



Tender notice for printing & supply of Hindi Panchang for the year 2011

Baroda Uttar Pradesh Gramin Bank is a leading Regional Rural Bank with more than **668** Branches/Offices geographically located in Uttar Pradesh with its **Head Office** at **Raebareli** and **Regional Offices** at **Allahabad, Faizabad, Kanpur, Pratapgarh, Raebareli, Shahjahanpur** and **Bareilly**. It caters to the banking needs of 14 Districts of Uttar Pradesh.

Baroda Uttar Pradesh Gramin Bank invites sealed quotations from reputed & competent Printers/Suppliers. Please quote rate per panchang strictly as per specifications mentioned below. Sealed envelope superscribing "**Quotation for printing & Supply of Panchang 2011**" must be submitted to the **Chairman, Baroda Uttar Pradesh Gramin Bank**, Head Office,A-1,Civil Lines, **Raebareli** U.P. within the stipulated date and time. Bank reserves the right to reject any quotation without assigning any reason thereof. The tenderers or his representative may be present at the time of opening the tender.

ITEM NAME	:	<u>Hindi Panchang 2011</u>
JOB DESCRIPTION	:	Printing & Supply to Bank's Head Office / Regional Offices (Allahabad,Faizabad,Kanpur,Pratapgarh,Raebareli,Shahjahanpur & Bareilly) of Hindi Panchang for the Year 2011.
SIZE	:	14.5" X 9.5"
PAPER	:	70 GSM Ballarpur/TNPL Maplitho Paper
PRINTING	:	Four Colour Offset Printing on front & single color on back side of every sheet as per instructions. Major festivals / important dates / "Tithis" like Full Moon, New Moon, "Ekadasi" etc. are to be marked at the bottom of dates as per instructions. Bank's Advt. matter to be printed on bottom of each leaf as per instructions.
BINDING & PACKING	:	Tin Mounting with packing of 50 Nos. panchang in polythene.
CAPACITY	:	Twelve sheets in one panchang.
QUANTITY	:	100000 (to be distributed to all Regional Offices/Head Office)
OTHERS	:	

1. The rates will be valid for three months.
2. Bank at its own discretion may modify its requirement or cancel the tender after giving prior notice to the vendors.
3. The rate should be quoted including all packing, forwarding and transportation/delivery charges upto destinations. **Only applicable VAT will be paid extra.**
4. The proof etc. to be approved by the P&E department before printing.
5. The printing and supply should be completed within 30 days.
6. 5% of order value to be deposited by the final awardee printer/supplier towards performance guarantee on which no interest will be paid by the Bank.

DUE DATE OF SUBMISSION OF QUOTATION : 26/10/2010 BEFORE 3.00 p.m.
THE QUATATIONS WILL BE OPENED ON : 26/10/2010 AT 3.30 p.m.

Date :14.10.2010

Asstt. General Manager(Co-ord.)



Baroda Uttar Pradesh Gramin Bank

Head Office,A-1,Civil Lines,Raebareli

Quotation Form for Panchang Year 2011

Sl.	Name of Item	SPECIFICATIONS						
		SIZE in inches	PAPER TYPE & GSM	Printing COLOR	No. of Leaves	Quantity	Rate Per Unit(Rs)	Others
A	B	C	D	E	F	G	H	I
1	Hindi Panchang Year 2011 with Bank's Advt./Matters	14.5x9.5	70 GSM Ballarpur/TNPL Maplitho	Four Colour Offset Printing on front & single color on back side of every sheet as per instructions.	12 leaves/24 Pages (one month on each leaf)	100000		Four Colour Offset Printing on front & single color on back side of every sheet as per instructions. Major festivals / important dates /"Tithis" like Full Moon, New Moon,"Ekadasi" etc. are to be marked at the bottom of dates as per instructions.Bank's Advt. matter to be printed on bottom of each leaf as per instructions.Tin Mounting with packing of 50 Nos. panchang in polythene.
Applicable VAT will be paid extra								

Note :1. Printers must quote rates inclusive of packing,forwarding and transportation/delivery charges upto all our Regional Offices situated at Allahabad,Faizabad,Kanpur,Pratapgarh, Raebareli,Shahjahanpur,Bareilly and Head Office,Raebareli all in Uttar Pradesh.

2. Only applicable VAT will be paid extra. Printers are requested to quote their rates accordingly(i.e. Exclusive of VAT)
2. Sample of papers as specified above must be enclosed duly sealed & signed.Size of paper should be 11.5x8.5 inches.
3. For any clarifications regarding specifications etc,you may contact our P&E department.
4. Time for execution of work will be maximum 30 days from the date of receipt of order.

Date :

Signature & Seal of Supplier/Printer



Baroda Uttar Pradesh Gramin Bank

Head Office - A 1, Civil Lines, Raebareli

FORMAT FOR ADDITIONAL INFORMATION

Printing & Supply of Hindi Panchang 2011

Sr	Particulars	Description
1	Name of the Firm/Supplier/Printing Press with Address and Telephone Nos. Year of establishment	
2	Name of the Proprietor with Telephone Nos.(Office,Residence and Mobile)	
3	Local Office Address with Telephone Nos.	
4	Details of previous orders for Hindi Panchang/Calendar during past Three years 1. Name of clients 2. Value of work 3. Time taken for execution	
6	Are you in the panel of approved Printers of Govt./Semi-Govt./PSUs/Financial Institutions/Banks' etc.;if so : give name of the organizations,year from which you are in the approved panel etc.	Yes/No
8	PAN No.(Please enclose proof)	
9	Sales/Trade Tax No.(Please enclose copy of regn. cert.)	
10	Whether agreed to deposit security money i.e. 5% of total value of order	Yes/No

Note : The above information must be supported by documentary proof/photo copies,

Enclosures :-

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Signature of Supplier/Printer/Authorised Signatory of Firm

Stamp

Date:

Place: