



Directorate of Technical Education, Uttarakhand

Govt. Polytechnic Campus, Srinagar Garhwal
Ph. No. & Fax No. 01346 –250169, 251937, 250168
Website: www.ukdte.org

INVITATION OF BIDS

For

PURCHASE OF BOOKS

Tender No. 395 /UKDTE/Store-Books/2012-13

Date- 11, Febuary, 2013

SCHEDULES / ANNEEXURES

SCHEDULE-I:	Tender Information (Important Dates and References)
SCHEDULE-II:	Check List
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SCHEDULE-I

IMPORTANT DATES AND REFERENCES

1.	Date of commencement of sale of tender document and availability in website <i>www.tenders.gov.in</i> and <i>www.ukdte.org.in</i>	11,February,2013
2.	Pre Bid Conference at Government Polytechnic Pithuwala,Simla by pass Road, Dehradun.	21,February,2013 11:00 AM
3.	Last Date and time for Submission of filled tender document	03,March,2013 Till 2:00 PM
4.	Place Of Submitting /opening of Technical bid	Government Polytechnic, Pithuwala, Simla By pass Road Dehradun (Uttarakhand). Phone_Number-0135-2641773
5.	Date & Time of Technical Bid Opening	04,March,2013 At 11:00 AM
6.	Date & Time of Financial Bid Opening	Intimated

Note:-

- (1) The Tender document is available on the web site *www.tenders.gov.in* and *www.ukdte.org* by paying **Rs. 2270/- (Rs 2000+ Rs 270 VAT=Rs 2270) (Two Thousand Two Hundred Seventy Rupees Only)** in Demand draft in favour of Director, Technical Education, Uttarakhand payable at Dehradun. The Tender document can also be purchased from Government Polytechnic, Pithuwala, Simla By pass Road Dehradun (Uttarakhand). **Phone Number-0135-2641773**
- (2) **The tenderer should be registered Supplier/distributors/dealer.**
- (3) The tender should accompany a Small Savings Instrument/Bank Guarantee/Bankers Cheque /Demand Draft of **Rs 1,40,000/- (One Lakh Forty Thousands rupees Only)** as Earnest Money, payable to the Director Technical Education Uttarakhand payable at Dehradun which will be refunded, if the offer is not accepted. In case, the offer is accepted, but not honored by the tenderer, the Earnest Money will be forfeited. The Earnest Money will also be forfeited, if wrong information is given in the tender document.
- (4) The Supplier has to quote discount percentage for publisher of books to be supplied for polytechnics situated at various place of State of Uttarakhand.

SCHEDULE-II
CHECK LIST

IMPORTANT:

- The tenderer is hereby instructed to arrange the required tender documents as per check list and must mention the page numbers against each column of the check list.
- All papers submitted must be numbered and signed by tenderer.
- All papers submitted must be strictly in order as per check list.

Tender No. /UKDTE/Store-Books/2012-13 **Date-** , February ,2013

PURCHASE OF BOOKS

Name of the Tenderer (Supplier) :í .
 Address for Correspondence :í .
 Telephone No.: Fax No.:í .
 Email Address:í í

TECHNICAL BID (Envelop-A)			IF "Y" Then	
S.No	Descriptions	Document Attached (Y/N)	From page No.	To Page No.
1-	Tender Document Fee in the form of DD/ Fee receipt if tender purchased from the office			
2-	Certificate of registration of bidder			
3-	Earnest money of Rs. 1,40,000/- in the form of SSI/BG/BC/DD			
4-	Copy of TIN/PAN No and other documents showing sale tax and income Tax of bidder.			
5-	Last three year income tax return			
6-	Proof that bidder is in the business of supplying books to Technical Education			
7-	List of customers to whom similar publications books supply earlier.			
8-	An affidavit on Rs. 10/- Non-Judicial stamp paper that supplier never black listed by Central/State Government.			
9-	Proof of Income(should be 1 crore or above in the last Financial year.			
10-	Satisfactory bankers report regarding bidder capacity for doing business worth Rs. 50.00 Lakh or Above in a year.			
11-	Annexure-A (Understanding)			
12-	Annexure-B (Self Declaration)			
13-	Detail Catalog of books published by publisher for Diploma Engineering/Pharmacy.			
FINANCIAL BID (Envelop-B)				

