

Knowledge Resource Centre  
Jawaharlal Nehru Library,  
University of Mumbai,  
Vidyanagari, Santacruz (E),  
MUMBAI - 400 098.

Tel.: 2652 66 79 (Direct)

2654 33 78 / 79

2652 82 01 – Ext. 20/29

Email : director@krc-library.mu.ac.in

No. JNL /

University of Mumbai



मुंबई विद्यापीठ

ज्ञान स्रोत केंद्र  
जवाहरलाल नेहरू ग्रंथालय,  
मुंबई विद्यापीठ, विद्यानगरी,  
सांताक्रुझ (पूर्व),  
मुंबई - ४०० ०९८.

दूरध्वनी : २६५२ ६६ ७९

२६५४ ३३ ७८/७९

२६५२ ८२ ०९ -

विस्तार २०/२९

No..JNL/AD/ ICD/ 772/2019-20/

Date: 29 JUL 2019

Knowledge Resource Centre,  
Jawaharlal Nehru Library,  
University of Mumbai,  
Mumbai-400 098.

### TENDER NOTICE

Sealed Tender offers are invited for binding books and Journals for Knowledge Resource Centre, University of Mumbai. For more details visit [www.mu.ac.in](http://www.mu.ac.in).

*S. Chinn*

I/c Director,  
Knowledge Resource Centre

ज्ञान स्रोत केंद्र,  
जवाहरलाल नेहरू ग्रंथालय,  
मुंबई विद्यापीठ,  
मुंबई-400 098

### निविदा पत्रक

जवाहरलाल नेहरू ग्रंथालय, मुंबई विद्यापीठ येथिल पुस्तके, मासिके बांधणी करण्याकरीता मोहोर बंद लिफाफे मागविण्यात येत आहेत. अधिक माहिती करिता [www.mu.ac.in](http://www.mu.ac.in) या वेबसाईट भेट द्या.

*S. Chinn*

प्रभारी संचालक,  
ज्ञान स्रोत केंद्र

University of Mumbai



Not Transferable

Tender Form No.

Tender Form for Submitting of rates for Binding of Books & Journals

Price ₹ 200/-

Receipt No. \_\_\_\_\_

Date: \_\_\_\_\_

Name of the Tender \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ VAT/GST Registration No \_\_\_\_\_

PAN Card No. \_\_\_\_\_

Registered Manufactures/ Suppliers / Printer/ Binder/ Contractor/ Binding Licence  
(Please Strike out whichever is not relevant)

To,  
The I/c Director,  
Knowledge Resource Centre,  
Jawaharlal Nehru Library,  
University of Mumbai,  
Vidyanagari, Santacruz (E),  
Mumbai-400 098.

Sir,

With reference to your tender notice published in the \_\_\_\_\_ Dated \_\_\_\_\_  
I am to submit herewith the rates for the Binding of Books & Journals

Sr. No.	Flat Rate for Books	*Quantity	Any other Remarks/ Description of Brand names of the material to be use for binding etc.
1.	Full Rexine with gold embossing ₹	Approximately 800	
2.	Flat Rate for Journals		
	Full Rexine with gold embossing ₹	*Quantity Approximately 800	Any other Remarks/ Description of Brand names of the material to be use for binding etc.

\* This is subject to variation and the tenderer should take cognizance of it.

I am to enclosed herewith Cheque/Demand Draft/ Pay OrderNo. \_\_\_\_\_

Date: \_\_\_\_\_ for ₹ \_\_\_\_\_ (₹ \_\_\_\_\_) Drawn on \_\_\_\_\_

Towards Earnest Money Deposit. We also enclosed attested Xerox copies of Shop & Establishment / Binding licence, Incorporation Certificate of Printing Unit, PAN Card, VAT/GST Registration certificate and clearance Certificate for your records.

I/We have read the terms and conditions of the tender and I/We hereby agree to abide by the same.

Seal of the Tenderer if any.

