



**BANK OF INDIA**  
**ZONAL STATIONERY DEPARTMENT**  
**167 & 167C B. B. GANGULY STREET**  
**BOWBAZAR, KOLKATA.**

**Dated. 04-03-2010**

**NOTICE**

Bank's empanelled printers are invited to submit their sealed quotations for printing of the following AGO / Non-AGO Stationery items :-

1.	L-444C : Acknowledgement of Debts/Securities	--	50,000 pcs. (2L)
2.	Managers Compliments	--	100 pads (100L)
3.	RD-7 : Recurring Deposit with drawal slip	--	500 Pads (100L)
4.	Letter of Thanks	--	500 Pads (100L)
5.	Stock Statement	--	500 Pads (100L)
6.	Cheque Book Request Form	--	2000 Pads (50L)
7.	BR-668A : Credit Note	--	300 Pads (50x4L)
8.	D-12 : White Envelope	--	1,00,000 Pcs.
9.	Term Deposit Confirmation/Renewal Advice on Continuous Stationery	--	1,00,000 Sheet ( 2,00,000 Certificate )
10.	CD-130 : Common Paying-in-Slip for Deposit & Advances	--	3,00,000 (Books) (12L)

For details, please contact Mr. Sukhendu Paul, Manager, Bank of India, Zonal Stationery Department, Bowbazar, Kolkata.

Phone No. **2350-0738**  
**2354-5111**

**Last Date of submission** -- **13<sup>th</sup> March, 2010 ( within 2.00 p.m.)**

**Manager**  
**Zonal Stationery Department**  
**Bowbazar, Kolkata**

**BANK OF INDIA  
ZONAL STATIONERY DEPARTMENT  
167 & 167C, B. B. GANGULY STREET,  
BOWBAZAR, KOLKATA.**

**Quotation Ref.No. ZO/STY/Q/NON-AGO/2009-10/14          dated 04.03.2010**

**1) L-444C : Acknowledgement of debts / Securities :**

Size : 13<sup>1</sup>/<sub>2</sub>" x 8<sup>1</sup>/<sub>2</sub>" ( white folded). Hindi & English both side printing on  
11.9 Kg. (80 GSM) West Coast Ledger paper as per specimen.  
Quantity : 50,000 Pcs. (2L)  
Packing : 10 Pcs. in a paper band and 100 bands in labelled Kraft paper packet.

Quotation Amount (including VAT) : Rs.....

( Rupees ..... )

**2) Manager's Compliments :**

Size : 7<sup>3</sup>/<sub>4</sub>" x 4<sup>1</sup>/<sub>2</sub>" Hindi & English one side blue printing on  
8 Kg. (60 GSM) Andhra Maplitho paper as per specimen.  
Quantity : 100 Pads (100L)  
Packing : 50 Pads in labelled Kraft paper packet.

Quotation Amount (including VAT) : Rs.....

( Rupees ..... )

**3) RD-7 : Recurring Deposit Withdrawal Slip :**

Size : 7<sup>1</sup>/<sub>2</sub>" x 4<sup>1</sup>/<sub>4</sub>" Hindi & English one side Bi-Colour printing on  
8.9 Kg. (60 GSM) Andhra Maplitho paper as per specimen & description.  
Quantity : 500 Pads (100L)  
Packing : 20 Pads in labelled Kraft paper packet.

Quotation Amount (including VAT) : Rs.....

( Rupees ..... )

**4) Letter of Thanks :**

Size : 9" x 7<sup>1</sup>/<sub>2</sub>" Hindi & English one side Four-Colours printing on  
8 Kg. (60 GSM) Andhra Maplitho paper as per specimen .

Bank's Logo Size : 8.5 Cm. x 2.5 Cm

Quantity : 500 Pads (100L)

Packing : 20 Pads in labelled Kraft paper packet.

Quotation Amount (including VAT) : Rs.....

( Rupees ..... )

**5) Stock Statement :**

Size : 13<sup>1</sup>/<sub>2</sub>" x 8<sup>1</sup>/<sub>2</sub>" Only English one side printing on  
8 Kg. (54 GSM) Andhra White paper as per specimen.

Quantity : 500 Pads (50L)

Packing : 50 Pads in labelled Kraft paper packet.