Signature of Bidder with Stamp

SCHEDULE-III

QUALIFICATION CRITERIA

1. The Earnest Money should be furnished along with the Technical Bid. Technical Bids not accompanied with Earnest Money of Rs. 1,40,000/- (One Lakh Forty Thousands only) in the form of Small Savings Instrument/Bank Guarantee/Bankers Cheque /Demand Draft in favour of Director Technical Education, Uttarakhand, payable at Dehradun shall be disqualified. No relaxation for submission of EMD.
2. The Supplier should be registered. As proof of same the attested copy of TIN NO. And PAN NO. Pertaining to Sales Tax & income Tax registration needs to be furnished with the technical bid.
3. The proof of the Supplier as income Tax assesses (In the form of income Tax Return) for at least last Three year should be enclosed.
4. The Supplier should be in the business of supplying Books to Technical Education.
5. Supplier should provide list of customer to whom similar Publications books have been supplied earlier.
6. Supplier should not be black listed by Central Government, State Government or any other institute(s). For this the Supplier should furnish affidavit on Rs. 10/- Non Judicial Stamp Paper that the firm is not blacklisted.
7. The Supplier not found qualified in Technical Bid, their financial bid will not be opened.
8. Supplier who meet the criteria given above are subject to be disqualified, if they have made untrue or false representation in the forms, statements and attachments submitted in proof of the qualification requirements or have a record of poor performance, not properly completing the contract, inordinate delays in completion or financial failure, etc.
9. Any additional bid participation criteria / eligibility conditions etc. mentioned in the Technical Specifications sheet will also form part of the Qualification Requirements along with those mentioned in this chapter. Supplier not fulfilling any of the above qualifications will be held technically unsuccessful and its financial bid will not be open.

10. F.O.R. at Various Government Polytechnics of Uttarakhand state (Will be intimated at the time of supply).
11. Books must be supplied of latest edition and a relevant certificate must be provided by the Supplier with technical Bid.
12. In case of foreign Publication converts in rates according to G.O.C.
13. The Bidder should be a member of a Government recognized Bookseller Association eg. FIP, FBPAI,etc and Proof of membership shall require to be submitted with the technical Bid.
14. The Bidder should be having an annual turnover of Rupees **Two crore** or above during the last financial year in the books of account . Balance Sheet as proof of Turnover of Supplier is required.
15. Name and address of the bankers with satisfactory bankers report regarding Tenderers Financial capability for doing business worth ₹ 50 lakhs or above in a year.

SCHEDULE-IV

GENERAL TERMS AND CONDITIONS

The offer will be subject to the following terms and conditions: -

1. The Tenderers should submit their tender separately in a sealed envelope marked as "Tender for the supply of Books" with tender number, date containing following two separate sealed envelope:

- I. **Envelope – A:-**Containing schedule-II along with draft of document fee of Rs 2270/- (Two thousands two hundred seventy rupees only), Annexure-A and Annexure-B and all other papers required with catalogs of the publishers will be enclosed in this Envelope and the envelope should be sealed and marked as "**Technical Bid for the supply of Books**".
- II. **Envelope –B:-** Containing Financial Bid as Mentioned in Schedule-V of the tender document should be enclosed in this Envelope and the envelope should be sealed and marked as "**Financial Bid for the supply of Books**".

The last date of submission of Tender is 03/03/2013 The Tender will be received upto 2:00 PM and will be **opened at 11:00 am on 04/03/2012 at Government Polytechnic, Pithuwala, Simla By Pass Road Dehradun** in presence of the tenderers or their authorized representative, if any.

4. The tender terms and conditions should be clearly typed or legibly written, in English language, giving the full name and address of the tenderer. The tenderer should quote in figures as well as in words the percentages quoted by him/them. Alteration, if any unless legibly attested by the tenderer, with their full signature, shall invalidate the tender.
5. Any Suppliers/Firm/Publisher black listed by Central Government, State Government or any other institute(s) are not entitled to submit the tender. If it is submitted, it will be rejected, Earnest Money Deposit will be seized and legal action will be taken against them.
6. The tender should be signed by the tenderer himself/themselves or his/ their authorized agent on his/ their behalf. In case the tender is signed by the agent the authority letter in original, in his favour, shall be enclosed with tender documents. The tenderer(s) should take care that the rates and amounts are written in such a way that interpolation is not possible. No blank space should be left, which would otherwise make the tender liable to rejection. Corrections, alterations, deletions should have been initiated by the party initial. No tender will be entertained without signature.

