



बड़ौदा यू.पी.बैंक
Baroda U.P. Bank

NOTICE INVITING TENDER FOR PRINTED STATIONARY

Baroda U. P. Bank, Regional Office, Varanasi invites sealed tender for various stationery Printing as per branches requirement from existing Eampanelled Printers of BUPB as wel as Competent & Experienced printers.

- | | |
|---------------------------------------|---|
| 1. Tender issuing date | : 12.12.2023 |
| 2. Last date for submission of tender | : 01.01.2024 at 12.00 PM |
| 3. Date for opening of tender | : 01.01.2024 at 03.00 PM |
| 4. Tender to be address to | : The Regional Manager
: Baroda U. P. Bank,
Regional Office- Varanasi
J 12/140-D-1, Gulab Badi,
Chaukaghat, Varanasi-221001 |

Terms and condition of tender:

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 and the godown, and must be registered in the name of the applicant.

(iv) Applicants must be in a position to submit PAN, Income Tax Return, GST number as well as the audited Financial statement for the last 03 years.

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

C.Other term and Conditions:

1.Rate should be quoted inclusive of freight charges.

क्षेत्रीय कार्यालय, जे-12/140-डी-1, गुलाब बाड़ी, चौकाघाट, वाराणसी-221001, दूरभाष:0542-2201094

Regional Office, J-12/140-D-1, Gulab Badi, Chaukaghat, Varanasi-221001, Telephone: 0542-2201094

e-mail: ROVARA@barodauprb.co.in





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2. While quoting the rates, please insure specified size and paper quality of respective mentioned GSM should only be used for printing, inferior quality of paper if used will be rejected outrightly and no justification/correspondence will be entertained by bank in this regard.
3. Delivery at our specified centre or Regional Office Varanasi.
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 must be enclosed with quotation.
8. Bank will ask for EMD/Security Deposit of rs. 5000.00 from successful printers.
9. Payment will be released after examine/checking the quality of stationery by Lab/Forensic test.
10. The rates quoted should be valid till 31.03.2024.

Tender submission:

Submission of tenders in sealed envelope super scribing "TENDER OF STATIONERY PRINTING" addressed to Regional Manager Baroda U.P. Bank, J 12/140-D-1, Gulab Badi, Chaukaghat, Varanasi-221001, and Complete in all respect latest by 12.00 P.M. dated 01.01.2024. Tenders received after that shall not be entertained. Tender must be submitted through hand to hand or through registered post.

Evaluation of tender:

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


Regional Manager
Baroda UP Bank
Region: Varanasi



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General Information

Name of Printer.....

PAN No

GST No

Address for Correspondence

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Permanent Address

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Telephone/Mobile No.....

Email ID



क्षेत्रीय कार्यालय, जे-12 / 140-डी-1, गुलाब बाड़ी, चौकाघाट, वाराणसी-221001, दूरभाष: 0542-2201094

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SPECIFICATIONS

Sl.	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	S.B. Withdrawal Slip	F-292	14.5 cm x 8 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.	100 pad		
2	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.	1000 pad		
3	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.	200 pad		
4	ATM 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.	200 pad		
5	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/ 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 Kraft paper with paper label indicating Name & Quantity (BOLD) on each packet.	100 book		
6	Mudra Loan- Documentation Booklet	DB-06	22 cm x 26.5 cm	Inner Pages 80 GSM SS Maplitho-Orient/Century/Trident mills Cover Pages 120 GSM Cardsheet Light Yellow Color Orient/Seshasayee/Star mills		27 leaves/ 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 Kraft paper with paper label indicating Name & Quantity (BOLD) on each packet.	500 book		
7	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	12 leaves/24 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.	50000		
8	RECEIPT AND PAYMENT REGISTER	R3	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	



SPECIFICATIONS

Sl.	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
9	SCROLL REGISTER	R5	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.	200 register	0		
10	Attendance REGISTER	R5	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		
11	PMJJB Application		8.5*10.5	70 gsm white paper (orient/century)	white	100 per pad	100 leaves gum pad single side printing hard base and strip binding with bundle of 20 pads	200 pad			
12	PMSBY Application		8.5*10.5	70 gsm white paper (orient/century)	white	100 per pad	100 leaves gum pad single side printing hard base and strip binding with bundle of 20 pads	200 pad			

