



## Terms & Conditions:

1. Submit the quotation for the above mentioned items in a sealed envelope, to the Purchase Section / Tender Box within 05-04-2018 between 10am to 4 pm addressed to 'The Director, NILD, B.T.Road, Bon-hooghly, Kolkata – 90' with the word "TENDER FOR BINDING OF BOOKS & JOURNALS OF LIBRARY AND INFORMATION SECTION along with NIT Enquiry No. NILD/LIB/BINDING/98/P-1 boldly super scribed on the top of the envelope.
2. Quote the rate according to our specification in the given format along with all relevant documents (SELF ATTESTED) i.e. GST /Sale Tax/ IT/.
3. Rates will remain valid for 12 months.
4. Work of binding should be completed within 45 days after receiving valid PO.
5. Any delay in work will attract Liquidated damage as per GFR rules.
6. Terms of payment: Payment will be made through online after receiving of satisfactory certificates from indenter. The bidder should provide the complete details of Bank Account like Name of the account holder, Account No., Name of the Bank and Branch, IFS code for online transaction.
7. Rate should be quoted in the given format.

Sl. No	Name of the item	Specification as per our NIT	Unit Price	GST	Total price
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Thanking you.

Yours faithfully

OFFICER- IN-CHARGE  
MATERIAL MANAGEMENT