

**BIHAR STATE POWER TRANSMISSION CO. LTD.**

**(DEPT. OF GENERAL ADMINISTRATION)**

(Regd office:Vidyut Bhawan, Bailey Road, Patna)

Contact No:0612-2504072,7763818077, Fax No: 0612-2504557

TIN VAT No-10011257007, TIN CST No-10011146136, CIN-U40102 BR 2012 SGC 018889

[email-dgmhr1015.bsptcl@gmail.com](mailto:email-dgmhr1015.bsptcl@gmail.com)

**TENDER NOTICE**

**NIT No:- 45 /PR/BSPTCL/2014**

Sealed tenders in duplicate in prescribed tender documents are invited by DGM (HR & Adm), BSPTCL for supply of the followings items:-

SL No.	Description of works	Estimated cost (Rs)	EMD (Rs)	Cost of BOQ (Rs)
1.	Supply of different types of Forms/ Books/ Registers etc. as mentioned in the BOQ	5,99,920/-	12000/-	500/-
<b>Sale of BOQ up to 3:00 pm on 21-07-2014</b>				
<b>Receipt of tender up to 3:00 pm and time of opening at 4:00 pm on 22-07-2014</b>				

Tender documents including complete details of the tender item, General terms & conditions, eligibility criteria etc. are also available in the down loadable form on BSPTCL, Patna website at [www.bsphcl.bih.nic.in](http://www.bsphcl.bih.nic.in) Downloaded tender document must be accompanied with demand draft issued from any nationalised Bank in favour of "Accounts officer, BSPTCL, Patna" payable at Patna towards the cost of BOQ, failing which the tender shall be summarily rejected. Tender documents can also be purchased from the office of the undersigned against the payment of cost of BOQ in cash or through demand draft as explained above, which is non-refundable

J. P. Singh  
DGM (HR & Adm)

भ्रष्टाचार या रिश्वत माँगने से संबंधित शिकायत निम्न नम्बर पर बताये 0612-2504969 / 9431821485. उपभोक्ता बिजली बिल सहज वसुधा केन्द्र अथवा [bseb bills.org](http://bseb.bills.org) के माध्यम से भी जमा कर सकते हैं।

**BIHAR STATE POWER TRANSMISSION CO. LTD.**

**(DEPT. OF GENERAL ADMINISTRATION)**

NIT No:- /PR/BSPTCL/2014

Due Dated:- .....

**General Terms & Conditions for Supply of Materials.**

1. Sealed tenders in duplicate duly Signed by the tenderer should be submitted in two parts (i.e. Part - I relating to Technical and commercial part and part - II relating to price part). The firms should submit their offers in two separate envelope and super scribed on the top of the envelope as Part - I i.e. Technical and commercial part and part - II i.e. price part respectively. The name of the firm, NIT No, due date and details of earnest money should clearly indicated on the cover of the envelope and addressed to "Dy. General Manager (HR & Adm), BSPTCL, Vidyut Bhawan, 4<sup>th</sup> Floor, Patna. The tender received after due date and time will not be accepted.

2. (i) In case of Submission of Part - I and Part - II in a single envelope by the tenderers, the same will not be opened and such tender will be automatically rejected.

(ii) In case the sample of material does not found suitable, the price part of that bidder will not be opened.

3. The sealed tender will be opened in presence of tender committee as well as the undersigned and the authorised representative of the tenderers, who may desire to be present.

Part-II i.e. Price part of only those tenderers will be opened whose offers as contained in part-I will be found acceptable and quality is also found acceptable.

4. The tenderers should be registered with Commercial Tax department and Income Tax department. An attested copy of up-to-date Income tax clearance certificate (I.T.C.C) and sales tax certificate should be submitted with the part-I of the tender.

5. The tenderers are required to deposit Earnest money amounting to Rs. 12000.00 (Rs. Twelve Thousand) only either in cash with Accounts officer, BSPTCL,

Patna or through Bank draft from any Nationalised Bank drawn in favour of

"Accounts Officer, BSPTCL", payable at Patna, failing which the tender will be rejected. In case of deposit of Earnest money through cash, the tenderer should

enclosed the original copy of money Receipt and in case of Bank draft, the same

should be enclosed with part-I i.e. Technical and commercial part of the tender.

6. The successful tenderer shall have to deposit security money at the rate of 5% of each ordered value. The amount of security deposit should either be in cash or in the shape of Bank draft as detailed above.

