



बड़ौदा यू.पी.बैंक
Baroda U.P. Bank

प्रधान कार्यालय

बुद्ध विहार व्यावसायिक योजना, तारामंडल

गोरखपुर-273016

Short-listing/Empanelment of Printers (General)

Start Date : 08.03.2021
End Date : 31.03.2021 4.00 pm
Date of Opening : 31.03.2021 4.30 pm

Address for submission Tender/Bid/Proposal

The General Manager
Baroda U.P. Bank
Head Office, Buddh Vihar Commercial Scheme,
Taramandal, Gorakhpur-273016(UP).

Contact No. : 10 am to 5.00 pm (on working days) : 0551-2230010
Mob : 7704007400

ISSUE DATE : 08.03.2021

Short-listing/Empanelment of Printers (General)

Baroda U.P. Bank is a leading Regional Rural Bank with more than **2000** Branches/Offices geographically located in Uttar Pradesh with its **Head Office** at **Gorakhpur**, **Administrative Offices** at **Gorakhpur, Raebareli & Varanasi** and **Regional Offices** at **Allahabad, Ambedkar Nagar, Amethi, Auraiya, Azamgarh, Balia, Bareilly, Basti, Bhadohi, Chandauli, Deoria, Etawah, Faizabad, Fatehpur, Gazipur, Gorakhpur, Jaunpur, Kanpur Dehat, Kanpur Nagar, Kaushambi, Kushinagar, Maharajganj, Mau, Pilibhit, Pratapgarh, Raebareli, Sant Kabir Nagar, Shahjahanpur, Siddarth Nagar, Sultanpur** and **Varanasi** caters to the banking needs of 31 Districts of Uttar Pradesh.

Baroda U.P. Bank invites applications in sealed covers from the existing as well as prospective printers (general) for shortlisting/empanelment in Bank's approved list for supplying the items at its **Head Office/Administrative Offices/Regional Offices**.

The applicants have to satisfy the following eligibility criteria in this regard (shown under head 'A' below)

- A. (i) Applicants must possess at least 7 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 one time order i.e. to print and supply the Bank's stationery (Ledgers/books/forms and other stationery items) in BULK and IN PIECEMEAL quantities within a time bound period. (Solvency certificate from a Banker to be enclosed).
- (iii) Printers must have own printing press/workshop & the godown, 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 100 Lakh. (Attach copy of proof)
- B. Application forms and other details can be downloaded from our website **www.barodagraminbank.com** or obtained from our Head Office, A-1,Civil Lines,Raebareli from 08.03.2021 to 30.03.2021 upto 4.00 p.m.
- C. Applications duly filled in and supported by requisite documents/papers etc. must be submitted in properly sealed cover to the **General Manager, Baroda U. P. Bank, Head Office, Buddha Vihar Commercial Scheme, Taramandal, Gorakhpur-273016(UP)** during office hours on or before 31.03.2021 at 4.00 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 "**Application for Empanelment of Printers (General)**".
- D. The sealed covers containing the applications will be opened on 31.03.2021 at 4.30 p.m. at **Baroda U. P. Bank, Head Office, Buddha Vihar Commercial Scheme, Taramandal, Gorakhpur-273016(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. Quotations will be invited only from the empanelled applicants. Bank will ask for EMD/ Security Deposit from succesful empanelled printers.**
- G. In case of necessity Bank may visit Factory/Shop/Press of the applicants before/after considering enlistment/shortlisting.
- H. Bank reserves the right to reject any or all the applications without assigning any reason whatsoever.

-Sd-

General Manager

PARTICULARS TO BE FURNISHED FOR THE PURPOSE OF
EMPANELING/SHORTLISTING OF Printers (General),
for
Baroda U. P. Bank

CATEGORY APPLIED FOR: 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.	Name of the Proprietor/Partners/Directors with Residential address and Telephone No. (i) (ii) (iii)	
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.	
9.	Name and address of the Banker's (Please enclose latest solvency certificate from the Banker's) (i) (ii) (iii)	
10.	Whether registered for GST Purposes. If so, mention No. and Date.	

Contd...2/-

11.	Whether an assessee of Income-Tax if so, mention permanent account number.	
12.	Copies of Audited Balance Sheets and Profit & Loss Account Statement for the last 3 years to be furnished.	
13.	If registered in the panel of other Organizations/Statutory bodies furnish their names, category and date of registration. (i) (ii) (iii) (iv)	
14.	What are your line of activities? Mention the fields on preference basis. (i) (ii) (iii) (iv) (v) (vi)	
15.	Whether willing to work anywhere in U.P. Mention the place you are willing to work.	
16.	(i) Detailed description and value of works done for others in the past. (ii) Detailed description and value of works done for the Banks.	

17.	Specify the maximum value of work executed in a year.	
18.	Furnish the names of three responsible persons/bodies who will be in a position to certify about the quality as well as past performance of your organization. (i) (ii) (iii)	
19.	List of major machineries/equipments with the firm. (If the space is inadequate, please enclose annexure)	
20.	Names and addresses of the principal customers (Enclose certified copies of the latest orders).	

P R O F O R M A - I

PARTICULARS IN RESPECT OF THE WORK EXECUTED

Name of Work/Project with address	Short description of work executed	Name and Address of owner	Value of Work executed	Stipulated time of completion	Actual time of completion
1	2	3	4	5	6

Contd...4/-

PROFORMA - 2

KEY PERSONNEL PERMANENTLY EMPLOYED

Name	Designation	Qualification	Experience	Employed Since	Others
1	2	3	4	5	6

OTHER RELEVANT INFORMATION

1.	Whether existing Printers/Suppliers of paper/Stationeries to the Nationalised/Gramin banks, if yes, since when & which.	
2.	Capacity to execute one time order (Please total amount and delivery period)	
3.	Any other information.	

I WORK FORCE

Permanently Employed	No.	Since when in the Employment	Others

II. WORK SHOP FACILITIES

Location	Land Area	Type of Structure	Type of Facility
(a)			
(b)			

Contd...5/-

-:5:-

I/We declare that the particulars furnished above are true and correct and I shall abide by all the terms and conditions of the empanelment . In case any information/particular is found in-correct at a later date, the application/empanelment is liable to be cancelled.

Date:

**SIGNATURE OF THE APPLICANT
(With Rubber Stamp)**