



FGMO, MUMBAI, 4TH FLOOR, OPP. BOMBAY STOCK EXCHANGE, FORT, MUMBAI
ZONAL STATIONERY & PRINTING CELL, REAY ROAD, MUMBAI

ANNEXURE - "C"

OUR ENQUIRY NO.101/2022 DATED. 07.05.2022


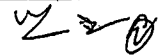
TENDER NOTICE

UNION BANK OF INDIA, FGMO, MUMBAI INVITES TENDERS/QUOTATIONS FROM EMPANELLED PRINTERS ONLY FOR PRINTING AND SUPPLY OF STANDARDIZED PRINTED STATIONERY ITEMS. THE SCHEDULE DATE AND TIME FOR SUBMISSION OF TENDER/QUOTATION ARE AS UNDER :

ISSUE OF TENDER DATE	09.05.2022
LAST DATE FOR SUBMISSION	18.05.2022 up to 3.00 P.M.
DATE & TIME OF OPENING OF TENDERS	18.05.2022 at 3.30 P.M.
COST OF TENDER DOCUMENTS.	Rs. 1000/- Non Refundable. by way of Demand Draft/ Banker's Cheque in favour of Union Bank of India payable at Mumbai. Technical bid with no DD/ Banker's Cheque attached shall be rejected & their price bid shall not be opened.
PERFORMANCE SECURITY	PERFORMANCE SECURITY OF 3% IN THE FORM OF ACCOUNT PAYEE DEMAND DRAFT/BANK GUARANTEE FROM A COMMERCIAL BANK OF THE CONTRACT VALUE ABOVE RS.1.00 LAC WILL HAVE TO BE PROVIDED BY L-1 BIDDER AT THE TIME OF ACCEPTING THE ORDER. PERFORMANCE SECURITY WILL REMAIN VALID FOR A PERIOD OF SIXTY DAYS BEYOND THE DATE OF COMPLETION OF ALL CONTRACTUAL OBLIGATIONS OF THE SUPPLIER. IN CASE OF BREACH OF CONTRACT PERFORMANCE SECURITY SHALL BE FORFEITED. PERFORMANCE SECURITY SHALL BE REFUNDED TO THE SUPPLIER/CONTRACTOR WITHOUT ANY INTEREST AFTER COMPLETION OF THE CONTRACT IN ALL RESPECT I.E. QUALITY OF MATERIAL AND TIMELY DELIVERY OF ITEM AS MENTIONED IN SPECIFICATION.
PLACE WHERE TENDER IS TO BE COLLECTED AND SUBMITTED BETWEEN 11.00 A.M. TO 3.00 P.M	Union Bank of India, FGMO, MUMBAI, 4 TH FLOOR, OPP. BOMBAY STOCK EXCHANGE, FORT, MUMBAI

Tender documents can be downloaded from Union Bank of India Website : www.unionbankofindia.com or <http://govtenders.nic.in> from 09.05.2022 to 18.05.2022. THE DETAILS OF ENQUIRY IS TO BE COLLECTED BY EMPANELLED PRINTERS FROM ZONAL PRINTING & STATIONERY CELL, REAY ROAD, MUMBAI DURING 11.00 AM TO 4.00 PM.

Union Bank of India has right to accept/ reject any/ all tenders without assigning any reasons.


DY. ZONAL HEAD




FGMO, MUMBAI, 4TH FLOOR, OPP. BOMBAY STOCK EXCHANGE, FORT, MUMBAI
ZONAL STATIONERY & PRINTING CELL, REAY ROAD, MUMBAI

ANNEXURE - "C"

DETAILS OF FORM/BOOKS TO BE PRINTED AS PER OUR EUQUIRY NO. ZSC/RR/101/2022 DATED 07.05.2022

SR. NO.	1
STD FORM/BOOK NO	AOF – NEW SB/CD/TDF/CIF/NOM ACCOUNT OPENING FORM
DESCRIPTION OF THE ITEM	ACCOUNT OPENING FORM FOR RESIDENT INDIVIDUALS (MAIN FORM) <ul style="list-style-type: none"> - HINDI / ENGLISH - SIZE : 21.00 X 29.7 CMS - CONSISTING OF 18 PAGES (9 LEAF) - TO BE PRINTED IN 4 COLOURS (PINK & BLUE & BLACK& YELLOW) ON BOTH SIDES - TO BE PACKED IN PACKET OF 100 FORMS EACH IN LAMINATED THICK KRAFT PAPER WITH PRINTED LABEL IN HINDI/ENGLISH TO BE PASTED.
QUANTITY	80,000 FORMS
UNIT	PACKET OF 100 FORMS
PAPER SPECIFICATIONS	BALLARPUR S.S. MAPLITHO DELUX – 70 GSM SIZE (21*29.7CMS),
DELIVERY SCHEDULE	WITHIN TWO WEEKS FROM THE DATE OF ORDER

