printing & Stationery Deptt.
NOIDA.

Dear Sir,

Reg: Application for Empanelment of Paper Mills.

We hereby append below the detailed information about our Mill.

1.	Name of the Mill	
2.	Address and Telephone No.	
3(a)	Constitution of the Mill	Prop./Partnership/Pvt. Ltd./Limited
3(b)	Name of Prop/Partner/Directors	
4.	Location : (No. of Units) Whether Pollution Certificate is required, if yes, whether you have obtained (please attach copy of certificate)	Yes/No
5.	Date of Establishment	
6.	LST/CST No.	

FINANCIAL DATA OF THE FIRM:				
7.	Details of published Balance Sheet of last 3 financial years.	Year 2007	Year 2008	Year 2009
TECHNICAL SPECIFICATION:				
8(i)	PRODUCTION CAPACITY (Unit-wise) (please attach proof)	_____ MT per day		
8(ii)	Whether the Mill is (a) having fully equipped research and development facility. (b) using bamboo/wood pulp (in each unit) (c) is not using Agriculture Residue like bagasse, recycled paper (in each unit) (d) approved by RBI/IBA for manufacturing of Security Paper. (Please give certificate in respect of above)	Yes/No Yes/No Yes/No Yes/No		
9.	Variety of Paper manufactured by the Mill as given in our advertisement. (Please attach sample of each variety)			
10.	Name of Distributor at mentioned stations (Maximum 5/Minimum 2 at each station) If Mill will be dealing with the Bank directly, please indicate the same.			

11.	Price List : 1. Rates of each variety F.O.R. (inclusive of all taxes) our Godown:- 2. Discount offered:- (Mill has to submit Price List comprising of discount on any increase/decrease to Bank regularly)	
12.	Names of the Govt./PSU Customers:-	

I..... on behalf of in the capacity of Proprietor/Partner/Director solemnly affirm that to the best of my knowledge and belief the information given above is correct and nothing has been concealed. If at anytime our statement is found to be incorrect Mill's empanelment can be cancelled and we shall be bound by the decision of the Bank.

Date:
Place:

Signature with Name
(Proprietor/Partner/Director)
under Seal/Stamp of the Mill