

**GOVERNMENT COLLEGE OF ENGINEERING, KALAHANDI,
BHAWANIPATNA**

(A constituent college of Biju Patnaik University of Technology Odisha)

AT: Bandopala, PO: Risigaon, Bhawanipatna, PIN- 766002

Dist. – Kalahandi (Odisha), Website: www.gcekpatna.ac.in

No. GCEK/Lib.-18/003

Date: 29/12/2018

TENDER NOTICE

Sealed envelope containing the complete tender documents superscribed as “**Tender for Supply of Library Books for 2018-19**” are invited from the reputed Firms / Publishers / Distributors / Authorized Dealers /Sellers/ Agencies with valid GSTN and PAN for supply of **Library Books** (approx. Cost Rs.10.00 lakh). Interested bidder/bidders may apply in prescribed tender document which can be downloaded from the Institution website i.e. www.gcekbpatna.ac.in. The bidder must attach Account Payee demand draft of Rs **1000/-** (Rupees One thousand non-refundable) towards tender cost in favour of “**Principal, Government College of Engineering, Kalahandi**” payable at Bhawanipatna from any Nationalized Bank. All bids must be accompanied by Bid security (EMD) of 1% tendered value i.e. Rs. **10,000/-** (Rupee Ten Thousand) only in shape of Account Payee demand draft in favour of “**Principal, Government College of Engineering, Kalahandi**” payable at **Bhawanipatna** from any Nationalized bank with copies of valid GSTN/Income Tax Clearance Certificate and other relevant documents of the bidder failing which the bid will liable for rejection.

Last Date of Receipt of Tender Paper: 19/01/2019 (by 4.00 PM)

Opening of Bid: 21/01/2019 (at 11 AM)

The tenders should be submitted through speed Post/ Registered Post address to “**THE PRINCIPAL, GOVERNMENT COLLEGE OF ENGINEERING, KALAHANDI, AT: BANDOPALA, PO: RISIGAON, PIN 766002, DIST.: - KALAHANDI, BHAWANIPATNA, ODISHA**” so as to reach by the scheduled date and time. Tenders received beyond the scheduled date and time shall be summarily rejected. The undersigned reserve the right to extend the date and accept or reject any or all tenders without assigning any reason thereof.

**Sd/-
Principal
GCEK,BHAWANIPATNA**

TERMS AND CONDITIONS

The supply of books will be governed by the following 'Terms and Conditions':

A. General and Establishing the Eligibility for Qualifications :

- (i) The Principal, Government College of Engineering, Kalahandi reserves the right to accept or reject any or all tender(s) in part or full without assigning any reasons thereof and his decision will be final in all cases in respect of acceptance/rejection.
- (ii) Bidders are advised to go through the tender documents carefully before submitting the tender documents. It will be presumed that the bidder has considered and accepted all the terms and conditions of this tender. No enquiry, what so ever verbal or written shall be entertained in respect of acceptance/rejection of the tender. **BIDS MUST BE UNCONDITIONAL.**
- (iii) Incomplete tender documents and the tenders received beyond the due date and time shall not be accepted.
- (iv) The quantity of the tender is always subject to change if required and the competent authority (**Principal, Government College of Engineering Kalahandi**) reserves the right to change.
- (v) The bidder must have its own establishment having valid up-to-date registration for Firms/Publishers house/Distributors/Authorized Dealers /Sellers/ Agencies with valid GSTN and PAN. Copies of GSTN/Sales Tax and Income Tax Clearance certificates issued by the concerned authority for last three years.
- (vi) The bidder should have at least **three years experience** of supplying Engineering/ Scientific/ Technical/ Other Books to Engineering College/ Educational institution's Libraries. The **proof of such credential should be furnished along with the tender.**
- (vii) The bidder should be accompanied by the required amount of (Bid Security) EMD and Tender cost (non-refundable) in shape of DD (**two separate DDs, one for Tender cost and one for EMD**) in favour of "**Principal, Government College of Engineering, Kalahandi**", and Payable at Bhawanipatna. The EMD of the unsuccessful bidder(s) shall be returned after the successful bidder enters into contract with the institution (Please enclose a Stamped envelope with full correspondence address). The bid security is required to protect the purchaser against the risk of bidder's conduct which would warrant the security's forfeiture. The EMD of the successful bidder shall be shall be refunded after the delivery and verification of goods.
- (viii) Each and every page of the tender document attached there to should be signed by the bidder.
- (ix) The contract shall remain in force for **one year** which may further be extended at the satisfaction/requirement of the institution.

