(सरकार के स्वामित्वाधीन अनुसूचित वैंक) (Scheduled Bank Owned by Government)

REF: ROPRAT/P&E: TENDER/2025-26/1

DATE: 03-09-2025

TENDER FOR STATIONERY PRINTING

Uttar Pradesh Gramin Bank Regional Office Pratapgarh invites application in sealed envelope from the empanelled printers of erstwhile RRB Baroda UP Bank for printing and supply of bank's stationery

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

(A)

- 1. Applicants must have the financial capacity to execute order i.e. print and supply the bank's stationery items within a given time period.
- 2. Applicant must have at least 3-year experience in the line of supplying various stationery materials to the bank/public sector undertaking (Proof must be submitted).
- 3. Printers must own printing press & own godown, and must be registered in the name of applicant. (Proof must be submitted)
- 4. Applicant must have PAN, GST and ITR for the last 3 years (copy must be submitted).
- (B) Other details can be downloaded from our website https://upgbank.com
- (C) Application form duly filled in and supported by requisite document/paper etc. must be submitted properly sealed cover to the Regional Manager, Uttar Pradesh Gramin Bank, Regional Office Meera Bhawan, City Road, Pratapgarh, 230001 (UP) on or before 24.09.2025 at 01:00 PM and no application will be accepted after the above date, Incomplete applications in any case will be rejected.

All the received tender/applications will be opened on 24.09.2025 at 04.00 PM at, Uttar Pradesh Gramin Bank, Regional Office Meera Bhawan, City Road, Pratapgarh, 230001 (UP)

(D) The sealed envelope should be super scribed "Tender for stationery printing"

The right of selection rests absolutely with bank and bank's decision in this regard shall be final and binding

- (E) Bank reserves the right to reject any or all the applications/tenders without assigning any reason whatsoever
- (F) The rates quoted should be valid 30.09.2026

Regional Office: Meera Bhawan, City Road, Pratapgarh-230001 Email- roprat@barodauprrb.co.in

a G X out



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(G) Envelope 1: Only technical information (as per format of technical bid), technical bid also encloses Aadhar and PAN of proprietor/partner, copy of previous work order

(H) Envelope 2: Price bid must be submitted in prescribed format-1(attached) in separate envelope super scribed "Price Bid for Stationery Printing"

Other terms and Conditions

- 1. Only offset printing will be accepted
- 2. Sample of paper will be enclosed with quotation
- 3. Quoting incredibly low value of items with a view of subverting the tender process shall be out rightly rejected.
- 4. Bank reserve the right to accept or reject any/all tender without assigning any reason.
- 5. Bank will ask for EMD/security deposit from successful bidder.
- Successful vendor/bidder have to submit Rs. 25,000/- (Twenty Five Thousand Rupees Only) as a security deposit (interest free). Security Deposit will be return after successful completion of work.

7. Payment will be made after examination checking the quality of stationery by lab/forensic test.

Regional Manager

Pratapgarh

Regional Office: Meera Bhawan, City Road, Pratapgarh-230001 Email- roprat@barodauprrb.co.in



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Annexure-A

Pre-Qualification Profile Name of firm Company 2 Address (head office) 3 Phone no. Year of establishment 4 5 Name of proprietor/Name of 1. partner/Director/Associates 2. 3. 4. 6 List of other major customers(work order/experience/service certificate from customer) 7 PAN No. 8 GSTIN NO.

Date:

Signature of Authorized Signatory





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PROFORMA-1 Particulars in respect of the work executed

Name of work/project with address	Short description of work executed	Name & address	Value of the work executed	Stipulated time of completion	Actual time of completion
1	2	3	4	5	6
			Libra I.		
				1.4	

Date:

Signature of Authorized Signatory



Uttar Pradesh Gramin Bank Regional Office: PRATAPGARH Quotation Form(Format-1)

