



बड़ौदा यू.पी.बैंक
Baroda U.P. Bank

Regional Office Kanpur Dehat
Nabipur, Jainpur, Kanpur Dehat 209311

Proposal for stationery printing (General)

Start Date : 24.12.2024
End Date : 23.01.2025 5.00 pm
Date of Opening : 24.01.2025 3.00 pm

Address for submission Tender/Bid/Proposal

The Regional Manager
Baroda U.P. Bank
Nabipur, Jainpur
Kanpur Dehat, 209311 (UP).

Contact No. : 10 am to 5.00 pm (on working days): Mob: 9140262847

Handwritten signature/initials

ISSUE DATE: 24.12.2024



बड़ौदा यू.पी. बैंक
Baroda U.P. Bank

Proposal for stationery printing (General)

Baroda U.P. Bank Regional Office Kanpur Dehat invites applications in sealed covers from the empanelled 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 go down, 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 20 Lakh.
- B. Application forms and other details can be downloaded from our website www.barodaupbank.in
- 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 Kanpur Dehat, Nabipur Jainpur-209311(UP)** during office hours on or before 23.01.2025 at 5.00 p.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 24.01.2025 at 3.00 p.m. at **Regional Manager, Baroda U. P. Bank, regional office Kanpur Dehat, Nabipur Jainpur-209311(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 will ask for EMD/Security Deposit from successful printers.**
- 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.


(Tej Pal)
Regional Manager

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.	with and. (i) Name of the Proprietor/Partners/Directors (ii) Residential address (iii) Telephone No (iv) E-Mail	
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.	
10.	Whether registered for GST Purposes. If so, mention No. and Date.	



Baroda U.P. Bank
Regional Office Kanpur Dehat

Sr. No	Name of Item	F.No.	SPECIFICATIONS						
			SIZE	PAPER TYPE & GSM	No. of Leaves excluding cover	PRINTING	PACKING	Quantity	Rate Per Unit(Rs) Exclusive GST
1	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 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 patti	Packing of 50 booklets in each packet should be packed in Kraft paper with paper label indicating Name & Quantity (BOLD) on each packet.	3000	
2	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.	20000	
3	Kisan Credit Card cum Passbook	PB-02 A	14.4 cm x 10.5 cm (close site)	Inner Pages 70 GSM Century/Sirpur/Ballarpur /Andhra/Orient white Maplitho 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.	10000	
4	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 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.	60000	
5	Saral Vyapar Rin Yojna-Documentation Booklet	DB-02	22 cm x 26.5 cm	Inner Pages 80 GSM SS Maplitho- Orient/Century/Trident mills Cover Pages 140 GSM Cardsheet Light Pink Color Orient/Seshasayee/S tar 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 patti	Packing of 50 booklets in each packet should be packed in Kraft paper with paper label indicating Name & Quality (BOLD) on eachpacket.	1000	

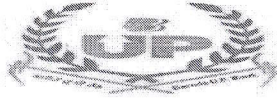
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Baroda U.P. Bank
Regional Office Kanpur Dehat

Sr. No	Name of Item	F.No.	SPECIFICATIONS					Quantity	Rate Per Unit(Rs) Exclusive GST
			SIZE	PAPER TYPE & GSM	No. of Leaves excluding cover	PRINTING	PACKING		
6	Loan for Salaried Employees- Documentation Booklet	DB-04	22 cm x 26.5 cm	Inner Pages 80 GSM SS Maplitho- Orient/Century/Trident mills Cover Pages 140 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 patti	Packing of 50 booklets in each packet should be packed in Kraft paper with paper label indicating Name & Quality (BOLD) on each packet.	1000	
7	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.	6000 pads	
8	Transfer Voucher	F-290	18 cm x 13.5 cm	57 GSM Century/sirpur/ballarpur/Andhra/orient white 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.	3000 pads	
9	Voucher Cover	Cover	7.5x9.5 inch	50x50 one side printed and plain bottom	Brown	50x50 one side printed and plain bottom		4000	
10	साधारण गारंटी फार्म	LDOC-03	34x42 (after folding 34x21)	70 GSM SS Maplitho- Orient/Century/Trident mills	2 Leave / 4pages centre folded	Single color both side printing	Packets of 200 leaves in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet.	1000 forms	
11	Nominee form DA(1)	-	22 cm x 26.5 cm	80 GSM SS Maplitho- Orient/Century/Trident mills	50 leaves/ pad	50 Leaves gum pad one side printing hard base and one page extra	Packets of 10 pads in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet.Four packets of 10 pads in one bundle tied with string.	100 pads	

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Baroda U.P. Bank
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Sr. No	Name of Item	F.No.	SPECIFICATIONS						
			SIZE	PAPER TYPE & GSM	No. of Leaves excluding cover	PRINTING	PACKING	Quantity	Rate Per Unit(Rs) Exclusive GST
12	Mobile Banking Form	-	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	50 leaves/pad	50 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.	250 pads	
13	ATM Form	-	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	50 leaves/pad	50 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.	250 Pads	
14	Net Banking Form	-	22 cm x 26.5 cm	80 GSM SS Maplitho-Orient/Century/Trident mills	50 leaves/pad		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.	120 Pads	
15	FDR COVER	-	6x9 inch	Hard plastic Transparent	Packet of 100	Hard plastic Transparent with bank name and logo		2000 leaves	
16	Notice Pad	-	9X7	60 GSM (Century)	100 leafs per pad	100 Leaves gum pad both side printing hard base and one page extra	20 Pads in each packet	120 pads	
17	Pre sanction Report	-	21x32	70 GSM SS Maplitho-Orient/Century/Trident mills	50 leaves Pad (1 leave /2 pages both side printing & 50 forms pad	50 Leaves gum pad both side printing hard base and one page extra	Packets of 20 pads in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet.Four packets of 20 pads in one hundle tied with string	120 pads	

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Baroda U.P. Bank
Regional Office Kanpur Dehat

Sr. No	Name of Item	F.No.	SPECIFICATIONS						
			SIZE	PAPER TYPE & GSM	No. of Leaves excluding cover	PRINTING	PACKING	Quantity	Rate Per Unit(Rs) Exclusive GST
18	Deceased Booklet	-	22 cm x 26.5 cm	Inner Pages 80 GSM SS Maplitho-Orient/Century/Trident mills Cover Pages 120 GSM Cardsheet Light Green Color Orient/Seshasayee/Star mills	06 leaves/ 12 pages excluding cover	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	
19	Loan application General	-	32x42 (after folding 34x21)	70 GSM SS Maplitho-Orient/Century/Trident mills	2 Leave / 4pages centre folded	Single color both side printing	Packets of 200 leaves in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet.	1000	
20	loan Application AG	-	32x42 (after folding 34x21)	70 GSM SS Maplitho-Orient/Century/Trident mills	2 Leave / 4pages centre folded	Single color both side printing	Packets of 200 leaves in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet.	1000	
21	आवेदक / जमानतदार द्वारा की एवं वैयक्तिक सम्पत्तियों संबंधी घोषणा	LDOC-63	21x29.7	70 GSM SS Maplitho-Orient/Century/Trident mills	50 leaves Pad (1 leave /2 pages both side printing & 50 forms pad	50 Leaves gum pad both side printing hard base and one page extra	Packets of 20 pads in craft paper with paper label indicating Form Number ,name & quantity(BOLD) on each packet.Four packets of 20 pads in one hundle tied with string	120 Pads	

NOTE : Applicable GST will be paid extra

1-Time for execution of work will be maximum 30 days 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.9140262847

Date :

Signature & Seal of Printer

[Handwritten signature]

Signature Seal of Printer