

***Central Bank of India***

**Regional Office, Shimla**

**Add: Comberemere Complex The Mall Shimla-171001**

**Tender**

**PRICE BID**

**(To be kept in envelope -2)**

NAME OF THE WORK: - ***SUPPLY OF STATIONERY ITEMS FOR SHIMLA REGIONAL OFFICE***

**सेंट्रल बैंक ऑफ इंडिया क्षेत्रीय कार्यालय शिमला के लिए लेखन सामग्री के आपूर्ति के लिए टू बिड सिस्टम मे मदवार मुहरबंद टेंडर आमंत्रित है.**

**Address of Regional Office: Central Bank of India, Regional office, Combermere Complex The Mall Shimla-171001**

REGIONAL HEAD

REGIONAL OFFICE - SHIMLA

Mail ID- gadshimro@centralbank.co.in

Telephone no. – 70879-57561/70184-47813

**FINANCIAL BID**

Details of stationary for printing are as under: -

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.  No. | Particulars | Size Width X Height | Quality of Paper/ Colour | Description | Binding Description | Description | Rates | GST % | Other Description |
|  |
| 1 | DD forms | 21x14.6 cm | Sirpur 70 gsm, Colour Blue Print | 100 leaves per pad | Both side Printing |  |  |  | Per pad (1 pad=100 leaves) |  |
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|  |
| 2 | Withdrawal form | 11x21 cm | Sirpur 70 gsm, Colour Pink Print | 100 leaves per pad |  |  |  |  | Per pad (1 pad=100 leaves) |  |
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| 3 | Debit & Credit voucher | 12x21 cm | Century 70 gsm, white Pa cr | 100 leaves per pad | Printed both in one |  |  |  | Per pad (1 pad=100 leaves) |  |
|  |
| 4 | Savings Account opening form | 21x29.7 cm  (A4) | Century 70 gsm, White Paper | 200 Forms per Packet | Printed on White Four Paper In Colour | CIF-4 Pages AOF-4 Pages (with 1 Blank page) |  |  | Per form (8 pages) |  |
|  |
| 5 | Current Account opening form | 21x29.7 cm  (A4) | Century 70 gsm, White Paper | 200 Forms per Packet | Printed on White Four Paper In Colour | CIF-4 Pages AOF-4 Pages |  |  | Per form (8 pages) |  |
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| 6 | Multipurpose form | 21x29.7 cm  (A4) | Century 70 gsm, White Paper | 100 leaves per pad |  |  |  |  | Per pad (1 pad=100 leaves) |  |
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| 7 | Nomination form | 21x29.7 cm  (A4) | Century 70 gsm, White Paper | 100 leaves per pad |  |  |  |  | Per pad (1 pad=100 leaves) |  |
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| 8 | TERM DEPOSIT APPLICATION (FOR EXISTING COSTUMERS) | 21x29.7 cm  (A4) | Century 70 gsm, White Paper | 100 leaves per pad |  |  |  |  | Per pad (1 pad=100 leaves) |  |
|  |
| 9 | Letter Head - Big | 21x29.7 cm  (A4) | JK Bond 70 gsm | 100 leaves per pad | Whlte Papor | Printing in Four Colour |  |  | Per pad (1 pad=100 leaves) |  |
| 10 | Letter Head - small | 14x22 cm | JK Bond 70 gsm | 100 leaves per pad | White Paper | Printing In Four Colour |  |  | Per pad (1 pad=100 leaves) |  |
|  |
| 11 | Postage Envelope - Big | 16x12 inch | Star 100 gsm Kraft Paper |  | Cloth Line, Printed | 200 Envelops Per Packet |  |  | Per envelop |  |
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| 12 | Postage Envelop - Medium | 10x12 inch | Star 100 gsm Kraft Paper |  | Cloth Line, Printed | 200 Envelops Per Packet |  |  | Per envelop |  |
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| 13 | Postage Envelop - Small | 11x5 inch | Star 100 gsm Kraft Paper |  | Printed | 200 Envelops Per Packet |  |  | Per envelop |  |
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| 14 | Mortgage register | 25.5x38 cm | Century Ledger 90 gsm | Ledger Paper | Kona Pakki Dafti 2£ | 200 Pages per Register |  |  | Per Register |  |
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| 15 | Postage register | 21x34 cm | Ledger 80 gsm White Paper | Ledger Paper | Kona Pakki Dafti 1.5£ | 400 Pages per Register |  |  | Per Register |  |
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| 16 | Cash Memo Register | 21x34 cm | Ledger 80 gsm | Ledger Paper | Kona Pakki Dafti 1.5£ | 200 Pages per Register |  |  | Per Register |  |