7. The stores are required to be delivered to the consignee concerned and the consignee will do inspection and verification of the Books.
8. Performance Security money shall be submitted to the tune of 5% of ordered value within 10 days of release of supply order. Security money should be given in shape of FDR of one year's duration in favour of the Director Technical Education, Uttarakhand and payable at Dehradun Garhwal, India.

In case the Supplier fails to deposit the same within the specified period his earnest money may be forfeited, contract may be terminated and awarded to next lowest Supplier and he may be debarred up to 2 years from further tenders to be floated by Directorate of Technical Education, Uttarakhand.

9. The Books supplied under the Contract shall be fully insured against loss or damage up to final destination.
10. Any or all tenders can be rejected by the tender committee without assigning any reason. It cannot be challenged in any court.
11. All disputes and question, if any arising between the Department and the Supplier out of or in connection with the terms and conditions contained herein or as to the construction of application thereof, or the respective rights and obligations of the parties there under or as to any clause or thing herein contained or by reason of the supply or failure or refusal to supply any material or as to any other matter in any way relating to these presents shall be referred to the sole arbitration of the Director Technical Education, Uttarakhand or his nominee. The decision of the sole arbitrator shall be final and binding upon both the parties and subject to adjudication of Pauri Garhwal District Court. Place for arbitration shall be at Srinagar Garhwal (Uttarakhand), India.
12. **Jurisdiction:** The obligations and liabilities arising out of this contract shall be construed in accordance with the laws of Union of India. The Pauri Garhwal (Uttarakhand) District Court Uttarakhand, India shall have the exclusive jurisdiction to try all or any of the disputes.
13. Tenders which do not fulfill any or all of the above conditions or incomplete, are liable for rejection.
14. Supply of Books should be within 21 days from the issuing date of purchase Order.
15. Tenderer has to provide all the books not less than 70 GSM good quality Paper.

16. The Discount % should be quoted inclusive of all charges such as royalty to authors, Taxes, delivery charges up to Institutes located at various places of the state.
17. In case of any changes made in the printed price of the book by way of Rubber-stamp or sticker, the book will not be taken in to consideration for selection.
18. After acceptance of tender and supply of Books in time, the EMD amount will be given back. In case of non- supply of items, the EMD amount will be fortified and order will be placed to next lowest percentage quoted firm.
19. The Department reserves the right to cancel the purchase order or any part thereof and shall be entitled to revise the contract wholly or in part by a written notice to the vendor, if:
 - (a) The tenderer fails to comply with the terms of the purchase order.
 - (b) The tenderer becomes bankrupt or goes into liquidation.
 - (c) The tenderer fails to deliver the books in time and or does not replace the rejected goods promptly.
 - (d) A receiver is appointed for any of the property owned by the vendor.
 - (e) The tenderer becomes incapacitated to enter in to a contract under the Indian Contract Act, 1872.
20. Upon receipt of the said cancellation notice, as provided in clause above, the vendor shall discontinue all works of the purchase order and matters connected with it.
21. The Department may at its option, remove all defective books at the supplier's expense in which event the supplier shall, without any cost to the Department.
22. Delivery on time as mentioned in purchase order shall be the essence of the order and no variation shall be permitted except with prior authorization in writing from the Department.
23. In the event of delay in making delivery on the part of the tenderer, it will be at Department's discretion to accept delivery with a reduction in price of the books.
24. The tenderer must be supplier of the books offered under this tender inquiry. (An undertaking regarding being publisher must be submitted).
25. The tenderer must provide the copy of PAN/GIR Card.

26. The tenderer must submit specimen copy of the books offered under this tender inquiry to UKDTE

27. **Force Majeure:**

27.1 The Supplier shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

27.2 For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

27.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

In the event of delay in delivery and/or unsatisfactory manufacturing/printing progress and supply, the Department has the right to cancel the purchase order as whole or in part without liability for cancellation charges or otherwise.

