



क्षेत्रीय कार्यालय  
कर्मचारी राज्य बीमा निगम

(ISO 9001% 2000 Certified)

“पंचदीप भवन”, भवानी सिंह मार्ग, जयपुर-302001

टेलीफोन .0141-2221631 फैक्स.0141-2222047

ई मेल. rd-rajasthan@mail.nic.in

वेबसाइट- esicrajasthan.com

क्रमांक : 15-डी-14 / 16 / 6 / 08-सामान्य

दिनांक :

सेवामें,  
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**विषय:- प्रपत्रों का वार्षिक मुद्रण 2008-09**

महोदय,

उपर्युक्त विषयान्तर्गत लेख है कि निगम को संलग्न Schedule 'A' के अनुसार प्रपत्रों का मुद्रण कार्य करवाना है, जिसकी अनुमानित लागत रूपये 5,61,800/- है, यदि आप यह कार्य करने के इच्छुक हो तो अमानत राशि रूपये 11,250/- (अक्षरे- ग्यारह हजार दो सौ पचास मात्र) का बैंक ड्राफ्ट/बैंकर्स चैक, क्षेत्रीय निदेशक, कर्मचारी राज्य बीमा निगम, जयपुर के पक्ष में (भारतीय स्टेट बैंक जयपुर पर देय) टेण्डर फार्म के साथ संलग्न कर निर्धारित अवधि में जमा कराये जा सकते हैं। अमानत राशि नकद रूप में भी जमा कराकर कैश रसीद टेण्डर फार्म के साथ संलग्न की जा सकती है। बिना अमानत राशि के प्राप्त निविदा फार्म पर कोई विचार नहीं किया जायेगा।

कृपया यह भी सुनिश्चित कर लिया जाये कि संलग्न Schedule 'A' में उल्लेखित मिलों के ही कागज सैम्पल लगायें एवं उन पर मिल का नाम अंकित कर अपने हस्ताक्षर मय सील के करें तथा रेट तदनुसार मिलवाईज दर्शाएं ताकि टेण्डरदाताओं की मिल के अनुसार तुलनात्मक विवरणी बनाने में सुविधा रहे। ध्यान रहे कि उक्त के अभाव में टेण्डर स्वीकार नहीं किया जायेगा।

1. निविदा फार्म जमा कराने की अंतिम तिथि: 10.02.2009  
(दोपहर 1.00 बजे तक)
2. निविदा फार्म खोलने की तिथि: 10.02.2009  
(दोपहर 3.00 बजे)

संलग्न निविदा फार्म में दरें प्रत्येक मद के लिए सभी कर सहित एक मुश्त दर्शायी जानी चाहिए। निविदा फार्म तथा निविदा की शर्तें (प्रत्येक पेज हस्ताक्षरित तथा फर्म की रबर स्टाम्प सहित) मय अमानत राशि के जमा करायें अन्यथा निविदा फार्म निरस्त किये जा सकते हैं। छपाए जाने वाले फार्म के नमूने क्षेत्रीय कार्यालय में उपलब्ध हैं जो कार्यालय समय में देखे जा सकते हैं।

टेण्डर स्वीकृत/अस्वीकृत करने के समस्त अधिकार क्षेत्रीय निदेशक, कर्मचारी राज्य बीमा निगम, जयपुर के पास होंगे।

भवदीय,

- संलग्न: 1. निविदा फार्म  
2. निविदा की शर्तें  
3- Schedule 'A'

( आर. पी. शर्मा )  
सहायक निदेशक (सामान्य)

## SCHEDULE 'A'

1. Last date and time for receipt of tender by 1.00 P.M. dated 10.02.2009.
2. The tender shall remain open for acceptance till above date and time 3.00 P.M..
3. The supply of forms will have to be made within 30 days from the date of supply order.
4. Tenderers are required to submit their tenders along with sample of the paper to be used for printing. Tender submitted without sample will not be accepted.
5. Tenderers are required to use paper manufactured by any of the under mentioned Mills.
  - I. Ballarpur Paper Mills.
  - II. Century Paper Mills.
  - III. T N P L
  - IV. H P C
  - V. J. K. Paper Mills.
  - VI. Sirpur Paper Mills.
  - VII. Orient Paper Mills.

