


DEPARTMENT OF POSTS-INDIA
O/O THE SUPERINTENDENT, POSTAL STORES DEPOT
BHUBANESWAR-751007

Sub: - Notice inviting BOQ BID in GcM for Printing and Supply of SB-103 & Miscellaneous Forms for use in Post Offices under the Department of Posts in Odisha Circle.

PARAMETERS AND TECHNICAL SPECIFICATIONS FOR EXECUTING THE WORK

Sl. No	Form No./Name of the item	Quantity	Unit	No. of Pages	Size in cms (LxB)	Specification
1.	SB-103 (Pay-in-Slip)	(1,50,00,000) 1.5 Core	Nos.	-	30x10.5	<ul style="list-style-type: none"> • Should be printed on 60 GSM White Printing Paper. • Monochrome. • Unilingual (Only English). • Single Side printing with logo (India post). • Design & Printing Should Strictly be as per the approved specimen Which will be provided along with work order.
2.	ACG-17	2,00,000	Nos.	-	14.5x22.2	<ul style="list-style-type: none"> • Should be printed on 60 GSM White Printing Paper. • Monochrome. • Bilingual (Both English & Hindi). • Double Side printing. • Design & Printing should strictly be as per the approved specimen which will be provided along with work order.
3.	ACG-61 Charge Report	2,00,000	Nos.	-	14.5x22.2	<ul style="list-style-type: none"> • Should be printed on 60 GSM White Printing Paper. • Monochrome. • Bilingual (Both English & Hindi). • Double Side printing. • Design & Printing should strictly be as per the approved specimen which will be provided along with work order.
4.	Book of Postmark	10,000	Book	23 Inner Sheets	42 X 18 cm	<u>Cover Pages</u> <ul style="list-style-type: none"> • Front and back (2 sheets) • Front: Single side printing • India Post logo to be printed on front cover page. • Back : No Printing • 250 GSM Azurelaid White Paper

						<u>Inner pages</u> <ul style="list-style-type: none"> • 92 Pages(23 sheets) • Each book will be serially numbered from 01 to 90. • 220 GSM white paper • <u>Binding:</u> Book should be firmly stapled in the center.
5.	Red AD Cards	1,00,000	Nos	02 (Front and back)	15 X 9.5	<ul style="list-style-type: none"> • 120 GSM Pulp Board Pink printing paper. • Monochrome. • Bilingual (Hindi & English) • Both side printing with logo on front side [India Post] • Printing material strictly as per specimen. • Each Pad should contain 50 nos. of cards.


Superintendent
Postal Stores Depot
Brubaneswar-751007