- (x) The bidder should have not been blacklisted by any Government or other organizations. For which an under taking should be attached with the tender documents.
- (xi) The sealed tender envelope shall be addressed to “**The Principal, Government College of Engineering, Kalahandi, At: Bandopala, PO: Risigaon, Dist: Kalahandi, Bhawanipatna, Odisha, Pin-766002**”.
- (xii) Incomplete tender and insufficient documents with the tender shall be liable for rejection.

B. Award of Contract/Purchase Orders:

- (i) The purchaser will award the contract to the successful Bidder whose bid has been determined as the lowest evaluated bid, provided further that the bidder is determined to be qualified to perform the Contract satisfactory.
- (ii) Supply of books has to be made strictly against the Purchase Orders. Acknowledgement receipt of purchase order will be taken as acceptance, preferably by e-mail. Any clarification/query regarding the purchase order should be sought from the Library committee head within five (5) days of receipt of the firm supply order.

C. Price & Supply:

The price shall remain firm throughout the contract period. No request for hike in price shall be entertained. **The supply should be free of freight, packing, handling, insurance, incidental service charges etc.** If the supply is made through Railway Parcel/ Registered Post or parcel or courier, the charges will be borne by the supplier. Books sent via V.P.P. will not be accepted. The supplier shall entirely responsible for all Govt. Taxes, duties etc incurred until delivery of the contract to the purchaser site. Every supply should be accompanied by a delivery challan, clearly bearing the details of the items and titles in supply, their quantity and price. **If a vendor is unable to supply books from confirmed PO's within the timeframe, no further orders will be placed and the firm will be blacklisted.** The EMD deposit will not be refunded and treated as punishment.

D. Timeframe for supply, and cancellations:

The supply shall have to be delivered at our office during office hours which shall be inspected by authorised official of the institution and if found defective or not up to standard, shall be replaced free of cost. A four (04) weeks (maximum) – for Indian titles and foreign titles is the timeframe and after the expiry of timeframe, the purchase order automatically stands cancelled.

E. Edition specifications:

Only the original, latest and economic editions of books must be supplied, unless specified otherwise. By default, Indian editions of books should be supplied if available. If not, clarification/permission should be sought, preferably by email, from the Library committee head, for supplying available editions.

F. Invoicing procedure:

One invoice should be raised against one purchase order. Pre-receipted invoice for each supply order is to be submitted in triplicate (3 copies) addressed to "The Principal, Government College of Engineering, Kalahandi". Break up of cost and tax components shall be separately stated in the invoice.

G. Undertaking:

Every invoice should certify that **the prices charged are as per the publisher's invoice and latest catalogue**, only the latest editions are supplied, the books supplied against the orders have been checked for defects of all kinds and condition of accompanying material viz., CDs etc. and if any defects are detected later, the defective books will be replaced by us free of cost, at the destination of supply.

H. Mandatory enclosures with invoice:

A copy of publisher's invoice as a price proof without any manipulation is mandatory with latest RBI/GOC conversion rate intimation letter. Every price proof and currency conversion proof should contain seal and authorized signature of the vendor.

I. Discount

- (i) Based on practical and realistic percentage of discount quoted by the bidders; evaluated and finalized by the institute's competent authorities shall remain in force. Discount shall be fixed on an average basis of all publishers as technically qualified bidders' quote.
- (ii) **The rate of discount should be offered in percentage (%) against the Publishers on an average of single quote as provided at Annexure-I**

J. Conversion Rates:

The prices in the invoice should be indicated in original currencies. Reserve Bank of India (RBI)/GOC currency conversion rates as applicable on the date of the purchase order should only be followed, and should also be clearly indicated on the invoice.

K. Payment Terms:

No advance payment is allowed by the purchaser to the supplier for any deal. 100% payment shall be (subject to recoveries, if any) after successful supply with check/inspection/verification and acceptance of supply by the purchaser.

L. Termination of order: The order may be terminated at the occurrence of any of the following event:

- (i) If the vendor fails to deliver even, at least 75% of the supply (in terms of number of titles) within one month of getting the order.
- (ii) In case of breach of any terms of agreement or unsatisfactory/insufficient working on the part of the vendor, if at any time, found that the information provided by the vendor in any form about publications, services and related matters are incorrect and result in losses in any form to the Institute.

(iii) In such case(s), the institute will be at liberty to cancel the order without giving any prior notice to the vendor.