SR. NO.	2
STD FORM/BOOK NO	AOF – 2 [WITH 10 DIGIT SR. NOS.]
DESCRIPTION OF THE ITEM	ACCOUNT OPENING FORM FOR OTHER THAN INDIVIDUALS <ul style="list-style-type: none"> - HINDI / ENGLISH - SIZE : 21.00 X 29.7 CMS (FOLDED) - 42.00 X 29.7 CMS (OPEN) - CONSISTING OF 4 PAGES (2 LVS) - TO BE PRINTED IN 3 COLOURS (PINK , BLUE& BLACK) ON BOTH SIDES WITH ONE FOLD. - TO BE PACKED IN PACKET OF 50 FORMS EACH IN THICK KRAFT PAPER WITH PRINTED LABEL IN HINDI/ENGLISH TO BE PASTED. DIGITAL NUMBERING (10 DIGITS) TO BE DONE ON ALL THE FOUR PAGES IN BLACK INK. DIGITAL NUMBERING [10 DIGITS] TO BE PRINTED WILL BE GIVEN IN ORDER.
QUANTITY	5,000 FORMS
UNIT	PACKET OF 50 FORMS
PAPER SPECIFICATIONS	BALLARPUR S.S.MAPLITHO DELUXE – 70 GSM

SR. NO.	3
STD FORM/BOOK NO	DDL - 2
DESCRIPTION OF THE ITEM	INTERVIEW AND CUSTOMER DUE DILIGENCE FORM (TO BE USED FOR OTHER THAN INDIVIDUALS)HINDI / ENGLISH SIZE : 21.00 X 29.7 CMS CONSISTING OF 2 PAGES.TO BE PRINTED IN 3 COLOURS (PINK , BLUE & BLACK) ON BOTH THE SIDES. CD WILL BE PROVIDED BY THE BANKTO BE PACKED IN PACKET OF 100 FORMS EACH IN THICK KRAFT PAPER WITH PRINTED LABEL IN HINDI/ENGLISH.
QUANTITY	5,000 FORMS
UNIT	PACKET OF 50 FORMS
PAPER SPECIFICATIONS	BALLARPUR S.S.MAPLITHO DELUXE – 70 GSM
DELIVERY SCHEDULE	WITHIN TWO WEEKS FROM THE DATE OF ORDER

SR.NO.	4
--------	---

STD FORM/BOOK NO.	BK 2019
DESCRIPTION OF THE ITEM	POWER OF ATTORNEY REGISTER – WITH INDEX OF 4 LVS. A-E, F-K, L-O, R-Z. HINDI/ENGLISH - SIZE 10" x 15" (BOUND) BINDING SPECIFICATIONS : 4/5 SECTIONS SEWN WITH 2 CLOTH STRIPS AT THE BACK. FULL CLOTH/CANVAS STRIP PASTED ON THE SPINE. THICK END PAPERS PASTED ON THE BOARDS & 1 ST AND LAST LEV OF THE REGISTER. CLOTH IMITATION HALF BOUND WITH CORDERS. 28 OZS. STRAW BOARD TO BE USED. TO BE PACKED IN PACKETS OF 5 EACH WITH PRINTED LABEL IN HINDI/ENGLISH PASTED THEREON.
QUANTITY	50 REGISTERS
UNIT	REGISTER OF 100 FOLIO
PAPER SPECIFICATIONS	WEST COAST/BALLARPUR/ROHIT VINDHYA LEDGER PAPER 51 X 76 CMS = 15.5/16.4/18.1 KGS = 80 GSM
DELIVERY SCHEDULE	WITHIN TWO WEEKS FROM THE DATE OF ORDER.

SR.NO.	5
STD FORM/BOOK NO.	BK 2152
DESCRIPTION OF THE ITEM	SAFE IN SAFE OUT REGISTER (FOR SECURITY) HINDI/ENGLISH - SIZE 13½" x 8½" (BOUND) BINDING SPECIFICATIONS : 5/6 SECTIONS SEWN WITH TWO CLOTH STRIPS AT THE BACK – FULL CLOTH/CANVAS STRIP PASTED ON THE SPINE. THICK KRAFT END PAPERS PASTED ON THE BOARDS AND FIRST AND LAST LEAF OF THE REGISTER. CLOTH IMITATION HALF BOUND WITH CORNERS. 28 OZS. STRAW BOARD TO BE USED. TO BE PACKED IN PACKETS OF 5 REGISTERS EACH IN THICK KRAFT PAPER WITH PRINTED LABEL IN HINDI/ENGLISH PASTED THEREON.
QUANTITY	25 REGISTERS
UNIT	REGISTER OF 100 FOLIO
PAPER SPECIFICATIONS	SIRPUR / WEST COAST LEDGER PAPER 43X69 CMS = 11.9/12.2 KGS = 80 GSM
DELIVERY SCHEDULE	WITHIN TWO WEEKS FROM THE DATE OF CRDR.

