



उत्तर प्रदेश ग्रामीण बैंक UTTAR PRADESH GRAMIN BANK

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

RO/AYO/PE/2025-26/

DATE: 06.12.2025

Tender For Printed Stationary

Uttar Pradesh Gramin Bank, Regional Office, Ayodhya invites application in sealed covers from the empanelled printers for printing and supply of bank's stationery.

1. Tender Issue Date 06.12.2025.
2. Last Date of Submission of Quotations/Tender-15.12.2025 up to 04.00 pm.
3. Date of Opening Tender-15.12.2025 at 04:30p.m.
4. Tender to be addressed to The Regional Manager,

Uttar Pradesh Gramin Bank- Regional Office-Ayodhya, Baldev Niwas Compound Acharya Narendra Dev Road, Reidganj Ayodhya-224001.

05. Period of completion-20 Days from the date of issue of order.

Terms and Condition-

01. Rates must be quoted on attached annexure only, no other means will be accepted circumstances
02. Bank reserves the right to Reject any and/or all responses received in response to the RFP, or change any formalities, irregularities, or inconsistencies in proposal format delivery, and Extend the time for submission of the tender and Share the information/clarifications provided in response to tender by any Bidder, with any other Bidder(s)/others, in any form, and Withdraw, postpone Cancel the tender at any stage, without assigning any reason whatsoever
03. PAN number of the firm/individual allotted by the income tax authorities should be submitted Conditional tenders shall not be accepted on any ground and shall be rejected straight away.
- 04 Any deviation of the conditions laid by the bank will not be accepted and the bid will be rejected without assigning any reasons
05. The entire tender document must be signed with the seal and attached as mark of acceptance terms and conditions.

Bid Submission:

The sealed tenders must reach the Uttar Pradesh Gramin Bank Regional Office-Ayodhya, Baldev Niwas Compound, Acharya Narendra Dev Road, Reidganj, Ayodhya-224001.



उत्तर प्रदेश ग्रामीण बैंक UTTAR PRADESH GRAMIN BANK

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

Bids must be submitted through hand to hand or through registered Post.

If any of the above documents is/are not submitted or if submitted but is not duly attested, the bid will be rejected & price bid will not be opened. It must be mentioned on envelope "DOCUMENT SUBMITTED FOR PRINTED STATIONARY TENDER REGIONAL OFFICE AYODHYA".

- Application forms and other details can be downloaded from our website: www.upgb.bank.in.
- Applicants must enclose PAN, GST, and empanelment letter of Head office Lucknow.
- Applications duly filled in and supported by requisite documents/papers etc. must be submitted properly sealed cover to the Regional Manager, Uttar Pradesh Gramin Bank, Regional office Ayodhya, Baldev Niwas Compound, Acharya Narendra Dev Road, Reidganj, Ayodhya-224001(U.P.) during office hours on or before 15.12.2025 at 04:00 PM and no application will be accepted after the above date. Incomplete applications in any respect will be rejected. The sealed covers should be super scribed.
- The sealed covers containing the applications will be opened on 15.12.2025 at 04:30 PM at Regional Office-Ayodhya, Baldev Niwas Compound, Acharya Narendra Dev Road, Reidganj-Ayodhya-224001. Interested applicants may be present at the time of the opening of the sealed covers.
- The right of selection rests absolutely with the Bank and Bank's decision in this regard shall be final and binding.
- Payment will be released after examining and checking the quality of the stationary.
- The rates quoted should be valid till 31.03.2026.
- Bank reserves the right to reject any or all the applications without assigning any reason whatsoever.

**REGIONAL MANAGER
UTTAR PRADESH GRAMIN BANK
REGIONAL OFFICE-AYODHYA**



उत्तर प्रदेश ग्रामीण बैंक UTTAR PRADESH GRAMIN BANK

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

स्टेशनरी क्रय समिति की बैठक

बैठक संख्या-2025-26/03

स्थान : क्षेत्रीय कार्यालय अयोध्या

दिनांक : 03.12.2025

आज दिनांक 03.12.2025 को प्रातः 11:00 बजे स्टेशनरी क्रय समिति की बैठक आहूत की गई जिसमें निम्नलिखित सदस्य उपस्थित हुए .