Signature of the Tenderer



## TERMS AND CONDITIONS

1. Size of books & Journals (after Binding) : between 20.32cms.
2. Materials to be used
  - (g) **Rexine** : (i) "Cotton coated fabrics pin-310". For spine and corners.  
(ii) Chocolate colour manufactured by Elphinston / Sonal / Lotus or PVC rexine
  - (h) **Card Board** : (i) Books – No.2 (i.e. wt. 32oz per piece)  
(ii) Journals – No.2a (i.e. wt.48 oz per piece of M Brand)
  - (i) **Sticking agent** : Fevicol KD-1
  - (j) **Drawing Paper** for end –leaf-superior quality white colour and 24 kg.wt.per ream.
  - (k) **Canvas** – superior thick quality
  - (l) **Head Bank** – Tape 5/8" red colour manufactured by M/s. Today and Co.
3. **Embossing** : For books and journals on the spine full instructions will be given for each books separately. The gold colour foil to be used for 403 or superior quality. The lettering should last at least for five years.
4. **Stiching** : (1) Press and Round Twine manufactured by M/s.Coats and Co., No.2, Elephant Brand.Loss of any book or volume will be recovered in full from contractors.
4. The Knowledge Resource Centre functions in two different units:
  1. Fort Library, Rajabai Tower Building , K.B.Patil Marg, Mumbai-400 032
  2. Jawaharlal Nehru Library, Vidyanagari, Santacruz (E), Mumbai-400 098.will have to collect and deliver the bound materials within the stipulated time to the respective libraries at their cost.
5. If books /journals are not delivered to the library within 20 days, Late fees @ 5/- per day will be deducted from the bill.
6. A tender should be submitted in a specified format / form.
7. The University of Mumbai reserves the right to accept or reject, any or all, tender in whole or in part or place the order in whole or in part, without assigning any reason.
8. Embossing of books / journals with author, title, vol. No. year /date and Library Mark (MUL) in gold on the spine.
9. The Cheque/D.D./Pay Order amounting to ₹ 5,000/- (₹ Five Thousand only) as an Earnest Money Deposit, in favour of "**University of Mumbai, General Fund Library**" of Nationalised Scheduled Bank should have to be submitted alongwith the tender. Tender Accompanied by cash shall not be considered. **Tender without E.M.D. will not be considered.** E.M.D. will be forfeited if the tenderer refuses to supply the quantities at the tendered rates. The Earnest Money Deposit paid by the unsuccessful tenderer will be refunded to respective parties after finalization of the tenders on receipt of written application. No interest shall be paid on the Earnest Money Deposit so lodged.
10. The Contractor has to pay amount of ₹ 10,000/- (₹ Ten Thousand only) in Cash or DD/Pay order within seven days from the date of acceptance of contract toward a SECURITY DEPOSIT at the cash counter of Jawaharlal Nehru Library, Vidyanagari, Mumbai-400 098. No interest is payable on this deposit. Book/Journals will be issued only after the security deposit is paid. Refund will be made after six months from the expiry of the rate contract (subject to any deduction on account of loss / damage delay in executing the orders).
11. One sample each of rexine bound journals and book must be submitted for perusal along with.
12. The contractor can see the sample available in the library before submitting the quotation.
13. The contract can be terminated during the contract period if the services of the Contractor are found unsatisfactory.
14. Normally lowest rates are accepted but it is left to the discretion of the University to accept rates other than the lowest rate also. No reasons will be assigned for such acceptance or non-acceptance.
15. Tender submitted in pencil, either in part or in full, will not be considered.
16. Unsigned tender form will not be considered.
17. For settlement of dispute if any, jurisdiction of Courts in Mumbai shall be accepted and the disputes shall be referred to the sole Arbitrator to be appointed by Vice-Chancellor under the provision of the Arbitration and Conciliation Act 1996 as amended upto date.
18. Last date for depositing the sealed tender cover is **20<sup>th</sup> August 2019 upto 3.00 p.m.**
19. The sealed tender cover shall be opened on **21<sup>st</sup> August at 4.00 p.m.** The tenderers or their authorized representatives are requested to be present at the time of opening of the tenders.
20. All the sealed tender covers must be addressed to the I/c Director, Knowledge Resource Centre, Vidyanagari, Santacruz (East), Mumbai-400 098. **Tenders sent by Post/courier will not be accepted.**

Place  
Date:

B.K.Ahire  
I/c Director  
Knowledge Resource Centre