SR.NO.	6
STD FORM/BOOK NO.	BK 2153
DESCRIPTION OF THE ITEM	Safe in Safe Out Register (Forex) Hindi/English - Size 11½" x 9" (Bound) - 1 to 100 pages for Safe in and 101 to 200 pages for safe out - Thick coloured cover paper leaf to be inserted after 100 page of safe in - Binding Specifications : 6 sections sewn with two cloth strips at the back - Full cloth/canvas strip pasted on the spine - Thick kraft end papers pasted on the boards and first and last leaf of the register - Cloth imitation half bound with corners - 32 ozs. straw board to be used - Packing : To be packed in packets of 5 registers each in thick craft paper with printed label in Hindi/English pasted thereon
QUANTITY	25 Registers
UNIT	Register of 200 pages
PAPER SPECIFICATIONS	BALLARPUR / WEST COAST / SIRPUR / ANDHRA / CPM /AVM ROYAL LEDGER PAPER 58.5 x 91 cms = 21.3/25.3 kgs
DELIVERY SCHEDULE	Within two weeks from the date of order

SR.NO.	7
STD FORM/BOOK NO.	BK 2154
DESCRIPTION OF THE ITEM	<p>Safe in Safe Out (Cash) Hindi/English - Size 8½" x 6¼" (Bound) -</p> <p>Binding Specifications : ¼ sections sewn with one cloth strip at the back - full cloth/canvas strip pasted on the spine – thick craft end papers pasted on the boards of first and last leaf of the register - Cloth imitation half bound with corners – 24 ozs. Straw Board to be used –</p> <p>Packing : To be packed in packets of 5 registers each in thick craft paper with printed label in Hindi/English pasted thereon.</p>
QUANTITY	250 Registers
UNIT	Register of 100 pages
PAPER SPECIFICATIONS	BALLARPUR / WEST COAST / SIRPUR / ANDHRA / CPM /AVM ROYAL LEDGER PAPER 43 X 69 CMS = 11.9/12.2 KGS
DELIVERY SCHEDULE	Within two weeks from the date of order

SR. NO.	8
STD FORM/BOOK NO	BK 2191
DESCRIPTION OF THE ITEM	<p>SAFE DEPOSIT VAULT SAFE LEDGER WITH INDEX OF 13 LVS Hindi/English - SIZE 13 ½" X 17 " BOUND</p> <p>BINDING SPECIFICATIONS : 11/12 SECTIONS SEWN WITH 2 CLOTH STRIPS ON THE BACK - FULL CLOTH/CANAVAS STRIP PASTED ON THE SPINE - STRAW BOARD FANS TO BE PROVIDED - THICK KRAFT END PAPERS PASTED ON THE BOARDS AND FIRST AND LAST LEAF OF THE LEDGER - CLOTH STRIP PASTED SEW IN THE CENTRE - CLOTH OPEN REXIONS BOUND WITH CORNERS AND MARBAL PAPER ON TOP AND BACK [BOTH SIDES] - 32/36 OZS STRAW BOARD TO BE USED.</p> <p>Packing : To be packed in LAMINATED packets of 5 registers each in LAMIANTED thick craft paper with printed label in Hindi/English pasted thereon</p>
QUANTITY	50 REGISTERS
UNIT	REGISTER OF 300 PAGES
PAPER SPECIFICATIONS	BALLARPUR / WEST COAST / ANDHRA LEDGER PAPER 43 X 69 CMS = 11.9 X 12.2 KGS
DELIVERY SCHEDULE	WITHIN TWO WEEKS FROM THE DATE OF ORDER

SR.NO.	9
STD FORM/BOOK NO.	GEN - 5
DESCRIPTION OF THE ITEM	<p>CREDIT VOUCHER</p> <p>HINDI/ENGLISH - SIZE 7¼ " X 3½" - TO BE PRINTED ON ONE SIDE ONLY - TO BE PACKED IN PACKETS OF 20 PADS EACH IN THICK KRAFT PAPER WITH PRINTED LABEL IN HINDI/ENGLISH TO BE PASTED THEREON.</p>
QUANTITY	2500 PADS
UNIT	PAD OF 100 LVS.
PAPER SPECIFICATIONS	AVM/SESHAI/SIRPUR/ANDHRA CREAMWOVE GREEN - 45.5 X 58.5 CMS = 6 KGS (47 GSM)
DELIVERY SCHEDULE	WITHIN TWO WEEKS FROM THE DATE OF ORDER.

