



**EMPLOYEES PROVIDENT FUND ORGANISATION**

(Ministry of Labour, Govt. Of India)

**REGIONAL OFFICE**

'Bhavishyanidhi Bhavan'

BEHIND V.M.C. WARD-6 OFFICE

AKOTA STADIUM ROAD, AKOTA, VADODARA – 390 020.

PHONE: 0265-2337872 (RPFC), 2358163 (APFC), 2331589 (PRO), FAX: 0265-2343505

Visit our website: [www.epfovadodara.com](http://www.epfovadodara.com)

**No.GJ/BRD/RPFC/Store/File( 28 )/107**

**Date: 17.07.2009**

**Tender Notice**

EPFO, Regional office, Vadodara invites sealed quotation from reputed Parties/ Vendors for printing the forms and binding of certain files and forms mentioned in Annexure-I.

The quotation should indicate the **MRP rate & Offer rate**, if available ( which will be valid for one year) of the articles per piece and it should reach undersigned by **04.08.09** in sealed envelope super scribed as "Quotation for Printing and Binding " **QUOTATION FOR PRINTING AND BINDING**".

The sealed quotation will be opened on **05.08.09** at 11.00 AM. Interested party may attend the same through their representative with proper authority.

The officer reserves the right to reject any quotation without assigning any reason. The interested party may contact the office for further details, if any, on any working day before 31.07.09.

Sd/-

(S.J.TRIVEDI)  
ASSISTANT P.F.COMMISSIONER(ADMN)  
REGIONAL OFFICE, VADODARA

To,  
The EDP Supervisor  
Regional office , Vadodara.....With a direction to upload the tender notice on EPFO,  
Vadodara Web site and confirm the same to Asstt. Care taker.

## Printing & Binding (Annexure-I)

Sr No	Name of the items	Sr.No.	Name of the items
1.	Challan Form	35	Slip Forwarding
2.	Form 12 A(Revised)	36	Appendix –E
3.	Form No. 2	37	Claim return proforma
4.	Form No. 5 & 10	38	Descriptive roll
5.	Form No. 10 D (white) sets with instructions	39	Withdrawal Register 100 & 150 pages
6.	Form No. 13 R	40	Form No. 9 on ledger paper full size
7.	Form No. 19(Green Color) sets with instructions	41	Work Diary with 100 Pages with numbering
8.	Form No. 10 C (Pink color) sets with instructions	42	Acknowledgement slip (RPAD
9.	Form No. 31(Green color) sets with instructions	43	Data Base I
10.	Form No. 3 A	44	Data Base II
11.	Form No. 6 A	45	Visitor slip
12.	Form No. 20, 5 IF, (Pink color) sets with instructions	46	Inward register with numbering 100 pages
13.	Input Data Sheet	47	VDR
14.	Declaration Form A-4 size both side	48	Recovery Register
15.	T A Bill Form	49	Pay slip
16.	D.C.B Register full size with numbering 100 pages	50	Joining Proforma
17.	Appendix 33 (reconciliation)	51	Tour Dairy EO
18.	Contingent bill	52	Inspection Proforma
19.	Enquiry report E.O.	53	Investigation Proforma
20.	Printed Envelope Brown 11 X 5" with window	54	Form -23
21.	Printed Envelope White 11 X 5" with window	55	Form -24
22.	Printed Envelope Brown 16 X 12" with cloth cover	56	Cash Book Bank
23.	Life Certificate	57	EDP Account Forwarding
24.	Out ward register 100 page	58	Hindi Certificate
25.	Cheque forwarding Hindi	59	Hindi Workshop Certificate
26.	Leger Card for Un Ex.Estt.(Blue Color) Big Size	60	MO Cheque back Slip book
27.	Requisition Proforma	61	Specimen Signature Card
28.	Budget Register 250 pages Ledger Paper	62	Printed Proforma on ¼ size white paper both side
29.	Red Book Ledger Paper	63	Printed Proforma on ¼ size white paper single side
30.	Annexure -II	64	Printed Proforma on 1/3 size white paper both side
31.	Ledger Card for Exem estt, (Blue Color) small Size.		
32.	Blue Book Ledger Paper		
33.	Principal Employer 7A Summons		
34.	Printed Proforma on 1/3 size white paper one side		