



NATIONAL BANK OF PAKISTAN

Stationery Department, Logistic Supports & Engineering Group, Lahore.

NBP INTENDS TO PURCHASE/PRINTING OF BANK'S STANDARD BOOKS / FORMS

Sealed tenders are invited from Bank's Approved pre-qualified Printers / Suppliers for printing / Purchase of Bank's Standard Books / Forms.

Tender Documents with terms and conditions may be collected from NBP, Stationery & Stores Department, Logistic Supports & Engineering Group, Lahore against payment of Rs:1000/= Non-Refundable), in shape of payment Order issued in favour of Incharge, NBP, Stationery & Stores Department, Logistic Supports & Engineering Group, Multan Road, Lahore.

Tender in sealed envelopes must reach on 02-08-2012 Upto 11:00 hours/or in the tender box lying on 6th floor, NBP, R.H.Q Building, 26 Meclagon Road, (Central Region) Lahore. Which may be opened on same day at 11:30 A.M. in the presence of Tender Purchase Committee & participants who wish to be present.

NBP reserve the right to reject any or all Tender without assigning any reason.

For more detail please contact to Mr. Muhammad Moin-ud-Din Ahmed, V.P./Incharge(SSD) on Telephone No:(042-99260336 Fax No:042-99260337).

(MUHAMMAD MOIN-UD-DIN AHMED)

Vice President/Incharge,
Stationery & Stores Department,
National Bank of Pakistan
Logistic Support & Engineering Group,
Lahore.



**STATIONERY & STORES DEPARTMENT
NATIONAL BANK OF PAKISTAN
LOGISTIC SUPPORTS & ENGINEERING GROUP
MULTAN ROAD, LAHORE**

BILL OF QUANTITY OF BOOKS

S. NO	ITEMS NO	SIZE & SPECIFICATION	QUANTITY	UNIT PRICE INCLUDING SALES & INCOME TAXES	TOTAL AMOUNT
1	B-1 Attendance Register	Size 14¾ x 9¾ (CS) to be printed on 80 grams White high finish paper, both side two colour printing duly ruled bond with 32 oz: straw board on back Imported Rexian binding cloth of fine qualities. Format & layout as per our specimen.	500 Books of 50 folios 100 Pages.		
2	B-3 Bank Cash Scroll	Size 8¼" x 13¼" (CS) to be printed on 68 grams. White paper, both side two colour printing, duly ruled bound with 32 oz: straw board on back with imported Rexian/binding cloth of fine qualities. Format & layout as per our specimen.	5000 Books of 200 pages.		
3	B-23 Lost Documents Register	Size 8¼" x 13¼"(CS) to be printed on 80 grams. White high finish paper, offset process printing and offset ruling, duly ruled bond with 32 oz: straw board on back imported Rexian/binding of fine qualities. Format & layout as per our specimen.	500 Books of 100 Folio each (200 Pages)		
4	B-32/A Government Credit Scroll in Pads	9.50"x14.50"(CS) to be printed on 55 grams White printing paper, one side one colour printing offset process printing and offset ruling as per our specimen, bound in perforated and thread stitched pads with craft paper on top 8 oz: straw board on back.	5000 Pads of 200 leaves each.		
5	B-33/A Government Debit Scroll in Pads	9.50"x14.50"(CS) to be printed on 55 grams White printing paper, one side one colour printing offset process printing and offset ruling as per our specimen, bound in perforated and thread stitched pads with craft paper on top 8 oz: straw board on back.	5000 Pads of 200 leaves each.		
6	B-40 Drafts MTS & T.T.S issued Register	9.50"x14.50"(CS) to be printed on 80 grams printing Paper Offset Process Printing & Ruling as per our specimen with 2 colour printing, bound in Books with 32 oz: straw board & imported Rexian/Binding cloth of fine qualities.	1000 Books of 100 Folios each. (200 Pages)		
7	B-50 Vault Register	Size 8¼" x 13¼" (CS) to be printed on 68 grams. White printing paper, both side two colour printing, duly ruled bound with 32 oz: straw board & imported Rexian/binding cloth of fine qualities. Format & layout as per our specimen.	1000 Books of 200 pages.		
8	B-52 Cash Balance Book	Size 8¼" x 13¼" (CS) to be printed on 68 grams. White printing paper, both side two colour printing, duly ruled bound with 32 oz: straw board & imported Rexian/binding cloth of fine qualities. Format & layout as per our specimen.	1000 Books of 200 pages.		
9	B-59 Cashier's Payment Book	8¼ "x13¼ " (CS) to be printed on 68 grams White high finish paper offset process, printing and offset ruling as per our specimen, bound in Books with 32 oz: straw board on back and imported <u>Rexian</u> /binding cloth of fine qualities.	2000 Books of 200 pages each.		

