



# सत्यवती कॉलेज Satyawati College

अशोक विहार, फेज-III, दिल्ली-110052

ASHOK VIHAR, PHASE-III, DELHI-110052

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**NAAC ACCREDITED "A" GRADE**

Ref.NO.-SC/LIB.BIN./156/2023-24

May 23, 2023

## **TENDER NOTICE**

### **SUBJECT: Quotations for Binding for the Year 2023-2024**

Quotations, along with a sample, are invited for the Binding of **Books/Question Papers/Syllabus/Periodicals etc.** of the college library with sealed covers superscribed "**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 **14/06/2023**. 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 Tooling** (b) **Full Cloth Binding with Ink Tooling** (c) **Ordinary Binding with Ink Tooling** of books and Periodicals including tooling and ink Printing (Author, Title, Call Number, Book Number, Acc. No. and college Name) work.
- 2 The sample of the materials to be used for the binding work should be attached along with the quotations.
- 3 Book Plates and Due date slips are to be pasted.
- 4 Rates must be inclusive of all taxes, freight and forwarding charges and taking returning of books for binding.
- 5 The Binding rates shall be valid for **One Year** from the date of award of work.
- 6 You shall deposit a sum of **Rs 10000/- (Ten Thousand Only)** as security money, refundable without interest, at the end of the contract.
- 7 The tender papers will be considered with relevant documents like requistration of Contractor, PAN/TAN and GST.
- 8 It may also be noted that the college reserves all the right to accept or reject the quotations without any reason.
- 9 The Binder shall execute the work within the time specified each time the books are given to him.

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- 10 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.
- 11 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.
- 12 An undertaking from the binder that they have not been blacklisted/declared ineligible by any government agency/university/autonomous bodies in India.
- 13 Duration of the contract will be valid for **One Year** from the date of award of work and it can be extended for one year (if work is satisfactory).

**Last Date for Submission of Tender** : **14.06.2023 By 03.00 p.m.**  
**Date of Opening Tender** : **15.06.2023 By 10.00 a.m.**

  
**(Prof. Anju Seth)**  
Acting Principal



1. College Notice Board
2. College Website
3. Delhi University Website

**PERFORMA FOR SUBMISSION OF COMMERCIAL BINDING RATES FOR THE  
YEAR 2023-2024 TO THE PRINCIPAL, SATYAWATI COLLEGE, ASHOK VIHAR,  
PH-III, DELHI-110052**

**Company's Name** .....

**Address** .....

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**Telephone/Mobile Number** .....

**Email** .....

**Quoted Commercial Binding Rates (In Rs.)**

| S.No. | Category                                    | Rates in Rs. |                          |                               |
|-------|---|--------------|--------------------------|-------------------------------|
|       |   | Books        | Periodicals/<br>Journals | Question Papers /<br>Syllabus |
| 1.    | <b>Half Leather</b><br>With Golden Tooling  |              |                          |                               |
| 2.    | <b>Full Cloth</b><br>With Ink Tooling       |              |                          |                               |
| 3.    | <b>Ordinary Binding</b><br>With Ink Tooling |              |                          |                               |

**Signature & Seal of the Firm**