



बड़ौदा यू.पी.बैंक
Baroda U.P. Bank



बड़ौदा यू.पी.बैंक
BARODA U.P. BANK

Regional Office Ghazipur
Badi bagh, Lanka, Ghazipur,

Proposal for stationery printing (General)

Start Date: 13.01.2022

End Date: 25.01.2022 2.00 pm

Date of Opening: 27.01.2022 3.30 pm

Address for Submission Tender/Bid/Proposal

The Regional Manager

Baroda U.P. Bank

Regional Office,

Badi Bagh, Lanka

Ghazipur, 233001 (UP).

Contact No. : 10 am to 5.00 pm (on working days): Mob: 9984296707

क्षेत्रीय कार्यालय, रामलीला मैदान के सामने, बड़ी बाग, लंका, गाजीपुर-233001, दूरभाष: 05482-226294

Regional Office, Opposite Ramlila Maidan, Badi Bagh, Lanka, Ghazipur-233001, Telephone: 05482-226294

e-mail: ROGZPR@barodauprb.co.in



बड़ौदा यू.पी.बैंक
Baroda U.P. Bank

Issue Date:13-01-2022



बड़ौदा यू.पी.बैंक
BARODA U.P. BANK

Proposal for stationery printing (General)

Baroda U.P. Bank Regional Office Ghazipur invites applications in sealed covers from the empanelled as well as prospective printers (general) for printing and supply of bank's stationery.

The applicants have to satisfy the following eligibility criteria in this regard (shown under head 'A'below)

- A.(i) Applicants must possess at least 3 years experience in the line of supplying various Stationery materials to the banks/Public Sector undertakings.
(ii) Applicants must have the financial capacity to execute order i.e. to print and Supply the Bank's stationery (Ledgers/books/forms and other stationery items) within a time bound period.
(iii) Printers must have own printing press/workshop & the godown, and must be registered in the name of the applicant.
(iv) Applicants must be in a position to submit, PAN, Income Tax, GST number as well as the audited Financial statement for the last 3 years.
(v) Minimum Annual Turnover must be minimum 50 Lakh. (Attach copy of proof)

B. Application forms and other details can be downloaded from our website www.barodagraminbank.com

C. Applications duly filled in and supported by requisite documents/papers etc. must be submitted properly sealed cover to the **Regional Manager, Baroda U. P. Bank, Regional office Ghazipur, Badi bagh, Lanka-233001(UP)** during office hours on or before 25.01.2022 at 2.OOp.m. and no application will be accepted after the above date. Incomplete applications in any respect will be rejected. The sealed covers should be super scribed

"Proposal for stationery printing (General)".

D. The sealed covers containing the applications will be opened on 27.01.2022 at 3.30 p.m. at **Regional Manager, Baroda U. P. Bank, regional office, Ghazipur, Badi bagh, Lanka-233001(UP)** Interested applicants may be present at the time of opening the sealed covers.

E. The right of selection rests absolutely with the Bank and bank's decision in this regard shall be final and binding.

F. **Bank may ask for EMD/Security Deposit from successful bid.**

G. **Payment will be released after examine checking the quality of stationery by Lab/ forensic test.**

H. Bank reserves the right to reject any or all the applications without assigning any reason whatsoever.



(PRAVAKAR JHAPATSINGH)
Regional Manager

Handwritten signature

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e-mail: ROGZPR@barodauprrb.co.in

PARTICULARS TO BE FURNISHED FOR THE PURPOSE OF
Printers (General), for
Baroda U. P. Bank

| |
|-------------------|
| Printers(General) |
|-------------------|

| | | |
|-----|---|--|
| 1. | Name of the Organization | |
| 2. | Address with Telephone No. (a) Printing Press (b) Office/Shop/Godown | |
| 3. | Nature of Constitution | |
| 4. | Date of Establishment | |
| 5. | Name of the Proprietor/Partners/Directors with Residential address and Telephone No. (i) (ii) (iii) | |
| 6. | Whether an S.S.I unit if so, Reg. No. and date. Also enclose copy of Certificate. | |
| 7. | Whether Registered with the Registrar of the companies/Registrar of firms. If so mention number and date. | |
| 8. | Whether the premises (Press/Office/Shop/Factory) is/are owned or hired. | |
| 9. | Name and address of the Banker's (Please enclose latest solvency certificate from the Banker's) (i) (ii) (iii) | |
| 10. | Whether registered for GST Purposes. If so, mention No. and Date. | |

| | | |
|-----|--|--|
| 11. | Whether an assessee of Income-Tax if so, mention permanent account number. | |
| 12 | Copies of Audited Balance Sheets and Profit & Loss Account Statement for the last 3 years to be furnished. | |
| 13. | If registered in the panel of other Organizations/Statutory bodies furnish their names, category and date of registration. (i) (ii) (iii) (iv) | |
| 14. | What are your line of activities? Mention the fields on preference basis. (i) (ii) (iii) (iv) (v) (vi) | |
| 15. | Furnish the names of three responsible persons/bodies who will be in a position to certify about the quality as well as past performance of your organization. (i) (ii) (iii) | |
| 16. | Names and addresses of the principal customers (Enclose certified copies of the latest orders). | |