S. No.	Name of Form	Quantity	Size of Form	Quantity of Paper to be used Single/Both Side Printing	Printing Instruction	Quotation/ Ptg. charges with Paper
1	Form 01	2,000	34.5 X 43 Cms.	43 X 69 cms. = 8.9 Kg White Cream Wove. Both Side Printing.	To be printed in Hindi. To be supplied in loose condition, page to page and back to back.	
2	Form 1	2,00,000	17 X 33 Cms	51 X 66 cms. =10.4 Kg. White Cream Wove, Both Side Printing	To be supplied in loose condition. To be printed in bilingually.	
3	Form 3	15,000	17.25 X 21.25 Cms	43 X 69 cms. =8.9 Kg White Cream Wove. Both Side Printing	To be supplied in loose condition. To be printed in black ink.	
4	Form No.4	1,55,000	14.0 X 10 Cms	230 GSM White Pulp Board Paper to be used. Single Side Printing.	To be printed bilingually.	

5.	Form 5	64,000	51.00 X 33 Cms	51 X 66 Cms = 10.4 Kg. White cream wove. Both side printing.	To be printed in Hindi. As per sample.	
6.	Form 9	10,000	21.5 X 17.25 Cms	43 X 69 cms =8.9 Kg. White cream Wove Paper Single Side Printing.	To be Printed in Hindi. To be supplied in loose condition.	
7.	Form 14	25,000	17 X 25.3 Cms	51 X 76 cms. = 10.9 Kg. White Cream Wove. Single Side Printing	To be supplied in loose condition. To be printed in Hindi.	
8.	Form 16	10,000	17 X 25.3 Cms	51 X 76 cms. =10.9 Kg White Cream Wove, Single Side Printing	To be supplied in loose condition. To be printed in Hindi.	
9.	Form A-19	20,000	17.25 X 21.5 Cms	43 X 69 cms.= 8.9 Kg White Cream Wove, Both Side Printing	To be supplied in loose condition. To be printed in bilingually.	
10.	Form 19	1,000	19 X 25.5 Cms	51 X 76 Cms =10.9 Kg White Cream Wove. Single Side Printing.	To be supplied in loose condition. To be printed in Hindi.	
11.	Form 20	2,000	17 X 19 Cms	51 X 76 Cms =10.9 Kg White Cream Wove. Both Side Printing	To be supplied in loose condition. To be printed in Hindi.	
12.	Form 23	15,000	17 X 19 Cms	51 X 76 cms. =10.9 Kg White Cream Wove, Single Side Printing	To be supplied in loose condition. To be printed in Hindi.	

13.	Form 24	15,000	17 X 19 Cms	51 X 76 cms.= 10.9 Kg White Cream Wove, Single Side Printing	To be supplied in loose condition. To be printed in Hindi.	
14.	M. Board Forwarding	2,000	21.5 X 34.5 Cms	43 X 69 Cms. = 8.9 Kg. White cream wove. Both side printing.	To be supplied in loose condition .To be printed in Hindi.	
15.	Plastic Covers	1,10,000	11.0 X 16.0 Cms (with flap) 11x 15 cms. (without flap)	0.20 mm transparent fresh PVC sheet. As per sample.	To be dyed 'ESIC' at the one corner of the plastic cover.	
16.	ESIC Med-1	1,00,000	15.0 X 19.0 Cms	46.0 X 58 cms. =16.3 Kg Manila Cover Paper Both Side Printing	To be supplied in envelope shape Horizontal & vertical line to be done in blue ink.	
17.	ESIC-9 Weekly Diary	15,000	21.5 X 34.5 Cms	43 X 69 = 8.9 Kg. White cream Wove. Both side printing.	To be printed bilingually. Interleaved bound gum pads of 100 forms. As per sample.	
18.	ESIC-16	1,00,000	21.5 X 17.25 Cms	43 X 69 cms. = 8.9 Kg White Cream Wove, Single Side Printing	Printing to be done in black Ink. Interleaved bound in gum pads of 100 form. To be printed bilingually.	
19.	ESIC 19	25,000	34.5 X 21.5 Cms.	43 X 69 cms. = 8.9 Kg White Cream Wove, Both Side Printing	Vertical & Horizontal ruling to be done alongwith printing. To be supplied in loose condition.	

20.	ESIC-26 PDB Reg. (Revised)	5,000	34.5 X 43 Cms.	43 X 69 cms =14.5 Kg. Ledger papers both side printing.	To be supplied in loose condition. As per sample.	
21.	ESIC-37	20,000	14 X 17.75 Cms	56 X 71 Cms = 12.7 Kg. White century board. Single side printing.	To be printed bilingually and to be supplied in loose condition. As per sample.	
22.	ESIC-40 DB Reg. (Revised)	5,000	22.75 X 58.5 Cms.	58.5 X 91Cms = 25.3 Kg. A grade ledger paper. Both side printing.	Horizontal ruling to be done in light blue ink and to be supplied in loose condition.	
23.	ESIC-53 (Revised)	10,000	12.7 X 19 Cms	51 X 76 Cms = 12.7 Kg. white Cream wove paper Both side printing.	To be supplied in gum pad of 100 forms, to be printed in bilingually in Hindi & English.	
24.	ESIC-86 (Revised)	2,000	17.25 X 21.5 Cms	43 X 69 cms = 8.9 Kg. White cream Wove Paper Single Side Printing.	To be printed bilingually in Hindi and English. Back to back basis.	
25.	ESIC-99 (Revised)	2,000	23.5 X 14 Cms.	56 X 71 Cms = 12.7 Kg. White century board. Both side printing.	To be printed bilingually. To be supplied in loose condition. To be printed in red ink, horizontal and vertical line to be done.	
26.	Set -A	15,000	21.5 X 34.5 Cms	43 X 69 cms = 8.9 Kg. White cream Wove Paper. Both side printing.	To be supplied in loose condition. To be printed in English.	

