



बड़ौदा यू.पी. बैंक
Baroda U.P. Bank

RO/KAN/P&E/2021-22/

Date 03-03-2022

Tender of Stationery Printing for Kanpur Region

Baroda U P Bank Regional office, Kanpur, 117/N/26/ Kakadeo, Kanpur, invites sealed tender for stationery printing for Kanpur Region from all the concern vendors, description are as under :-


- | | |
|---------------------------------------|----------------------------------------------------------------------------------|
| 1. Tender issue date | : 03-03-2022 |
| 2. Last date for submission of tender | : 24-03-2022 11:00 AM |
| 3. Date of opening of tender | : 24-03-2022 3:00 PM |
| 4. Contact no. | : 7310108509 |
| 5. Tender to be address to | : The Regional Manager,
Baroda U P Bank, 117/N/26,
Kakdeo Kanpur : 208025. |

Terms and conditions of Tender:-

1. Rate should be quoted on the space provided in annexure attach only. No other sheet form should be used for quoting rates.
2. The competent authority (Bank) does not bind them to accept the lowest or to give any reasons for its decision of acceptance or rejection of tenders.
3. Incomplete in any respect or conditional tender shall liable to be rejected.
4. Rate quoted only by bank's empanelled vendors will be consider/accepted.

Other conditions:-

1. The registration number of the firm along with GST no. allotted by the authorities must be submitted.
2. PAN Number of the firm allotted by the income tax authorities should be submitted (without which the vendor's bid would become invalid and shall be liable to reject.
3. Conditional tenders shall not be accepted on any ground and shall be rejected straight.
4. Any deviation of the conditions given by the purchaser will not be accepted and bid will be rejected without assigning any reasons.
5. If any clarification is required the same should be obtained before submitting the bid.
6. The entire document must be signed with the seal and attached as mark of acceptance of terms and conditions.
7. BUPB reserve the right to accept or reject any bid whole or in parts without assigning any reason thereof.
8. Bank's decision will be final and no correspondence will be entertained in this regard.
9. In case of delays in submission non submission of bids. Banks will not any responsibility.
10. Bank may reject any or all quotations without assigning any reason.
11. Payment will be released after the examine checking the quality of stationery by Lab/forensic test.


क्षेत्रीय कार्यालय, 117/एन/26, काकादेव, कानपुर-208025, दूरभाष: 0512-2501953
Regional Office, 117/N/26, Kakadev, Kanpur-208025, Telephone: 0512-2501953
e-mail: rokanp@barodauprrb.co.in



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Baroda U.P. Bank

Tender Submission:-

Submission of tender in sealed envelope uper scribing "Tender of stationery printing" addressed to " **The Regional Manager, Baroda U. P. Bank, Regional office Kanpur : 208025**" Complete in all respect latest by 11:00 AM dated 24-03-2022, Tenders received after that shall not be entertained.

Tender must be submitted through hand to hand or through Registered/Speed Post.

Evaluation of tender:-

Quoting incredibly low value of items with a view of subverting the tender process shall be rejected straight away.

Your's faithfully,


(Tej Pal)
Regional Manager.