M. The Institute reserves the right to change or modify or amend or substitute any clause in the terms and conditions that are listed above if required, at any time.

N. Arbitrations :

(i) All disputes and differences arising out or concerning the work shall be subject to the sole arbitration of The Principal, Government College of Engineering, Kalahandi or his nominee

(ii) Any Legal disputes that may arise out of the supply of books by Vendors shall be subject to the jurisdiction of a court in **Bhawanipatna/ Hon'ble High Court of Odisha.**

Sd/-
**Principal,GCEK,
Bhawanipatna**

**GOVERNMENT COLLEGE OF ENGINEERING, KALAHANDI,
BHAWANIPATNA.**

Tender document (GCEK, Library)

Format of Application

**Sub: Supply of Books for the Government College of Engineering,
Kalahandi Library, Bhawanipatna.**

1. Name of the Firm :
2. Complete Postal Address :

- FAX No :.....
Telephone No:.....
Email:.....
3. Are you a Member of Federation of Publishers' and Booksellers' Association of India (FPBAI)? Yes/No.

If Yes, attach copy of the Membership.....
4. Are you an authorised distributor/dealer/stockist/ seller/preferred Agent?
If so attach the authority letter(s) issued by the publishers in support of your claim.....
5. Year of starting of the Firm with Registration Number/Date.....
6. Original DD for EMD & Tender Cost:
7. PAN & GST No. :
8. Registration No. (Attach: copies) :
9. Copy of ITCC & GST Clearance Certificates
10. Under Taking for non black listed certificates:
11. Copy of Experience Certificates:
12. Annual business Turnover* (Attach Balance sheet and Certified copy form Chartered Accountant to showing turnover for the last three financial years and relevant IT return copies.
13. Number of Important University/National Autonomous Academic Institutions/ State Engineering Colleges of higher learning in Science and Technology served as supplier of books to Libraries (Attach at least one copy of the latest Purchase Order each handled by your firm with copy of the Certificate of successful completion of supply on time from the institute concerned, use additional sheets if required.

14. Major foreign/Indian Publishers you are dealing with (Give Names/Address) with copy of the direct procurement from the publisher/Distributor as case may be.
15. Name Major subject area with number of Text Books/Teachers Reference Books/General Reference Books, on which your firm handle maximum supply of books during last three years.

DECLARATIONS

- (i) I/We(names of partners/Proprietors or Shareholders) do hereby declare that the entries made in this application form are true to the best of our knowledge and believe.
- (ii) Mr..... whose Signature is given below, is an authorized representative of this firm.
- (iii) I/We also undertake the responsibility to communicate all subsequent changes in the constitution or working of firm, affecting the accuracy of the facts, stated above.

Date:
Place:

**Authorize Signatory
& Seal of the
Firm/Others**

Annexure – I**GOVERNMENT COLLEGE OF ENGINEERING, KALAHANDI,
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Sl. No.	PUBLISHERS	Offer Rate in a single quote (%)
01	ABP PRIVATE LIMITED, NEW DELHI (BUSINESS WORLD)	
02	APH PUBLISHING CORPORATION, NEW DELHI	
03	ACADEMY FOUNDATION, NEW DELHI	
04	ACADEMY PUBLISHERS, KOLKATA	
05	AFFILIATED EAST WEST PRESS PRIVATE LIMITED, NEW DELHI	
06	ALL INDIA TRAVELLERS BOOK SELLERS, NEW DELHI	
07	ANE BOOKS PVT. LTD	
08	ANMOL PUBLICATION PVT. LTD, NEW DELHI	
09	BANGAORE PRINTING AND PUBLISHING CO. LTD., BANGALORE	
10	BOOKS AND ALLIED PVT. LTD. KOLKATA	
11	BPB PUBLICATION, NEW DELHI	
12	CAREER OPTIONS, NEW DELHI	
13	CBS PUBLISHERS & DISTRIBUTORS, NEW DELHI	
14	CENGAGE PUBLICATIONS	
15	CHAITANYA PUBLISHING HOUSE, ALLAHABAD	
16	CHAROTAR PUBLISHING HOUSE, ANAND	
17	CHILDREN'S BOOK TRUST, NEW DELHI	
18	DHANPAT RAI & CO.	
19	DHANPAT RAI PUBLICATION PVT. LTD., NEW DELHI	
20	DR SOMAN DAS, KOLKATA	
21	ELSEVIER SCIENCE INDIA PVT. LTD., NEW DELHI	
22	ENGINEER'S PUBLISHERS, NEW DELHI	
23	EXCELS BOOKS, NEW DELHI	
24	CAMBRIDGE UNIVERSITY PRESS, KOLKATA	
25	G.K. PUBLISHERS, NOIDA	
26	GALGOTIA PUBLICATIONS PVT. LTD., NEW DELHI	
27	HIMALAYA PUBLISHING HOUSE	
28	IEEE PUBLICATIONS	
29	I K INTERNATIONAL PVT. LTD., NEW DELHI	
30	INDIAN BOOK DISTRIBUTING CO/ MEDIA PROMOTORS, KOLKATA	
31	INFA PUBLICATIONS, NEW DELHI	
32	INFINITY BOOKS, NEW DELHI	
33	KALYANI	