7. The delivery of materials are required to be completed as per delivery schedule of the company.

The delivery shall be guaranteed under penalty clause. The usual terms of penalty is @ 1/2% of the value of materials delayed for each week or part there of with maximum ceiling of 10%.

8. In view of urgency of work, the local firm/ tenderer will be preferred as well as purchase order may be distributed to more than one valid firm/ tenderer on the approved rate.

9. Price must be quoted including all taxes and transportation cost both in words and figures in the company's prescribed Performa. The materials are to be delivered to central stationary & Form store, BSPTCL, Vidyut Bhawan, Bailey Road, Patna. The amount of taxes and transportation will not be payable separately.

10. The materials supplied will be got tested by the company through its internal or through any external agency as may be decided by the company.

11. The rates quoted for above item shall remain firm during the entire period of contract, which should not be less than a period of 365 days from the date of opening of the tender and no application for enhancement of rates on any ground will be acceptable.
12. The civil court, Patna alone shall have an exclusive jurisdiction to decide any differences/ dispute/ claim for and against BSPTCL/ suppliers arising out of or in respect of this tender/ contract agreement/ purchase order.
13. The tender which is not submitted in the enclosed company's prescribed Performa shall be rejected.
14. The company reserve the right to stay any condition or to cancel the tender whole or part of the awarded contract without assigning any reason.

Enclosure:-

- (i) Tender Performa for part - I i.e. Technical & commercial part.
- (ii) Tender Performa for part - II i.e. price part.

J. P. Singh  
DGM(HR & Admin.)

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Tender Proforma for part -II i.e. Price Part.

1. NIT NO. \_\_\_\_\_

2. Name & Full address of tenderer. \_\_\_\_\_

3. Price for central stationary/ form store, BSPTCL, Vidyut Bhawan, Patna. \_\_\_\_\_

<b>SL. NO.</b>	<b>Code No.</b>	<b>Name of Forms/Books/Register with GSM</b>	<b>Printing Quantity</b>	<b>Unit</b>	<b>Rate</b>	<b>Total Cost</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
1	TC - 1	Diary Register for Hqr Size - 30 ½ x43 cm (opening size) Paper - W.P.P 70GSM	150 Register	Per Register		
2.	TC - 2	Dispatch Register for Hqr Size - 30 ½ x43 cm (opening size) Paper - W.P.P 70GSM	150 Register	Per Register		
3.	TC - 3	Diary Register for other than Hqr Size - 30 ½ x43 cm (opening size)	500 Register	Per Register		

		Paper - W.P.P 70GSM				
4.	TC - 4	Dispatch Register for other than Hqr Size - 30 ½ x43 cm (opening size) Paper - W.P.P 70GSM	500 Register	Per Register		
5.	TC - 5	Index Register Size - 30 ½ x43 cm (opening size) Paper - W.P.P 70GSM	50 Register	Per Register		
6.	TC - 6	Peon Book Size - 30 ½ x43 cm (opening size) Paper - W.P.P 70GSM	500 Book	Per Book		
7.	TC - 8	Assistant Log Book Size - 30 ½ x43 cm (opening size) Paper - W.P.P 70GSM	200 Book	Per Book		
8.	TC - 9	Typist Log Book	50 Book	Per Book		

		Size - 30 ½ x43 cm (opening size) Paper - W.P.P 70GSM				
9.	TC-11	Attendance Register Size - 21 ½ x30 ½ cm (closing size) Paper - W.P.P 70GSM	2000 Register	Per Register		
10.	TC-12	Casual leave register Size - 21 ½ x30 ½ cm (opening size)	200 Register	Per Register		
11.	TC-14	Service Book Size - 30 ½ x43 cm (opening size) Paper - Ledger Paper, 80 GSM	1000 Book	Per Book		
12.	TC-15	Draft for approval Size - 21 ½ x30 ½ cm Paper - Maplitho (white), 80 GSM,	50,000 Loose form	Per Thousand		
13.	TC-20	Pay bill form for Gazetted officer Size - 21 ½ x30 ½ cm	20,000 Loose form	Per Thousand		

		Paper - Ledger paper, 80 GSM,				
14.	TC-22	Pay bill form for Non-Gazetted officer Size - 30 ½ x86 cm Paper - Ledger paper, 80 GSM,	30,000 Loose form	Per Thousand		
15.	TC-24	T.A. Bill form Size - 21 ½ x30 ½ cm Paper - W.P.P, 70 GSM,	8000 Loose form	Per Thousand		
16.	TC-25	Last Pay certificate form Size - 21 ½ x30 ½ cm Paper - W.P.P, 70 GSM,	5000 Loose form	Per Thousand		
17.	TC-31	Leave Account form Size - 30 ½ x43 cm Paper - W.P.P, 70 GSM	5000 Loose form	Per Thousand		
18.	TC-32	सामान्य भविष्य निधि से रूपये की अस्थायी निकासी के लिए आवेदन का फारम Size - 15 x21 ½ cm	2000 Loose form	Per Thousand		



