



बड़ौदा यू.पी. बैंक
Baroda U.P. Bank

TENDER NOTICE

PRINTING AND SUPPLY OF STATIONARY ITEMS AT REGIONAL
OFFICE : KHALILABAD
(FOR EMPANELLED PRINTERS ONLY)
IMPORTANT DATES

DATE OF ISSUE OF TENDER NOTICE	28.08.2024
LAST DATE AND TIME OF SUBMISSION OF TENDER	20.09.2024 up to 04:00 P.M.
DATE OF OPENING OF TENDER	20.09.2024 at 04:30 P.M.
JOB COMPLETION PERIOD	01 MONTH

Baroda U.P. Bank

Premises & Equipment Department
Regional Office : Khalilabad
Near By-Pass Chauraha, Mehdawal Road, Khalilabad
District : SANTKABIR NAGAR
e-mail id: operations.roklbd@barodauprrb.co.in
Mobile: 9119603966



[Signature]
Regional Manager

Date: 28.08.2024

NOTICE INVITING TENDER

Sealed item rates are invited on behalf of the Regional Manager, Baroda U.P.Bank, Regional Office Khalilabad from EMPANELLED PRINTERS for Printing and Supply of Stationary Items at REGIONAL OFFICE KHALILABAD in Khalilabad Region.

- | | |
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| 1. Issue of tender documents upto 12.30 PM | :28/08/2024 to 20/09/2024 |
| 2. Last date of receipt of tender documents | :20/09/2024 upto 4.00 PM |
| 3. Date of opening of tender documents | :20/09/2024 at 4.30PM |
| 4. Place of submission & opening of tender | :Baroda U.P. Bank, Regional Office
Khalilabad |
| 5. Period for completion of work from order date | :Maximum 01 Month |
| 6. Offer Validity | : 01 Year |

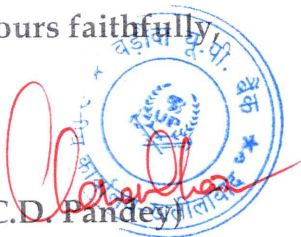
Important Points :

1. All rates should be quoted in the attached format only, no other forms regarding rates will be accepted.
2. Any of the in-complete or conditional tender applications shall be liable for rejection.
3. Tender applications from Empanelled Printers only to be accepted for participation in Bid.
4. Applicants to attach the Empanelment letter issued by Head Office along with the Bid.
5. Deviation from any of the conditions mentioned above is not allowed otherwise such bids shall be liable for rejection.



6. In case of any information / clarification applicants are requested to get their queries resolved before Bidding.
7. **Bank Reserves the right to accept the Bidding partially/ fully or reject the whole process at any stage without any further notifications/ explanations to bidders.**
8. It is mandatory for bidders to supply the mentioned Stationeries within 01 Month of receipt of Work Order.
9. Rates quoted by the vender shall be valid for 01 year from the date of issuance of Work Order.
10. Payment shall be released after satisfactory forensic / lab testing result of the material supplied by the Printer.
11. **In case of inferior quality of printing or material supplied by the bidder penalty will be levied on the Printer which may result into Black Listing of the firm or Monetary loss or both.**
12. Only fully sealed documents/Bids shall be eligible for participation in Bidding process. Torn/ Open envelopes shall be rejected.
13. TDS and Other taxes shall be levied as per Govt. Rules.