34	KAPLAN PUBLISHING, USA
35	KHANA PUBLISHERS, DELHI
36	KONARK PUBLISHERS PVT. LTD, DELHI
37	LAXMI PUBLICATIONS / FIREWALL MEDIA, NEW DELHI
38	M CHOKRABORTY, KOLKATA
39	MAC MILLAN INDIA PVT. LTD., NEW DELHI
40	MANAS PUBLICATION / OFFICERS BOOKS, NEW DELHI
41	MAPIN PUBLISHING PVT. LTD., AHAMEDABAD
42	MC- GRAW HILL INTERNATIONAL, SINGAPORE
43	METROPOLITON BOOK CO. PVT. LTD., NEW DELHI
44	MOTILAL BANARASIDASS, DELHI
45	NAROSA PUBLISHING HOUSE, NEW DELHI
46	NATIONAL BOOK TRUST, NEW DELHI
47	NEW AGE INTERNATIONAL PVT. LTD., NEW DELHI
48	NEW CENTRAL BOOK AGENCY, KOLKATA
49	ORIENT LONG MAN / BLACKSWAN PVT. LTD., KOLKATA
50	ORIENT PAPERBACKS (VISION BOOKS), NEW DELHI
51	OXFORD UNIVERSITY PRESS, NEW DELHI
52	PANIMA PUBLISHING CORPORATION, NEW DELHI
53	PARAGON INTERNATIONAL PUBLISHERS, NEW DELHI
54	PEARSON / DORLING EDUCATION PVT. LTD, NEW DELHI
55	PENRAM INTERNATIONAL PVT. LTD., MUMBAI
56	PENTAGON PRESS, NEW DELHI
57	POPUAR PRAKASHAN PVT. LTD., NEW DELHI
58	PRENTICE HALL OF INDIA PVT. LTD., NEW DELHI
59	PUBLICATION DIVISION, NEW DELHI
60	RAWAT PUBLICATIONS, JAIPUR
61	REEM
62	RESEARCH PRESS
63	S K KATARIA & SONS, DELHI
64	SAGE PUBLICATIONS / VISTA / RESPONSE, NEW DELHI
65	SAHNI BROTHERS, AGRA
67	SPRINGER INDIA LTD.
68	SURJEET PUBLICATIONS, DELHI
69	TATA- MC GRAW HILL PUBLISHING CO.LTD., NEW DELHI
70	TAYLOR & FRANCIS PUBLICATION
71	TEKSONS, NEW DELHI
72	THOMPSON / CENGAGE LEARNING PVT LTD, NEW DELHI
73	UBS PUBLISHERS DISTRIBUTORS PVT LTD, NEW DELHI
74	USHA PUBLICATIONS, MUMBAI
75	VAKIL FEFFER & SIMONS LTD, MUMBAI
76	VIKAS PUBLISHING HOUSE PVT LTD, NEW DELHI
77	VITASTA PUBLISHING PVT LTD, NEW DELHI
78	VIVA BOOKS, NEW DELHI
79	VRINDA PUBLICATIONS PVT LTD, DELHI

80	WADHWA SALES CORPORATION, NEW DELHI	
81	WILEY INDIA / DREAMTECH PVT LTD, NEW DELHI	
82	WORLD PRESS PVT LTD, KOLKATA	
83	HIMALAYA	
84	JOHN WILLEY	
85	MGH	
86	OXFORD & IBH	
87	S. CHAND	
88	UMESH	
89	SULTAN CHAND	
90	SPRINGER	
91	MEDIA PROMOTORS	
92	DHANPAT RAI PUBLISHING CO. PVT LTD, NEW DELHI	
93	ANY OTHER PUBLICATIONS (Please mention separately)	