-		2	3 4		The Party of the P	The same of the sa		the same of the sa	
be	150 pad	100 leaves gum pad	white, one side printing have to another to be page extra	1 Page	70 GSM Centuary/Orient white	8.5x13.5		Form DA-1,nomonation form	13
ad	300 pad	100 leaves gum pad	white, one side printing hard by and hard page extra	1 Page	70 GSM Centuary/Orient white	8.5×13.5		ATM application form	12
a	5000 pad	100 leaves pad	Single color printing on one side 100 leaves gum pad with LBS straw board at bottom & fullcraft paper on top & paste Packet of 20 pads in craft paper with piliper label indicating form number/name quantity (BOLD) on each packet. Three packets of 20 pads in one buildle ted with string	100 leaves pad	70 GSM Strpur/Centuary/Orient white	18*13.5 cm	F-290	Transfer Voucher	11
6	6000		300 micron plastic sheet(with name and logo printed on it)		White transparent	6×10.5		FDR cover	10
	200	10 register per packet in craft paper with lable there on showing type of form	Full cloth binding cover of 40onz cardboard,inner postene of 80 GSM MG paper; numbering on each leaf,name slip of colour printing pack of 10 nos. in craft paper with name slip	200 leaves	70 GSM Ledger paper Centuary/Sirpur	8x13		Cash Receipt and Payment Register	ω
	200	10 register per packet in craft paper with lable there on showing type of form	Full cloth binding cover of 40onz cardboard,inner postene of 80 GSM MG paper(cardboard,inner postene of 80 GSM MG paper(cardboard,inner postene of 80 GSM MG paper(cardboard,inner postene) cardboard,inner slip name slip	200 leaves	70 GSM Ledger paper Centuary/Sirpur	8x13		Credit Scroll Register	00
	200	10 register per packet in craft paper with lable there on showing type of form	of 40onz e of 80 GSM MG paper, name slip of colour in craft paper with	200 leaves	70 GSM Ledger paper Centuary/Sirpur	8x13		Cash Balance Book Register	7
ad .	200 pad	100 leaves gum pad	both side printing in Single color with hard base & cover page extra	100 leaves gum pad	57 GSM Centuary/Orient white	8.5X13.5(17X27X1/4)	LDOC-19	LA.D Form	on.
pad	5000 pad	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.	with	100 leaves pad	70 GSM Century/sirpur/ballarpur/ Andhra/orient white	18 cm x 10.5 cm	F-292	S.B.Withdrawal Slip	U)
bed	5000 pad	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.	winting on one side in English & other side in shindi 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	100 leaves pad	70 GSM Century/sirpur/ballarpur/ Andhra/orient white	28 cm x 11 cm	F-405	Common Deposit Slip	4
bed	500 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.	=	100 leaves pad	70 GSM Century/sirpur/ballarpur/ Andhra/orient white	''9 -2 cm x 22.2 cm	F-404	RTGS/NEFT Form	ω
essbook	100000 passbook	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.	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.	8 leaves/16 pages excluding cover	Inner Pages 70 GSM Century/ Sirpur/Ballarpur /Andhra/Orient white Maplitho Cover Pages 230 GSM Ballarpur Art Card	14.4 cm x 10.5 cm (close site)	PB-01	CBS Passbook	N
forms	30000 forms	200- Forms per packet in craft paper packing with label there on showing type of form.	Both side printing in two color.	Single leaf with two folds(after folding size will be 28.5 cm x 21.1 cm)	80 GSM paper of Century/ sirpur/ballarpur/Andhra/orient	28.5 cm x 63.5 cm making -3- parts of A4 size (only one paper sheet- main sheet)	F-401	Account Opening Forms for Individuals	-
	-	I	G	П	П	D	C	В	D
Quoted rate per unit(excl. of gst)	Est. Quantity	PACKING	PRINTING	No. of Leaves excluding cover	PAPER TYPE & GSM	SIZE in cm	F.No.	Name of Item	S.N.
	1		SPECIFICATIONS						

O	10 register per packet in craft paper with lable there on showing type of form	of colour	100 leaves	70 GSM Ledger paper Centuary/Sirpur	00.13	
0	100 leaves gum pad	Full cloth binding cover of 40onz				Key Register
	100 leaves gum pad	one side printing in Single color with hard	100 leaves gum pad	70 GSM Centuary/Orient white	8.5X13.5(17X27X1/4)	
		one side printing in Single color with hard	100 leaves gum pad	70 GSM Centuary/Orient white		Mobile banking form
- 0	10 register per packet in craft paper with lable there on showing type of form	of colour aper with	100 leaves	70 GSM Ledger paper Centuary/Sirpur		19 KYC form
	packet.	Full cloth binding cover of 40ons				Attendance region
2 4 0	Packing of 50 booklets in each packet should be packed in Craft paper with paper label indicating Name & Quantity (BOLD) on each	Single color printing on cover page (1, 2 & 3 only) and inside pages. Book binding with staples and side rexine patti	12 leaves/24 pages	Orient/Century/Trident mills Cover Pages 140 GSM Cardsheet White Color Orient/Seshasayee/Star mills	22 cm x 26.5 cm	
P	Ded wing cakes nov	bags 50nos. Each packet		Inner Pages 80 GSM SS Maplitho-		17 SHG booklet
9	180	pages from 1 to 3 only packed in polythene	2 leaves/4 page	70 GSM Centuary/Orient white	MANAGEMENT AND A	
D	DPd und saves and	bags 50nos. Each packet			8 5×11 inch	PMSBY
	100 leaves are	pages from 1 to 3 only packed in polythene	2 leaves/4 page	70 GSM Centuary/Orient white	The state of the s	
- 2	ped ung saveal nor	bags 50nos. Each packet			8 5v11 3cch	PMJJBY
		2 reaves/4 page centre folded printing on 3 pages from 1 to 3 only packed in polythene		70 GSM Centuary/Orient white	down TTXC'0	

NOTE

5344 क्षेत्रीय कार्यालय प्रतापगढ़

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 DUTY SLAED AND SIGNED FOR APPROVAL OF PRINTING STATIONERY 3 EXACT QUANTITY WILL BE GIVEN IN WOORK ORDER BY THE RO

- 4 ALL THE FORMATES WII BE PROVIDED BY OUR PRE DEPARTMENT
 5 L1 will be decided by adding prices from items with Sr. No. 1 to 21, (colume i) while Order will be given saperately

NO DEVIATION IN PAPER/SPECIFICATION ALLOWED

SIGNATURE & SEAL OF PRINTER