



HEAD OFFICE
BMC HOUSE, NH-34,
CHUANPUR,
P.O: CHALTIA, BERHAMPUR,
DIST: MURSHIDABAD 742101

Tender Notice. No. BGVB/HO/P&D/6245/2022-23

Date: 05.01.2023

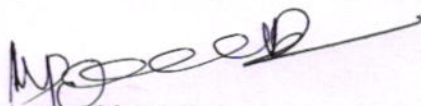
Notice inviting quotation/rate for printing and supplying of Bank's Standard Forms/Books/Registers for the year 2023 & 2024

Sealed quotations are invited by the General Manager (P&D), Bangiya Gramin Vikash Bank, Head Office for empanelment of vendor for printing and supplying of Bank's Standard Forms/Books/Registers for branches/offices under the jurisdiction of Bangiya Gramin Vikash Bank in 12 districts of West Bengal (Uttar Dinajpur, Dakshin Dinajpur, Malda, Murshidabad, Nadia, North 24 Parganas, South 24 Parganas, Purba Midnapore, Paschim Midnapore including part of Jhargram, Bankura and Purulia) for the period from January, 2023 (date of agreement) to December 31, 2023 initially and may be extended till December 31, 2024 subject to annual performance review by the Bank. Contractors may apply in prescribed quotation forms available with the General Manager, P&D Department, Bangiya Gramin Vikash Bank, Head Office, 3rd Floor, BMC House, NH-34, Chuanpur, PO- Chaltia, Berhampur, Dist- Murshidabad, West Bengal 742101. The quotation forms for above mentioned contract can also be downloaded from the Bank's website: <https://bgvb.in> under the link "<https://bgvb.in/tenders.aspx>".

The quotation, quoting the amount (excluding GST – if applicable) for carrying out the work, may be submitted in sealed envelope only super scribing "**Quotation for Printing & Supplying of Bank's Standard Forms/Books/Registers for the year 2023 & 2024**" addressed to the General Manager, P&D Department, Bangiya Gramin Vikash Bank, Head Office, 3rd Floor, BMC House, NH-34, Chuanpur, PO- Chaltia, Berhampur, Dist- Murshidabad, West Bengal 742101 **so as to reach him not later than 05.00 p.m. January 27, 2023.** Quotation received after 05:00 P.M. on January 27, 2023 will not be accepted. Quotations will be opened on January 31, 2023 at 11:00A.M. in the Bangiya Gramin Vikash Bank, Head Office, BMC House, NH-34, Chuanpur, PO- Chaltia, Berhampur, Dist- Murshidabad, West Bengal 742101. The bidders are advised to be present in person or send an authorized representative duly authorized by issuance of an 'Authority Letter' for the purpose.*For more details, kindly refer the general instructions and terms & conditions for the contract (tentative) attached herewith.

For any queries regarding the quotation, the bidders may contact P&D Department, Bangiya Gramin Vikash Bank, Head Office, 3rd Floor, BMC House, NH-34, Chuanpur, PO- Chaltia, Berhampur, Dist- Murshidabad, West Bengal 742101 Contact no: **73270 79850** Or mail to cmpd@bgvb.co.in .

The Bank reserves the right to reject any or all the quotations.


General Manager
Bangiya Gramin Vikash Bank
Head Office

Date: 05.01.2023
Place: Berhampur

**BANGIYA GRAMIN VIKASH BANK
P&D DEPARTMENT
HEAD OFFICE**

**QUOTATION FOR PRINTING AND SUPPLYING OF BANK'S STANDARD FORMS/
BOOKS/REGISTERS FOR THE YEAR 2023 & 2024**

ANNEXURE-I

Details to be filled in by bidder

1. Name of the Bidder:
2. Address:
3. Telephone No.
4. Mobile No.
5. E-mail address:
6. Fax No.
7. PAN No.
8. TAN No.
9. Year of Establishment:
10. Registration No. (Copy to be enclosed):
11. GST No (Copy to be enclosed):
12. Constitution of the Bidder (whether a company/ partnership firm/ proprietary concern, copy of document to be submitted):
13. Work Experience of the Bidder (documents supporting to similar kind of work for at least three years to be submitted):
14. Name/s of the proprietor/ partners/ Director (Copy of document to be submitted):
15. Details of Earnest Money deposited:

Amount	DD / Banker's Cheque	Drawn on	Date

16. The bidder's Annual Turnover for last three Financial Years

Financial Years	Turnover (Rs. In Lakh)	Income Tax paid (Rs. In Lakh)*
2021-22		
2020-21		
2019-20		

*Income Tax returns and audited P&L, Balance Sheet for the last three years to be attached

17. Details of the institution/s for which similar work have been done or are being carried out:

(Empanelment Letter & Satisfactory performance certificate to be submitted):

Sl. No	Name of the Institution	Address	Telephone Number, e- mail, Fax No.

18. The bidder should have never been blacklisted by any other public sector bank: Yes / No

(Undertaking in this respect to be submitted)

19. Bankers Details:

Name of the Bank	Branch Address	Nature / Type of the Account	IFSC	Account Number

I / we hereby declare that I / we have read and understood the general instructions and special conditions for the bidder and also the contents of the standard agreement and accept the same. I/We declare that the particulars/information given by us is true.

Signature	
(Authorised Person with Seal)	
Name	
Address	
Date	
Place	

Checklist for Mandatory Documents Submitted By Bidder		
SI No	Item Description	Status
1	Company Profile as Per Annexure-I	Yes / No
2	Certificate of first incorporation	Yes / No
3	Current Trade License	Yes / No
4	Photocopy of PAN	Yes / No
5	GST Registration Copy	Yes / No
6	AOA/MOA (Where ever Applicable)	Yes / No
7	Work Experience Certificate	Yes / No
8	KYC of proprietor/ partners/ Director	Yes / No
9	Earnest Money Deposited	Yes / No
10	Last 3 Years P&L Statement, Balance Sheet submitted	Yes / No
11	Last 3 Years Income Tax Returns submitted	Yes / No
12	Empanelment Letter & Satisfactory performance certificate submitted	Yes / No
13	Undertaking for not blacklisted submitted	Yes / No
14	Specimen of the all types of paper duly stamped and signed (Twelve pieces mentioning paper quality) submitted	Yes / No
15	Undertaking (Annexure-II) in Company's Letterhead submitted	Yes / No
16	Financial Bid (Annexure-III) submitted	Yes / No
17	Integrity Pact (Annexure-IV) in Rs.100/- non judicial stamp paper submitted	Yes / No

Signature	
(Authorised Person with Seal)	
Name	
Address	
Date	
Place	

Undertaking (Annexure-II)
(To be submitted in Company's Letterhead)

Place:

Date:

The General Manager (P&D)
Bangiya Gramin Vikash Bank
Head Office

Dear Sir,

QUOTATION FOR PRINTING AND SUPPLYING OF BANK'S STANDARD FORMS/ BOOKS/ REGISTERS FOR THE YEAR 2023 & 2024

1. We have carefully examined the scope of work and services specified in the memorandum hereinafter set out, having acquired the requisite information relating thereto as affecting the Quotation. We hereby undertake to adhere to specifications and instructions in writing referred to in General Instructions to the Bidder and Special conditions and with such other materials as are provided for, and in all other respects, in accordance with such conditions so far as they may be applicable.

