**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

 ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

 EPBAX: 2432058 , FAX NO.; 0191- 2432036

**SHORT TERM QUOTATION**.

Short Term quotations are invited by the Bank for Computer data feeding job and electric earthing of the branches from interested parties having expertise and experience in Computer Data feeding of Banks/Institution.

**(A) The Data feeding job includes:-**

 1. Data Entry from manual ledgers to Capture tools.

 2. Balancing of all the data captured in the tool till its

 updations into tools..

 3. Scanning and uploading of Specimen Signatures and

 photographs on CBS Software tools.

­­­­­­­(B) **Electric Earthing** - Copper Plate/Chemical earthing.

 Interested parties dealing in the relevant field with their service setup at Jammu having executed similar works in the Banks/Institutions can submit their quotations alongwith earnest money in the shape of CDR/FDR for Rs.20,000/- for job **“A”** and Rs.10,000/- for job **“B”** favouring Managing Director The Citizens’ Coop. Bank Ltd. Jammu on or before 3rd of Dec. 2012 up to 5 P.M. at. Adm. Office 117-A/D Gandhi Nagar Jammu. The rates for job “A” are invited with and without hardwares. The technical specification for job “B” can be obtained from this office.

The bank reserves the right to accept or reject any/all the quotation/**s** without assigning any reason thereof.

 **MANAGING DIRECTOR**