		Paper- W.P.P, 70 GSM				
19.	TC-33	Application for final withdrawl of P.F Size - 21 ½ x30 ½ cm	2000 Loose form	Per Thousand		
20.	TC-35	1 <sup>st</sup> Page Size - 21 ½ x30 ½ cm Paper - Maplitho (white), 80 GSM,	60,000 Loose form	Per Thousand		
21.	TC-36	2 <sup>nd</sup> Page (Note-Sheet) Size - 21 ½ x30 ½ cm Paper - Maplitho (white), 80 GSM,	1,00,000 Loose form	Per Thousand		
22.	TC-41	Measurement Book Size - 12x43cm (opening size) Paper - W.P.P, 70 GSM,	200 Book	Per Book		
23.	TC-42	Memo pad Size - 12 ½ x21 ½ cm Paper - white, 70 GSM	300 Pad	Per Pad		

24.	TC-44	Hand Receipt Book Size - 21 ½ x30 ½ cm (closing size) Paper - W.P.P, 70 GSM,	300 Book	Per Book		
25.	TC-54	Cash Book Size - 43x61 cm (closing size) Paper - Ledger Paper, 80 GSM,	200 Book	Per Book		
26.	TC-56	Imprest Cash Book Size - 21 ½ x30 ½ cm Paper - Two colour paper, 45 GSM,	150 Book	Per Book		
27.	TC-119	Gate Pass Size - 15 ¼ x21 ½ cm Paper - W.P.P, 70 GSM,	300 Book	Per Book		
28.	TC-120	Store Ledger Size - 30 ½ x43 cm (opening size)	100 Ledger	Per Ledger		

		Paper - Ledger Paper, 80 GSM,				
29.	TC-123	Vehicle Log Book Size - 30 ½ x43 cm (opening size) Paper - W.P.P, 70 GSM,	100 Book	Per Book		
30.	TC-124	Application work order Book Size - 21 ½ x30 ½ cm Paper - W.P.P, 70 GSM,	300 Book	Per Book		
31.	TC-199	Combined store requisition and issue voucher Book. Size - 21 ½ x30 ½ cm Paper - Colour printing paper (Five colour) 45 GSM,	500 Book	Per Book		
32.	TC-200	S.R.V. Book (Store received and payment authorising voucher) Size - 30 ½ x43 cm Paper - Colour printing paper (Four	200 Book	Per Book		

		colour) , 45 GSM,				
33.	TC-224	Day Book of issue of Retail stationary stores. Size - 34 ½ x43 cm	5 Register	Per Register		
34.	N.S.F-82	Stock verification sheet Size - 30 ½ x43 cm Paper - Colour printing paper (Five colour) , 45 GSM,	100 Book	Per Book		
35.	TC-11+12	Combined Depot transfer store issue & Receipt voucher Book Size - 21 ½ x30 ½ cm Paper - Colour printing paper (Five colour) , 45 GSM,	500 Book	Per Book		
36.	TC-S-10	Devolution of materials Book Size - 21 ½ x30 ½ cm Paper - Colour printing paper (Five colour) 45 GSM,	500 Book	Per Book		

37.	N.Std. Kha-2	Movement Register for Hqr. and field Size - 30 ½ x43 cm (opening size) Paper - W.P.P, 70 GSM,	300 Register	Per Register		
38.	N.Std.	Pension form No.-4 Size - 21 ½ x30 ½ cm and 15 ½ x21 ½ cm Paper - W.P.P, 70 GSM,	1000 Set	Per Set		
39.	N.Std.	Pension Bill form (T-G-45) Size - 21 ½ x30 ½ cm Paper - Colour Printing Paper, 45 GSM,	3000 Loose form	Per Thousand		
40.	N.Std.	Pension Payment order Book Size - 15 ¼ x21 ½ cm Paper - W.P.P, 70 GSM,	500 Book	Per Book		
41.	N.Std.	Legal Notice Size - 15 ¼ x21 ½ cm Paper - W.P.P, 70 GSM,	5000 Loose form	Per Thousand		

