

भारतीय सांख्यिकी संस्थान
INDIAN STATISTICAL INSTITUTE
दिल्ली केंद्र / Delhi Centre

NOTICE INVITING QUOTATIONS

NIQ No.: D/LIB/BIN/2022/01,

Date: 30th November 2022

Sealed quotations are invited from the reputed firms for binding job of books and journals in the Library of Indian Statistical Institute, Delhi Centre, 7 S.J.S. Sansanwal Marg, New Delhi 110016 as per terms & conditions given below: -

1. The rates may be given as indicated below:

- A. Half Leather Binding with Gold Lettering : Rs. _____
B. Cover pasting or Ordinary Hard Binding with Ink Printing : Rs. _____

It is desirable, that you may quote a **single rate, irrespective of the sizes**. The work is expected to be of high standard with section stitching and by using strong bleached tapes, thick end paper, and good and clear tooling of letters and numbers.

2. Binder must have his own bindery with all binding tools, as well as arrangements for printing titles both in Hindi and English.
3. The quotation should be for full one year and no change in the rates will be accepted during this period. The contract may be extended on the same rates, terms and conditions for **2 more years**, if the work is found satisfactory.
4. The quotations in a sealed cover may be sent to the **Library In-charge, Indian Statistical Institute, Delhi Centre, 7 S.J.S. Sansanwal Marg, New Delhi 110016 latest by 15.12.2022 upto 3.00 P.M.** The cover containing the quotation should be subscribed as under:- "QUOTATIONS FOR ANNUAL CONTRACT FOR BINDING WORK"
5. If the contract is awarded to the firm, the **Security Deposit** of Rs.2,000/- (Rupees two thousand only) will have to be deposited as caution money, which will be refunded on the expiry of the contract and no interest will be paid to the firm for the Security Deposit. If the work is not found satisfactory, the contract will be able cancelled and the amount of Security Deposit will be forfeited.
6. Rates quoted by the bidder should be inclusive of sales tax (if any) cartage and all other charges.
7. In case of error printing all corrections are to be carried out by the Binder without any additional charges.
8. Bills for payment will be passed only after all the publications duly bound and corrected are received back.
9. The Office reserves the right to accept or reject any quotation without assigning any reason thereof.

Sd/-
Local Coordinator
ISI Delhi Centre