Yours faithfully


(C.D. Pandey)

Regional Manager

Khalilabad



A	B	C	D	E	F	SPECIFICATIONS			H	I	J	K
Sl. No.	Name of Item	F.No.	SIZE in cm	PAPER TYPE & GSM	No. of Leaves excluding cover	PRINTING	PACKING	QUANTITY	Rate Per Unit(Rs)	Total Amt. Rs. (excl. of GST) (K)(x)		
1	S.B. Withdrawal Slip	F-292	18 cm x 10.5 cm	70 GSM Century/sirpur/ballarpur/ Andhra/orient white	100 leaves pad	Single side in two colour bilingual printing with bank's emblem. One LBS straw board at bottom & full craft paper on top & paste	Packet of 20 pads in craft paper with paper label indicating Form Number, name & quantity (BOLD) on each packet. Three packets of 20 pads in one bundle tied with string.	6000 PAD				
2	Account Opening Forms for Individuals	F-401	28.5 cm x 63.5 cm making -3- parts of A4 size (only one paper sheet- main sheet)	80 GSM paper of Century/ sirpur/ballarpur/Andhra/orient	Single leaf with two folds(after folding size will be 28.5 cm x 21.1 cm)	Both side printing in two color.	200- Forms per packet in craft paper packing with label there on showing type of form.	27000				
3	Kisan Credit Card cum Passbook	PB-02	14.4 cm x 10.5 cm (close side)	Inner Pages 70 GSM Century/Sirpur/Ballarpur /Andhra/Orient white Maplitho Cover Pages 230 GSM Ballarpur A4 Card	8 leaves/16 pages excluding cover	4 color printing on front & back page & single color printing on inside cover (2 & 3) & other inner pages. Each Passbook should be centre stitched with a fine quality thread.	Packing of 100 passbooks in each packet & 4 Packets in a bundle. Passbook should be packed in craft paper with paper label indicating Form Number, name & quantity (BOLD) on each packet.	3000				
4	Common Deposit Slip	F-405	28 cm x 11 cm	70 GSM Century/sirpur/ballarpur/ Andhra/orient white	100 leaves pad	Printing on one side in English & other side in Hindi and duty numbered serially on one side only and hard perforation bounded with one LBS straw board at bottom & full craft paper on top & paste	Packet of 20 pads in craft paper with paper label indicating Form Number, name & quantity (BOLD) on each packet. Three packets of 20 pads in one bundle tied with string.	2000 PAD				
5	Transfer Voucher	F-290	18 cm x 13.5 cm	57 GSM Century/sirpur/ballarpur/ Andhra/orient white	100 leaves pad	Single color printing on one side only. 100 leaves gum pad with one LBS straw board at bottom & full craft paper on top & paste	Packet of 20 pads in craft paper with paper label indicating Form Number, name & quantity (BOLD) on each packet. Three packets of 20 pads in one bundle tied with string.	3000 PAD				
6	RTGS/NEFT Form	F-404	28.2 cm x 22.2 cm	70 GSM Century/sirpur/ballarpur/ Andhra/orient white	100 leaves pad	Both side printing one side in English & other side in Hindi in royal blue with hard perforation. 1 LBS straw board at bottom & full craft paper on top & paste	Packets of 5 pads in craft paper with paper label indicating Form Number, name & quantity (BOLD) on each packet. Four packets of 5 pads in one bundle tied with string.	1000 PAD				
7	Kisan Credit Card- Documentation Booklet	DB-01	22 cm x 26.5 cm	Inner Pages 80 GSM SS Maplitho- Orient/Century/Trident mills Cover Pages 140 GSM Cardsheet Light Green Color Orient/Seshasayee/Star mills	26 leaves/ 52 pages	Single color printing on cover page (1, 2 & 3 only) and inside pages. Book binding with staples and side rexhe patti	Packing of 50 booklets in each packet should be packed in Kraft paper with paper label indicating Name & Quantity (BOLD) on each packet.	7000				



