

Request for Purchase of Text Books

Dated:

To

PIN-----
(Name and address of the bookseller)

Dear Sir,

Please supply the books as per list enclosed herewith. I have marked a tick ($\sqrt{\quad}$) against each of the books I need . Total cost of the books is Rs. plus Rs. 40/-(by Post) or Rs. 130/-(by Courier) per book as packing and forwarding charges, total amount to be paid is Rs. I am enclosing a Demand Draft No.datedfor Rs. Name of the Bank and branch/Following are my electronic money transfer details

Please send the books to the following address in India:

PIN_____

If there is any increase in the price of any book, I will pay the price difference.

Thanking you,

Yours faithfully,

Signature:

Name:

Appl No.:

Encl. 1. Demand Draft
2. Ticked Text Books list

Email:
Contact telephone in India :

Instructions

1. Order be sent to any of the following booksellers :

<p>M/s Usha Book Distributors 16/873, Dr Joshi Lane East Park Road Near Dr N C Joshi Hospital Karol Bagh New Delhi 110 005 Tel : 91-11-23618426 91-11-45097398 Fax : 91-11-23638444 Email : ushabooks09@gmail.com : jain_bros@hotmail.com Mobile : +91 9871078971 +91 9818568722</p>	<p>M/s Arjun Dass & Sons Vidya Vihar (BITS Campus) Pilani 333 031 Tel : 91-1596-242699 91-1596-245176 Email : adsbooks@rediffmail.com : adsbookshop@gmail.com Mobile : +91 9352602865</p>
<p>Money transfer be made to :</p> <p>Usha Book Distributors HDFC Bank Ltd Gurudwara Road Karol Bagh, New Delhi 110 005 IFSC code: HDFC 0000439 Current Account Number 04392320002283</p>	<p>Money transfer be made to :</p> <p>Arjun Dass & Sons 1. UCO Bank Pilani, Rajasthan-333031 IFSC code: UCBA 0000150 Current Account Number: 01500200003087 2. Bank of India Pilani, Rajasthan-333031 IFSC code: BKID 0006647 Current Account Number: 664720110000033</p>

2. Mark a tick ($\sqrt{\quad}$) in box provided in the last column against the book to be purchased by you in the list of books applicable to you.
3. Add the price of each book ticked by you and get the total amount.
4. **Deduct 15% discount** of the total amount (which the bookseller has agreed to offer on all titles).
5. Add to this amount packing and forwarding charges @ **Rs. 40/- (by Registered Post)/ Rs. 130/- (by Courier)** for each book (If a course has more than one book, the packing/forwarding charges will have to be multiplied accordingly).
6. Get the Demand Draft prepared for this total amount **or** send the money by Electronic Transfer.
7. Demand Draft should be made in favour of '**M/s Usha Book Distributors**' at **Delhi of any bank** or **M/s Arjun Dass & Sons at Pilani any of banks: State Bank of Bikaner and Jaipur, State Bank of India, Bank of India and UCO Bank**
8. Fill in the information needed in the form '**Request for Purchase of Text Books**' correctly and sign it. Write your Appl No. and name legibly. Do not forget to write your correct Indian postal address at the space provided.
9. Send your request along with DD **or** E-money transfer details to any of your selected name from aforesaid booksellers.
10. After receiving your request with proper DD/E-money transfer details, books will be dispatched to your **Indian postal address**.
11. EDD notes will be available from BITS-Pilani, Dubai Campus.
12. If there is any increase in the price of any book, student will pay the price difference.