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10	B-60 Cashier's Receipt Book	8¼ "x13¼ " (CS) to be printed on 68 grams White high finish paper offset process, printing and offset ruling as per our specimen, bound in Books with 32 oz: straw board on back and imported <u>Rexian</u> /binding cloth of fine qualities.	2000 Books of 200 pages each.		
11	B-68 Misc Security Register	Size 8¼" x 13¼" (CS) to be printed on 68 grams White paper, Offset Process of printing & ruling as per our specimen with 2 colour printing, bound in Books with 32 oz: straw board on back & imported Rexian/Binding cloth of fine qualities..	500 Books of 200 pages each		
12	B-69 Documents Execution Register	8¼" x 13¼" (CS) to be printed on 68 grams White printing paper offset process, printing and offset ruling as per our specimen, bound in Books with 32 oz: straw board on back and imported <u>Rexian</u> /binding cloth of fine qualities.	500 Books of 200 pages each		
13	B-73 Demand Finance Ledger (Misc)	Size 9¾" x 14¾" (CS) to be printed on 80 grams White high finish printing paper, offset process printing & offset ruling, two colour printing bound in Books with 32 oz: straw board on back and imported Rexian/binding cloth of fine qualities. Format & layout as per our specimen.	200 Books of 100 folios each. (200 pages).		
14	B-74 Demand Finance Ledger (Gold)	Size 9½" x 14½" (CS) to be printed on 80 grams White high finish printing paper, offset process printing & offset ruling, two colour printing bound in Books with 32 oz: straw board on back and imported Rexian/binding cloth of fine qualities. Format & layout as per our specimen.	1000 Books of 100 folios each. (200 pages).		
15	B-83 Stock Register	Size 14½ x 19½" (CS) to be printed on 80 grams White high finish printing paper, offset process printing & offset ruling, two colour printing bound in Books with 48 oz: straw board on back and imported Rexian/binding cloth of fine qualities. Format & layout as per our specimen.	200 Books of 100 folios with 100 inner leaves size 14 ½ x 15 ½. (200 Leaves).		
16	B-93 Clearing Register	Size 13" x 16" (CS) to be printed on 80 grams White high finish printing paper, offset process printing & offset ruling, two colour printing bound in Books with 48 oz: straw board imported Rexian/binding cloth of fine qualities. Format & layout as per our specimen.	500 Books of 100 folios each. (200 pages).		

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17	B-121 Transfer Responding Advice Dispatched Register	Size 8¼" x 13¼" (CS) to be printed on 80 grams. White high finish printing paper, both side two colour printing, duly ruled bond with 32 oz: straw board on back with imported Rexian/binding cloth of fine qualities. Format & layout as per our specimen.	500 Books of 200 Folio each.		
18	B-127 Current/Cash finance & PLS Savings Bank Account opened & closed Register	13" x16" (CS) to be printed on 80 grams White high finish paper offset process, printing and offset ruling as per our specimen, bound in Books with 48 oz: straw board on back and imported <u>Rexian</u> /binding cloth of fine qualities.	500 Books of 100 folios each (200 pages).		
19	WAPDA SCROLL (IN PADS)	8¼" x 13¼" (CS) to be printed on 55 grams White printing paper, offset process printing and offset ruling as per our specimen, (1 st leaf Black, 2 nd leaf Red & 3 rd leaf Green colours printing) bound in thread stitched pads with 8 oz: straw board on back and craft paper on top.	2000 Pads of 50 sets each. Each set containing 3 leaves.		

The above rates are quoted as per terms and conditions laid down overleaf.

