

INDRAPRASTHA COLLEGE FOR WOMEN
UNIVERSITY OF DELHI
31, SHAM NATH MARG
DELHI-110054

112/65/06

Date: 7th June 2016

TENDER NOTICE

Annual Rate Contract for Binding of Library Books, Journals etc. of the Indraprastha College for Women, University of Delhi.

Sealed quotations in two bid system (technical and financial) are invited from reputed firms/ agencies for Binding of Library Books, Journals, etc. Firms having capacity to undertake the work at a very short notice are requested to quote rates in the attached proforma. The quotations from non-experienced parties shall not be entertained.

TERMS & CONDITIONS

1. The last date of submission of tender is 22nd June 2016 upto 4:00 pm.
2. No quotation will be entertained after due date.
3. The rates for each item shall be indicated both in words and figures.
4. The component of taxes, if any should be indicated separately and clearly in the quotations.
5. TDS as applicable shall be deducted as per norms. Please submit copy of PAN Card.
6. If any of the bidders wants to understand the scope of work, they may contact the Library, I.P. College on any working day.
7. The contract for binding of Library Books, Journals and Others etc. in the College shall be in force for a period of one year w.e.f. the date of award of contract.
8. No advance payment will be made.
9. The College reserves the right to terminate the contract at any time without assigning any reason.



(Dr. Babli Moitra Saraf)
Principal

TECHNICAL BID

S. No.	Information sought	To be filled by firm
1	Name and address of the firm	
2	Registration of the firm	
3	Name of contact person of the firm and his mobile number & email id	
4	Experience details	
5	The details of registration(s) viz. (i) Service Tax (ii) PAN	

(Authorized Signatory)

Seal

FINANCIAL BID

S.No.	Standard Rates for	Half Leather with Gold Print	Full Cloth with Ink Print	Board Binding with Ink Print
		(In Rupees)	(In Rupees)	(In Rupees)
1.	Books			
2.	Journals			
3.	Accession Register			
4.	Question Papers, syllabus, Articles etc.			

(Authorized Signatory)

Seal