A	B	C	D	E	F	G	H	I	J	K
Sl.	Name of Item	F.No.	SIZE in cm	PAPER TYPE & GSM	No. of Leaves excluding cover	PRINTING	PACKING	QUANTITY	Rate Per Unit(₹)	Total Amt.(₹) (excl. of GST)
1										
2										
3	A B	C	D	E	F	G	H	I	J	K
8	Self Help Group- Documentation Booklet	DB-03	22 cm x 26.5 cm	Inner Pages 80 GSM SS Maplitho-Orient/Century/Trident mills Cover Pages 120 GSM Cardsheet Light Blue Color Orient/Seehasayee/Star mills	11 leaves/ 22 pages	Single color printing on cover page (1, 2 & 3 only) and inside pages. Book binding with staples and side rexine path	Packing of 50 booklets in each packet should be packed in Kraft paper with paper label indicating Name & Quantity (BOLD) on each packet.	4000		
9	Mudra Loan- Documentation Booklet	DB-06	22 cm x 26.5 cm	Inner Pages 80 GSM SS Maplitho-Orient/Century/Trident mills Cover Pages 120 GSM Cardsheet Light Yellow Color Orient/Seehasayee/Star mills	27 leaves/ 54 pages	Single color printing on cover page (1, 2 & 3 only) and inside pages. Book binding with staples and side rexine path	Packing of 50 booklets in each packet should be packed in Kraft paper with paper label indicating Name & Quantity (BOLD) on each packet.	7500		
10	Letter Of Acknowledgment of Debt (L.A.D.)		22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	1 Leaves/ 2 Pages Both Side Printing & 50 Forms/ Pad	50 Leaves gum pad one side printing hard base and one page extra	Packets of 10 pads in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet.	300		
11	Vault Register	LD-19	32 cm x 20.5 cm(17*27*1/4)	Inner Pages 70 GSM Ledger Paper century mills, Full cloth bindin With 2 pound cardboard	100leaves(200p ages)	single colour printing on both sides	Packets of 20 Books in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet	100		
12	Cash Balance Book	R-11	28.5 cm x 22.5 cm(23*36*1/8)	Inner Pages 80 GSM Ledger Paper century mills, Full cloth bindin With 2 pound cardboard	180 leaves(360 Pages)	single colour printing on both sides	Packets of 10 Books in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet	100		
13	Scroll Register	R-17		Inner Pages 70 GSM Ledger Paper century mills, Full cloth bindin With 2 pound cardboard	180 leaves(360 Pages)	single colour printing on both sides	Packets of 10 Books in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet	100		
14	Receipt & Payment Register	R-5	21cm x 32 cm	Inner Pages 70 GSM Ledger Paper century mills, Full cloth bindin With 2 pound cardboard	180 leaves(360 Pages)	single colour printing on both sides	Packets of 10 Books in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet	100		
15	Nominee form DA(1)	R-3	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	50 leaves/ pad	50 Leaves gum pad one side printing hard base and one page extra	Packets of 10 pads in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet.Four packets of 10 pads in one bundle tied with string	100 PAD		



A	B	C	D	E	F	G	H	I	J	K
Sl. No.	Name of Item	F.No.	SIZE in cm	PAPER TYPE & GSM	No. of Leaves excluding cover	PRINTING	PACKING	QUANTITY	Rate Per Unit(Rs)	Total Amt. Rs. (excl. of GST) K(IX)
1										
2										
3	A	B	C	D	E	F	G	H	I	J
16	Nominee form DA(2)		22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	50 leaves/ pad	50 Leaves gum pad one side printing hard base and one page extra	Packets of 10 pads in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet.Four packets of 10 pads in one bundle tied with cotton.	100 PAD		
17	Nominee form DA(3)		22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	50 leaves/ pad	50 Leaves gum pad one side printing hard base and one page extra	Packets of 10 pads in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet.Four packets of 10 pads in one bundle tied with cotton.	100 PAD		
18	Notice		22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	50 leaves/ pad	50 Leaves gum pad one side printing hard base and one page extra	Packets of 5 pads in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet.Four packets of 5 pads in one bundle tied with cotton.	500 PAD		
19	Form 60/61		22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	50 leaves/ pad	50 Leaves gum pad one side printing hard base and one page extra	Packets of 5 pads in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet.Four packets of 5 pads in one bundle tied with cotton.	600 PAD		
20	ATM Form		22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	50 leaves/ pad	50 Leaves gum pad one side printing hard base and one page extra	Packets of 5 pads in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet.Four packets of 5 pads in one bundle tied with cotton.	300 PAD		
21	Mobile Banking Form		22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	50 leaves/ pad	50 Leaves gum pad one side printing hard base and one page extra	Packets of 5 pads in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet.Four packets of 5 pads in one bundle tied with cotton.	500		
22	House Loans Booklet		22 cm x 26.5 cm	Inner Pages 80 GSM SS Maplitho-Orient/Century/Trident mills Cover Pages 120 GSM Cardsheet Light Yellow Color Orient/Seshasayee/Star mills	23 leaves/ 46 pages	Single color printing on cover page (1, 2 & 3 only) and inside pages. Book binding with staples and side rexine pad	Packing of 50 booklets in each packet should be packed in Kraft paper with paper label indicating Name & Quantity (BOLD) on each packet.			
25										