श्री ए. पी. श्रीवास्तव	-----	मुख्य प्रबन्धक
श्री अंकित श्रीवास्तव	-----	वरिष्ठ प्रबन्धक
श्रीमती अलका कपूर	-----	प्रबन्धक (परिचालन)
श्री कुशाग्र कुमार श्रीवास्तव	-----	सहायक प्रबन्धक (पी एंड ई)
श्री सूरज कुमार सिंह	-----	सहायक प्रबन्धक (सू.प्रौ.)

स्टेशनरी के प्रभारी अधिकारी श्री कुशाग्र श्रीवास्तव ने अवगत कराया कि कतिपय निम्न मदवार लेखन सामग्री की मात्रा समाप्त हो चुकी है, जिनका मुद्रण हमारे क्षेत्र की शाखाओं के सुगम व्यवसायिक परिचालन की आवश्यकताओं के दृष्टिगत तुरन्त आवश्यक है। निम्न लेखन सामग्री हमारे प्रधान कार्यालय के परिपत्र सं. पत्रांक प्र.का./02/पी.इ./2021-22/180 दिनांक 09.12.2021 द्वारा सूचित किया गया है कि इन्हें क्षेत्रीय कार्यालय स्तर पर ही नियमानुसार/निर्देशानुसार छपवाया जाना है -

Sr.	Stationary Items	Requirement	Sr.	Stationary Items	Requirement
1	VLE A/C Transaction Register	600 pieces	25	Voucher cover	60000 pieces
2	VLE A/C Opening form	600 pads	26	Complaint Register	100 pieces
3	ATM Request form	600 pads	27	Security Register	100 pieces
4	Form 60	300 pads	28	Attendance Register	100 pieces
5	KYC form	600 pads	29	Cheque Book Requisition Slip	300 pads
6	Transfer Voucher	5000 pads	30	LAD Form	1000 pads
7	NEFT/RTGS Form	3000 pads	31	Deceased claim booklet	3000 pieces
8	FD Account Opening Form	300 pads	32	Mobile Banking Application	800 pads
9	A/C Opening Register	200 pieces	33	Pay Cash Voucher	300 pads
10	Mobile number updating Form	300 pads	34	APY Form	300 pads
11	Payment Scroll	200 pieces	35	Common Deposit Slip	10000 pads
12	Cash Receipt & Payment Register	300 pieces	36	Withdrawal Slip	10000 pads
13	Credit Scroll	300 pieces	37	SBY form	600 pads
14	Cash balance book	100 pieces	38	JJBY Form	600 pads
15	Dead Stock Register	100 pieces	39	Postage Register	100 pieces

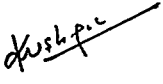


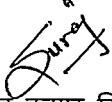
उत्तर प्रदेश ग्रामीण बैंक UTTAR PRADESH GRAMIN BANK

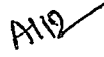
(सरकार के स्वामित्वाधीन अनुसूचित बैंक)
(Scheduled Bank Owned by Government)

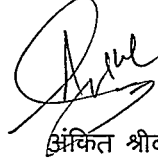
16	Stock Register	100 pieces	40	Renewal/Review Register	100 pieces
17	CGTMSE Register	100 pieces	41	CGFMU Register	100 piece
18	Loan application sanction and disbursement register	100 pieces	42	Internet Banking Forms	300 pads
19	Envelops 5 X 11	20000 pieces	43	CERSAI Register	100 pieces
20	KCC Passbook	20000 pieces	44	Cheque Book Register	100 pieces
21	Grahak Gosthi Register	100 pieces	45	ATM Receiving Register	100 pieces
22	LAD register	100 pieces	46	Vle Account Opening Register	400 pieces
23	Movement Register	100 pieces	47	Nomination Form	300 pieces
24	Bandhak Register	100 pieces	48	Insurance Register	100 pieces

