

## QUOTATIONS FOR THE BINDING OF BOOKS

Quotations are invited by the High Court of Punjab and Haryana at Chandigarh, for binding of books of its Library, in half calf leather with gold lettering, for the period 2016-2017. The categories of the books to be bound are as under:-

1. One set of All India Reporter (mentioning year-wise rates)
2. Other Law books of ordinary size including Law Reports and Law Journals.
3. Law Books of foolscap size e.g. Law Journals, the Gazette of India, State Govt. Gazette and Gazette of Chandigarh Administration.
4. Rebinding of old Books/Journals of all sizes.
5. Preparation of Book-Labels (with Gold Print); per piece on leather.

While quoting rates, the firm will have to state the time to return the books duly bound. In case the books are sent to them for binding purpose in a lot of 50 to 500 books at a time, they will have to return the books within a maximum period of three weeks from the date of delivery. The firm will have to deposit the security of ₹ 20,000/- by way of Bank Guarantee through State Bank of Patiala, High Court Branch, Chandigarh, pledging the FDR in favour of Registrar General, Punjab and Haryana High Court, Chandigarh before the work of binding is assigned. The binding work should be of a very high standard and the best material should be used throughout the binding process. If the services of the firm are not prompt and satisfactory or if any deterioration to the books or in the quality of binding is found, the contract shall be liable to be cancelled and recovery shall be made out of security deposit by invoking the bank guarantee. It will be the responsibility of the firm to collect and return the books for binding from this Court's Library at its own expenses. The representative of the firm can check the books with the assistance of the officials of the Library before taking the books for binding. The decision of the authorities regarding rates etc. will be final and there will be no boundation to accept the lowest quotations. The quotations should be sent in a sealed envelope (highlighting the word "QUOTATION" on the envelope) **addressed to the Registrar General, High Court of Punjab & Haryana, Chandigarh.** The specimen should also be enclosed with the quotations. **The quotations should reach this Court on or before 27.04.2016.**

  
Joint Registrar (Vigilance & Enquiry)

12.4.2016