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F.No. 1-5(2)/2016-Gen.II
UNION PUBLIC SERVICE COMMISSION
(SANGH LOK SEVA AYOG)
DHOL PUR HOUSE, SHAHJAHAN ROAD
NEW DELHI

Dated 28/6/2016

To,
M/s Chandra Book Binding
5394, Laddu Ghati
Pahar Ganj
New Delhi

Subject:- Tender for annual contract for binding of Library.

Dear Sir,

I am directed to refer to your bid no. nil dated 7-6-2016 and to say that the Competent Authority has approved your bid for execution of work for Library.

2. Accordingly , this letter of intent is issued o your firm for execution of work as mentioned in Annexure –I for library subject to the terms and condition mentioned herein under.

3. The work should be done as per specification/requirement of UPSC library failing which the work order will be cancelled and your performance security would be forfeited.

4. Performance Security:- Kindly submitted within 10 days of receipt of this order a Bank Draft/Pay order/ Bank Guarantee etc. of Rs. 2000/- (Rupees Two thousand only) issued by a Nationalized bank as 10% amount of the estimated total cost of execution work performance security in favour of Secretary , UPSC payable at New Delhi of completion of your performance obligation including warranty obligations.

5. The Contract would be valid for one year w.e.f. 27-6-2016 to 26-6-2017. However UPSC at its discretion may extend the contract for further period of one year on the same terms conditions and rates.

6. All terms and Conditions would be as per this office NIT.

Yours faithfully,

28/6/16

(SABIEL KINDO)
Under Secretary(Gen)

ANNEXURE-I

F.NO. 1-5(1)/2016-Gen.II

RATE COVERED UNDER ANNUAL CONTRACT FOR BOOK BINDING OF (LIBRARY).

S.No.	Items	Rate per unit	
1.	Books: All size of books Full Rexine binding, with section stitching gold embossing of title Author, accession number, book number class number and logo	70/-	
2.	Journals/Magazines: All size of journals Full Rexine binding, with section stitching gold embossing of title Accession number, year and periodicity, volume , issue number and logo	90/-	

28/6/16

(Sabiel Kindo)

Under Secretary(G-II)