42.	N.Std.	Pension payment order Sheet Size - 21 ½ x33 cm Paper - W.P.P, 70 GSM,	500 Loose form	Per Thousand		
43.	N.Std.	ACR form for workman Size - 21 ½ x30½ cm Paper - W.P.P, 70 GSM,	3000 Loose form	Per Thousand		
44.	N.Std.	G.P.F. Annual schedule form Size - 16x30½ cm Paper - W.P.P, 70 GSM,	5000 Loose form	Per Thousand		
45.	N.Std.	New ACR form for Gazetted officers Size - 30 ½ x21½ cm Paper - W.P.P, 80 GSM,	2000 Set	Per Set		
46.	N.Std.	G.S.S. form VII 'A' Size - 21 ½ x30½ cm Paper- Ledger Paper, 80 GSM	1500 Loose form	Per Thousand		

47.	N.Std.	G.S.S. form IV Size - 21 ½ x30½ cm Paper- Ledger Paper, 80 GSM	500 Loose form	Per Thousand		
48.	N.Std.	GPF Ledger Size - 30 ½ x43 cm Paper - Ledger paper, 80 GSM,	10 Ledger	Per Ledger		
49.	N.Std.	GPF Loan Non-Refundable form Size - 21 ½ x30½ cm Paper- W.P.P, 70 GSM	2000 Loose form	Per Thousand		
50.	N.Std.	मृत कामगारों के आश्रितों की नियुक्ति/पेंशन/ उपादान का किताब Size - 30 ½ x21 ½ cm	100 Book	Per Book		
51.	N.Std.	Medical Reimbursement form Size - 21 ½ x30½ cm	2000 Loose form	Per Thousand		

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Tender Proforma for part -I i.e. Technical and commercial part.

1. NIT NO. \_\_\_\_\_
2. Name & Full address of tenderer. \_\_\_\_\_
3. Name of forms/ Books/ Register. \_\_\_\_\_
4. Details of Earent money. \_\_\_\_\_

SL. No.	Code No.	Name of Forms/Book/Registers with GSM.	Printing Quantity	Binding and other instruction	Unit	Remarks
1	2	3	4	5	6	7
1.	TC-1	Diary Register for Hqr. Size 30½ ×43cm. (opening size) Paper- W.P.P 70GSM	150 Register	1. 100 × 2=200 Leaf each Register 2. Same Printing each leaf 3. Cover Printing	Per Register	



2.	TC-2	Dispatch Register for Hqr. Size 30½ ×43cm. (opening size) Paper- W.P.P 70GSM	150 Register	1. 100 × 2=200 Leaf each Register 2. Same Printing each leaf 3. Cover Printing	Per Register	
3.	TC-3	Diary Register for other than Hqr. Size 30½ ×43cm. (opening size) Paper- W.P.P 70GSM	500 Register	1. 100 × 2=200 Leaf Per Register 2. Same Printing each leaf 3. Cover Printing	Per Register	
4.	TC-4	Dispatch Register for other than Hqr. Size 30½ ×43cm. (opening size) Paper- W.P.P 70GSM	500 Register	1. 100 × 2=200 Leaf Per Register 2. Same Printing each leaf 3. Cover Printing	Per Register	
5.	TC-5	Index Register Size 30½ ×43cm. (opening size) Paper- W.P.P 70GSM	50 Register	1. 200 × 2=400 Leaf each Register 2. Same Printing each leaf 3. Cover Printing	Per Register	

6.	TC-6	Peon Book Size 30½ ×43cm. (opening size) Paper- W.P.P 70GSM	500 Book	1. Register of 50 Sheet 2. Same matter Printing each leaf 3. Cover Printing	Per Book	
7.	TC-8	Assistant Log Book Size 30½ ×43cm. (opening size) Paper- W.P.P 70GSM	200 Book	1. Register of 50 Sheet 2. Same matter Printing each leaf 3. Cover Printing	Per Book	
8.	TC-9	Typist Log Book Size 30½ ×43cm. (opening size) Paper- W.P.P 70GSM	50 Book	1. Register of 50 Sheet 2. Same matter Printing each leaf 3. Cover Printing	Per Book	
9.	TC-11	Attendance Register Size 21½ × 30½ cm. (closing size) Paper- W.P.P 70GSM	2000 Register	1. Each Register 16 Leaf 2. Flus Binding 3. Cover Printing	Per Register	