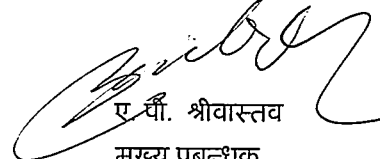
अतएव इस सम्बन्ध में समिति उपरोक्त सामग्रियों हेतु बैंक पैनल एवं स्थानीय मुद्रकों से कोटेशन आमंत्रित करने की प्रक्रिया आरम्भ करने की अनुशंसा/अनुरोध करती है कृपया उपरोक्त इंडेंट अनुसार कोटेशन आमंत्रित करने की अनुमति प्रदान करने का कष्ट करें।


कुशाग्र कुमार श्रीवास्तव
सहायक प्रबन्धक (पी एंड ई)

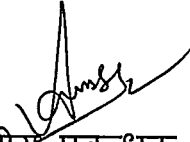

सूरज कुमार सिंह
सहायक प्रबन्धक (सू.प्रौ.)


अलका कपूर
प्रबन्धक (परिचालन)


अंकित श्रीवास्तव
वरिष्ठ प्रबन्धक


ए. पी. श्रीवास्तव
मुख्य प्रबन्धक

कोटेशन आमंत्रित करने की अनुमति प्रदान की जाती है.


क्षेत्रीय प्रबन्धक

INDENT FOR QUOTATION



उत्तर प्रदेश ग्रामीण बैंक
UTTAR PRADESH GRAMIN BANK

(संयुक्त बैंक प्रणाली पर आधारित बैंक)
(Scheduled Bank Owned by Government)

Regional Office - Ayodhya

Annexure I							Rate per unit
Sl	Item	SIZE in Inches	PAPER TYPE & GSM	Paper Colour/Type	No. of leaves	Specifications	
1	VLE Transaction Register	8 X 13	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200pages	Full cloth binding cover of 40 onz card board, 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	Rs..... per piece
2	VLE ACCOUNT Opening Form	8.5 X 11.6	70 GSM Paper (Orient)	Both side printing in two color.	1 X 100 per pad	Both side printing in two color. 100 leaves gum pad with one LBS straw board at bottom & full craft paper on top & paste	Rs..... per pad
3	ATM Request Form	8.5 X 11.6	70 GSM Paper (Orient)	White	1 X 100 per pad	Single printing on one side only. 100 leaves gum pad with one LBS straw board at bottom & full craft paper on top & paste	Rs..... per pad
4	Form 60	8.5 X 11.6	70 GSM white paper orient	white	1 X 100 per pad	Single printing on one side only. 100 leaves gum pad with one LBS straw board at bottom & full craft paper on top & paste	Rs..... per pad
5	KYC Form	8.5 X 11.6	70 GSM Magillitho/ballapur/century	White	1 X 100 per pad	Single printing on one side only. 100 leaves gum pad with one LBS straw board at bottom & full craft paper on top & paste	Rs..... per pad
6	Transfer Voucher	6.5 X 5	70 GSM White Paper (Orient)	White	1 X 100 per pack	Single printing on one side only. 100 leaves gum pad with one LBS straw board at bottom & full craft paper on top & paste	Rs..... per pad
7	RTGS/NEFT Form	28.2 cm x 22.2 cm	70 GSM Century/sirpur/ballapur/Andhra/orient white	white	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 craft paper on top & paste	Rs..... per pad
8	FD Account Opening Form	8.5 X 11.6	70 GSM Magillitho/ballapur/century	White	1 X 100 per pad	Single printing on one side only. 100 leaves gum pad with one LBS straw board at bottom & full craft paper on top & paste	Rs..... per pad
9	Saving Account Opening Register	8.5 X 11.6	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200pages	Full cloth binding cover of 40 onz card board, 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	Rs..... per piece
10	Mobile number updating form	8.5 X 10.5	70 GSM white paper orient	white	1 X 100 per pad	Single printing on one side only. 100 leaves gum pad with one LBS straw board at bottom & full craft paper on top & paste	Rs..... per pad
11	Payment Scroll	13 cm X 22 cm	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200 pages excluding cover	full cloth binding with corner, cover of 40 onz card board, inner postene of 80 gsm mg paper, numbering on each page (1 to 200) name slip of color printing and pack of 5 no in craft paper (with name slip)	Rs..... per piece
12	Cash Receipt & Payment Register	9.8 X 14.5	70 GSM Paper (Orient) Ledger Paper	Light Green	150 leaves/300 pages excluding cover	full cloth binding with corner, cover of 40 onz card board, inner postene of 80 gsm mg paper, numbering on each page (1 to 300) name slip of color printing and pack of 5 no in craft paper (with name slip)	Rs..... per piece