MEMORANDUM

a.	Description	QUOTATION FOR PRINTING AND SUPPLYING OF BANK'S STANDARD FORMS/ BOOKS/REGISTERS FOR THE YEAR 2023 & 2024
b.	Earnest Money Deposit (EMD)	Rs. 25,000/- (Rupees Twenty Five Thousand only). EMD will not bear any interest.

2. We also agree that our Quotation will remain valid for acceptance by the bank for 90 days from the date of opening of the Quotations and this period of validity can be extended for such period as may be mutually agreed between the Bank and us in writing.
3. Should this Quotation be accepted, I/we hereby agree to abide by and fulfil all the terms and conditions of the Quotation and in default thereof, to forfeit and pay to you or your successor, or assignees or nominees such sums of money as are stipulated in the conditions contained in the Quotation together with the written acceptance of the Quotation.
4. I/we understand that you reserve the right to accept or reject any or all the Quotation either in full or in part without assigning any reason thereof.

Dated this _____ day of _____ 2023.

For and on behalf of M/s _____

(Signature with seal)

Name _____ Designation _____

(Certified true copy of the Power of Attorney of the above signatory should be enclosed)

General Instructions to bidders and Special Conditions

1. Quotation in prescribed form shall be submitted in sealed envelope superscripting **“Quotation for Printing & Supplying of Bank’s Standard Forms/Books/Registers for the year 2023 & 2024”** and addressed to the General Manager, P&D Department, Bangiya Gramin Vikash Bank, Head Office and **should reach the office not later than 1700 hours IST on January 27, 2023**. Quotations submitted through Fax and E-mail shall not be accepted. The full name, postal address, e-mail address and telephone/mobile number of the bidder shall be written on the sealed envelope.
2. The Quotation, duly sealed, may also be deposited in the P&D Department, Bangiya Gramin Vikash Bank, Head Office, BMC House, NH-34, Chuanpur, PO- Chaltia, Berhampur, Dist- Murshidabad, West Bengal 742101. No Quotation shall be received/accepted after the stipulated time and date.
3. The applicant must submit the copy of the Trade license issued by Municipality/ Corporation or any Registration Authority.
4. Rates are to be quoted only in the prescribed annexure attached with this Notice. Quoted rate submitted in any other format, will be liable to cancel.
5. After expiry of the above time schedule no quotation will be accepted.
6. An Earnest Money Deposit (EMD): **EMD of Rs 25000/- (Rupees Twenty Five Thousand Only) has to be enclosed along with the tender**. The EMD shall be only in the form of Demand Draft drawn in favour of “Bangiya Gramin Vikash Bank”, payable at Berhampore, along with the tender, failing which the bid will summarily be rejected. The printers/suppliers/firms who have already deposited such earnest/security money earlier to BGVB and the amount is still at its credit, they also have to submit the EMD as per guidelines. No Cheque / Cash shall be accepted as EMD.
7. **The selected vendor shall place a security deposit in the tune of Rs.50000/- (Rupees Fifty Thousand Only) in the form of Fixed Deposit with the Bank which to be retained by the Bank for one year/agreement end date which is later**. Earnest Money Deposited by the Successful bidder will be converted to Security Deposit and residual amount (if any) has to be deposited by the selected vendor along with the printers/suppliers/firms who have already deposited such earnest/security money earlier to BGVB and the amount is still at its credit. EMD of unsuccessful bidder will be refunded within 30 days after the bid opening day without any interest thereof.
8. All copies of the Quotations should be completed in all respects with all attachments/ enclosures/ Annexure. If any of the documents is missing or unsigned, the Quotation may be considered invalid by the Bank at its discretion.
9. The Quotation form must be filled in and all entries must be made by hand and written with ball pen.
10. All erasures and alterations made while filling the tender must be attested with initials of the tenderer. Overwriting of figures is not permitted. Failure to comply with either of these conditions will render the tender invalid.
11. **Should have registered offices/branches/printing press in West Bengal.**
12. The applicant should have ability to provide printing in Bengali & English languages.
13. All tenders/bids shall be the property of Bangiya Gramin Vikash Bank, and contractors will lay no claim whatsoever on the same.
14. **The Tenderer must have experience of minimum 03 years in Nationalized Bank and/or Regional Rural Banks**. Please enclose the photocopy of order received from any three Nationalized Bank and/or Regional Rural Banks during 2019-20, 2020-21 and 2021-22.
15. Selected printer will have to deliver the material within the quoted rate within due time i.e. 20 calendar days. Otherwise supply of other selected items or further participation in tender process may be suspended.
16. Supply of the articles is to be made in due time and any deviation/delay may attract penalty/Black Listing and security money may also be forfeited. If supplies are not made within stipulated date, a penalty @1.00% of the bill amount will be levied for the first week and deducted out of the bill amount. Thereafter, a penalty @5.00% of the bill amount will be levied on a fortnight basis or part thereof of continuous default.
17. In case of failure or delayed supplies, fully or partially, the Bank is at liberty to purchase the same through other sources at its sole discretion and the difference in cost, if any may be recovered from the defaulting printer/supplier/vendor.

18. Printed Stationery Items must be properly packed and should be delivered at respective Regional Office/Stationery Store as per the approved rates without any additional cost for packing and delivery.
19. All types of papers required for printing has to be arranged by printer only and Bank will not supply paper.
20. The Quotation, to be submitted shall contain:
 - The details of the Bidder in the prescribed format;
 - The undertaking and acceptance of the terms and conditions with sign and stamp in all pages;
 - In case of company/ firm, Power of Attorney/authorisation with the seal of the company/firm in the name of the person signing the Quotation documents;
 - Any other information the Bidder wishes to furnish.
 - The rate/s will be inclusive of all charges such as- delivery charges but exclusive of GST etc
21. **Quotations will be opened on January 31, 2023 at 1100 hours IST** in the Bangiya Gramin Vikash Bank, Head Office, BMC House, NH-34, Chuanpur, PO- Chaltia, Berhampur, Dist- Murshidabad, West Bengal 742101.
22. **All the pages of the tender documents should be signed by the tenderer.**
23. The bidders or their authorised (duly authorised by a letter issued by the bidder) representatives are advised and allowed to be present at the time and place of opening of the bids.
24. Further in case if later transpires that any particular printing agency/supplier has any sort of unsatisfactory track record in past, Bank reserves the right to cancel the application at its own discretion.
25. Bank reserves right to accept / reject any or all of the offers either in whole or in part without assigning any reason whatsoever and does not bind himself to accept the lowest tender. **Bank also reserves the rights to split the order amongst two or more vendors if required, to ensure timely supply and to avoid dependence on only one supplier.** Bank reserve the right to negotiate with the lowest or any other tender/s.
26. On receipt of intimation from the Bank of the acceptance of his Quotation, the successful Bidder shall sign an agreement/contract within ten days. However, the written acceptance of the Quotation by the Bangiya Gramin Vikash Bank will constitute a binding contract between the Bangiya Gramin Vikash Bank and the person so bidding, whether such formal agreement is subsequently executed or not.
27. In case L1 backs out, Bank reserves the right to entrust to L2, and similarly L3/L4. In that case, EMD of the concerned bidder will be forfeited.
28. The work period shall be from January 01, 2023 /date of agreement to December 31, 2023 which can be extended by the Bank at its option for further period of one year subject to satisfactory performance.
29. Quotations will be evaluated on the basis of lowest quoted rate per item (L-1) and Bank need not necessarily accept the lowest tender and the decision of the Bank in this regard will be final.
30. It may be noted that once the offer is accepted, vendor will be bound to execute it within the due time till 31-12-2024 (subject to satisfactory performance review by Bank at its own discretion) and no request for increase in the rate subsequently nor any excuse for not executing the order due to any reason whatsoever including on account of non-availability of specified paper/material will be entertained.
31. Bank reserve the right to visit vendor's press/Bank store by any authorised officer to verify the quality of items supplied and may opt for certification of the printing items supplied from any agency if required. Materials will be rejected if any defect/deviation in quality from specification is found as given in the prescribed annexure attached along with attract penalty/Black Listing of the concerned vendor and security money may be forfeited.
32. The specimen of the all types of paper (**Twelve pieces mentioning paper quality**) is to be submitted with the quotation mentioning the paper type duly signed and stamped. Non-Submission of the same will be liable to cancel.
33. The successful Bidder as concluded by BGVB shall sign a Service Level Agreement (SLA). BGVB may, at its sole discretion, incorporate any portion of any successful Response of a successful Bidder in to the final SLA agreement.
34. All the intended bidders must submit Integrity Pact in Rs.100/- Non-Judicial Stamp paper as per attached Annexure.

