

अन्तर्राष्ट्रीय जनसंख्या
विज्ञान संस्थान
(विश्वविद्यालय समतुल्य)*

स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार का स्वायत्त संगठन
गोवंडी स्टेशन रोड, देवनार, मुम्बई- 400 088. भारत



(स्थापना/ Established in 1956)
बेहतर भविष्य के लिए क्षमता निर्माण
Capacity Building for a Better Future

Sr. No.: /

International Institute for
Population Sciences
(Deemed University)*

An Autonomous Organization of Ministry of Health & Family Welfare, Govt. of India
Govandi Station Road, Deonar, Mumbai -400 088, INDIA

BY Hand/ Mail

No. Store/ Lib. Binding /2528 / 2024.

Date – 08-02-2024.

Sub- Quotation for Binding of Library books/ periodicals from 1st March 2024 to 28 Feb 2025.

Dear Sir,

International Institute for Population Sciences is a Deemed University under the administrative control of the Ministry of Health & family Welfare, Govt. of India. Sealed quotations are invites for a running contract for the above work to reach this office on or before **19-02-2024**. Please note that the quotation received after the due date will not be considered. The envelope should be superscribed as "Quotation for Binding of Library Books/ periodicals from 1st March 2024 to 28th Feb 2025" The specification is as follows:

Sr. No.	Description	Nature of work	Price quote in Rs.
1	Rexine	Linen finfish / plain finish	
2	Cloth	N.B. Cloth, fine quality, light Colom	
3	End sheets	Thick drawing paper/ offset paper (approx. 801bs)	
4	Chemical paste	Fevicol / Mowicol 'L' Brand	
5	Thread	(1) for bulky volume and round stitching No.2 (2) for normal volume and round stitching No.8	
6	Card Board	For less than 1" thick volumes – 1 ½ lbs. For 1" Thick volume -2 lbs For 2" or more than 2" thick vols.- 2 ½ lbs. (Good quality stiff cardboard)	
7	Sewing	Round sewing (cross stitching) Section sewing (cross stitching) Four hole sewing (Rookin stitch) is acceptable only when the spine of the book is less than one inch or having loose papers. For thick volumes, this type of stitch is not acceptable.	
8	End sheet	Cloth joint stitching (Aspas stitching)	
9	Head bands	: Proper head bands required at the top and bottom of the spine	
10	Spine (Back)	Fine-quality as should be used	
11	Embossing	Appropriate types should be used in embossing with proper Sharpness. (ex-Golden) Lettering should be last at least for five years.	
12.	Type of Binding	Section binding (Section sewing) to ensure easy opening and enable easy photocopying from the book/ Journal without any loss of information at the edges.	

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Terms & Conditions:

1. Your quotations should clearly state the charges for the under-mentioned bidding, irrespective of the size and the thickness of books and periodicals:
Full rexine binding in dark brown, dark blue, dark green, black, and red colour with gilding on the spine.
2. The specifications for the materials to be used for the binding are given in the quotation.
3. Books, periodicals etc. are required to be collected for binding and delivered after binding to our above address. The rates per book/ volume should be quoted taking into consideration the material to be used as specified in the enclosure.
4. Books, Periodical, etc. are given for binding in lots of about 200. You are required to indicate the time required for the delivery of a lot.
5. In the event of your offer being accepted, you will be required to deposit an amount of Rs. 5000/- (Rupees Five thousand only) as Security Deposit with IIPS Account Section. No interest will be paid on this deposit.
6. A Municipal License number in the name of your firm issued by Bombay Shops & Establishment Acts should be furnished.
7. Please Note that:
 - a) The contractor will have to comply with strict security regulations of this Institute in case of the award of the contract.
 - b) If the work performance during the contract period will be satisfactory and if you provide service at the same rate the period of contract can be extended by **one more year** with your consent.
 - c) Income tax, Surcharge as applicable from time to time will be deducted from your bills.
 - d) GST bill must be provided against work order complete work after in duplicate.

Yours faithfully,

Manjiri Rane
8/2/24
(Manjiri Rane)

Asst. Registrar (Admn)