



बड़ौदा यू.पी. बैंक
Baroda U.P. Bank

RO/JAUN/P&E/2024-25/

Date:02.09.2024

Re:- Invitation for sealed quotation for various stationery items

Sealed quotations are invited for and on behalf of Baroda U.P.Bank, Regional Office, Jaunpur for various stationery items mentioned in proforma enclosed herewith.

Please submit your quotation in sealed envelope on said proforma and all pages of proforma should be duly signed/authenticated by you with firm's seal.

The sealed quotations must be submitted, in sealed envelope superscribing " Quotation for Stationery Items" to our office, **Baroda U.P.Bank, Regional Office, Pawan Plaza Building, Civil Line Jaunpur 222002 (U.P.)** latest by 2.00 pm on **22.09.2024**

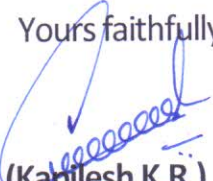
Please not that the bank reserves the right to accept or reject any/all quotation without assigning any reason. The quotation will be opened on Dated 23.09.2024 at 05.00 pm at our Regional office.

Sealed Quotations are invited from the Empanelled as well as prospective printers (General) for printing and supply of bank stationery.

Others terms and conditions:

- 1.Rate should be quoted inclusive of Freight charges.
- 2.While quoting the rates please ensure specified size and paper quality of respective mentioned GSM should only be used for printing, inferior quality of paper if used will be rejected out rightly and no justification/correspondence will be entertained by bank in this regard.
- 3.Delivery at our specified centre at Jaunpur.
- 4.Quoting incredibly low value of items with a view of subverting the tender process shall be outrightly rejected.
- 5.Only offset printing will be accepted.
- 6.GST will be extra.
- 7.Sample of paper will be enclosed with quotation.

Yours faithfully


(Kapillesh K.R.)
Regional Head
622

Encl: Annex-I

SPECIFICATIONS

| Sl. | Name of Item | F.No. | SPECIFICATIONS | | | | | Quantity |
|-----|----------------------|-------|-------------------|---|-------------------------------|--|---|----------|
| | | | SIZE in cm | PAPER TYPE & GSM | No. of Leaves excluding cover | PRINTING | PACKING | |
| 1 | ATM Form | | 28.2 cm x 22.2 cm | 70 GSM Century/sirpur/ballarpu r/ Andhrarorient white | 100 leaves pad | 100 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. | 100 pad |
| 2 | FD / RD Opening Form | | 28.2 cm x 22.2 cm | 70 GSM Century/sirpur/ballarpu r/ Andhrarorient white | 100 leaves pad | 100 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. | 500 pad |
| 3 | KYC Form | | 28.2 cm x 22.2 cm | 70 GSM Century/sirpur/ballarpu r/ Andhrarorient white | 100 leaves pad | 100 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. | 500 pad |
| 4 | APY Form | | 28.2 cm x 22.2 cm | 70 GSM Century/sirpur/ballarpu r/ Andhrarorient white | 100 leaves pad | 100 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. | 500 pad |
| 5 | PMJJBY Form | | 28.2 cm x 22.2 cm | 70 GSM Century/sirpur/ballarpu r/ Andhrarorient white | 50/100 leaves pad | 100 leaves gum pad Double 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. | 500 pad |
| 6 | PMSBY Form | | 28.2 cm x 22.2 cm | 70 GSM Century/sirpur/ballarpu r/ Andhrarorient white | 50/100 leaves pad | 100 leaves gum pad Double 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. | 500 pad |
| 7 | Mobile Banking Form | | 28.2 cm x 22.2 cm | 70 GSM Century/sirpur/ballarpu r/ Andhrarorient white | 50/100 leaves pad | 100 leaves gum pad Double 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. | 100 Pad |
| 8 | Nomination Form | | 28.2 cm x 22.2 cm | 70 GSM Century/sirpur/ballarpu r/ Andhrarorient white | 50/100 leaves pad | 100 leaves gum pad Double 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 |

| Sl. | Name of Item | F.No. | SPECIFICATIONS | | | | | Quantity |
|-----|---------------------------|-------|-------------------------|---|-------------------------------|--|---|-------------|
| | | | SIZE in cm | PAPER TYPE & GSM | No. of Leaves excluding cover | PRINTING | PACKING | |
| 9 | D.P. Note 2.1 | | 28.2 cm x 22.2 cm | 70 GSM Century/sirpur/ballarpur/ r/ Andhra/orient white | 50/100 leaves pad | 100 leaves gum pad Double side printing hard base and one page extra | Packets of 100 slip in craft paper with paper label indicating ,name & quantity(BOLD) on each packet.Four packets of 3 Packets in one bundle tied with string. | 200 Pad |
| 10 | DRC Form | | 28.2 cm x 22.2 cm | 70 GSM Century/sirpur/ballarpur/ r/ Andhra/orient white | 100 leaves pad | 100 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. | 500 pad |
| 11 | FDR Cover | | 6 X 9 inch | 300 micron plastic sheet with bank name and logo | Packet of 100 | Bank name and logo printed on it | | 200 Packets |
| 12 | Brown File | | 23 cm x 35 cm | 20 kg Grey Board | Record File | Colour Brown with printing | Packets of 25 file in craft paper with paper label indicating ,name & quantity(BOLD) on each packet.Four packets of 4 Packets in one bundle tied with string. | 1000 File |
| 13 | Cobra File | | 26 cm x 35 cm x 4 cm | 31 kg Board | Record File | Colour Orange with printing | Packets of 25 file in craft paper with paper label indicating ,name & quantity(BOLD) on each packet.Four packets of 4 Packets in one bundle tied with string. | 300 File |
| 14 | File for Loan Document | | 26 cm x 35 cm x 4 cm | 20 kg Grey Board | Record File | Colour Orange with printing | Packets of 25 file in craft paper with paper label indicating ,name & quantity(BOLD) on each packet.Four packets of 4 Packets in one bundle tied with string. | 10000 File |
| 15 | Voucher Slip | | 22 cm x 14 cm | 20 kg Grey Board | | Colour Brown with printing | Packets of 100 slip in craft paper with paper label indicating ,name & quantity(BOLD) on each packet.Four packets of 3 Packets in one bundle tied with string. | 10000 Slip |