35. The proposal may be submitted along with the covering letter about the proposal, accompanied by the information/documents indicated in the Annexures and the declaration signed by the authorized signatory with Seal of the Company. All pages of the proposal/bid document along with Annexures are required to be signed and stamped.
36. Any claim, dispute or difference arising out of or in connection with this agreement and which cannot be settled by mutual consultations, shall be referred to sole Arbitration or an Arbitrator to be appointed by Bank. The award of the Arbitrator shall be final and binding between the parties as per the terms and conditions of the Agreement to be executed on award of contract. The Arbitrator proceeding shall be governed by the Arbitration and Conciliation Act 1996 and shall be conducted in Kolkata. The agreement is subject to the jurisdiction of the courts at Kolkata.
37. Bank reserves all the rights to reject one or all Tenders without assigning any reason.
38. Any violation of instruction/agreement or suppression of facts will attract cancellation of agreement without any reference or any notice period and in such case the amount of earnest money/security deposit will be forfeited.
39. The bidder shall ensure compliance of all statutory laws & bye laws of the central Govt/ state Govt/Municipal authorities related to the employment of their staff and all obligations under Minimum Wage Act, Workman Compensation Act, Provident Fund & Miscellaneous Provision Act, Bonus Act, Contract Labour Act 1970 & other legislative enactment applicable etc. Bank will not be responsible for such purposes in anyway.
40. At any time prior to the deadline for submission of Tender, the Bank may for any reason, modify the Tender notice. As such bidders are requested to see Bank's web site (<https://bgvib.in>) once again before the last date of submission of bid to ensure that they have not missed any corrigendum uploaded against the said Tender notice. The responsibility of downloading the related corrigendum, if any, will be of the bidder only. No separate intimation in respect of corrigendum to this Tender Notice (if any) will be sent to the intended bidders(s) who have downloaded the documents from the website. In case any bidder has already submitted proposal before issue of corrigendum, the bidder may submit additional documents/information pertaining to that corrigendum, but only before the last date of submission of bid.
41. The tenderer should have never been blacklisted by any other public sector bank and undertaking in this respect to be submitted.
42. The quantity mentioned here are purely indicative and actual quantity may increase or decrease according to demand from the branches/offices.
43. The intending bidder should thoroughly go through and understand the above terms and conditions and only such of those who are willing to fulfil all the terms and conditions of the agreement should submit the Quotation.
44. In case of any unexpected interruption due to events beyond control of the procurement committee, the process will be continued on the subsequent working day at the scheduled time.
- 45. Payment Terms:**
- No advance payment will be made.
 - The Order and payment for supplying printing materials would be made by concerned Regional Office as per the approved rates.
 - The payment shall be done after supplying the ordered item within due time to respective regional office/stationery store after getting satisfactory quality reports (to be conducted by Bank whenever required).
 - Income Tax and surcharge will be deducted as per Govt. of India rules.
 - Infringement of any of the above terms will be deemed to be breach of contract and contract will be cancelled forthwith empowering the Bank to institute a legal action as remedy against for the compensation.

I / we hereby declare that I / we have read and understood the general instructions for bidder and also the contents of the standard agreement and accept the same.

Signature	
(Authorised Person with Seal)	
Name	
Address	
Date	
Place	

ANNEXURE-IV

INTEGRITY PACT

Bangiya Gramin Vikash Bank, constituted under the Regional Rural Banks Act, 1976 and having its Head Office at Berhampore, Murshidabad, PIN – 742101, West Bengal hereinafter referred to as “The Buyer”, which expression shall mean and include unless the context otherwise requires, its successors in office and assigns of the First Part.

And

M/s. _____ having its registered office at _____ hereinafter referred to as “The Bidder/Contractor/Seller”, which expression shall mean and include unless the context otherwise requires, successors and permitted assigns of the Second part.

Preamble:

Whereas the buyer intends to procure (Name of the Stores/Equipment / item / Services), under laid down organizational procedures and the BIDDER/Seller is desirous of offering / has offered the stores/Equipment / item / Services and

WHEREAS the BIDDER is a private company /public company / Government undertaking / partnership / LLP / registered export agency and is the original manufacturer / Integrator / authorized / Government sponsored export entity of the stores / equipment / item or Service Provider in respect of services constituted in accordance with the relevant law in the matter and the buyer is a Regional Rural Bank and a Government Undertaking as such.

WHEREAS the BUYER has floated a tender (Tender No.:) hereinafter referred to as “Tender / RFP/RFQ” and intends to award, under laid down organizational procedures, contract/s purchase order / work order for (name of contract/order) or items covered under the tender hereinafter referred to as the “Contract”.

AND WHEREAS the BUYER values full compliance with all relevant laws of the land, rules, bye-laws, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Pact or “Pact”, the terms and conditions of which shall also be read as Integral part and parcel of the Tender documents and Contract between the parties.

NOW, THEREFORE in, consideration of mutual covenants contained in this Pact, to avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings, the parties hereby agree as follows and this Pact witnessed as under:

The contract is to be entered into with a view to:-

Enabling the BUYER to procure the desired said stores/ equipment/ item/ Services at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement and

Enabling BIDDERS to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the BUYER will commit to prevent corruption, in any and all forms, by its officials by following transparent procedures.

In order to achieve these goals, the Buyer will appoint Independent External Monitors (IEMs) who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above. The parties hereby agree hereto to enter into this Integrity Pact and agree as follows:

Section 1- Commitments of the Buyer

(1) The Buyer commits itself to take all measures necessary to prevent corruption and to observe the following principles:-

- a. No employee of the Buyer, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
- b. The Buyer will, during the tender process treat all Bidder(s) with equity and reason. The Buyer will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential/additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
- c. The Buyer will exclude from the process all known prejudiced person.

