



सत्यवती महाविद्यालय
Satyawati College
(दिल्ली विश्वविद्यालय)
(University of Delhi)



NAAC ACCREDITED 'A+' GRADE

Ref. No. Sc/Admin/68/2026

April 20, 2026

TENDER NOTICE

SUBJECT: Quotations for Binding for the Year 2026-2027

Last Date of submission of Quotations: 08.05.2026
Date of opening of Quotations: 11.05.2026

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 **08/05/2026.** 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 You shall deposit a sum of **Rs 10000/- (Ten Thousand Only)** as security money, refundable without interest, at the end of the contract.
- 6 The tender papers will be considered with relevant documents like registration of Contractor, PAN/TAN and GST.
- 7 It may also be noted that the college reserves all the right to accept or reject the quotations without any reason.

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:2:

- 8 The Binder shall execute the work within the time specified each time the books are given to him.
- 9 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.
- 10 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.
- 11 An undertaking from the binder that they have not been blacklisted/declared ineligible by any government agency/university/autonomous bodies in India.
- 12 Financial Bid is attached as Annexure-A
- 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).


(Dr. Raj Kumar)
Library In-charge


(Prof. Subhash Kumar Singh)
Principal

Copy to:

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

FINANCIAL BID

PERFORMA FOR SUBMISSION OF COMMERCIAL BINDING RATES FOR THE
YEAR 2026-2027 TO THE PRINCIPAL, SATYAWATI COLLEGE, ASHOK VIHAR,
PH-III, DELHI-110052

Company's Name :

Address :

:

:

Telephone/Mobile Number :

Email :

Quoted Commercial Binding Rates (In Rs.)

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

Signature & Seal of the Firm