



उत्तर प्रदेश ग्रामीण बैंक

UTTAR PRADESH GRAMIN BANK

(सरकार के स्वामित्वाधीन अनुसूचित बैंक)
(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

Handwritten signature/initials



उत्तर प्रदेश ग्रामीण बैंक

UTTAR PRADESH GRAMIN BANK

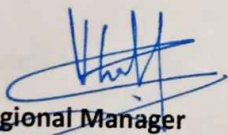
(सरकार के स्वामित्वाधीन अनुसूचित बैंक)
(Scheduled Bank Owned by Government)

(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 superscribed "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 outrightly rejected.
4. Bank reserves the right to accept or reject any/all tender without assigning any reason.
5. Bank will ask for EMD/security deposit from successful bidder.
6. Successful vendor/bidder has to submit Rs. 25,000/- (Twenty Five Thousand Rupees Only) as a security deposit (interest free). Security Deposit will be returned after successful completion of work.
7. Payment will be made after examination checking the quality of stationery by lab/forensic test.


Regional Manager
Pratapgarh





उत्तर प्रदेश ग्रामीण बैंक UTTAR PRADESH GRAMIN BANK

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

Annexure-A

Pre-Qualification Profile

1	Name of firm Company	
2	Address (head office)	
3	Phone no.	
4	Year of establishment	
5	Name of proprietor/Name of partner/Director/Associates	1. 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



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



उत्तर प्रदेश ग्रामीण बैंक

UTTAR PRADESH GRAMIN BANK

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

PROFORMA-1

Particulars in respect of the work executed

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

Date:

Signature of Authorized Signatory



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

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

S.N.	Name of Item	F.No.	SPECIFICATIONS				Est. Quantity	Quoted rate per unit (net of GST)
			D	E	F	G		
A	B	C	Size in cm	PAPER TYPE & GSM	No. of leaves excluding cover	PRINTING	PACKING	I
1	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/Aditha/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.	30000 forms
2	CBS Passbook	PB-01	14.4 cm x 10.5 cm (close site)	Inner Pages: 70 GSM Century/ Sirpur/Ballarpur /Aditha/Orient while Mapilho Cover Pages: 230 GSM Ballarpur Art Card	8 leaves/16 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 (BOLO) on each packet.	100000 passbook
3	RTGS/NEFT Form	F-404	21 cm x 22.2 cm	70 GSM Century/Sirpur/Ballarpur/ Aditha/Orient while	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 it, paper on top & paste	Packets of 5 pads in craft paper with paper label indicating form Number, name & quantity (BOLO) on each packet. Four packets of 5 pads in one bundle tied with string.	500 pad
4	Common Deposit Slip	F-405	28 cm x 11 cm	70 GSM Century/Sirpur/Ballarpur/ Aditha/Orient while	100 leaves pad	Printing on one side in English & other side in Hindi 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	Packets of 20 pads in craft paper with paper label indicating form Number, name & quantity (BOLO) on each packet. Three packets of 20 pads in one bundle tied with string.	5000 pad
5	S.B Withdrawal Slip	F-292	18 cm x 10.5 cm	70 GSM Century/Sirpur/Ballarpur/ Aditha/Orient while	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	Packets of 20 pads in craft paper with paper label indicating form Number, name & quantity (BOLO) on each packet. Three packets of 20 pads in one bundle tied with string.	5000 pad
6	L.A.D Form	LDCC-19	8.5x13.5(17x27x14)	57 GSM Century/Orient while	100 leaves gum pad	Both side printing in single color with hard base & cover page extra	100 leaves gum pad	200 pad
7	Cash Balance Book Register		8x13	70 GSM ledger paper Century/Sirpur	200 leaves	Full cloth binding cover of 400gsm 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.	10 register per packet in craft paper with label there on showing type of form	200
8	Credit Scroll Register		8x13	70 GSM ledger paper Century/Sirpur	200 leaves	Full cloth binding cover of 400gsm 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.	10 register per packet in craft paper with label there on showing type of form	200
9	Cash Receipt and Payment Register		8x13	70 GSM ledger paper Century/Sirpur	200 leaves	Full cloth binding cover of 400gsm 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.	10 register per packet in craft paper with label there on showing type of form	200
10	FDR cover		6x10.5	White transparent		300 micron plastic sheet (with name and logo printed on it)		6000
11	Transfer Voucher	F-290	18*13.5 cm	70 GSM Sirpur/Century/Orient while	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 paper label indicating form number/name quantity (BOLO) on each packet. Three packets of 20 pads in one bundle tied with string.	100 leaves pad	5000 pad
12	ATM application form		8.5x13.5	70 GSM Century/Orient while	1 Page	White one side printing hard base & cover page extra	100 leaves gum pad	300 pad
13	Form DA-1, nomination form		8.5x13.5	70 GSM Century/Orient while	1 Page	White one side printing hard base & cover page extra	100 leaves gum pad	150 pad