(2) If the Buyer obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Buyer will inform the Chief Vigilance Officer and in addition can initiate disciplinary actions.

Section 2- Commitments of the Bidder(s) / Contractor(s)

(1) The Bidder(s)/Contractor(s) commit themselves to take all measures necessary to prevent corruption during any stage of bid process/contract. The Bidder(s)/Contractor(s) commit themselves to observe the following principles during participation in the tender process and during the contract execution.

- a. The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer promise or give to any of the Buyer's employees involved in the tender process or the execution of the contract or to any third person any material or the other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
- b. The Bidder(s)/Contractor(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
- c. The Bidder(s)/ Contractor(s) will not commit any offence under the relevant IPC/PC Act; further the Bidder(s)/Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Buyer as part of the business relationship, regarding plans., technical proposal and business details, including information contained or transmitted electronically.
- d. The Bidder(s)/Contractor(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any, similarly the Bidder(s)/Contractor(s) of Indian Nationality shall furnish the name and address of the foreign Buyers, if any. Further details as mentioned in the "Guidelines on Indian Agents of Foreign Suppliers" shall be disclosed by the Bidder(s)/Contractor(s). Further, as mentioned in the Guidelines all the payments made to the Indian agent/representative have to be in Indian Rupees only.
- e. The Bidder(s)/Contractor(s) will, when presenting their bid, disclose any and all payments made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

f. Bidder(s)/Contractor(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.

(2). The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3-Disqualification from tender process and exclusion from future contracts.

If the Bidder(s)/Contractor(s) before award or during execution has committed a transgression through a violation of Section 2, above or in any other form such as to put their reliability or credibility in question, the Buyer is entitled to disqualify the Bidder(s)/Contractor(s) from the tender process or take action as per the existing provisions of GFR, 2017, PC Act, 1988 and other Financial Rules/Guidelines etc.

Section 4- Compensation for Damages

(1). If the Buyer has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Buyer is entitled to demand and recover the damages equivalent to earnest Money Deposit/Bid Security.

(2). If the Buyer has terminated the contract according to Section 3, or the Buyer is entitled to terminate the contract according to Section 3, the Buyer shall be entitled to demand and recover from the Contractor liquidated damages of the contract value or the amount equivalent to Performance Bank Guarantee.

Section 5- Previous transgression

(1) The Bidder declares that no previous transgression occurred in the last three years immediate before signing of this integrity pact with any other Company in any country conforming to the anti-corruption approach or with any Public Sector Enterprises or central/state government department in India that could justify his exclusion from the tender process.

(2). If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or action can be taken as per the procedure mentioned in "Guidelines on Banning of business dealing".

Section 6- Equal treatment of all Bidders/Contractors/Subcontractors

(1) In case of sub-contracting, the Buyer contractor shall take the responsibility of the adoption of IP by the sub-contractor. It is to be ensured that all sub-contractors also sign the IP.

(2) The Buyer will enter into agreements with identical conditions as this one with all Bidders and Contractors.

(3) The Buyer will disqualify from the tender process all the Bidders who do not sign this Pact or violate its provisions.

Section 7- Criminal charges against violating Bidder(s)/ Contractor(s)/ Subcontractor(s)

If the Buyer obtains knowledge of conduct of a Bidder, Contractor or Sub contractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Buyer has substantive suspicion in this regard, the Buyer will inform the same to the Chief Vigilance Officer.

Section 8- Independent External Monitor

(1) The Buyer appoints competent and credible Independent External Monitor for this Pact after approval by Central Vigilance Commission. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under the agreement.

(2) The Monitor is not subject to instructions by the representatives of the parties and performs his/her functions neutrally and independently. The Monitor would be provided access to all documents/records pertaining to the contract for which a complaint or issue is raised before them, as and when warranted. However, the documents/ records/ information having National Security implications and those documents which have been classified as Secret/Top Secret are not to be disclosed. It will be obligatory for him/her to treat the information and documents of the Bidders/Contractors as confidential. He/she reports to the Chairman, Bangiya Gramin Vikash Bank.

(3) The Bidder(s)/Contractor(s) accepts that the Monitor has the right to access without restriction to all project documentation of the Buyer including that provided by the Bidder(s)/ Contractor(s). The Bidder(s)/Contractor(s) will also grant the Monitor, upon his/her request and demonstration of a valid interest, unrestricted and unconditional access to their project documentation. The same is applicable to Sub-contractor.

(4) The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/Contractor(s)/Subcontractor(s) with confidentiality. The Monitor has also signed declarations on "Non-Disclosure of Confidential Information" and of "Absence of Conflict of Interest". In case of any conflict of interest arising at a later date, the IEM shall inform Chairman, Bangiya Gramin Vikash Bank and recues himself/herself from that case.

(5) The Buyer will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Buyer and Contractor. The parties offer to the Monitor the option to participate in such meetings.

(6) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he/she will so inform the Management of the Buyer and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.

(7) The Monitor will submit a written report to the Chairman, Bangiya Gramin Vikash Bank within 8 to 10 weeks from the date of reference or intimation to him by the Buyer and, should the occasion arise, submit proposals for correcting problematic situations.

(8) If the Monitor has reported to the Chairman, Bangiya Gramin Vikash Bank, a substantiated suspicion of an offence under relevant IPC/PC Act, and the Chairman has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.

(9) The word '**Monitor**' would include both singular and plural.

Section 09- Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded. Any violation of the same would entail disqualification of the bidders and exclusion future business dealings.

If any claim is made/lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged/ determined by Chairman, BGVB.

Section 10- Other provisions

(1) This agreement is subject to Indian Law. Place of performance and jurisdiction is The “Place of award of work”.

(2) The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of to the extant law in force relating to any civil or criminal proceedings.

(3) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

(4) If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.

(5) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

(6) Issues like warranty/Guarantee etc. shall be outside the purview of IEMs.

(7) In the event of any contradiction between the Integrity Pact and its Annexure, the Clause in the Integrity Pact will prevail.

The parties hereby sign this Integrity pact aton

BUYER	BIDDER
Signature (with seal)	Signature (with seal)
Name of the Officer:	Name of the Officer:
Designation:	Designation:
Bangiya Gramin Vikash Bank:	Bidder's Company Name:
Witness	Witness
1.	1.
2.	2.

DISCLAIMER

1. Bangiya Gramin Vikash Bank, P&D Department, Head Office, has prepared this document to give background information on the project to the interested parties. While Bangiya Gramin Vikash Bank has taken due care in the preparation of the information contained herein and believe it to be accurate, neither Bangiya Gramin Vikash Bank, nor any of its authorities or agencies nor any of their respective officers, employees, agents or advisors give any warranty or make any representations, express or implied as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it.
2. The information is not intended to be exhaustive. Interested parties are required to make their own inquiries and respondents will be required to confirm in writing that they have done so and they do not rely only on the information provided by BGVB in submitting the quotation. The information is provided on the basis that it is non– binding on Bangiya Gramin Vikash Bank or any of its respective officers, employees, agents or advisors.
3. Bangiya Gramin Vikash Bank reserves the right not to proceed with the project or to change the configuration of the Project, to alter the time table reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the matter further with any party expressing interest.