Sl.	Name of Item	F.No.	SPECIFICATIONS					Quantity	QUOTED RATE PER UNIT (in Rs.) (Excl. of GST)
			SIZE in cm	PAPER TYPE & GSM	No. of Leaves excluding cover	PRINTING	PACKING		
A	B	C	D	E	F	G	H	J	I
1	Mudra Loan- Documentation Booklet	DB-06	22 cm x 26.5 cm	Inner Pages GSM SS Maplitho- 80 Orient/Century/Trident mills Cover Pages GSM Cardsheet Light Yellow Color Orient/Seshasayee/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 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	
2	Loan for Salaried Employees- Documentation Booklet	DB-04	22 cm x 26.5 cm	Inner Pages GSM SS Maplitho- 80 Orient/Century/Trident mills Cover Pages GSM Cardsheet White Color Orient/Seshasayee/Star mills	16 leaves/32 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.	4000	
3	Self Help Group- Documentation Booklet	DB-03	22 cm x 26.5 cm	Inner Pages GSM SS Maplitho- 80 Orient/Century/Trident mills Cover Pages 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 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.	1000	
4	Saral Vyapar Rin Yojana- Documentation Booklet	DB-02	22 cm x 26.5 cm	Inner Pages GSM SS Maplitho- 80 Orient/Century/Trident mills Cover Pages GSM Cardsheet Light Pink Color Orient/Seshasayee/Star mills	17 leaves/34 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.	1000	
5	Kisan Credit Card- Documentation Booklet	DB-01	22 cm x 26.5 cm	Inner Pages GSM SS Maplitho- 80 Orient/Century/Trident mills Cover Pages 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 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.	14000	
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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			SIZE in cm	PAPER TYPE & GSM	No. of Leaves excluding cover	PRINTING	PACKING				
7	Transfer Voucher	F-290	18 cm x 13.5 cm	70 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	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.	500	10000	
8	Common Deposit Slip	F-405	28 cm x 11 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.	5000			
9	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.	40000			
10	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.	10000			
11	Kisan Credit Card cum Passbook	PB-02 A	20.5 cm x 8.5 cm (close site)	Inner Pages: 70 GSM Century/ Sirpur/Ballarpur /Andhra/Orient white Mapilitho Cover Pages 250 GSM Ballarpur Art Card	10 leaves/20 pages excluding cover	4 color printing on front & two color printing on back & inside cover pages (2 & 3) & single color on 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.	150000			
12	CBS Passbook	PB-01	14.4 cm x 10.5 cm (close site)	Inner Pages: 70 GSM Century/ Sirpur/Ballarpur /Andhra/Orient white Mapilitho Cover Pages 250 GSM Ballarpur Art Card	10 leaves/20 pages excluding cover	4 color printing on front & two color printing on back & inside cover pages (2 & 3) & single color on other inner pages. Each Passbook should be centre stitched with a fine quality thread.	Packing of 200 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.	150000			



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			SIZE in cm	PAPER TYPE & GSM	No. of Leaves excluding cover	PRINTING	PACKING			
13	Car Loans Booklet		22 cm x 26.5 cm	Inner Pages GSM SS Maplitho- Orient/Century/T Trident mills Cover Pages GSM Carlsruhe Light Yellow Color Orient/Seshasayee/Star mills	18 leaves/ pages 36	Single color printing on cover page (1, 2 & 3 only) and inside pages. Book binding with staples and side rexine patli	Packing of 50 booklets in each packet should be packed in Kraft paper with paper label indicating Name & Quantity (BOLD) on each packet.	300		
14	House Loans Booklet		22 cm x 26.5 cm	Inner Pages GSM SS Maplitho- Orient/Century/T Trident mills Cover Pages GSM Carlsruhe Light Yellow Color Orient/Seshasayee/Star mills	23 leaves/ pages 46	Single color printing on cover page (1, 2 & 3 only) and inside pages. Book binding with staples and side rexine patli	Packing of 50 booklets in each packet should be packed in Kraft paper with paper label indicating Name & Quantity (BOLD) on each packet.	200		
15	Postage register	R-55	34cmX21 cm	70 GSM Ledger paper (Sirpur/Century Mix)	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		
16	key register	R-78	34cmX21 cm	70 GSM Ledger paper (Sirpur/Century Mix)	50 leaves	single colour printing	Packets of 10 Books in craft paper with paper label indicating Form Number , name & quantity(BOLD) on each packet.	100		

TERMS AND CONDITIONS :-

- 1 Printing should strictly be done as per the specifications given herewith only (including paper quality)
- 2 Proofs and paper specimen must be got approved from our **Regional Office** before printing as stamped **APPROVED FOR PRINTING** and duly signed by the bank official.
- 3 Only Offset printing will be accepted
- 4 Supply should be made within the stipulated time given above.
- 5 Supply shall be effected at our regional offices address already communicated to you by our Head Office.
- 6 Above rates are net hence no transportation/freight/delivery charges etc. are payable extra. **Only applicable GST will be paid extra.**
- 7 Part supply/execution of the work ordered will not be accepted.
- 8 Non-adherence to the above terms and conditions will make the supply liable for rejection.
- 9 Abbreviated name of Printer/month/year/Quantity (printed for whole bank) should be marked on each item.
- 10 All disputes subject to Kanpur (Place of Regional Office) Jurisdiction only.