PROFORMA-I

PARTICULARS IN RESPECT OF THE WORK EXECUTED

| Name of Work/Project with address | Short description of work executed | Name and Address of owner | Value of Work executed | Stipulated time of completion | Actual time of completion |
|-----------------------------------|------------------------------------|---------------------------|------------------------|-------------------------------|---------------------------|
| 1 | 2 | 3 | 4 | 5 | 6 |
| | | | | | |

I/We declare that the particulars furnished above are true and correct and I shall abide by all the terms and conditions of the printing the bank's stationery. In case any information/particular is found in-correct at a later date, the application is liable to be cancelled.

Date:

SIGNATURE OF THE APPLICANT
(With Rubber Stamp)



Baroda U.P. Bank

ORDER MEMO

| Sl. | Name of Item | F.No. | SPECIFICATIONS | | | | | | | Rate Per Unit(Rs) |
|-----|---------------------------------------|-------|--|--|--|--|---|----------|---|-------------------|
| | | | SIZE in cm | PAPER TYPE & GSM | No. of Leaves excluding cover | PRINTING | PACKING | Quantity | | |
| A | B | C | D | E | F | G | H | I | J | |
| 1 | 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. | 25,000 | | |
| 2 | CBS Passbook | PB-01 | 14.4 cm x 10.5 cm (close site) | Inner Pages 70 GSM Century/Sirpur/Ballarpur /Andhra/Orient white Maplitho Cover Pages 230 GSM Ballarpur Art 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. | 200000 | | |
| 3 | 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 | 10000 | | |

NOTE

- 1-Time for execution of work will be maximum 30days from the date of receipt of order.
- 2-Sample must be send duly sealed and signed for approval of printing stationery.
- 3-For any clarifications regarding specifications etc,you may contact our P&E department mob no.9984296707

Applicable GST will paid extra

Date :

Signature & Seal of Printer



Baroda U.P. Bank

ORDER MEMO

| Sl. | Name of Item | F.No. | SPECIFICATIONS | | | | | | |
|-----|---------------------|-------|-------------------|--|-------------------------------|---|--|----------|-------------------|
| | | | SIZE in cm | PAPER TYPE & GSM | No. of Leaves excluding cover | PRINTING | PACKING | Quantity | Rate Per Unit(Rs) |
| A | B | C | D | E | F | G | H | I | J |
| 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 duly 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. | 10000 | |
| 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. | 5000 | |
| 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 | |

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Baroda U.P. Bank

ORDER MEMO

SPECIFICATIONS

| Sl. | Name of Item | F.No. | SIZE in Inches | PAPER TYPE & GSM | No. of Leaves excluding cover | PRINTING | Colour | Quantity | Rate Per Unit(Rs) |
|-----|--|------------|---------------------|-------------------------------------|-------------------------------|---|--------------|----------|-------------------|
| A | B | C | D | E | F | G | I | J | |
| 7 | L.A.D. Form | LDOC-59 | 8.5*13.5(17*27*1/4) | 57 GSM Century/orient white | 100 leaves pad | 100 Leaves gum pad, both side printing in single colour with hard base & cover page extra. | White | 500 | |
| 8 | DP Note (Single) | LDOC-02(A) | 7.5*6.5 | 75 GSM Orient/century white | 50 leaves gum pad | 50 Leaves gum pad, one side printing hard base and one page extra. | light green | 1500 | |
| 9 | Letter of Continuing Security with negative lien | LDOC-07 | 8.5*13.5 | 70GSM Ledger paper ballarpur/sirpur | 100 leaves gum pad | 100 Leaves gum pad, one side printing in single colour, hard base and cover page extra and pack of 10nos. Pad in craftpaper with name slip. | Ledger Paper | 1000 | |
| 10 | Post sanction review PSR monthly | LDOC | 13.5*18 | 57GSM Orient/century White | 50leaves gum pad | 50Leaves gum pad, one side printing in single colour, printing hard base and cover page extra. | White | 100 | |
| 11 | DP Note (Jointly) | LDOC-02(A) | 7.5*6.5 | 75 GSM Orient/century white | 50 leaves gum pad | 50 Leaves gum pad, one side printing hard base and one page extra. | light green | 1500 | |