BANGIYA GRAMIN VIKASH BANK

(A GOVT. ENTERPRISE)

HEAD OFFICE: BERHAMPORE, MURSHIDABAD

Planning & Development Department

TENDER OF PRINTING MATERIALS W.E.F. 01.01.2023 TO 31.12.2024							ANNEXURE-III
SL. No	ITEM	Code No.	SIZE	VOLUME		PAPER QUALITY	RATE QUOTED
1	ATTENDANCE REGISTER	3	13"x8"	50 Folio/Camvis Binding	Piece	70 GSM Ledger sirpur	
2	CASH BOOK	4	13"x8"	300 folio/ camvas Binding	Piece	70 GSM Andhra/ sirpur Ledger	
3	CASH REMITTANCE REGISTER(INWARD)	5	13"x8"	100 Folio/Camvis Binding	Piece	70 GSM Led ger sirpur	
4	CASH REMITTANCE REGISTER(OUTWARD)	6	13"x8"	100 Folio/Camvis Binding	Piece	70 GSM Led ger sirpur	
5	CHEQUE COLLECTION REGISTER	7	13"x8"	100 Folio/Camvis Binding	Misc	70 GSM Andhra/ sirpur Ledger	
6	CHEQUE ISSUE REGISTER	8	13"x8"	100 Folio/Camvis Binding	Piece	70 GSM Ledger sirpur	
7	A/C CLOSED REGISTER	9	13"x8"	100 Folio/Camvis Binding	Piece	70 GSM Led ger sirpur	
8	DEPOSIT SUSPENSE REGISTER	10	13"x8"	100 Folio/Camvis Binding	Piece	70 GSM Andhra/ sirpur Ledger	
9	INVENTORY OF DEAD STOCK REGISTER	13	14.5"x9.5"	50 Folio/Camvis Binding	Piece	70 GSM Ledger sirpur	
10	LETTER DESPATCH REGISTER	14	13"x8"	200 Folio/Camvis Binding	Piece	70 GSM Andhra/ sirpur Ledger	
11	LETTER RECEIVING REGISTER	15	13"x8"	200 Folio/Camvis Binding	Piece	70 GSM Led ger sirpur	
12	LIMITATION REGISTER	16	13"x8"	200 page/Camvis Binding	Piece	70 GSM Ledger sirpur	
13	PASS BOOK ISSUE REGISTER	23	13"x8"	200 pages/Camvis Binding	Piece	70 GSM Andhra/ sirpur Ledger	
14	PROPOSAL RECEIVING CUM DISPOSAL REGISTER.	24	14.5"x10"	100 Folio/Canvis Binding	Piece	70 GSM Andhra/ sirpur Ledger	
15	SAFE GUIDE REGISTER	26	14.5"x10"	100 Folio/Cloth Binding	Piece	70 GSM sirpur Ledger	
16	SB A/C OPENING REGISTER	27	13"x8"	100 Folio/Camvis Binding	Piece	70 GSM Andhra/ sirpur Ledger	
17	SECURITY REGISTER	28	13"x8"	200 page/Camvis Binding	Piece	70 GSM Andhra/ sirpur Ledger	
18	TOKEN REGISTER	31	8 ³ / ₄ x10 ³ / ₄	200 pages/Camvis Binding	Piece	60 GSM Maplito	
19	TRANSFER JOURNAL REGISTER	32	13"x8"	200 pages/Camvis Binding	Piece	70 GSM Andhra/ sirpur Ledger	
20	APPLICATION FOR KISAN CARD SCHEME	36	13.5"x8.5"	1 Pages(Both side printing)	100pc s/ Pad	60 GSM White Andhra	
21	APPLICATION FOR LOAN/ OVERDRAFT AGAINST FIXED AND OTHER DEPOSIT , LIFE POLICIES ETC.	37	33x20.5cm	1 Page(Both side printing)	PAD (100p cs)	70 GSM Andhra/ sirpur Ledger	

22	APPLICATION FORM FOR AGRICULTURE LOAN ST/MT	38	33.5x21 cm	2 Pages(3 side printing)	(100 pcs) Bundl	60 GSM White Andhra	
23	BALANCE CONFIRMATION LETTER OF CD/CC	47	24.5x18cm	1 Page(one side printing)	PAD (100p	60 GSM White Andhra	
24	CHECK LIST FORWADING ADVANCE PROPOSAL	48	33x20.5cm	2 Pages(3 side printing)	(100p cs) Bundl	60 GSM White Andhra	
25	CONSENT LETTER WITH BIO-DATA OF THE GUARANTOR	49	33.5x21.5 cm	1 Page(one side printing)	100 pcs/ Pad	60 GSM WhiteAndhra	
26	DISCRETIONARY POWER STATEMENT below 5 lakhs	51	40x32cm	1 Page(Both side printing)	100 pcs/ PAD	54 GSM white Andhra	
27	DETAIL BIO-DATA OF THE PROPOSED BORROWER	52	33.5x21.5cm	1 Page(one side printing)	PAD (100p	60 GSM WhiteAndhra	
28	FORM- 60	53	22x17.5 cm	1 Page(Both side printing)	PAD (100p	54 GSM white Andhra	
29	FORM NO-15 G	54	30x19.5cm	1 Page(Both side printing)	PAD (100p	54 GSM white Andhra	
30	FORM NO-15 H	55	30x19.5cm	1 Page(Both side printing)	PAD (100p	54 GSM white Andhra	
31	INSPECTION REPORT	57	31.5x20cm	1 Page(Both side printing)	PAD (100p	60 GSM WhiteAndhra	
32	K Y C FORM	58	30x19.5 cm	1 Page(one side printing)	PAD (100p	70 GSM Andhra/ sirpur Ledger	
33	LETTER OF PATRONISING	60	21.5x18cm	1 Page(one side printing)	100pc s/ Pad	60 GSM White Andhra	
34	LETTER OF THANKS	61	21.5x18cm	1 Page(one side printing)	100pc s/ Pad	60 GSM White Andhra	
35	LOAN APPLICATION FOR SELF HELP GROUP INCLUDING OPENING FORM OF SHG-SAVINGS BANK ACCOUNT	62	33.5x21 cm	09 Pages (8 pages Both side printing and one page single side printing)	(100S ET) Bundl e	60 GSM White Andhra	
36	NOTING OF CHARGE NSC/KVP	63	18x21.5cm	1 Page(one side printing)	PAD (100p	60 GSM White Andhra	
37	OPINION SHEET	64	31.5x20cm	1 Page(one side printing)	PAD (100p	60GSM whiteAndhra	
38	REVIVAL LETTER FORM (A)	69	27x21cm	1 Page(one side printing)	PAD (100p	70 GSM Andhra/ sirpur Ledger	
39	REVIVAL LETTER FORM (B)	70	29x21.5cm	1 Page(one side printing)	PAD (100p	60 GSM WhiteAndhra	
40	STOCK STATEMENT	74	29.5x21cm	1 Page(one side printing)	100pc s/ Pad	60 GSM White Andhra	
41	TRANSFER OF NSC/KVP	75	18x21.5cm	1 Page(one side printing)	PAD (100p	60 GSM White Andhra	
42	CD A/C Opening Form	78	28.5x21.5cm	1 Page(Both side printing)	100 Pcs/ Pad	80 GSM sirpur Ledger/ westcost	
43	Cheque Return pad	80	18x11.5 cm	1 Page(one side printing)	100 Pcs/ Pad	54 GSM Andhra	
44	COVER FILE	81		Best quality with full flap	Piece	As per sample	
45	Credit offset Voucher	82	21.5x14.5 cm	100 x2 Pages(one side printing)	Pad	54 GSM Andhra	
46	Debit offset Voucher	84	21.5x14.5 cm	100 x2 Pages (one side printing)	Pad	54 GSM Andhra	
47	Draft requisition Form	85	26x12.5 cm	1 Pages (one side printing) As per sample	25 Pcs / Pad	54 GSM Andhra	
48	ENVELOPE (paper Brown)22x10cm	86	22x10cm		100 Pcs/ Bundl	As Per Banks Specification	