Yours faithfully,

for M/S _____



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1	ENVELOPES 9" X 4"	23.5 CM X 10.5 CM TO BE PRINTED ON 75 GRAMS IMPORTED OFFSET PAPER WITH FOUR COLOUR PRINTING AS PER OUR SPECIMEN.	500000 WITH DIFFERENT BRANCHES/ REGIONS ADDRESSES		
2	ENVELOPES 11" X 5"	28 CM X 12.5 CM TO BE PRINTED ON 75 GRAMS IMPORTED OFFSET PAPER WITH FOUR COLOUR PRINTING AS PER OUR SPECIMEN.	500000 WITH DIFFERENT BRANCHES/ REGIONS ADDRESSES		
3	ENVELOPES 15" X10.75"	38 CM X 27.5 CM TO BE PRINTED ON 75 GRAMS OFFSET IMPORTED PAPER WITH FOUR COLOUR PRINTING AS PER OUR SPECIMEN.	100000 WITH DIFFERENT BRANCHES/ REGIONS ADDRESSES		
4	FILE COVER	14" X 22" TO BE PRINTED ON 350 GRAMS BUX BOARD WITH FOUR COLOUR PRINTING (STANDARD SIZE) (IRON PATRI) FORMAT AND LAYOUT AS PER OUR SPECIMEN.	100000 NOS		
5	<u>FORM 'E'</u>	9.50"X14.50" TO BE PRINTED ON 55 GRAMS WHITE HIGH FINISH PRINTING PAPER BOTH SIDES GREEN COLOUR PRINTING AND AUTO MACHINE NUMBERED FROM _____ TO _____ AS PER OUR SPECIMEN, BOUND IN PADS WITH CRAFT PAPER.(PRINTING OFFSET PROCESS/OFFSET RULING).	500 PADS OF 50 SETS EACH. EACH SET CONTAINING 4 LEAVES.		
6	<u>FORM 'I'</u>	8"X13" TO BE PRINTED ON 55 GRAMS WHITE HIGH FINISH PRINTING PAPER BOTH SIDES ONE COLOUR PRINTING WITH AUTO MACHINE NUMBERED FROM _____ TO _____ AS PER OUR SPECIMEN, BOUND IN PADS WITH CRAFT PAPER ON TOP 8 OZ: STRAW BOARD ON BACK.(PRINTING OFFSET PROCESS/OFFSET RULING).	300 PADS OF 100 LEAVES EACH.		
7	F-15 CREDIT ORIGINATING FANFOLD SET	SIZE 7¼" X 8¾" TO BE PRINTED ON 55 GRAMS WHITE HIGH FINISH PRINTING PAPER, 1 ST LEAVE IN RED AND 2 ND LEAF IN BLUE COLOUR, ONE SIDE ONE COLOUR PRINTING WITH AUTO NUMBERED FROM _____ TO _____ AS PER OUR SPECIMEN, BOUND IN PADS WITH CRAFT PAPER ON TOP 8 OZ: STRAW BOARD ON BACK. (PRINTING OFFSET PROCESS/OFFSET RULING).	7000 PADS OF 100 SETS EACH. EACH SET CONTAINING TWO LEAVES.		
8	F-16 DEBIT ORIGINATING FANFOLD SET	SIZE 7¼"X 8¾" TO BE PRINTED ON 55 GRAMS WHITE HIGH FINISH PRINTING PAPER, 1 ST LEAVE IN BLUE AND 2 ND LEAF IN RED COLOUR, ONE SIDE ONE COLOUR PRINTING WITH AUTO NUMBERED FROM _____ TO _____ AS PER OUR SPECIMEN, BOUND IN PADS WITH CRAFT PAPER ON TOP 8 OZ: STRAW BOARD ON BACK. (PRINTING OFFSET PROCESS/OFFSET RULING).	5000 PADS OF 100 SETS EACH. EACH SET CONTAINING TWO LEAVES.		