A	B	C	D	E	F	G	H	I	J	K
Sl. No.	Name of Item	F.No.	SIZE in cm	PAPER TYPE & GSM	No. of Leaves excluding cover	PRINTING	PACKING	QUANTITY	Rate Per Unit(Rs)	Total Amt./Rs. (excl. of GST) (K)(x)
1										
2										
3	A	B	C	D	E	F	G	H	J	K
23	Car Loans Booklet		22 cm x 26.5 cm	Inner Pages 80 GSM SS Maplitho-Orient/Century/Trident mills Cover Pages 120 GSM Cardsheet Light Yellow Color Orient/Seshasayee/Star mills	18 leaves/ 36 pages	Single color printing on cover page (1, 2 & 3 only) and inside pages. Book binding with staples and side rexine pati	Packing of 50 booklets in each packet should be packed in Kraft paper with paper label indicating Name & Quantity (BOLD) on each packet.	500		
26	Stock Register		21cm x 32 cm	Inner Pages 70 GSM Ledger Paper century mills, Full cloth bindin With 2 pound cardboard	100 leaves(200 Pages)	single colour printing on both sides	Packets of 10 Books in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet	300		
24										
27	Security Register		21cm x 32 cm	Inner Pages 70 GSM Ledger Paper century mills, Full cloth bindin With 2 pound cardboard	100 leaves(200 Pages)	single colour printing on both sides	Packets of 10 Books in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet	300		
28										
25	Loan Application Register		21cm x 32 cm	Inner Pages 70 GSM Ledger Paper century mills, Full cloth bindin With 2 pound cardboard	180 leaves(360 Pages)	single colour printing on both sides	Packets of 10 Books in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet	200		
29										
27	LAD Register		21cm x 32 cm	Inner Pages 70 GSM Ledger Paper century mills, Full cloth bindin With 2 pound cardboard	180 leaves(360 Pages)	single colour printing on both sides	Packets of 10 Books in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet	100		
30										
28	CERSAI Register		21cm x 32 cm	Inner Pages 70 GSM Ledger Paper century mills, Full cloth bindin With 2 pound cardboard	100 leaves(200 Pages)	single colour printing on both sides	Packets of 10 Books in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet	100		
31										
29	CGTMSE Register		21cm x 32 cm	Inner Pages 70 GSM Ledger Paper century mills, Full cloth bindin With 2 pound cardboard	100 leaves(200 Pages)	single colour printing on both sides	Packets of 10 Books in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet	100		
32										
30	APY Form		22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	50 leaves/ pad	50 Leaves gum pad one side printing hard base and one page extra	Packets of 5 pads in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet;Four packets of 5 pads in one bundle tied with string	200 PAD		
33										
31	PMJBY Form		22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	50 leaves/ pad	50 Leaves gum pad one side printing hard base and one page extra	Packets of 5 pads in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet;Four packets of 5 pads in one bundle tied with string	200 PAD		
34										