SR.NO.	10	
STD FORM/BOOK NO.	GEN - 6	
DESCRIPTION OF THE ITEM	DEBIT VOUCHER HINDI/ENGLISH - SIZE 7½" X 3½" - TO BE PRINTED ON ONE SIDE ONLY - TO BE PACKED IN PACKETS OF 20 PADS EACH IN THICK KRAFT PAPER WITH PRINTED LABEL IN HINDI/ENGLISH TO BE PASTED THEREON.	
QUANTITY	2500 PADS	
UNIT	PAD OF 100 LVS.	
PAPER SPECIFICATIONS	BALLARPUR / WEST COAST / ANDHRA CREAMWOVE WHITE : 45.5 X 58.5 CMS = 1 KGS [60 GSM]	
DELIVERY SCHEDULE	WITHIN TWO WEEKS FROM THE DATE OF ORDER.	

SR. NO.	11	
STD FORM/BOOK NO	CLG 414 CR	
DESCRIPTION OF THE ITEM	Notes Denomination Seal - Non issuable Non Issuable - Size 16" x 8" inclusive of Text Matter - Hindi/English - To be printed in dense black ink on one side - Labels are to be supplied with pressure Sensitive gum with silicon paper pasted thereon as per our sample - <u>Packing Instructions</u> : To be packed/wrapped in thick kraft paper 50 no. seals each and put in a corrugated box 50 x20 packets = 1000 seals per box with printed label in Hindi/English to be pasted thereon.	
QUANTITY	25000 Nos. Seals	
UNIT	50 x20 packets = 1000 seals per box	
PAPER SPECIFICATIONS	BALLARPUR / ANDHRA / WEST COAST CREAMWOVE WHITE 23" X 36" = 18.1 KGS (70 GSM)	
DELIVERY SCHEDULE	WITHIN 10 DAYS FROM THE DATE OF ORDER	

SR. NO.	12	
STD FORM/BOOK NO	BK 2185	
DESCRIPTION OF THE ITEM	Document Register Hindi/English - Size 10" x 15" (Bound) <u>Binding Specifications</u> : 2/3 sections sewn with two cloth strips at the back - Full cloth/canvas strip pasted on the spine - Thick craft end papers pasted on the boards and first and last leaf of the register - Cloth imitation half bound with corners - 28 ozs straw board to be used - To be packed in packets of 5 registers each in thick craft paper with printed label in Hindi/English pasted thereon.	
QUANTITY	50 Registers	
UNIT	Register of 50 Folios	
PAPER SPECIFICATIONS	BALLARPUR / WEST COAST / SIRPUR / ANDHRA / CPM /AVM ROYAL LEDGER PAPER 51 x 76 cms = 15.5/16.1/18.1 kgs	
DELIVERY SCHEDULE	With two weeks from the date of order	

SR.NO	13
STD FORM/BOOK NO.	BK 2337 R
DESCRIPTION OF THE ITEM	<p>SAVINGS BANK / CUMULATIVE DEPOSIT ACCOUNT PAY-IN-SLIP BOOK OF 20 LVS</p> <p>MARATHI / HINDI / ENGLISH</p> <p>SIZE : 28.00 X 11.2 CMS</p> <p>MAPLITHO WHITE PAPER 45.5 x 58.5 cms = 60 GSM(INNER PAGES)</p> <p>TO BE PRINTED IN BLUE INK</p> <p>TO BE PRINTED ON BOTH SIDES WITH HOLE PERFORATION IN THE CENTRE</p> <p>TO BE STITCHED WITH ONE WIRE PIN AT THE CENTRE.</p> <p>70 GSM KRAFT PAPER TO BE USED FOR COVER PAGE</p> <p><u>PRINTING</u>: To be printed in BLUE Ink with bank's logo. To be printed on both sides, with hole perforation in the centre.</p> <p><u>PACKING</u> : To be packed in packet of 100 X 5 packets each in thick kraft paper with 4 machine patti and printed label [bank's name, item name, item number, quantity] in Hindi/English to be pasted thereon on each packet.</p>
QUANTITY	50,000 NOS.PAY-IN- SLIP BOOKS
UNIT	SLIP BOOK OF 20 LVS.
PAPER SPECIFICATIONS	<p>Ballarpur / Andhra / West Coast -Maplitho white paper</p> <p>45.5 x 58.5 cms = 60 GSM</p> <p>70 GSM KRAFT PAPER TO BE USED FOR COVER PAGE.</p>
DELIVERY SCHEDULE	With two weeks from the date of order .
RATE PER ITEM (Per Slip Book of 20 LVS)	<p>Rs. _____</p> <p>(GST as applicable will be extra)</p>

