



बड़ौदा यू.पी.बैंक
Baroda U.P. Bank

RO/JAUN/P&E/2021-22/२५५

Date:20.01.2022

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 **09.02.2022**

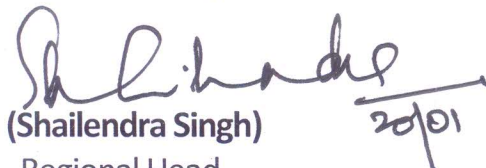
Please not that the bank reserves the right to accept or reject any/all quotation without assigning any reason. The quotation will be opened on Dated 09.02.2022 at 04.00 pm at our Regional office.

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

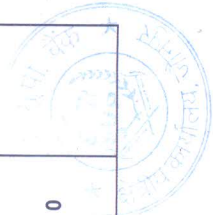

(Shailendra Singh) २०/०१

Regional Head

Encl: Annex-I

SPECIFICATIONS

SI.	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)
A	B	C	D	E	F	G	H	I	J	K(IxJ)
1	Attestation Memo	(Loan Document-1)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	200 pad	0	
2	DP Note	(Loan Document-2.1)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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	0	
3	DP Note	(Loan Document-2.2)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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	0	
4	DP Note	(Loan Document-2.3)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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	0	
5	DP Note	(Loan Document-2.4)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	20 pad	0	
6	DP Note	(Loan Document-2.5)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	10 pad	0	
7	DP Note	(Loan Document-2.6)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	5 pad	0	
8	DP Note	(Loan Document-2.7)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	5 pad	0	
9	General Guarantee Form	(Loan Document-03)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	100 leaves pad	100 leaves gum pad one side printing hard base and one page extra-light green color	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	0	



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10	Hypothecation Letter	(Loan Document-04)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	100 leaves pad	100 leaves gum pad one side printing hard base and one page extra-light green color	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	0	
11	Housing Loan Agreement	(Loan Document-05)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	100 leaves pad	100 leaves gum pad one side printing hard base and one page extra-light green color	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.	20 pad	0	
12	Hypothecation Letter for Agri. Finance	(Loan Document-06)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	100 leaves pad	100 leaves gum pad one side printing hard base and one page extra-light green color	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	0	
13	Declaration cum Undertaking cum Authority Letter	(Loan Document-07)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	100 leaves pad	100 leaves gum pad one side printing hard base and one page extra-light green color	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	0	
14	Letter of Instalment with Acceleration Clause	(Loan Document-08)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	20 pad	0	
15	Letter of continuity	(Loan Document-09)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	100 leaves pad	100 leaves gum pad one side printing hard base and one page extra-light green color	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	0	
16	AUTHORITY LETTER CUM LETTER OF INSTALMENT CUM UNDERTAKING	(Loan Document-10)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	100 leaves pad	100 leaves gum pad one side printing hard base and one page extra-light green color	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	0	
17	POA Acceptance	(Loan Document-11)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	10 pad	0	
18	Additional Security Letter	(Loan Document-12)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	10 pad	0	



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19	Authority Letter for extension of equitable Mortgage	(Loan Document-13)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	10 pad	0	
20	Assignment Letter of LIC	(Loan Document-14)	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	10 pad	0	
21	Assignment Letter for LIC	DB-15	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	10 pad	0	
22	Revoke letter for KVP/NSC	DB-17	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	10 pad	0	
23	LAD-FOR ALL ACCOUNTS	DB-19-1	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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	0	
24	AUTHORITY LETTER OF RD	DB-20	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	10 pad	0	
25	Personal Loan Annexure - 1(a)	DB-21-1	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	10 pad	0	
26	Personal Loan Annexure - 1(b)	DB-21-2	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	10 pad	0	



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27	Personal Loan Annexure - 1(c)	DB-21-3	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	10 pad	0	
28	DECLARATION LETTER- AGRI	DB-22	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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	0	
29	DECLARATION LETTER FOR EQUITABLE MORTGAGE	DB-24	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	100 leaves pad	100 leaves gum pad one side printing hard base and one page extra-light green color	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.	20 pad	0	
30	EXTENSION OF EQUITABLE THROUGH SALE DEED	DB-25	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	20 pad	0	
31	LETTER OF UNDERTAKING FROM THE EMPLOYER	LD28	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	50 pad	0	
32	SPECIAL UNDERTAKING	LD27	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	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.	20 pad	0	
33	KEY REGISTERS	R1	21 cm x 32 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	200 leaves Register	200 leaves printing both side with number and binding -color light yellow and green mix.	Packets of 5 Registers 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.	90 register	0	
34	CASH BALANCE BOOK	R2	22cm x 24 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	200 leaves Register	200 leaves printing both side with number and binding -color light yellow and green mix.	Packets of 5 Registers 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.	90 register	0	



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35	RECEIPT AND PAYMENT REGISTER	R3	21 cm x 32 cm	80 GSM SS Mapitho-Orient/Century/Trident mills	200 leaves Register	200 leaves printing both side with number and binding, -color light yellow and green mix.	Packets of 5 Registers 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.	90 register	0	
36	POSTAGE REGISTER	R4	21 cm x 32 cm	80 GSM SS Mapitho-Orient/Century/Trident mills	200 leaves Register	200 leaves printing both side with number and binding, -color light yellow and green mix.	Packets of 5 Registers 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.	90 register	0	
37	SCROLL REGISTER	R5	21 cm x 32 cm	80 GSM SS Mapitho-Orient/Century/Trident mills	200 leaves Register	200 leaves printing both side with number and binding, -color light yellow and green mix.	Packets of 5 Registers 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.	90 register	0	