13	Credit scroll Register	8X13	70 GSM Paper (Orient) Ledger Paper	Light Green	150 leaves/300 pages excluding cover	Full cloth binding with corner, cover of 40 onz card board, inner postene of 80 GSM MG paper, numbering on each page(1 to 300) name slip of colour printing and pack of 5 no in craft paper(with name slip)	300 pieces	Within 20 days	Rs..... per piece
14	Cash Balance Book	8X13	70 GSM Paper (Orient) Ledger Paper	Light Green	150 leaves/300 pages excluding cover	Full cloth binding cover of 40 onz card board, inner postene of 80 GSM MG paper, numbering on each leaf, numbering on each page(1 to 200), name slip of colour printing pack of 10 nos. in craft paperwith name slip	100 pieces	Within 20 days	Rs..... per piece
15	Dead stock register	8X13	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200 pages excluding cover	Full cloth binding cover of 40 onz card board, inner postene of 80 GSM MG paper, numbering on each leaf, numbering on each page(1 to 200), name slip of colour printing pack of 10 nos. in craft paperwith name slip	100 pieces	Within 20 days	Rs..... per piece
16	Stock register	8X13	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200 pages excluding cover	Full cloth binding cover of 40 onz card board, inner postene of 80 GSM MG paper, numbering on each leaf, numbering on each page(1 to 200), name slip of colour printing pack of 10 nos. in craft paperwith name slip	100 pieces	Within 20 days	Rs..... per piece
17	CGTMSE Register	8X13	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200 pages excluding cover	Full cloth binding cover of 40 onz card board, inner postene of 80 GSM MG paper, numbering on each leaf, numbering on each page(1 to 200), name slip of colour printing pack of 10 nos. in craft paperwith name slip	100 pieces	Within 20 days	Rs..... per piece
18	LOAN APPLICATION SANCTION AND DISBURSEMENT REGISTER	8 X 13	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200 pages	Full cloth binding cover of 40 onz card board, inner postene of 80 GSM MG paper, numbering on each leaf, name slip of colour printing pack of 10 nos. in craft paperwith name slip	100 pieces	Within 20 days	Rs..... per piece
19	Envelope (5 X 11)	5X11	80 GSM Star brands	Brown	1 x 100 per pack	Single side printing with bank's logo	20000 pieces	Within 20 days	Rs..... per piece
20	KCC Passbook	14.4 cm x 10.5 cm (close site)	Inner Pages 70 GSM Century/ Sirpur/Ballarpur /Andhra/Orient white Maplitho Cover Pages 230 GSM Ballarpur Art Card	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.	8 leaves/16 pages excluding cover		20000 pieces	Within 20 days	Rs..... per piece
21	Grahak Gosthi Register	8X13	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200 pages excluding cover	Full cloth binding cover of 40 onz card board, inner postene of 80 GSM MG paper, numbering on each leaf, numbering on each page(1 to 200), name slip of colour printing pack of 10 nos. in craft paperwith name slip	100 pieces	Within 20 days	Rs..... per piece
22	LAD Register	8X13	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200 pages excluding cover	Full cloth binding cover of 40 onz card board, inner postene of 80 GSM MG paper, numbering on each leaf, numbering on each page(1 to 200), name slip of colour printing pack of 10 nos. in craft paperwith name slip	100 pieces	Within 20 days	Rs..... per piece