SR. NO.	14
STD FORM/BOOK NO.	BK 2336 - A
DESCRIPTION OF THE ITEM	<p>CURRENT DEPOSIT ACCOUNT / CASH CREDIT ACCOUNT PAYING-IN SLIP BOOK OF 100 LVS.</p> <ul style="list-style-type: none"> - MARATHI/HINDI/ENGLISH - SIZE : 28.00 X 11.2 CMS - TO BE PRINTED IN RED INK - TO BE PRINTED ON BOTH SIDES WITH HOLE PERFORATION IN THE CENTRE - TO BE STITCHED WITH ONE WIRE PIN AT THE CENTRE - 70 GSM KRAFT PAPER TO BE USED. <p>PRINTING: To be printed in RED Ink with bank's logo. To be printed on both sides, with hole perforation in the centre.</p> <p>PACKING : To be packed in packet of 50 books each in LAMINATED thick kraft paper with 4 machine patti and printed label [bank's name, item name, item number, quantity] in Hindi/English to be pasted thereon on each packet.</p> <p>BINDING : Kraft paper cover of 70 GSM printed in RED Ink to be drawn over with one wire stitch at the side. Books to have one wire stitch at the side with 16 ozs. straw board on both the sides with printed (Red Ink) kraft paper on the top and cloth strip pasted on the spine. Top straw board should be pasted with galley – One blank leaf to be provided at the top and bottom of the book before wire stitching and the same are to be pasted on the straw board thereafter. Kraft paper printed in red ink to be pasted at the back side of the bottom of straw board.</p>
QUANTITY	5000 SLIP BOOKS
UNIT	SLIP BOOK OF 100 LVS.
PAPER SPECIFICATIONS	<p>Ballarpur / Andhra / West Coast / Maplitho Paper white = 60 GSM</p> <p>70 GSM KRAFT PAPER TO BE USED</p>
DELIVERY SCHEDULE	With two weeks from the date of order

SR.NO.	15
STD FORM/BOOK NO.	GEN - 7
DESCRIPTION OF THE ITEM	<p>CASH VOUCHER [DEBIT]</p> <p>HINDI/ENGLISH - SIZE 9" X 3 3/4" - TO BE SERIALY NUMBERED FROM (BOOK NO.) WITH PERFORATION AS PER SPECIMEN - THE BOOK SHOULD BE SOLID STITCHED WITH 2 PINS - THICK PRINTED KRAFT PAER (91 X 11.7 CMS = 80 GSM) TO BE USED ON THE TOP AND 16 OZS. STARW BOARD TO BE USED AT THE BACK WITH COLOUR/KRAFT PAPER PASTED THEREON - CAUTION NOTICE TO BE PRINTED IN RED INK ON THE BOOK - TO BE PACKED IN PACKETS OF 10 BOOKS EACH IN LAMINATED KRAFT PAPER WITH PRINTED LABEL IN HINDI/ENGLISH TO BE PASTED THEREON.</p> <p>SERIAL NUMBER TO BE PRINTED WILL BE GIVEN IN ORDER /7 / 8 DIGIT</p>
QUANTITY	500 PADS
UNIT	PAD OF 100 LVS.
PAPER SPECIFICATIONS	SESHSAI/SIRPUR/ANDHRA CREAMWOVE PINK - 45.5 X 58.5 CMS = 6 KGS
DELIVERY SCHEDULE	WITHIN TWO WEEKS FROM THE DATE OF ORDER.

SPECIMENS OF THE ITEMS ARE AVAILABLE/KEPT FOR INSPECTION FOR TEXT MATTER AT OUR OFFICE. PLEASE ENCLOSE PAPER SAMPLE DULY SIGNED AND STAMP BY YOU MENTIONING THE NAME OF THE MILLS, GSM; ETC.(separate envelope). PLEASE QUOTE YOUR RATE PER UNIT EXCLUSIVE OF GST AND CHARGES, IF ANY.(separate envelope). ANY FUTURE INCREASE IN RAW MATERIALS AND ANY TAXES AND CHARGES WILL NOT BE PAID BY BANK. BANK'S LOGO IS TO BE PRINTED WITH BANK'S NAME AS PER OUR INSTRUCTION FOR EACH ITEM.