



OFFICE ORDER

This is to notify all concerned that on the basis of the approval of the authority following items/works to be procure/done from any of the following company with the rate contract and specification mentioned below:

Sl. No.	Name of Suppliers	Address	Contract Details
01.	Ramkrishna Binding Works	14/4 North Purbachal Road, Kalitala, Kolkata-700 078	9038220258
02.	Abu Salam Zamader	8, Alumuddin Street, Kolkata-700 016	9748552537
03.	Biswas Book Binding House	28, Deshpran Sasmal Road, Kolkata-700 033	6290782623

All the Purchases (through e-mail) need to be placed to the above mentioned vendors at the approved rate, which is valid upto 31.12.2024 with the source of funds & budget allotted to an unit as to be specified by the user. Rate chart is as follows. The approved rates are as follows (**excluding GST**).

Size	Lowest Rate with Specification					
	Rate for Thickness up-to 2.5" Full Cloth with Gold Lettering (Rs)	Rate for Thickness up-to 2.5" Half Leather Rexine with Gold Lettering (Rs)	Rate for Thickness up-to 2.5" Full Leather Marble with Gold Lettering (Rs)	Rate for Thickness up-to 2.5" Full Rexine with Gold Lettering (Rs)	Rate for Thickness up-to 2.5" Full Cloth with Gold Lettering (Rs)	Rate for Thickness up-to 2.5" Board Binding with Marble (Rs)
Up-to 18"	240.00	236.00	210.00	205.00	205.00	105.00
Up-to 17"	240.00	236.00	210.00	205.00	205.00	105.00
Up-to 16"	240.00	236.00	210.00	205.00	205.00	105.00
Up-to 15"	230.00	220.00	205.00	190.00	190.00	95.00
Up-to 14"	230.00	220.00	205.00	190.00	190.00	95.00
Up-to 13"	230.00	220.00	205.00	190.00	190.00	95.00
Up-to 12"	220.00	200.00	175.00	175.00	150.00	80.00
Up-to 11"	220.00	200.00	175.00	175.00	150.00	80.00
Up-to 10"	210.00	190.00	175.00	170.00	150.00	80.00
Up-to 9"	210.00	175.00	150.00	150.00	120.00	60.00
Up-to 8"	200.00	175.00	150.00	150.00	120.00	60.00
Up-to 7"	200.00	175.00	150.00	150.00	120.00	60.00
Up-to 6"	200.00	150.00	125.00	125.00	100.00	50.00
Up-to 5"	200.00	150.00	125.00	125.00	100.00	50.00

Sl. No.	Specification	Lowest Rate (Rs)	Sl. No.	Specification	Lowest Rate (Rs)
1.	Long Cloth Gait with Flexible Sewing	16.00	2.	Do with Paper	12.00
3.	For Reinforcement with Tissue Paper or Chiffon (Per Paper)	15.00	4.	For Books measure above 2.5" Thickness (per Book)	25.00


FINANCE OFFICER

To.
All Departments/Section/Unit/Centers (Including Saltlake Campus)/SS-Purchase, SI Purchase.....for close monitoring of the orders at these rates.
System Administrator-for uploading the circular in JU website.