49	ENVELOPE (paper Brown)28x12.5cm	87	28x12.5cm		Bundl e (100p	As Per Banks Specification	
50	FD A/c Opening Form	90	28.5x21.5 cm	1 Page(Both side printing)	Pcs/ Pad	80 GSM sirpur Ledger/ westcost	
51	FD/RIP/CC Certificate cover Printing on one side and one side Transparant(Colour)	91	27x16.5 cm		Piece	As Per Banks Specification	
52	LACE FILE	92	14"x12"	32 pound board.Good quality. Lace gap-300 sheets minimum.	Piece		
53	LETTER HEAD PAD (BIG)	93	29X20.5C m		PAD (100p	70GSM Maplitho Andhra	
54	LETTER HEAD PAD(MEDIUM)	94	25.5x18.5c m		PAD (100p	70GSM Maplitho Andhra	
55	Loan Pass Book	95	14x9cm	Board Cover (with 2 pages, 54 Gsm Andhra Both Side Printing)	Piece	As per sample	
56	Mis. Deposit Slip(Loose)	96	28x10.5 cm	1 Page(Both side printing)	1000 Pcs/ Bundl	54 GSM Andhra	
57	RD A/c Opening Form	100	28.5x21.5 cm	1 Page(Both side printing)	100 Pcs/ Pad	80 GSM sirpur Ledger /westcost	
58	RD Pass Book(with jacket)	102	12.x9 cm	Board Cover with 8 pages (Both Side Printing)	Piece	As per sample	
59	Register cum-schedule of Draft issued	103	Yellow copy 21x21cm and white copy33.5x 21cm	50 x2 Pages 1st copy will be yellow colour with perforation duplicate copy will be white	Piece (As per Sampl e)	54 GSM Andhra/As per sample	
60	RIP A/c Opening Form	105	33.5x21.5c m	1 Page(Both side printing)	100 Pcs/ Pad	80 GSM sirpur Ledger/ westcost	
61	SB withdrawl Slip(PAD)	106	20.5x10.5 cm	1 Page(one side printing)	100 Pcs/ Pad	70 GSM sirpur Ledger/ west cost	
62	SB SS card	108	14.5x10.5 cm	1 Page(Both side printing)	100 Pcs/ Pad	White Board Andhra 12.6kg	
63	SB A/C Opening Form	112	30x21.5cm	2 Pages(Both side printing)	1000 pieces Bundl e	80 GSM sirpur Ledger/westcost	
64	Passbook(NREGS)	114	5.6"*7"	Both side printMG board 9.7 kg	Piece	Sample from HO	
65	Credit Voucher Tr & Cash	119	18x10.5 cm	1 Page(one side printing)	100 Pcs/ Pad	54 GSM Andhra	
66	Debit Voucher Tr&cash	120	18x10.5 cm	1 Page(one side printing)	100 Pcs/ Pad	54 GSM Andhra	
67	AGREEMENT FOR TERM LOAN AND HYPOTHECATION	130	33.5x21.5c m	2Pages(Both side printing)	Bundl e (100p	70 GSM Andhra/ sirpur Ledger	
68	DEED OF HYPOTHECATION (TRANSPORT)	132	33.5x21.5c m	4Pages(Both side printing)	Bundl e (100p	70 GSM Andhra/ sirpur Ledger	
69	FORM-1	133	32.5x20.5c m	1 Page(Both side printing)	PAD (100p	70 GSM Andhra/ sirpur Ledger	
70	HYPOTHECATION OF GOODS	134	33x20.5 cm	2 Pages(Both side printing)	Bundl e (100p	70 GSM Andhra/ sirpur Ledger	

71	HYPOTHECATION OF DEBT & MOVEABLE ASSETS	135	33x20.5 cm	2Pages(Both side printing)	Bundle (100p)	70 GSM Andhra/sirpur Ledger	
72	LETTER OF CONTINUITY	137	22.5x18.5cm	1 Page(one side printing)	PAD (100p)	70 GSM Andhra/sirpur Ledger	
73	LETTER OF GUARANTEE	138	33x20.5 cm	2Pages(Both side printing)	Bundle (100p)	70 GSM Andhra/sirpur Ledger	
74	LETTER OF LIEN	139	31.5x19 cm	1 Page(Both side printing)	PAD (100p)	60 GSM WhiteAndhra	
75	LETTER OF SET OFF	140	21.5x14cm	1 Page(one side printing)	PAD (100p)	60 GSM WhiteAndhra	
76	PRONOTE	142	21x16.5 cm	1 Page(one side printing)	PAD (100p)	80GSM Ledger sirpur/Andhra	
77	APPLICATION FORM FOR PERSONAL LOAN WITH SANCTION LETTER	149	28x23cm	10 Pages(5 pages Both side printing)	Per piece	60 GSM WhiteAndhra	
78	HYPOTHECATION OF PLANT & MACHINERY	150	33x20.5 cm	2Pages(Both side printing)	PAD (100p)	70 GSM Andhra/sirpur Ledger	
79	BALANCE CONFIRMATION CERTIFICATE	153	32x20cm	1 Page(one side printing)	PAD (100p)	60 GSM WhiteAndhra	
80	Collection of Cheque	157	18x11.5 cm	1 Page(one side printing)	100 Pcs/Bundle	54 GSM Andhra	
81	KEY REGISTER	158	10"x7"	200 pages/Camvis Binding	Piece	70 GSM Ledger sirpur	
82	KISSAN CREDIT CARD	159	13.5x10.5cm		Piece	As per sample	
83	LINK LETTER	162	21.5x19.5cm	1 Page(one side printing)	PAD (100p)	70 GSM Andhra/sirpur Ledger	
84	MD DAILY STATEMENT	163	30.5x18.5cm	1 Page(one side printing)	PAD (100p)	54 GSM WhiteAndhra	
85	MD MONTHLY COLLECTION PAD	164	38x30.5cm	1 Page, one side printing (Perforated)	PAD (100pcs)	54 GSM WhiteAndhra	
86	MD STOCK CUM ISSUANCE REGISTER	165	13"x8"	100 folio/ canvas Binding	Per piece	70 GSM Andhra/sirpur Ledger	
87	MD(SS) A/C OPENING FORM	166	25x18.5cm	1 Page(Both side printing)	PAD (100p)	80 GSM sirpur Ledger/Andhra	
88	MD(SS) BINDER	167	7.5"x10.5"		Per piece	A Model With Lock	
89	MD(SS) COMMISSION REGISTER	168	12x7.5"	200 pages/Canvas Binding	Per piece	70 GSM Andhra/sirpur Ledger	
90	MD(SS) LOOSE LEAF	169	7.5"x10.5"	1 Page(Both side printing)	1000 pcs/Package	110 GSM sirpur ledger/ westcost	
91	MD (SS) PASS BOOK	170	27.5x11.5cm	100 Pieces	Bundle	As per sample	
92	NOMINATION FORM- DA-I& DA-III	171	30x18cm	1 Page(Both side printing)	PAD (100p)	60 GSM WhiteAndhra	
93	Nomination form- DA-II	172			1000pcs/Bundle	70 GSM Andhra/sirpur Ledger	
94	Note stitching slip	173	7.5"x2.5"	1000 pieces in a bundle	Bundle	54 GSM (As per sample)	
95	Note Sticker (Roll)	174	1inchx100 miter	with self gum	Per Roll	As per sample(H.O)	
96	PAY BILL	175	35"x10"	1 Page(one side printing)	100 pcs/Bundle	80 GSM Ledger sirpur	
97	OPTION SHEET	181	6.5"x7.5"	1 Page(one side printing)	100 pcs/Bundle	60 GSM WhiteAndhra	
98	TA Bill Form	185	33x20.5 cm	1 Pages(Both side printing)	100 pcs/Bundle	54 GSM Andhra	