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9	F-50	7½ X 4¼ TO BE PRINTED ON 68 GRAMS WHITE HIGH FINISH PRINTING PAPER ONE SIDE ONE COLOUR PRINTING AS PER OUR SPECIMEN, BOUND IN PADS WITH CRAFT PAPER ON TOP 8 OZ: STRAW BOARD ON BACK.	30000 PADS OF 100 LEAVES EACH.		
10	F-51	7½ X 4¼ TO BE PRINTED ON 50 GRAMS GREEN COLOUR SUPERIOR QUALITY PAPER ONE SIDE ONE COLOUR PRINTING AS PER OUR SPECIMEN, BOUND IN PADS WITH CRAFT PAPER ON TOP 8 OZ: STRAW BOARD ON BACK.	20000 PADS OF 100 LEAVES EACH.		
11	F-65 Specimen Signature Card	SIZE 3" X 5" TO BE PRINTED ON 180 GRAMS IMPORTED IVORY CARD BOTH SIDES BLACK COLOUR AND MICRO PRINTING OF BANK'S NAME IN PINK COLOUR INK FORMAT AND LAYOUT AS PER OUR SPECIMEN, BOUND IN PACKETS.(PRINTING OFFSET PROCESS/OFFSET RULING).	5000 PACKETS OF 100 CARDS EACH.		
12	F-117	5¾ X 8¾ TO BE PRINTED ON 50 GRAMS BLUE COLOUR SUPERIOR QUALITY PRINTING PAPER BOTH SIDES ONE COLOUR PRINTING IN ENGLISH & URDU PRINTING, FORMAT AND LAYOUT AS PER OUR SPECIMEN, BOUND IN PADS WITH CRAFT PAPER ON TOP 8 OZ:STRAW BOARD ON BACK.	10000 PADS OF 100 LEAVES EACH.		
13	F-222	8¼ X 4½ TO BE PRINTED ON 68 GRAMS WHITE HIGH FINISH PRINTING PAPER BOTH SIDE ONE COLOUR PRINTING CRAFT PAPER ON TOP 8 OZ: STRAW BOARD ON BACK. FARMAT & LAYOUT AS PER OUR SPECIMEN.	2000 PADS OF 100 LEAVES EACH.		
14	F-307 SSD/F-8	8¼ X 13¼ TO BE PRINTED ON 55 GRAMS RED CARBON ON BACK PAPER ONE SIDE ONE COLOUR PRINTING 1 ST TO 4 PAGE 5 TH PAGE 50 GRAMS WITHOUT CARBON WITH BOTH SIDES PRINTING BOUND IN PADS WITH CRAFT PAPER ON TOP 08 OZ: STRAW BOARD ON BACK.	1000 PADS OF 50 SETS EACH. EACH SET CONTAINING 5 LEAVES.		
15	IB-29	8"X13" TO BE PRINTED ON 68 GRAMS WHITE PAPER/HIGH FINISH PRINTING PAPER BOTH SIDES ONE COLOUR PRINTING, OFFSET PROCESS AND OFFSET RULING FORMAT AND LAYOUT AS PER OUR SPECIMEN, BOUND IN PADS WITH CRAFT PAPER ON TOP 8 OZ: STRAW BOARD ON BACK. (PRINTING OFFSET PROCESS/OFFSET RULING).	1000 PADS OF 100 LEAVES EACH.		
16	IBT-02	8¼ X 10½ TO BE PRINTED ON 50 GRAMS NCR CARBONLESS PAPER I COPY IN WHITE & 2 ND IN YELLOW COLOUR BOUND IN PADS WITH CRAFT PAPER ON TOP 8 OZ: STRAW BOARD ON BACK. FARMAT & LAYOUT AS PER OUR SPECIMEN.	3000 PADS OF 50 SET EACH. EACH SET CONTAINING 2 LEAVES.		

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17	<u>PASSPRT ORDINARY</u>	SIZE 8½" X 11¼" TO BE PRINTED ON 50 GRAMS GREEN COLOUR PAPER ONE SIDE ONE COLOUR PRINTING WITH 2 PERFORATIONS AS PER OUR SPECIMEN BOUND IN PADS WITH CRAFT PAPER ON TOP 8 OZ; STRAW BOARD ON BACK.	<u>3000</u> PADS OF 200 LEAVES EACH.		
18	<u>F-15 (PART II NCR PAPER</u>	SIZE 9½" X 11" TO BE PRINTED ON NCR CARBONLESS 50 GRAMS PAPER IN DUPLICATE ONE SIDE ONE COLOUR PRINTING AS PER OUR SPECIMEN.	<u>200</u> BOXES 1000 SHEETS EACH. EACHSET CONTAINING 2 LEAVES (2000 SHEETS).		

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