10.	TC-12	Casual Leave Register Size 21½ × 30½ cm. (opening size) Paper- W.P.P 70GSM	200 Register	1. 8 × 2=16 Leaf Book 2. Same Printing of each leaf 3. Cover Printing and Cover <del>Pulp Board</del>	Per Register	
11.	TC-14	Service Book Size 30½ × 43 cm. (opening size) Paper- Ledger Paper 80 GSM	1000 Book	1. Cloth Binding 2. Side Stitch 3. As Per Sample	Per Book	
12.	TC-15	Draft for Approval Size 21½ × 30½ cm.	50,000 Loose form	1. Loose Form both side Printing	Per thousand	
13.	TC-20	Pay Bill form for Gazetted Officer Size 21½ × 30½ cm.	20,000 Loose form	1. Loose Form, Each Form both side Printing	Per thousand	
14.	TC-22	Pay Bill form for Non Gazetted Size 30½ × 86 cm. <del>Paper- Ledger Paper 80GSM</del>	30,000 Loose form	1. Loose Form, Each Form both side Printing	Per thousand	
15.	TC-24	TA- Bill form Size 21½ × 30½ cm.	8000 Loose form	1. Loose Form, Each Form both side Printing	Per thousand	
16.	TC-25	Last Pay Certificate form size 21½ × 30½ cm. <del>Paper- W.P.P 70GSM</del>	5000 Loose form	1. Loose Form, Each Form both side Printing	Per thousand	

17	TC-31	Leave Account form size 30½ × 43 cm	5000 Loose form	1. Loose Form, Each Form both side Printing	Per thousand	
18	TC-32	सामान्य भविष्य निधि से रुपये की अस्थायी निकासी के लिए आवेदन का फारम size 15 × 21½ cm	2000 Loose form	1. Loose Form,	Per thousand	
19.	TC-33	Application for Final with drawl of PF. Size 21½ × 30½ cm	2000 Loose form	1. Loose Form	Per thousand	
20.	TC-35	Ist Page Size 21½ × 30½ cm. Paper- Maplitho (white).80 GSM	60,000 Loose form	1. Loose Form, Each Form both side Printing	Per thousand	
21.	TC-36	2nd Page (Note sheet) Size 21½ × 30½ cm.	1,00,000 Loose form	1. Loose Form, Each Form both side Printing	Per thousand	
22.	TC-41	Measurement Book size 12 × 43 cm (opening size) Paper- W.P.P, 70 GSM	200 Book	1. 100 Leaf in a Book 2. Flush Binding (Letter Pad type) 3. Numbering	Per Book	

23.	TC-42	Memo Pad Size 12½ × 21½ cm. Paper white, 70 GSM	300 Pad	1. 100 Leaf Each Pad 2. Letter Pad Binding 3. Perforating.	Per Pad	
24.	TC-44	Hand Receipt Book Size 21½ × 30½ cm (closing size) Paper - W.P.P, 70 GSM	300 Book	1. 50×2= 100 Leaf in a Book. 2. Pad type Binding. 3. Side stitch cover pasted.	Per Book	
25.	TC-54	Cash Book Size 43 × 61 cm (closing size) Paper - Ledger Paper, 70 GSM	200 Book	1. 125×2= 250 Leaf each Book. 2. Leather Binding and numbering. 3. Cover printing.	Per Book	
26.	TC-56	Imprest Cash Book Size 21½ × 30½ cm. Paper - Two colour Paper, 45 GSM	150 Book	1. Book of 100 forms in duplicate. 2. Serial Numbering. 3. Perforated. 4. Limp stitch.	Per Book	

27.	TC-119	Gate Pass Size 15¼×21½ cm. Paper - W.P.P, 70 GSM	300 Book	1. Book of 50 forms in duplicate. 2. Serial Numbering. 3. Perforated. 4. Limp stitch.	Per Book	
28.	TC-120	Store Ledger Size 30½ ×43 cm (opening size) Paper - Ledger Paper, 80 GSM	100 Ledger	1. Book of 100 forms (100 form×2 = 200 Leaf in a Ledger) 2. Folio Number 3. Rexin Bin ding. 4. Same matter printing each form	Per Ledger	
29.	TC-123	Vehicle Log Book Size 30½ ×43 cm (opening size) Paper - W.P.P, 70 GSM	100 Book	1. Book of 100 forms with page No. 2. Same matter printing each sheet. 3. Calico Binding.	Per Book	

