



# Satyawati College सत्यवती कॉलेज

ASHOK VIHAR, PHASE-III, DELHI-110052  
अशोक विहार, फेज-III, दिल्ली-110052

Website:—www.satyawati.du.ac.in, E-mail:—principal@satyawati.du.ac.in

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REF.SC/LIB/26/4/2017

Dated: 24/07/2017

## TENDER NOTICE

SUBJECT: Quotations for Binding of Books and Periodicals etc.

Quotations, along with a sample, are invited for the Binding of Books/Question Papers/Syllabus/Periodicals of the college library with sealed covers super scribed "QUOTATIONS FOR BINDING". The quotations must be dully filled on the plain paper and may be submitted to the **Principal, Satyawati College, Ashok Vihar, Ph-III, Delhi-110052**. The quotations should reach the college by 10/08/2017. No quotation will be entertained after the last date.

**The Binders must follow the following terms and conditions.**

- 1 Flat rates for all sizes should be quoted separately for their (a) **Leather Binding with Gold Printing** (b) **Full Cloth Binding with Ink Printing** (c) **Ordinary Binding with Ink Printing** of books and Periodicals including tooling and ink Printing (Author, Title, Call Number, Book Number, Acc. No. and college Name) work.
- 2 Only sectional type of binding where sections are there in the books will be required.
- 3 The sample of the materials to be used for the binding work should be attached along with the quotations.
- 4 Superior quality of leather in Red colour will have to be used.
- 5 Mill Board of very superior quality will have to be used.
- 6 Book Plates and Due date slips are to be pasted.
- 7 Tapes should be of best unbleached linen of cloth with strong texture.
- 8 End paper of good tough opaque paper of approved mild colour with at least one plain white leaf between each of them and the printed matter and a good and superior quality of gauges will have to be used.
- 9 Thread of best unbleached linen of suitable thickness will have to be used.
- 10 Raxin used for half leather binding and full cloth binding should be red and green or blue respectively of superior quality having prominent and permanent grains on it.

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- 11 Rates must be inclusive of all taxes, freight and forwarding charges and taking returning of books for binding.
- 12 You shall deposit a sum of **Rs 5000/-** as security money, refundable without interest, at the end of the contract.
- 13 It may also be noted that the college reserves all the right to accept or reject the quotations without any reason.
- 14 The Binder shall execute the work within the time pecified each time the books are given to him.
- 15 The books and periodicals etc., received by the binder for binding shall not be taken out of city of Delhi for any purpose whatsoever, nor lent out to anybody for any purpose.
- 16 The Binder shall be responsible for loss or damage of books handed over to him for binding even if it is discovered after the expiry of the contract. The liability of the binder for such damage/loss shall be equivalent to the full cost of the books irrespective of the condition of the book at the time of delivery, and shall be adjusted from the bill or security of the binder, if not deposited within fifteen days of demand by the college.
- 17 An undertaking from the binder that they have not been blacklisted/declared ineligible by any government agency/university/autonomous bodies in india.
- 18 Duration of the contract will be valid for One year and it can be extended for one year (if work is satisfactory) from the date of award of work.

*Manjula Dass*  
**(Dr. MANJULA DASS)**  
Officiating Principal