

## **Tender Notice**

Quotations for binding of books and journals in the Central Library, Sanjay Gandhi Postgraduate Institute of Medical Sciences, Lucknow are invited from experience binders. Willing binders should send their offer in two separate bids i.e. technical and financial under terms and conditions placed on website within 20.10.2011 on following address: The Director, Sanjay Gandhi Postgraduate Institute of Medical Sciences, Raebareli Road, Lucknow-226014. Bidders must mention on the face of envelop Advt. No. 60/2011-12 (Binding of books and journals of Central Library). Tender will be open on 24 Oct. 2011.

### **Terms and Conditions for Binding of Books and Journals**

1. Bidder should have experience of binding work of journals to at least 5 reputed institutions consequently for 5 years (enclose documentary proof).
2. Binding work for each library should not be of less than 1 lakh per year (enclose documentary proof).
3. Bidder must have PAN holder.
4. Work order may be of 5 years but will be evaluated every year according to track record.
5. The binding should be half leather i.e. spine and four corners should be covered with super quality Madrasi leather.
6. Fine straw board should be used.
7. In swing good quality nylon thread should be used.
8. The one volume journal consisting all issues should be bound in one book form. If a volume consists with many issues, the thickness of each bound form should not be less than 2".
9. Golden Lettering Embossing of the title, volume number, part/Issue no., year and SGPGI on the spine of each bound volume.
10. Bidder may see the size and numbers of journals/books in our Library before giving your quotation.
11. Bidder will be responsible for collection and delivery of journals and books from Central Library.
12. Sample is also needed along with your quotation.
13. After binding work if any volume or part of the volume is found defective, damaged, misplaced of issues or lost, the firm will render self to rectify & replace the same on their own cost within the stipulated period.
14. If 5% binding work will be not satisfactory, the contract of binding shall stand cancelled without assigning any reason.
15. Two bids i.e. one for technical and other for financial are needed to open the quotation.
16. Payment will be made on bill basis only.
17. Institute does not bind itself to accept the request and reserve the right of rejecting any or all request of the bidders.