



देशबंधु महाविद्यालय  
(दिल्ली विश्वविद्यालय)  
**Deshbandhu College**  
(University of Delhi)



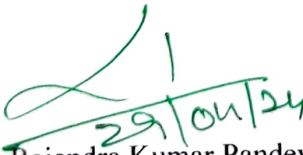
Notice

April 29, 2024

**Quotations are invited for the Binding work of Library Books and Periodicals**

It is requested that the following should be carefully observed in every detail while submitting quotations otherwise the quotations may not be considered.

1. Rates for the same should be quoted/classified according to their size and thickness.
2. Quotations not received on or as per enclosed proforma will not be considered.
3. Quotations should be sent under sealed cover and should be addressed to Principal Deshbandhu College, Kalkaji New Delhi-110019, so as to reach **within 15 days**.
4. The word "**Quotations for binding Work of Library**" should be written prominently on envelop.
5. The firm whose quotations would be accepted shall have to deposit a security of Rs. 15,000/- (Rs. Fifteen Thousand Only) as Demand Draft in favour Principal Deshbandhu College. The amount shall be returned to the firm in 3 months after the completion of work. If the work of the firm is found unsatisfactory, security may be forfeited. The firm shall have to remove the defects found, if any in the binding work at its cost.
6. The firm shall have to complete the binding work at the rate of 300 books/periodicals in 3 weeks from the date of the binding work is given. A penalty may be imposed on the firm if it delays the return of books, which may be deducted, from the security deposit.
7. Books for binding would be taken from and delivered in the college library.
8. The rates quoted should be inclusive of all charges such as cartage etc.
9. The firms will have to use best quality material for binding work.
10. The approximate number of books / periodicals for binding work is 600.
11. The binding rates shall be valid till 31<sup>st</sup> March, 2025.

  
29/04/24  
Prof. Rajendra Kumar Pandey  
Principal

**Deshbandhu College Library  
Kalkaji New Delhi-110019**

Performa for submission of quotations for binding work

Sectional/Cross Binding	Stitch	Flat Rate per Book or Periodicals size up to 400sq. cm	Flat Rate per Book or Periodicals size above 400sq. cm
Half Leather with gold lettering on spine Author, Title, Call No. and Name of College			
Full Cloth with gold lettering on spine Author, Title, Call No. and Name of College			