

RAJDHANI COLLEGE LIBRARY : RAJA GARDEN : NEW DELHI-110015.

No.RCL/EQU-1/

Dated: 23/12/2016

Subject: Purchase Library Accessory Items

Sealed Quotations are invited for supply of library accessory items in the College Library as per below description. Your sealed quotation must reach the Principal, Rajdhani College, Raja Garden, New Delhi-110015, latest by 02/01/2017 up to 5:30 PM.

Please send your terms and rates for the supply of library accessory items as per below mentioned description, sample of the items are available with the library of the college:

- 01 **Reader's Ticket (Plastic) student:** Size 2" X 3" fabricated super quality plastics as per sample available with the library.
- 02 **Insertion Cards for reader's Ticket:** printed on one side on medium weight cards as per sample available with the library.
- 03 **Membership Cards for student:** Size 3" X 5" Printed on one side on green colour medium weight cards as per sample available with the library.
- 04 **Lamination Sticker:** Lamination Sticker size 50x50 mm as per sample available with the library.
- 05 **Thermal Barcode Label:** Thermal barcode label size 38x25mm per sample available with the library.
- 06 **Book Cards:** Size 2" X 3" printed on one side on medium weight green colour as per sample available with the library
- 07 **Wax Ribbon for Printer of Thermal Bar Code:** Wax ribbon for printer of thermal bar code size 300mtr as per sample available with the library.
- 08 **Book Pocket:** Printed one side (small) as per sample available with the library.
- 09 **Due Date Slip:** Printed one side on superior quality white paper as per sample available with the library.
- 10 **Book order form:** Size 13" X 8" printed on super quality white paper bound in 100 pads each as per sample available with the library.
- 11 **Property Slip: Size 3.5" X 8"** printed one side on superior quality white paper as per sample available with the library.
- 12 **Membership Enrolment Register:** Leather bound on superior quality white paper as per sample available with the library.
- 13 **Accession Register:** Leather bound on superior quality white paper as per sample available with the library.
- 14 **Magazine Register:** Leather bound on superior quality white paper as per sample available with the library.
- 15 **Book Replacement Form:** As per the specimen available with the library.

Yours Sincerely

(Dr. Sanjay Malhotra)
Offg. Principal

- Copy to:
1. Admn. Officer, Rajdhani College, New Delhi
 2. S.O (Accts), Rajdhani College, New Delhi
 - ✓ 3. Copy for uploading on college website

(Dr. Sanjay Malhotra)
Offg. Principal