Quotation Amount (including VAT) : Rs.....

( Rupees ..... )

**6) Cheque Book Request Form :**

Size : 10" x 7<sup>1</sup>/<sub>2</sub>" Hindi & English one side printing on  
8 Kg. (60 GSM) Andhra Maplitho paper as per specimen .

Quantity : 2000 Pads (50L)

Packing : 60 Pads in labelled Kraft paper packet.

Quotation Amount (including VAT) : Rs.....

( Rupees ..... )

**7) BR-668A : ( Credit Note ) :**

Size : 8<sup>3</sup>/<sub>4</sub>" x 5<sup>1</sup>/<sub>2</sub>" Hindi & English one side printing.

1<sup>st</sup> Copy - 3.8 Kg. (29 GSM) Sirpur Manifold (Green) with print in black ink.

2<sup>nd</sup> Copy - 6.9 Kg. (54 GSM) Andhra White paper with print in black & red ink.

3<sup>rd</sup> Copy - 5.9 Kg. (47 GSM) Sirpur Colour (Green) with print in black ink &

4<sup>th</sup> Copy - 5.9 Kg. (47 GSM) Sirpur Colour (Yellow) with print in black ink.

Printed Sl. No. from ----- to -----  
( Same No. for each set ) as per specimen.

Quantity - 300 Pads (50 x 4L)

Packing - 20 Pads in labelled kraft paper packet.

Quotation Amount (including VAT) : Rs.....

( Rupees ..... )

**8) D-12 : ( White Envelope ) :**

Size : 10" x 4<sup>1</sup>/<sub>2</sub> " Hindi & English both side printing on  
27.1 Kg. (70 GSM) Andhra Maplitho paper.

Bank's Logo Size : 6 Cm. x 2.5 Cm. with four colour printing.

Quantity : 1,00,000 Pcs.

Packing : 50 Pcs. in a paper band & 10 bands in a paper box with label.

Quotation Amount (including VAT) : Rs.....

( Rupees ..... )

**9) Term Deposit Confirmation/Renewal Advice on continuous Stationery :**

Size : 10" x 5 1/2" ( each certificate ) - 2 UPS on Fanfold continuous stationery (10" x 11") of 100 GSM white Maplitho paper from Ballavpur Paper Mill.

Printing : (1) To be printed in Hindi & English on "Obverse" and "Reverse" as per specimen.

(2) Ground printing in Light Blue within the space of 21 Cm. x 13.2 Cm. for "Obverse" .

(3) Printing to be done in Black on "Obverse" with 4 Colour Logo with the size of 3 1/2 Cm. x 1 1/2 Cm. on left hand top corner.

(4) Printing in Light Grey on "Reverse" of each instrument.

(5) Each instrument to be serially numbered on "Reverse".

Quantity : ( 2,00,000 certificates ) 1,00,000 sheets.

Packing : To be supplied in corrugated boxes of (5000 certificates) 2500 sheets packed in Polythene Bags and labelled indicating printers name, year, name of the item, quantity and serial number.

Quotation Amount (including VAT) : Rs.....

( Rupees ..... )

**Last Date of submission : 13-03-2010 ( within 2-00 p.m. )**

**Note** : Please strictly follow the specification as well as specimen before submission of your quotation. The Bank reserves the right to reject any/all tenders without assigning any reason thereto.

**BANK OF INDIA  
ZONAL STATIONERY DEPARTMENT  
167 & 167C, B. B. GANGULY STREET,  
BOWBAZAR, KOLKATA.**

**Quotation Ref.No. ZO/STY/Q/AGO/2009-10/06**

**dated 04.03.2010**

**1) CD-130 : Common Paying-in-Slip for Deposit/Advances ::**

Size : 11" x 4 1/2", one side Hindi and other side English printing on 6.9 Kg. (54 GSM)  
Andhra White paper with perforation at the proper place.

Cover : 16.6 Kg. (32 GSM) Yash Kraft paper with one side (English side) Hindi & English  
print as per specimen & description.

Quantity : 3,00,000 Books (12L)

Packing : 50 Books in a thread bundle and 5 bundle in paper packet.

Quotation Amount (including VAT) : Rs.....

( Rupees ..... )

**Last Date of Submission : 13-03-2010 (within 2.00 p.m.)**

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