27.	ESIC-116 (Revised) D I C Reg.	3,000	34.5 X 43 Cms.	43 X 69 cms = 8.9 Kg. White cream Wove Paper. Both side printing.	To be supplied in loose condition. To be printed bilingually. Horizontal and vertical ruling to be done.	
28.	ESIC-123	4,000	10.75 X 17.25 Cms	43 X 69 cms = 8.9 Kg. White cream Wove Paper. Both side printing.	To be printed in Hindi.	
29.	ESIC-Med-8	3,000	17.25 X 21.5 Cms	43 X 69 cms = 8.9 Kg. White cream Wove Paper. Both side printing.	To be printed bilingually.	
30.	ESIC-Med- 8-A	3,000	17.25 X 21.5 Cms	43 X 69 cms = 8.9 Kg. White cream Wove Paper. Both side printing.	To be printed bilingually.	
31.	ESIC-Med-9	10,000	69 X 21.5 Cms	43 X 69 cms = 8.9 Kg. White cream Wove Paper. Both side printing.	To be supplied in loose condition. To be printed bilingually.	
32.	ESIC-Med- 9-A	10,000	69 X 21.5 Cms	43 X 69 cms = 8.9 Kg. White cream Wove Paper. Both side printing.	To be supplied in loose condition. To be printed bilingually.	

33.	ESIC- Med-97	10,000	21.5 X 34.5 Cms	43 X 69 cms = 8.9 Kg. White cream Wove Paper. Both side printing.	To be printed bilingually.	
34.	ESIC Med-103	10,000	21.5 X 34.5 Cms	43 X 69 cms. = 8.9 Kg White Cream Wove paper, Both Side Printing	To be printed in bilingually.	
35.	C-10 (Revised)	50,000	21.5 X 34.5 Cms	43 X 69 cms. = 8.9 Kg White Cream Wove paper, Both Side Printing	To be printed in Hindi.	
36.	C-18 Actual Basis	2,000	34.5 X 21.5 Cms	43 X 69 cms. = 8.9 Kg White Cream Wove, Both Side Printing	To be printed in Hindi.	
37.	B.I.-1 (a)	2,000	17.2 X 21.5 Cms	43 X 69 cms. = 8.9 Kg White Cream Wove Paper, Both Side Printing	To be printed in Hindi/English back to back.	
38.	R M -7	1,000	34.5 X 21.5 Cms.	43 X 69 cms = 8.9 Kg. White Cream Wove Paper. Single side Printing	To be supplied in loose condition. As per sample.	
39.	L-1	20,000	23 X 29 Cms	23 X 36 cms.= 29 Kg Sun Beam Ledger Paper, Both Side Printing	To be print in black ink and (T) punch on ledger sheet according to ledger binder.	

40.	D F Allotment Register	5,000	34.5 X 43 Cms	43 X 69 cms = 8.9 Kg. White cream wove paper. Both side printing.	To be printed bilingually done. Horizontal & Vertical ruling to be done. As per sample.	
41.	J R O-1 Cheque Forwarding	2,000	21.5 X 17.25 Cms	43 X 69 cms = 8.9 Kg. White Cream Wove Paper. Single side Printing	To be supplied in loose condition.	
42.	JRO-3 E.L. Order	2,000	21.5 X 34.5 Cms	43 X 69 cms.= 8.9 Kg White Cream Wove Paper Single Side Printing	To be supplied in loose condition.	
43.	Payment Slip	20,000	34.5 X 21.5 cms.	43 X 69 cms = 8.9 Kg. White Cream Wove Paper. Single side Printing	To be supplied in loose condition. To be printed bilingually. As per sample.	
44.	T. R. -22 (O)	5,000	43 X 69 Cms	43 X 69 cms = 8.9 Kg. White Cream Wove Paper. both side Printing	To be supplied in loose condition. Vertical and horizontal ruling to be done.	
45.	T. R. 30	6,000	21.5 X 34.5 Cms	43 X 69 cms = 8.9 Kg. White Cream Wove Paper. Both side Printing	To be printed bilingually. To be supplied in loose condition.	
46.	T. R. 31	2,000	21.5 X 34.5 Cms	43 X 69 cms = 8.9 Kg. White Cream Wove Paper. Both side Printing.	To be printed bilingually. To be supplied in loose condition.	