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ORDER MEMO

| Sl. | Name of Item | F.No. | SPECIFICATIONS | | | | | | | Rate Per Unit(Rs) |
|-----|---|-------|-----------------|---|-------------------------------|---|--|----------|---|-------------------|
| | | | SIZE in cm | PAPER TYPE & GSM | No. of Leaves excluding cover | PRINTING | PACKING | Quantity | | |
| A | B | C | D | E | F | G | H | I | J | |
| 12 | Kisan Credit Card- Documentation Booklet | DB-01 | 22 cm x 26.5 cm | Inner Pages 80 GSM SS Maplitho- Orient/Century/T 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 rextine patti | Packing of 50 booklets in each packet should be packed in Kraft paper with paper label indicating Name & Quantity (BOLD) on each packet. | 1000 | | |
| 13 | Self Help Group- Documentation Booklet | DB-03 | 22 cm x 26.5 cm | Inner Pages 80 GSM SS Maplitho- Orient/Century/T Trident mills Cover Pages 120 GSM Cardsheet Light Blue Color Orient/Seshasayee/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 rextine patti | Packing of 50 booklets in each packet should be packed in Kraft paper with paper label indicating Name & Quantity (BOLD) on each packet. | 500 | | |

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Baroda U.P. Bank

ORDER MEMO

SPECIFICATIONS

| Sl. | Name of Item | F.No. | SIZE in Inches | PAPER TYPE & GSM | No. of Leaves excluding cover | PRINTING | Colour | Quantity | Rate Per Unit(Rs) |
|-----|---------------------------------|------------|---------------------|------------------------------------|-------------------------------|---|--------------|----------|-------------------|
| A | B | C | D | E | F | G | H | I | J |
| 14 | RC issue Form Agricultural | F-124 | 8.5*13.5 | 57GSM Orient/century White | 100 leaves gum pad | 100 Leaves gum pad,one side printing in single colour,printing hard base and cover page extra. | White | 100 | |
| 15 | Attestation Memo | LDOC-1 | 6.5*8 | 57GSM Orient/century White | 100 leaves gum pad | 100 Leaves gum pad,one side printing in single colour,printing hard base and cover page extra. | White | 100 | |
| 16 | Loan Application form(Business) | LDOC-69(b) | 8.5*13.5(17*27*1/4) | 70GSM Ledger/century/sirpur | 2leaves/4 pages) | 2 Leaves /4pagesCentre folded printing on 3 pages from 1 to 3 only packed in polythene bags50nos. each packet. | Ledger paper | 500 | |
| 17 | Booklet-Dairy Loan | DB-06 | 22CM*26.5CM | Inner page-80gsm cover page-140gsm | 16 leaves/32 pages | Single colour printing on cover page(1,2&3 only) and inside pages,Book binding with staples and side rexine patli | White colour | 1500 | |
| 18 | RC issue Form None Agricultural | F-124 | 8.5*13.5 | 57GSM Orient/century White | 100 leaves gum pad | 100 Leaves gum pad,one side printing in single colour,printing hard base and cover page extra. | White | 100 | |

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roda U.P. Bank

SPECIFICATIONS

| Sl. | Name of Item | F.No. | SIZE in cm | PAPER TYPE & GSM | No. of Leaves excluding cover | PRINTING | Colour | Quantity | Rate Per Unit(Rs) |
|-----|----------------------------------|-------|-------------|---------------------------------------|-------------------------------|--|--------------|----------|-------------------|
| A | B | C | D | E | F | G | H | I | J |
| 19 | Booklet- Goat/piggary/fishery | DB-07 | 22CM*26.5CM | Inner page-80gsm cover page-140gsm | 15 leaves/30 pages | Single colour printing on cover page(1,2&3 only) and inside pages,Book binding with staples and side rexine patti | White colour | 700 | |
| 20 | Booklet-Loan Against NSC | DB-08 | 22CM*26.5CM | Inner page-80gsm cover page-140gsm | 8 leaves/15pages | Single colour printing on cover page(1,2&3 only) and inside pages,Book binding with staples and side rexine patti | White colour | 400 | |
| 21 | Booklet-Personal Loan TL/OD | DB-09 | 22CM*26.5CM | Inner page-80gsm cover page-140gsm | 16leaves/32pag es | Single colour printing on cover page(1,2&3 only) and inside pages,Book binding with staples and side rexine patti | White colour | 1500 | |
| 22 | Booklet-Housing Loan | DB-10 | 22CM*26.5CM | Inner page-80gsm cover page-140gsm | 22leaves/44pag es | Single colour printing on cover page(1,2&3 only) and inside pages,Book binding with staples and side rexine patti | White colour | 500 | |
| 23 | Booklet-Car Loan | DB-11 | 22CM*26.5CM | Inner page-80gsm cover page-140gsm | 20leaves/40pag es | Single colour printing on cover page(1,2&3 only) and inside pages,Book binding with staples and side rexine patti | White colour | 500 | |

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