
	<p>சென்னைப் பல்கலைக்கழகம் UNIVERSITY OF MADRAS (Established under the Act of Incorporation XXVII of 1857- Madras University Act 1923) (State University) Centenary Building, Chepauk, Chennai-600 005, Tamil Nadu - India.</p>	
No: Gen. Admin-II(A)/Binders/Work Order/2026 / 112		Date:

From
The Registrar,
 University of Madras

19.3 MAR 2026

To

1. The Controller of Examinations, University of Madras.
2. The Director, Institute of Distance Education, University of Madras.
3. The Deans / Directors of the University of Madras.
4. The Director of Physical Education, Madras University Union, Chetpet, Chennai – 600 031.
5. All the Heads of the Departments, University of Madras (in all Campuses).
6. The Librarian / Deputy Librarian / Assistant Librarian – Chepauk / ORI Marina / Guindy / Taramani Campuses.
7. The Executive Engineer, University of Madras.
8. The Finance Officer, University of Madras.
9. The Additional Controller of Examinations [Main and IDE], University of Madras.
10. All Officers and Section Officers.
11. The Public Relation Officer i/c, University of Madras.

Sir/Madam,

Sub: University Panel of Binders for Regular and IDE for the contract period of three years with effect from **07-03-2026 to 06-03-2029** – Regarding.

Ref: Syndicate Resolution dated: 22-12-2025.

It is informed that, the Syndicate at its meeting held on 22-12-2025 has considered the New Panel of Binders to carry out various binding works of the University with approved rates with M/s. Sri Singaravelan Printers, Chennai for a period of three years from the date of issue of work order with the following norms be adhered scrupulously while carrying out the binding work of the University.

Norms to the Section Concerned	Norms to the Binders Concerned
<p>As soon as the bills in triplicate received from the respective Binders, the following documents should be sent to Gen. Admin. II (A) Section for Regular related works, COE (Purchase) Section for Examination Wing related works, G Section (IDE) for IDE related works and other campuses binding works will be settled in the respective campuses itself, for processing payment during that financial year.</p>	<p>[1] Bills related to IDE and other campuses binding works need not be sent to Main Office. [2] Bills in triplicate should be handed over to the Section immediately after the binding work. An additional copy to be handed to Main (G) Section. [3] The size of work, number of pages and nature of binding, name of the binding works should be clearly specified in the bill.</p>

Contd...

<p>[1] Forwarding Letter.</p> <p>[2] Bills in triplicate with necessary Stock Entries should be certified by the Assistant Section Officer, Section Officer, Assistant Registrar concerned.</p> <p>[3] The triplicate bills should be maintained by the Section itself for Audit verification.</p> <p>[4] The size of work, number of pages and nature of binding, name of the binding works should be certified.</p> <p>[5] Certificate of inventory should be certified.</p> <p>[6] Remarks, if any, with regard to the binding work entrusted.</p> <p>[7] If any of the above norms have not fulfilled, the bill[s] will not be considered for payment.</p>	
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This may please be brought to the notice of all your Campuses / Departments / Sections / Offices.

The receipt of this communication may kindly be acknowledged.

R. V. S.
13/12/2016
REGISTRAR

Copy to:

1. The Secretary to the Vice-Chancellor.
2. The Senior P.A. to the Registrar/Controller of Examinations.
3. The Director, Network Centre, to upload the above work order.
4. The Sergeants of all Campuses.
5. M/s. Sri Singaravelan Printers, 15/1, Duraisamy Colony, Mangali Nagar, 2nd Street, Arumbakkam Chennai – 600 106. Cell: 9941648876, 9841485343.

UNIVERSITY OF MADRAS

Statement showing the Revised for the various binding works

Half Buckram and Calico – Without Gilt Letters

Sl.No.	Size of the Book/Work	Existing Rate			Revised Rates		
		Upto 100 Pages	From 101 to 500 Pages	For Additional 500 Pages	Singaravelan Printers		
					Upto 100 Pages	From 101 to 500 Pages	For Additional 500 Pages
₹.	₹.	₹.	₹.	₹.	₹.	₹.	
1	Crown Board	79	210	230	85	215	235
2	Demy Board	119	210	230	170	215	235
3	Medium Board	159	210	230	165	215	235
4	Crown Folio	79	160	180	85	165	185
5	Demy Folio	140	160	180	145	165	185
6	Royal Folio	140	160	180	145	165	185
7	Foolscap Folio	119	159	180	160	165	185
8	Crown Quarto	79	119	160	85	195	165
9	Demy Quarto	119	159	160	125	165	165
10	Royal Quarto	120	140	160	125	145	165
11	Foolscap Quarto	59	99	160	65	105	165
12	Crown Octova	39	79	150	42	85	155
13	Demy Octova	39	79	150	42	85	155
14	Royal Octova	31	39	79	34	42	85
15	Foolscap Octova	39	79	139	42	85	145
16	Double Foolscap	150	170	190	155	175	195