23	Movement Register	8X13	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200 pages excluding cover	Full cloth binding cover of 40 onz card board, inner postene of 80 GSM MG paper, numbering on each leaf, numbering on each page(1 to 200), name slip of colour printing pack of 10 nos. in craft paperwith name slip	100 pieces	Within 20 days	Rs..... per piece
24	Bandhak Register	8X13	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200 pages excluding cover	Full cloth binding cover of 40 onz card board, inner postene of 80 GSM MG paper, numbering on each leaf, numbering on each page(1 to 200), name slip of colour printing pack of 10 nos. in craft paperwith name slip	100 pieces	Within 20 days	Rs..... per piece
25	Voucher Cover	19cmX23.50cm	25 kg Card Sheet	Dark Orange		one side printed and plain bottom	60000 pieces	Within 20 days	Rs..... per piece
26	Complaint Register	8 X 13	70 GSM Paper (Orient) Ledger Paper	Light Green	50 leaves/100pages	Full cloth binding cover of 40 onz card board, inner postene of 80 GSM MG paper, numbering on each leaf, name slip of colour printing pack of 10 nos. in craft paperwith name slip	100 pieces	Within 20 days	Rs..... per piece
27	Security Register	8 X 13	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/ 200 pages	full cloth binding with corner, cover of 40 onz cardboard, inner postene of 80 gsm mg paper ,numbering on each page(1 to 200) name slip of color printing and pack of 5 no in craft paper(with name slip)	100 pieces	Within 20 days	Rs..... per piece
28	Attendance Register	8 X 13	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200pages	Full cloth binding cover of 40 onz card board, inner postene of 80 GSM MG paper, numbering on each leaf, name slip of colour printing pack of 10 nos. in craft paperwith name slip	100 pieces	Within 20 days	Rs..... per piece
29	Cheque book requisition slip	5.5 X 8.5	57 GSM QientT White	White	1 X 100 per pad	100 leaves gum pad, single side pinning bilingual hard base, cover page extra and strip binding	300 pads	Within 20 days	Rs..... per pad
30	L.A.D. Form	8.5 X 13.5	57 GSM orient white	White	1 X 100 per pad	100 leaves gum pad single side pinning hard base and strip binding with bundle of 20 pads	1000 pads	Within 20 days	Rs..... per pad
31	Deceased claim booklet	8.5 X 10.5	70 GSM white paper orient	white	10 leaves/ 20 pages	inner 10 leaves 70 gsm orient/ century papers cover page extra orient cardsheet	3000 pieces	Within 20 days	Rs..... per piece
32	Mobile banking application	8.5 X 11.6	70 GSM white paper orient	white	1 X 100 per pad	Single printing on one side only, 100 leaves gum pad with one LBS straw board at bottom & full craft paper on top & paste	800 pads	Within 20 days	Rs..... per pad
33	Pay Cash Voucher	4.25X7	70 GSM Paper (Orient)	Light Green	100 leaves/200pages	Single printing on one side only, 100 leaves gum pad with one LBS straw board at bottom & full craft paper on top & paste	300 pads.	Within 20 days	Rs..... per pad
34	Atal pension application forms	8.5 X 10.5	70 GSM White Paper (Orient)	White	100 leaves	100 leaves gum pad, Single side pinning, hard base and strip binding with Bundle of 20 pads.	300 pads	Within 20 days	Rs..... per pad