30.	TC-124	Application work order Book Size 21½ ×30½ cm. Paper - W.P.P, 70 GSM	300 Book	1. 100×2= 200 Leaf of each Book 2. Side stitch, Cover pasted. 3. Numbring	Per Book	30.
31.	TC-199	Combined store requisition and issue voucher Book. Size 21½ ×30½ cm. Paper - Colour printing paper, 45 GSM (Five colour)	500 Book	1. 50×5= 250 Form in a Book 2. Side stitch, Cover pasted. 3. Numbering in five copies. 4. Each form same matter printing	Per Book	31.
32.	TC-200	S.R.V. Book (Store Received and payment authorizing voucher) Size 30½ ×43 cm. Paper - Colour printing paper, 45 GSM (Four colour)	200 Book	1. 25×4= 100 Leaf in a Book 2. Calico Binding. 3. 24 ounce card (kut) 4. Cover printing. 5. 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> copy perforating	Per Book	32.
33.	TC-224	Day Book of issue of Retail Stationary store	5 Register	---	Per Register	

34.	N.S.F. 82	Stock Verification Sheet Size 30½ ×43 cm. Paper - Colour printing paper, 45 GSM (Five colour)	100 Book	1. 25×5= 125 Leaf in a Book 2. Calico Binding. 3. 24 ounce card (kut) 4. Cover printing.	Per Book	
35.	TC- 11+12	Combined Depot transfer store Issue & Receipt Voucher Book Size 21½ ×30½ cm. Paper - Colour printing paper, 45	500 Book	1. 50×5= 250 Form Each Book 2. Side stitch, Cover pasted. 3. Perforating in four copy 4. Numbering in five copies	Per Book	
36.	TC-S- 10	Devolution of materials Book Size 21½ ×30½ cm. Paper - Colour printing paper, 45	500 Book	1. 50×4= 200 Leaf in a Book 2. Side stitch, Cover pasted. 3. Numbering in five copies,	Per Book	
37.	N.Std. kha-2	Movement Register for Hqr. and field. Size 30½ ×43 cm (opening size) Paper - W.P.P, 70 GSM	300 Register	1. 100×2= 200 Leaf Each Register 2. Same printing each leaf 3. Cover Printing	Per Register	



38.	N.Std	Pension form No - 4 Size 21½ × 30½ cm and 15½ × 21½ cm.	1000 Set	1. Each set - 19 leaf 2. (A) 15 Leaf of 21½ × 30½ cm (B) 4 Leaf of 15½ × 21½ cm	Per Set	
39.	N.Std	Pension Bill form (T-G-45) Size 21½ × 30½ cm Paper - Colour printing paper, 45	3000 Loose form	Loose form one side printing	Per Thousand	
40.	N.Std	Pension payment order Book Size 15¼ × 21½ cm Paper - W.P.P. 70 GSM	500 Book	1. 6×2= 12 Leaf each in a Book 2. Both side printing 3. Cover pulp Board	Per Book	
41.	N.Std	Legal Notice Size 15¼ × 21½ cm	5000 Loose form	Loose form one side printing	Per Thousand	
42.	N.Std	Pension payment order Sheet Size 21½ × 33 cm	500 Loose form	Loose form both side printing	Per Thousand	
43.	N.Std	ACR form for workman Size 21½ × 30½ cm	3000 Loose form	Loose form one side printing	Per Thousand	
44.	N.Std	G.P.F. Annual schedule form Size 16 × 30½ cm	5000 Loose form	Loose form one side printing	Per Thousand	

45.	N.Std	New ACR form for Gazetted officer Size 30½ × 21½ cm	2000 Set	1. One set of 10 pages 2. One side printing each form	Per Set	
46.	N.Std	GSS form VII 'A' Size 21½ × 30½ cm	1500 Loose form	Loose form	Per Thousand	
47	N.Std	GSS form IV Size 21½ × 30½ cm	500 Loose form	Loose form	Per Thousand	
48.	N.Std	GPF Ledger Size 30½ × 43 cm Paper - Ledger Paper, 80GSM	10 Ledger	1. Rexin Binding 2. Cover printing 3. 24 ounce card (kut)	Per Ledger	
49.	N.Std	GPF Loan Non-refundable form Size 21½ × 30½ cm	2000 Loose form	Loose form	Per Thousand	
50.	N.Std	मृत कामगारों के आश्रितों की नियुक्ति / पेंशन / उपादान का किताब Size 30½ × 21½ cm	100 Book	As per sample	Per Book	
51	N.Std	Medical Reimbursement form Size 21½ × 30½ cm	2000 Loose form	Loose form	Per Thousand	