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| 17 | Attendance Register | 21 x 34 cm | White 70 gsm | White Paper | Kona Pakki Dafti 1.5£ | 201 Pages per Register |  |  | Per Register |  |
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| 18 | MMDC plastic cover | 16x27.7 cm | PVC 400 Microne | Milky Colour | 200 Covers per packet | Double Colour Printing |  |  | Per cover |  |
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| 19 | Form I5 G/H | 21x29.7 cm  (A4) | Century 70 gsm | White Paper | 100 Leaver per Pad | Printing Both Side |  |  | Per pad (1 pad=100 leaves) |  |
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| 20 | Form 60/61 | 21x29.7 cm  (A4) | Century 70 gsm | White Paper | 100 Leaver per Pad | Printing Both Side |  |  | Per pad (1 pad=100 leaves) |  |
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| 21 | Cheque book issue form | 10.5x16 cm | Century 70 gsm | White Paper | 100 Leaver per Pad |  |  |  | Per pad (1 pad=100 leaves) |  |
|  |
| 22 | Life certificate | 21x29.7 cm  (A4) | Century 70 gsm | White Paper | 100 Leaver per Pad |  |  |  | Per pad (1 pad=100 leaves) |  |
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| 23 | Locker card | 13x21.5 cm | JK 250 gsm | White Card | 100 Leaver per Pad |  |  |  | Per pad (1 pad=100 leaves) |  |
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| 24 | Locker opening form | 21x29.7 cm  (A4) | Century 70 gsm | Ledger paper | 100 Leaver per Pad | Printing Both side |  |  | Per pad (1 pad=100 leaves) |  |
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| 25 | Locker register | 25.5x38 cm | Century Ledger 80 gsm | Ledger paper | Kona Pakki Dafti 2£ | 200 Pages per Register |  |  | Per register |  |
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| 26 | RTGS / NEFT | 21x29.7 cm  (A4) | Century 70 gm | White Paper | 100 Leaver per Pad | Printing Both Side |  |  | Per pad (1 pad=100 leaves) |  |
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| 27 | Net banking | 21x29.7 cm  (A4) | Century 70 gsm | White Paper | 100 leaves per pad | Printing Both side |  |  | Per pad (1 pad=100 leaves) |  |
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| 28 | CKCC booklet | 22x28 cm | Ledger 70 gsm, Green Paper | Ledger paper | Bothslde Printing in Two Colours | 200 Forms per Packet |  |  | CKCC  - form  -Cover & Consent Letter Both -Hypothecation Agreement (Perforated) |  |
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| 29 | Mortgage form | 21x29.7 cm  (A4) | Ledger 70 gsm, Green Paper | Ledger paper | 200 Forms per Packet |  |  |  | Per form (10 pages) |  |
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| 30 | PMSBY Form | 21x29.7 cm  (A4) | Century 70 gsm, White Paper | 100 leaves per pad |  |  |  |  | Per pad (1 pad=100 leaves) |  |
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| 31 | PMJJY form | 21x29.7 cm  (A4) | Century 70 gsm, White Paper |  |  |  |  |  | Per pad (1 pad=100 leaves) |  |
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| 32 | APY Form | 21x29.7 cm  (A4) | Century 70 gsm, White Paper | 100 leaves per pad |  |  |  |  | Per pad (1 pad=100 leaves) |  |
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| 33 | Demand Loan form | 21x29.7 cm  (A4) | Ledger 70 gsm, Green paper | 100 leaves per pad | Printing both sides |  |  |  | Per pad (1 pad=100 leaves) |  |
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| 34 | DP Note | 21x15 cm | Ledger 70 gsm, Green paper | 100 leaves per pad |  |  |  |  | Per pad (1 pad=100 leaves) |  |
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| 35 | Letter Of Continuity | 21x21 cm | Ledger 70 gsm, Green paper | 100 leaves per pad |  |  |  |  | Per pad (1 pad=100 leaves) |  |
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| 36 | Cheque Return Register | 21x34 cm | Ledger 80 gsm, White Paper | Ledger paper | Kona Pakki Dafti 1.5£ | 400 Pages per Register |  |  | Per Register |  |
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**Signature of Contractor & Seal.**