



NABAKRUSHNA CHOUDHURY CENTRE FOR DEVELOPMENT STUDIES

Bhubaneswar - 751 013, Odisha

(ICSSR Institute in Collaboration with Government of Odisha)

No. 156 / NCDS

QUOTATION CALL NOTICE

Date : 10.03.23

Sealed quotations are invited from experienced and reputed binders for binding of approximately 500 journals of the Library, so as to reach this office by 27.03.2023 during office hours by speed post /register post on the above address and specify the subject on the top of the envelop. Interested firms are requested to submit their up to date GST Return and Income Tax Return along with GST certificate with quotation. The binding will be made as per the following specifications within the stipulated period.

The undersigned is not bound to accept the lowest rate of quotation and may reject any or all the quotations without any reason thereof.

Specification of Binding

1. Binding will be done by using good quality rexin .
2. The spine and the four corners of the bound volumes will be used by good quality rexin.
3. The journal title, year, volume no., issue no. and the library name should be written on the spine after bound.
4. The stitching of the volume should be strong and stable according to thickness of the spine. Sectional stitching should be done. All stitching will be done by juice stitching method.
5. A good quality gum especially Fevicol or similar brand will be used.
6. All the content pages will be brought at the beginning of the volume and cover pages of each issue will be at their specific issues for binding of journals.
7. Remove full page advertisement, whenever required.
8. Embossing of bound volumes will be made in the spine only with the information supplied.
9. The binder shall cut the edge of journal accurately and take care to leave margins as wide as possible.
10. In the event of defect found later, the firm concerned shall have to remove the defect or rebind the volume at their own cost.
11. In case of lost of any journals by the binder, the current price of that lost journal/(s) will be charged to the firm.
12. Work is to be completed within one month from the date of issue of letter.
13. The binder has to carry the documents and send back at their own cost.


10.3.23
SECRETARY