47.	T. R. 32	2,000	21.5 X 34.5 Cms	43 X 69 cms = 8.9 Kg. White Cream Wove Paper. both side Printing	To be printed bilingually and to be supplied in loose condition.	
48.	ESIC-96	4,000	21.5 X 34.5 Cms	43 X 69 cms = 8.9 Kg. White Cream Wove Paper. Both side Printing.	To be printed in black ink, to be supplied in loose condition and to be printed bilingually.	
49.	SAMIKSHA PATRA	15,000	21.5 X 34.5 Cms	43 X 69 cms = 8.9 Kg. White Cream Wove Paper. Both side Printing	To be supplied in loose condition. To be printed in Hindi. As per sample.	
50.	Pension Bill Form (P-9)	2,000	21.5 X 34.5 Cms	43 X 69 cms = 8.9 Kg. White Cream Wove Paper. Single side Printing	To be supplied in loose condition. Horizontal and Vertical ruling to be done.	
51.	R M -2	6,000	12.75 X 19 Cms.	51 X76 Cms =10.4 Kg. White century board. Single side printing.	To be printed in diglot in small printing letters.	
52.	R M-1(P)	3,000	34.5 X 21.5 Cms	43 X 69 cms = 8.9 Kg. White Cream Wove Paper. Both side Printing.	To be printed bilingually, Hindi/English, back to back Pads to be made of 100 Copies of each.	
53.	T R 127 (objection Book A-127)	500	51 x 38 Cms.	51 x 76 Cms. = 18.4 Kg. A Grade Ledger Paper. Both side printing.	To be printed in loose condition. Horizontal & vertical ruling to be done.	

54.	Audit objection Book	2,000 (20 Books)	21.5 x 34.5 Cms.	43 x 69 Cms. = 8.9 Kg. White cream wove paper. Both side printing.	To be supplied in gum pad of 100 form (in duplicate) bearing 200 forms each to be printed in bilingually, Book no. and Sl. no. will be done.	
55.	T.R -24 PIC	5,000	21.5 x 34.5 Cms.	43 x 69 Cms. = 8.9 Kg. White cream wove paper. Single side printing.	To be printed in Hindi. To be supplied in loose condition.	
56.	Observation slip	10,000	34.5 x 43 Cms.	43 x 69 Cms. = 8.9 Kg. White cream wove paper. Both side printing.	To be supplied in loose condition. To be printed in Hindi.	
57.	C-10- B (Revised)	20,000	34.5 X 43 Cms (6 Page printed 5 page size 21.5 X 34.5 Cms	43 X 69 cms = 8.9 Kg. White Cream Wove Paper. Both sides Printing in six pages.	To be printed in Hindi 5 page will be pasted.	
58.	ESIC Med-2 (Revised)	1,00,000	14 X 17.75 Cms	56 X 71 Cms = 12.7 Kg Century Board of perfect ink colour, both side printing.	To be supplied in loose condition. To be printed in diglot.	
59.	SR-1 E.L. Application form	3,000	21.5 X 34.5 Cms	43 X 69 cms. = 8.9 Kg White Cream Wove. Single Side Printing	As per sample. To be supplied in loose condition. To be printed in Hindi.	

60.	E. L. Leave Encashment	3,000	21.5 X 34.5 Cms	43 X 69 cms. = 8.9 Kg White Cream Wove. Single Side Printing	As per sample. To be supplied in loose condition. To be printed in Hindi.	
61.	GPF Non refundable	3,000	21.5 X 34.5 Cms	43 X 69 cms. = 8.9 Kg White Cream Wove, Single Side Printing.	As per sample. To be supplied in loose condition. To be printed in Hindi	
62.	Scooter/ Motorcycle/ Computer Advance	4,000	21.5 X 34.5 Cms	43 X 69 cms. = 8.9 Kg White Cream Wove, Both Side Printing	As per sample. To be supplied in loose condition. . To be printed in English.	
63.	T. R. 25 (Outer) L T C Bill	2,000	34.5 X 43 Cms	43 X 69 cms.= 8.9 Kg Both Side Printing	To be supplied in loose condition. Printed bilingually. As per sample.	
64.	Ledger Binder	300	23.5 X 29.5 Cms	As per sample	Back cover of good quality. Timber and steel sheet of 24 guage. Ist cover of 10 mm , both cover to be bound strong quality canvas (12 ounces) As per sample	