UNIVERSITY OF MADRAS

Statement showing the Revised for the various binding works

Half Calico and Marble – Without Gilt Letters

SL.N o.	Size of the Book/Work	Existing Rate			Revised Rates		
		Upto 100 Pages	From 101 to 500 Pages	For Additional 500 Pages	Singaravelan Printers		
					Upto 100 Pages	From 101 to 500 Pages	For Additional 500 Pages
		₹.	₹.	₹.	₹.	₹.	₹.
1	Crown Board	39	119	199	42	124	205
2	Demy Board	159	180	200	165	185	205
3	Medium Board	79	119	200	85	125	205
4	Crown Folio	39	119	150	42	125	155
5	Demy Folio	110	130	150	115	135	155
6	Royal Folio	110	130	150	115	135	155
7	Foolscap Folio	59	79	150	65	85	155
8	Crown Quarto	39	59	119	42	65	125
9	Demy Quarto	59	79	140	54	85	145
10	Royal Quarto	69	89	140	75	95	145
11	Foolscap Quarto	29	49	99	32	54	105
12	Crown Octova	19	39	79	21	42	85
13	Demy Octova	19	39	79	21	42	85
14	Royal Octova	15	19	39	17	22	42
15	Foolscap Octova	19	39	69	21	42	75
16	Double Foolscap	110	130	150	115	135	155

UNIVERSITY OF MADRAS

Statement showing the Revised for the various binding works

Half Morocco and Calico – With Gilt Letters

Sl.N o.	Size of the Book/Work	Existing Rate			Revised Rates		
		Upto 100 Pages	From 101 to 500 Pages	For Additional 500 Pages	Singaravelan Printers		
					Upto 100 Pages	From 101 to 500 Pages	For Additional 500 Pages
		₹.	₹.	₹.	₹.	₹.	₹.
1	Crown Board	69	109	199	***	***	***
2	Demy Board	129	149	250	***	***	***
3	Medium Board	89	109	219	***	***	***
4	Crown Folio	69	109	199	***	***	***
5	Demy Folio	129	149	210	***	***	***
6	Royal Folio	149	179	210	***	***	***
7	Foolscap Folio	79	89	179	***	***	***
8	Crown Quarto	69	79	159	***	***	***
9	Demy Quarto	79	89	179	***	***	***
10	Royal Quarto	84	94	180	***	***	***
11	Foolscap Quarto	64	74	149	***	***	***
12	Crown Octova	59	69	139	***	***	***
13	Demy Octova	59	69	139	***	***	***
14	Royal Octova	57	59	129	***	***	***
15	Foolscap Octova	59	69	134	***	***	***
16	Double Foolscap	170	190	210	***	***	***

UNIVERSITY OF MADRAS

Statement showing the Revised for the various binding works

Half Buckram and Calico – With Gilt Letters

Sl.No.	Size of the Book/Work	Existing Rate			Revised Rates		
		Upto 100 Pages	From 101 to 500 Pages	For Additional 500 Pages	Singaravelan Printers		
					Upto 100 Pages	From 101 to 500 Pages	For Additional 500 Pages
₹.	₹.	₹.	₹.	₹.	₹.	₹.	
1	Crown Board	69	109	199	***	***	***
2	Demy Board	129	149	250	***	***	***
3	Medium Board	89	109	219	***	***	***
4	Crown Folio	69	109	199	***	***	***
5	Demy Folio	129	149	210	***	***	***
6	Royal Folio	149	179	210	***	***	***
7	Foolscap Folio	79	89	179	***	***	***
8	Crown Quarto	69	79	159	***	***	***
9	Demy Quarto	79	89	179	***	***	***
10	Royal Quarto	84	94	180	***	***	***
11	Foolscap Quarto	64	74	149	***	***	***
12	Crown Octova	59	64	139	***	***	***
13	Demy Octova	59	69	139	***	***	***
14	Royal Octova	57	59	129	***	***	***
15	Foolscap Octova	59	69	134	***	***	***
16	Double Foolscap	170	190	210	***	***	***

UNIVERSITY OF MADRAS

Statement showing the Revised for the various binding works
(As per Tender Schedule 23 (1 to 4) & Other Binding Works)

Sl. No.	Name of the Binding Works	Existing rates	Revised rates
		₹.	Singaravelan Printers ₹.
1.	Other Wrapper binding works (per 1 No.)	40	45
2.	Pasting Of Slips On Question Paper Covers (per 100 Nos.)	100	120
3.	Dummy Slip (8" x 5") per book [Wrapper Binding]	15	18