35	Common Deposit Slip	28 cm x 11 cm	70 GSM Century/sirpur/ballarpur/Andhra/orient white	White	100 leaves per 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	10000 pads	Within 20 days	Rs..... per pad
36	Withdrawal	18 cm x 10.5 cm	70 GSM Century/sirpur/ballarpur/Andhra/orient white	White	100 leaves per pad	Single side in two colour bilingual printing with bank's emblem. One LBS straw board at bottom & full craft paper on top & paste	10000 pads	Within 20 days	Rs..... per pad
37	PMSBY application form	8.5 X 10.5	70 GSM White Paper (Orient)	White	1 X 100 per pad	100 leaves gum pad, Both side printing, hard base and strip binding with Bundle of 20 pads.	600 pads	Within 20 days	Rs..... per pad
38	PMJBY application form	8.5 X 10.5	70 GSM White Paper (Orient)	White	1 X 100 per pad	100 leaves gum pad, Both side printing, hard base and strip binding with Bundle of 20 pads.	600 pads	Within 20 days	Rs..... per pad
39	Postage register	8 X 13	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200pages	Full cloth binding cover of 40 onz card board, 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	100 pieces	Within 20 days	Rs..... per piece
40	Renewal/Review Register	8X13	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200 pages excluding cover	Full cloth binding cover of 40 onz card board, inner postene of 80 GSM MG paper, numbering on each leaf, numbering on each page (1 to 200), name slip of colour printing pack of 10 nos. in craft paper with name slip	100 pieces	Within 20 days	Rs..... per piece
41	CGFMU Register	8 X 13	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200pages	Full cloth binding cover of 40 onz card board, 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	100 pieces	Within 20 days	Rs..... per piece
42	Internal Banking form	8.5 X 11.6	70 GSM white paper orient	white	1 X 100 per pad	Single printing on one side only. 100 leaves gum pad with one LBS straw board at bottom & full craft paper on top & paste	300 pads	Within 20 days	Rs..... per pad
43	Cersal Register	8 X 13	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200pages	Full cloth binding cover of 40 onz card board, 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	100 pieces	Within 20 days	Rs..... per piece
44	Cheque Book register	8 X 13	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200pages	Full cloth binding cover of 40 onz card board, 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	100 pieces	Within 20 days	Rs..... per piece
45	ATM Receiving Register	8 X 13	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200pages	Full cloth binding cover of 40 onz card board, 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	100 pieces	Within 20 days	Rs..... per piece
46	VLE account opening Register	8 X 13	70 GSM Paper (Orient) Ledger Paper	Light Green	100 leaves/200pages	Full cloth binding cover of 40 onz card board, 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	400 pieces	Within 20 days	Rs..... per piece
47	Nomination form	8.5 X 11.6	70 GSM Mapilho/ballarpur/century	White	1 X 100 per pad	Single printing on one side only. 100 leaves gum pad with one LBS straw board at bottom & full craft paper on top & paste	300 pads	Within 20 days	Rs..... per pad

48	Insurance Register	8 X 13	70 GSM Paper (Orient)	Light Green	100 leaves/200pages	Full cloth binding cover of 40 onz card board, 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	100 pieces	Within 20 days	Rs..... per piece
----	--------------------	--------	-----------------------	-------------	---------------------	---	------------	----------------	-------------------

Note: Applicable GST will be paid extra.

- Duplicate copy of this work order must be sent back to us within three days from date of receipt duly signed with seal towards token of acceptance of the order, failing which this order shall be treated as cancelled without further notice.
- Printing should strictly be done as per the specifications given herewith only (including paper quality)
- Proofs and paper specimen must be got approved before printing as stamped **APPROVED FOR PRINTING** and duly signed by the bank official.
- Only Offset printing will be accepted
- Supply should be made within the stipulated time given here.
- Supply shall be effected at our Regional office with door delivery at Regional Office, Ayodhya
- Rates will be including of all the charges, up to doorstep delivery i.e. transportation/freight excluding applicable GST.
- Part supply / execution of the work ordered will not be accepted.
- Non-adherence to the above terms and conditions will make the supply liable for rejection.
- Printing should be in accordance with the attached specimens.
- Soft copy of the matter as to be printed must be provided to the Bank in the form of pdf.
- Abbreviated name of Printer/month/year/Quantity should be marked on each item.
- All disputes subject to Ayodhya (place of Regional Office) jurisdiction only.
- Please provide the required sample of all the papers.
- Last Date for submission of quotations will be 15.12.2025 till 4.00 pm.


Regional Manager
Regional Office - Ayodhya