

Notice for the Registration of binders for binding of books.

In order to proposed new panel of book binder the CBP Govt. Engineering College invites applications on the prescribed format in sealed cover from Interested Book Binders based in Delhi and NCR who are fulfilling the following condition to register themselves with this College for the Binding of books. The panel of registration will be valid for two years from the date of Registration.

Eligibility Conditions.

1. They should have a minimum turnover for binding of books of Rs. 3 (Three) lakhs per annum. They will submit the last year Balance Sheet and Trading Account duly certified by Chartered Accountant for the financial year 2017-2018.
2. They should be in the field of Binding of books for at least Five years.
3. They should have binding of books to the library of Reputed Pvt. /Government technical /Educational institutes. The self attested copies of the past service provided documents will be submitted during the last 3 (three) years.
4. They will submit the proof of their Identity in the form of voter ID/ Aadhar card.
5. The supplier will submit self attested copy of PAN number.

Terms & Conditions for the Registration.

1. If the binder is not found according to the approved samples/ specification the binder shall rebind all such books at their own cost.
2. All the penalties, losses, shortages, etc shall be recoverable from the pending bills and security of the binder.
3. The binder shall raise the bill to The Principal, Ch. Brahm Prakash Govt. Engineering College, Jaffarpur, Delhi-110073. CBPGEC shall make the payment of the bills after satisfying that all the books given to the binder for binding have been returned duly bound.
4. If the binder backs out of the binding contractor, his security shall be forfeited, and he shall also be liable to such other action as may be deemed proper by CBPGEC.
5. The binder shall return all the books in the lot within the time limit specified in the binding order. The binding period can be extended by the College Principal only in exceptional cases on

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written request of the binding contractor giving reason /explaining circumstances due to which binding period could not adhered to. In case, the bound books are not returned within the specific period, the binder shall be liable to pay to College the compensation amount equivalent to 1% (one percent) of the binding cost of unreturned bound books each day or such other amount as the College Principal may decide till the bound books are not returned, provided that the total amount of compensation shall be exceed 10% (ten Percent) of the total binding cost of unbounded books. Appeal against these orders shall, however, lie with the College Principal, CBPGEC, Jaffarpur, whose decision shall be final.

6. No advance payment or payment against documents negotiated through bank shall be made.
7. The binder shall not enhance the rates for any reason what so ever during the contract period.
8. The security/ earned money shall be returned after binding contractor is over.
9. If any doubt or ambiguity arises as to the meaning and effect of any provision(s) of this agreement, the same shall be referred to the Principal, CBPGEC, Jaffarpur for clarification. The clarification so provided by the Principal shall be binding on both parties.
10. The binder shall bind books as per following specification and rates mentioned against each.
11. The Principal reserves the right to place the Binding order for any book with any of the Empanelled Binder or the binders outside the panel.
12. At the time of Registration the Binder will deposit a sum of **Rs. 5,000/- as security deposit** in the form of F.D.R valid for 30 month from the date of Registration in the favor of **DDO Ch. Brahm Prakash Govt. Engineering College, Jaffarpur, and Delhi-110073** This amount will be refunded after the expiry of validity of the Registration.
13. The above terms and conditions should be duly accepted in a non judicial stamp-paper duly attested by notary Public.
14. Any dispute brought to the notice will be admissible to the legal institution available in Delhi.

Price to be offered:

1. The binders will offer price for the binding of the Books of the books binding detailed in the attached sheet.
2. The offered prices will be valid for a period of 2(two) years from the date of Registration.

#	Item	Specification	Rate
1.	Fully Clothe binding	Full cloth binding with ink printing (Short title and surname of first author) on the spine/font and re-inforced binding where possible straw board of 40 Oz and 48 Oz as per thickness and size of the book (40 Oz for ordinary size and 48 Oz for larger size) with good quality end/flying paper. Specimen of binding cloth superior quality and end paper to be attached with the quotation.	
2.	Leather with Rexene binding	Full leather with Rexene binding with ink printing (Short title and surname of first author) on the spine/font and re-inforced binding where possible straw board of 40 Oz and 48 Oz as per thickness and size of the book (40 Oz for ordinary size and 48 Oz for larger size) with good quality end/flying paper. Specimen of binding cloth superior quality and end paper to be attached with the quotation.	

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Performa for Binder Registration

1. Name of Binder : _____
2. Full Address : _____

3. Tel./Mobile No. : _____
4. Website/ E-mail : _____
5. Registration No. & Date : _____

6. Turnover Books Binding done in the preceding three years.

Year of Turn Over	Amount*
2015-16	
2016-17	
2017-18	

Attached supporting document*

7. Provide the list with supporting documents of Best three reputed Pvt. / Govt. Technical Institutes, where books binding have been done by the binder.

- I) _____
- II) _____
- III) _____

8. Security Deposit of 5000/- (Five Thousand Only)

- (i) F.D.R. / DD No. _____ Date of issue _____)
- (ii) Name of Bank / Branch _____