



**OFFICE OF THE PRINCIPAL GOVT. DEGREE (POSTGRADUATE) COLLEGE BHADERWAH
JAMMU AND KASHMIR-182222**

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NAAC ACCREDITED 'B' GRADE CYCLE 2

Website: www.gdcbhaderwah.ac.in

No. : BC/Adm/21/1390

Dated: 07 – 1– 2021

E-TENDER FOR EMPANELMENT BOOKS SUPPLIERS

E—Tender is invited from experienced and financially sound firms towards 'Empanelment of Vendors for Supply of Books to Government Degree (PG) College, Bhaderwah for a period of two (02) years from the date of start of empanelment and the College reserves the right to curtail the validity of empanelment on the same discount rates, terms and conditions for Such vendors based on performance of satisfactory services. The bidders may note that, after the award of empanelment, in case of failing to adhere in the stipulated terms and will render termination of empanelment and/or backlisting of the supplier.

Tender Schedule

Tender Document	www.gdcbhaderwah.ac.in https://jktenders.gov.in
Bid Start Date	06-02-2022
EMD	DD in favour of Principal, GDC Bhaderwah must reach Upto 3:30pm on or before last date of e-bid submission
Bid Validity	180 days from last date of submission of e-bids
Pre-Bid Meeting	NA
Last date of submission of e-bid documents through e-tender portal	26-02-2022
Contact person	Prof Surinder Singh Parihar:9697522503, Prof Arjun Kotwal,9622174609
Date and Timing of Opening Technical Bid	26-02-2022 at 4pm
Date and Timing of Opening Financial Bid	Shall be conveyed to technically approved Bidders

General Terms & Conditions'

1. Eligibility Conditions

- (i) The firm must have supplied books during last five years from the last date of submission of the proposal
- (ii) The firm must be a member the Federation of Publishers & Booksellers Association of India (FPBAI), Membership certificate issued by FPBAI should be uploaded.
- (iii) The firm should not be blacklisted . A Self-declaration towards non-Blacklisting as per Annexure-A should be uploaded.

(iv) The firm be an authorized distributor/ dealer/ supplier . Recent authorization certificates from reputed publishers have to be uploaded.

2.Scan copies of documents must be uploaded.

a. Scan Copy of PAN Card

b.Scan Copy of GST NO.

c.EMD Receipt/Copy

d.Registration certificate from Federation

e.Authorised Dealer Certificate

f.Self Declaration to the effect that the firm is not black listed with seal and signature(Annexure A)

Annexure A

I/we.....,Bidder do submit that my Firm, M/S.....is not blacklisted.

Seal and Sig.

3. BOQ/ FINACIAL BID: The Discounts should be quoted as per the BoO in excel sheet (Format as per Annexure - B). The bidders arE advised to download this BoQ Excel as it is and quote their discount rates against Publications and upload the same as the Financial Bid. The Bidder shall not tamper/modify downloaded financial bid template in any manner.

Annexure B

Financial Bid:Excel Format

Name of the Firm

Mobile Number

Email Id

S.NO	Category	Discount Rate in Figures	Discount Rate in Words
1	Indian Publications		
2	Foreign Publications		

I/WE.....Certify that that entries made are correct and agree to abide by all the terms and conditions.

Digital Signature

4. Earnest Money deposit :

(i) EMD of Rs.20,000 (Rupees Twenty Thousand Only) in the form of Demand Draft from any nationalized bank in favor of, the Principal,GDC Bhaderwah payable Bhaderwah .

(ii) Any proposal not accompanied by EMD shall be rejected.

(iii) The EMD shall be forfeited if a firm withdraws his proposal during the period of validity of the proposal.

(iv) The EMD of non-empanelled firms shall be returned at the earliest after expiry of the validity .

Validity of the proposal

The proposal shall remain valid for a period 180 days from the last date of submission of proposal

6.(i) For supply of books, one or more vendor/s will be empanelled. The highest discount quoted by a firm will be empanelled for supply of books.

(ii) Empanelment period will be for two years from the date of empanelment.

7.(i) The EMD of empanelled vendor/s shall be automatically converted to Performance

(ii) In case of non-supply of purchase orders, the Performance Security shall be forfeited and the vendor shall be blacklisted for two years.

(iii) Performance Security shall be returned to the empanelled vendor/s without any interest, whatsoever, after completion of contract period.

Delivery of Orders

(i) The vendor should acknowledge the receipt of purchase order preferably by email.

(ii) Any clarification/query regarding the purchase order should be sought from the Librarian within five (05) days of receipt of the order.

(iii) Vendor should send the supply position 05 days from the date of the purchase order; else the order should be treated as cancelled and transfer to another vendor.

(iv) The books should be sent to The Librarian, GDC Bhaderwah-182222 by Speed / Registered Parcel/ Courier Services/ Person or any other mode at free of freight charges. The college will not be liable for any damage in transit.

(v) The vendor has to strictly execute all the supplies within the stipulated time (30 days in case of foreign publications and 20 days in case of Indian publications) from the date of issue of purchase order.

(vi) In case of delay in delivery of books due to out of stock, the vendor has to inform and seek permission from the Institute for the supply. The vendor has to submit the proof in this regard.

9. Invoice:

(i) Invoice is to be submitted in triplicate in the name Principal, GDC Bhaderwah.

(ii) The invoice should contain the Purchase Order with Number and date. The items in the invoice should be as per the purchase order.

10. Price Proof

(i) The vendor shall have to furnish the price proof of the books. In case of any price manipulation when detected at any stage, the vendor shall be responsible for the same and the excess amount charged be recovered from the vendor

(ii) The price proof should be provided with the copy of the procurement invoice from publishers/distributors.

(iii) Every price proof and currency conversion proof should be with seal and signature by the Vendor.

11. Payment: Shall be made within 30 Days of the receipt of the consignment.

12. Penalty: In case of delay delivery of books beyond seven days, a penalty upto 10% of the order value per week or part thereof shall be levied.


Principal
Govt. Degree College
Bhaderwah