99	Final Demand Notice	186	8"x5.5"	1 page (One page perforated)	100 pcs/ Pad	54 GSM White Andhra	
100	APPLICATION FOR GENERAL CREDIT CARD	187	8.5"*13.5"	1 Page (yellow) both side print	100 pcs/ Pad	70 GSM Andhra/ sirpur Ledger	
101	Vernacular Confirmation	194	8.25x6.5	1 Page(One side printing)	100 pcs/ Pad	54/60 GSM Andhra, Suprime paper	
102	LTI PAD	195	12*15cm	One side print	100 pcs/ Pad	70 GSM Andhra/ sirpur Ledger	
103	Application for HBL(Others)/STAFF COM	196	8.5"*11.5"	4 Pages both side print	Piece	70 GSM Andhra/ sirpur Ledger	
104	Saral A/C opening form for no frill A/c	197	13.5"x8.5"	One page both side print	100 pcs/ Pad	70 GSM Andhra/ sirpur Ledger	
105	KCC Withdrawal form	198	5"*8.5"	One side print	100 pcs/ Pad	60 GSM Andhra/ sirpur Ledger	
106	1st Reminder	200	8"x5.5"	1 page (One page perforated)	100 pcs/ Pad	54 GSM White Andhra	
107	2nd Reminder	201	8"x5.5"	1 page (One page perforated)	100 pcs/ Pad	54 GSM White Andhra	
108	Final Reminder	202	8"x5.5"	1 page (One page perforated)	100cs/ Pad	54 GSM White Andhra	
109	D P Statement-I	203	12.5"*15.5"	1 page	100cs/ Pad	60 GSM White Andhra	
110	D P Statement-II	204	14.5"*19.5"	1 page	100cs/ Pad	60 GSM White Andhra	
111	Processing sheet for compromise settlement upto 1 lac	205	8.5"*13"	1 Page Both side print	100cs/ Pad	60 GSM White Andhra/Sirpur white	
112	Processing sheet for compromise settlement above 1 lac	206	8.5"*13"	3 Pages Both side print	Piece	60 GSM White Andhra/Sirpur white	
113	Envelop Medium cloth	207	9.5' X13'	One side print Cloth coted with Andhra/Sirpur Legger	Piece	Sample from HO	
114	RIP Renewal form	211	7"*12"	One side print	100 pcs/ Pad	60 GSM Andhra /sirpore white	
115	Declaration on exucution of documents	212	12"*8.5"	1 page single side print	100 pcs/ Pad	70 GSM sirpur ledger	
116	Notice of Assignment	213	9.5"*7	1 page single side print	100 pcs/ Pad	70 GSM sirpur ledger	
117	Declaration of sole proprietorship	214	9.5"*7	1 page single side print	100 pcs/ Pad	70 GSM sirpur ledger	
118	Indent for printing articles	215	8"x5.5"	1 page single side print	100 pcs/ Pad	70 GSM Andhra/ sirpur Ledger	
119	Heirship Certificate	216	8.5"x7"	1 page single side print	100 pcs/ Pad	70 GSM Andhra/ sirpur Ledger	
120	Nomination Claim Form	217	8.5"x7"	1 page single side print	100 pcs/ Pad	70 GSM Andhra/ sirpur Ledger	
121	Leave Application	218	10"x8"	1 Page(one side printing)	100 pcs/ Pad	70 GSM Andhra/ sirpur Ledger	
122	Atal Pension Yojana(APY) Subscriber Registration form	219	13"x8"	1 Page(one side printing)	100 pcs/ Pad	70 GSM Andhra/ sirpur Ledger	
123	Leave Sheet	220	12"x8"	1 Page(one side printing)	100 pcs/ Pad	Sample from HO	
124	Requisition of fund	221	10"x8"	1 Page(one side printing)	100 pcs/ Pad	70 GSM Andhra/ sirpur Ledger	
125	Payroll information Sheet	222	10"x8"	1 Page(one side printing)	100 pcs/ Pad	70 GSM Andhra/ sirpur Ledger	
126	Application form for ATM cum Rupay Debit Card	223	12"x8"	1 Page(one side printing)	100 pcs/ Pad	70 GSM Andhra/ sirpur Ledger	

