



बड़ौदा यू.पी.बैंक
Baroda U.P. Bank

RO/JAUN/P&E/2022-23/25

Date:30.09.2022

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 **21.10.2022**

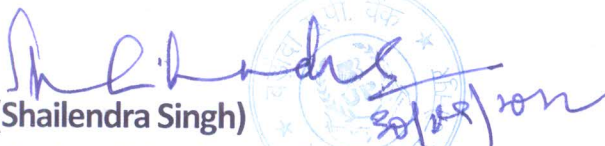
Please not that the bank reserves the right to accept or reject any/all quotation without assigning any reason. The quotation will be opened on Dated 21.10.2022 at 05.00 pm at our Regional office.

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


(Shailendra Singh)
Regional Head

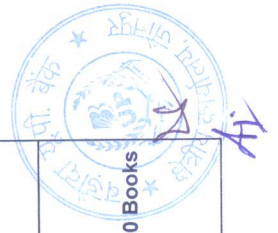
Encl: Annex-I

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/ballarpur/ 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
2	FD / RD Opening Form		28.2 cm x 22.2 cm	70 GSM Century/sirpur/ballarpur/ 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
3	KYC Form		28.2 cm x 22.2 cm	70 GSM Century/sirpur/ballarpur/ 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
4	APY Form		28.2 cm x 22.2 cm	70 GSM Century/sirpur/ballarpur/ 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
5	PMJJBY Form		28.2 cm x 22.2 cm	70 GSM Century/sirpur/ballarpur/ Andhra/orient 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/ballarpur/ Andhra/orient 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	15G		28.2 cm x 22.2 cm	70 GSM Century/sirpur/ballarpur/ Andhra/orient 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
8	15H		28.2 cm x 22.2 cm	70 GSM Century/sirpur/ballarpur/ Andhra/orient 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.	200pad
9	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/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 patti	Packing of 50 booklets in each packet should be packed in craft paper with paper label indicating Name & Quantity (BOLD) on each packet.	500 Books
10	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	26 leaves/ 52 pages	Single color printing on cover page (1, 2 & 3 only) and inside pages. Book binding with staples and side rexine patti	Packing of 50 booklets in each packet should be packed in craft paper with paper label indicating Name & Quantity (BOLD) on each packet.	10000 Books



SPECIFICATIONS

Sl.	Name of Item	F.No.	SIZE in cm	PAPER TYPE & GSM	No. of Leaves excluding cover	PRINTING	PACKING	Quantity
11	KCC Tatkal Booklet	DB-01-01	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	13 leaves/ 26 pages	Single color printing on cover page (1, 2 & 3 only) and inside pages. Book binding with staples and side rexine patti	Packing of 50 booklets in each packet should be packed in craft paper with paper label indicating Name & Quantity (BOLD) on each packet.	2500 Books
12	Housing Booklet		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	22leaves/ 44 pages	Single color printing on cover page (1, 2 & 3 only) and inside pages. Book binding with staples and side rexine patti	Packing of 50 booklets in each packet should be packed in craft paper with paper label indicating Name & Quantity (BOLD) on each packet.	10000 Books
13	MOD (LAP) Booklet		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	20 leaves/ 40 pages	Single color printing on cover page (1, 2 & 3 only) and inside pages. Book binding with staples and side rexine patti	Packing of 50 booklets in each packet should be packed in craft paper with paper label indicating Name & Quantity (BOLD) on each packet.	10000 Books
14	MSME Booklet		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	20 leaves/ 40 pages	Single color printing on cover page (1, 2 & 3 only) and inside pages. Book binding with staples and side rexine patti	Packing of 50 booklets in each packet should be packed in craft paper with paper label indicating Name & Quantity (BOLD) on each packet.	10000 Books
15	Tractor Booklet		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	12 leaves/ 24 pages	Single color printing on cover page (1, 2 & 3 only) and inside pages. Book binding with staples and side rexine patti	Packing of 50 booklets in each packet should be packed in craft paper with paper label indicating Name & Quantity (BOLD) on each packet.	10000 Books
16	Dairy Booklet		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	12 leaves/ 24 pages	Single color printing on cover page (1, 2 & 3 only) and inside pages. Book binding with staples and side rexine patti	Packing of 50 booklets in each packet should be packed in craft paper with paper label indicating Name & Quantity (BOLD) on each packet.	10000 Books
17	CAR Loan Booklet		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	11 leaves/ 22 pages	Single color printing on cover page (1, 2 & 3 only) and inside pages. Book binding with staples and side rexine patti	Packing of 50 booklets in each packet should be packed in craft paper with paper label indicating Name & Quantity (BOLD) on each packet.	10000 Books



SPECIFICATIONS

Sl.	Name of Item	F.No.	SIZE in cm	PAPER TYPE & GSM	No. of Leaves excluding cover	PRINTING	PACKING	Quantity
18	Personal Loan Booklet		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	13 / 26 leaves / 52 pages	Single color printing on cover page (1, 2 & 3 only) and inside pages. Book binding with staples and side rexine patti	Packing of 50 booklets in each packet should be packed in craft paper with paper label indicating Name & Quantity (BOLD) on each packet.	10000 Books
19	Movement Register		21 cm x 34 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	200 leaves Register	200 leaves printing both side with number and binding	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.	50 register
20	CASH BALANCE BOOK		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.	100 register
21	RECEIPT AND PAYMENT REGISTER		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.	1000 register
22	Attendance Register		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.	100 register
23	Loan Application Register		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	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.	200 register
24	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
25	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
26	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.	15000 File
27	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.	25000 Slip