127	Statement on exercise of Discretionary power for entering into Settlement/Compromise in NPA Shadow A/C	224	13"x8"	1 Page(one side printing)	PAD (100 pcs)	70 GSM Andhra/sirpur Ledger	
128	Mudra Loan Application	225			(100 pcs)	70 GSM Andhra/sirpur Ledger	
129	SB Pass Book(CBS Model)	227	8.x3.5	Inside paper 12 Sheet, One colour print,	Andhra 18.6 kg multi colour printing with lamination/	Andhra 18.6kg Maplitho paper. Cover : 11.5kg Tag board, Both side	
130	Common A/c opening Form with KYC	228	11.81x8.46	4 Pages(Both side printing)	1000 pieces bundle	1000piece bundle	
131	INSURANCE REGISTER (LIFE)	229			Piece	70 GSM Andhra/sirpur Ledger	
132	INSURANCE REGISTER (NON LIFE)	230			Piece	70 GSM Andhra/sirpur Ledger	
133	LETTER OF AUTHORITY (NSC /KVP FORM-2)	234			100 pcs	60 GSM White Andhra	
134	REQUEST LETTER FOR REPAYMENT OF LOAN	235			100 pcs	60 GSM White Andhra	
135	CD A/C specimen signature card	237	28.5x21.5cm	1 Page(Both side printing)	100 Pcs/ Pad	80 GSM sirpur Ledger/ westcost	
136	Application Form SCC loan	238	A4	1 Page(one side printing)	100 sets	60 GSM WhiteAndhra	
137	Application form for Education Loan	239	A4	1 Page(one side printing)	100 sets	60 GSM WhiteAndhra	
138	Application form for Mortgage loan	240	A4	23 Pages both side printing	100 sets	60 GSM WhiteAndhra	
139	CERSAI FORMAT	242	33.5x21 cm	09 Pages (Both side printing)	100 pcs/ Set	60 GSM White Andhra	
140	Take delivery form	243	4.72x6.49	1page single side print	100 Piece pad	80 GSM sirpur Ledger/ westcost Madhya Barat Ledger 70 gms	
141	Text of the consent clause (loanee) Form No AB	244	9.5"x7"	1page single side print	100 Piece pad	80 GSM sirpur Ledger/ westcost Madhya Barat Ledger 70 gms	
142	Text of the consent clause (guarantee)	245	9.5"x7"	1page single side print	100 Piece pad	80 GSM sirpur Ledger/ westcost Madhya Barat Ledger 70 gms	
143	RTGS/NEFT Slip	246	10.5"x6"	1Page(yellow) both side print (black)	100 Piece bundle	54/60 GSM Andhra, Supreme paper	
144	FORM- 61	248	22x17.5 cm	1 Page(Single side printing)	PAD (100p)	54 GSM white Andhra	
145	LOAN APPLICATION FORM : ANIMAL HUSBANDRY SCHEMES UNDER KISHAN CREDIT CARD	252	12"x8"	3Pages single side	100 sets Bundl e	70 GSM Andhra/sirpur Ledger	

146	LOAN APPLICATION FORM FOR FISHERIES UNDER KISHAN CREDIT CARD	253	12"x8"	3Pages single side	100 sets Bundl	70 GSM Andhra/sirpur Ledger	
147	CREDIT DISBURSEMENT MONITORING SHEET	254	12"x8"	1 page single side print	PAD (100 sets)	70 GSM Andhra/sirpur Ledger	
148	JLG Micro Credit Scheme-APPPLICATION CUM APPRAISAL FORM	255	12"x8"	21 Pages (10 pages Both side printing and one page single side printing)	Piece	60 GSM White Andhra	
149	FORMAT FOR DOCUMENT AUDIT	256	12"x8"	04 Pages (02 pages Both side printing)	100 sets Bundl	60 GSM White Andhra	
150	BGVB Model Sanction Letter Housing	258	12"x8"	05 Pages (02 pages Both side printing and one page single side printing)	Piece	60 GSM White Andhra	
151	LOAN APPLICATION FORM PRADHAN MANTRI MUDRA YOJANA-(For Loans above Rs.0.50 Lakh to Rs 10.00 Lakh)	259	12"x8"	04 Pages (01 pages Both side printing and 02 page single side printing)	Piece	60 GSM White Andhra	
152	Application Form for Loan under Pradhan Mantri Mudra Yojana (PMMY) (For Loan upto Rs 50,000/- under "SHISHU")	260	12"x8"	3Pages single side	Piece	60 GSM White Andhra	
153	REQUEST-CUM-SANCTION LETTER FOR PERSONAL LOAN TO PENSIONERS	261	12"x8"	18 Pages single side	Piece	60 GSM White Andhra	
154	Personal Loan for Pensioner(Part-ii)	262	12"x8"	3Pages single side	Piece	60 GSM White Andhra	
155	LOAN APPLICATION FORM FOR AGRICULTURAL CREDIT FOR PM-KISAN/KRISHAK BANDHU BENEFICIARIES	263	12"x8"	1page single side print	100 Piece pad	70 GSM Andhra/sirpur Ledger	
156	Appraisal-cum-Process Note for MSME Loan upto Rs. 50,000/-	264	12"x8"	1page single side print	100 Piece pad	70 GSM Andhra/sirpur Ledger	
157	Processing Format up to Rs.10 lakh	265	12"x8"	11 Pages (05 pages Both side printing and one page single side printing)	Piece	80 GSM Led ger sirpur	
158	MSME Model Sanction Letter	266	12"x8"	04 Pages (02 pages Both side printing)	Piece	80 GSM Led ger sirpur	
159	Annexure V (Register)- 4 no	267				80 GSM Led ger sirpur	
160	Annexure V(i)(Register)	268				80 GSM Led ger sirpur	
161	Processing Sheet cum Sanction Letter of Student Credit Card Scheme	269	12"x8"	9 Pages single side	Piece	70 GSM Andhra/sirpur Ledger	
162	PMSBY/PMJJBY Application form	270	13"x8"	1 Page (both side printing)	PAD (100 Bundl)	70 GSM Andhra/sirpur Ledger	
163	Loan Agreement	271	33x20.5 cm	2 Pages (Both side printing)	Annexure (100 sets)	70 GSM Andhra/sirpur Ledger	

164	HBL Agreement Form P	272	33x20.5 cm	05 Pages (02 pages Both side printing and one page single side printing)	Piece	70 GSM Andhra/sirpur Ledger	
165	HBL Agreement Form Q	273	33x20.5 cm	2 Pages (Both side printing)	Piece	70 GSM Andhra/sirpur Ledger	
166	HBL Agreement Form R	274	33x20.5 cm	1 Pages (Both side printing)	Piece	70 GSM Andhra/sirpur Ledger	
167	General Charges Statement	275	8.5"*13"	1 Page	100cs/Pad	60 GSM White Andhra/Sirpur white	
168	KCC Sanction Letter	276	29x21 cm	1 Page (Both side printing)	PAD (100pce)	70 GSM Andhra/sirpur Ledger	
169	Application cum Processing for Microfinance Loan	277	12"x8"	20 Pages both side	Piece	70 GSM Andhra/sirpur Ledger	
170	Sanction Letter of Microfinance Loan	278	12"x8"	3 Pages single side	Piece	70 GSM Andhra/sirpur Ledger	
171	Appraisal-cum-Process Note for MSME Loan upto Rs. 10.00 Lakh	279	12"x8"	11 pages both side print	Piece	70 GSM Andhra/sirpur Ledger	
172	Appraisal-cum-Process Note for MSME Loan From Rs.10.00 Lakh to Below Rs.25.00 Lakh	280	12"x8"	11 pages both side print	Piece	70 GSM Andhra/sirpur Ledger	
173	LOAN APPLICATION FORM FOR FISHERIES UNDER KISHAN CREDIT CARD	279	12"x8"	03 Pages (01 pages Both side printing and one page single side printing)	Piece	70 GSM Andhra/sirpur Ledger	
174	LOAN APPLICATION FORM : ANIMAL HUSBANDRY SCHEMES UNDER KISHAN CREDIT CARD	280	12"x8"	03 Pages (01 pages Both side printing and one page single side printing)	Piece	70 GSM Andhra/sirpur Ledger	
175	APPLICATION CUM APPRAISAL NOTE FOR DEMAND LOAN / OVERDRAFT AGAINST SECURITY OF GOLD ORNAMENTS / JEWELLERY	281	12"x8"	16 Pages single side	Piece	70 GSM Andhra/sirpur Ledger	