In the event of rejection of non-confirming books, the tenderer shall be allowed without any extension of delivery time to correct the non-conformities, should however the tenderer fail to do so within stipulated time, the Directorate of Technical Education, Uttarakhand, may cancel the order.

28- No payment shall be made for rejected books nor the tenderer would be entitled to claim for such books. Rejected books would be removed by the tenderer from the site within one weeks of the date of rejection at his own cost. In case they are not removed they will be auctioned at the risk and responsibilities of the tenderer without any further notice.

29-In the case of not honoring the supply order Department will have the right to impose penalty as deemed fit to resort to make purchase at the suppliers cost and risk and may forfeit his security.

30-Tenderer hereby agrees to all terms and conditions stipulated in tender document.

31. Legal action may be initiated against such tenderer in case any of the information submitted by the tenderer is found to be false at any stage of the contract.
32. The supplier can quote all/any of the publications as mention in Financial Bid. Bid will be evaluated on highest percentage discount bases (Publication wise).

Criteria Matrix Example

S.No	Name of Publication	Bidder A Quoted discount % in BOQ	Bidder B Quoted discount % in BOQ	Bidder C Quoted discount % in BOQ	Bidder D Quoted discount % in BOQ
(1)	(2)	(3)	(4)	(5)	(6)
1	ABC Publication	10	15	15	10
2	AYX Publication	12	10	17	19
3	XYZ Publication	13	14	18	10
4	XMN Publication	18	17	17	14

Quoted discount % in BOQ by bidder C for XYZ publication is Maximum ,hence XYZ publication books can be purchase from bidder C. As discount % Quoted by Bidder B and C for ABC Publication is same in this case its directorate Jurisdiction and no any query will be attend in this regard

33. The bidders have to provide **“Detail Catalog of books”** publish by the publication with **Technical bid**.
- 34. Payment:**
- (a) No advance payment will be made by the Department.
- (b) Within 10 days after the receipt of order, the Supplier shall furnish **Performance Security to the Purchaser for an amount of 5% of the contract value, valid upto 12 months** after the date of completion of performance obligations including warranty obligations.
- (c) If the performance security is not furnished within the stipulated time as per above, the work order shall be deemed terminated and the supplier’s EMD will be forfeited.

Director
Directorate of Technical Education,
Uttarakhand

SCHEDULE-V
PART- II : FINANCIAL BID

1. The discount should be in percentage Only.
2. The percentage quoted will be valid for 120 days. The period can be extended with mutual agreement.
3. No condition will be entertained and conditional tender will be liable to be rejected.
4. Included F.O.R prices for Should be mentioned
5. Supplier is required to quote percentage discount.

Sl. No.	Publication Name	Discoount %	
		Figure	Words
1	3M Advertisers And Publishers Limited		
2	Aazhi Publihsers		
3	Abhishek Publication		
4	Academic Press		
5	Adison Wesley		
6	Affiliated East West		
7	All India Books House		
8	AllayValley Publications		
9	Allied Publisher Delhi		
10	APH		
11	Asia Book House, Educational Publishers		
12	Atlantic		
13	AVG Prakashan Pune		
14	Bharatiya kala prakshan		
15	Blackwell		
16	BNN,Inc.		
17	BPB		
18	Byword Books Private Limited		
19	Cambridge		
20	Cambridge University press		
21	CBS PUBLISHERS		
22	Charchil living strone Pvt. Ltd.		
23	Charotar Pub house		
24	Chav les Griffin and com Ltd.		
25	Chemical Engg. Education Development		

	Center (IIT) Madras		
26	Chhilton Book com ronder		
27	CICC Book House		
28	Computer Step		
29	Course Tech.		
30	Cyber Tech Publications, New Delhi		
31	Dhanpat Rai Publication		
32	DOEACC A Level		
33	DREAMTECH PRESS		
34	Eagle Prakashan jalandar		
35	East-West Press		
36	EMC/Paradigm Publishing		
37	Et.ai ARAI		
38	Fertilizer Association of India		
39	Focus Publishers Ltd.		
40	Galgotia		
41	Genex Media People Pvt Ltd		
42	Giri Trading Agency Pvt Limited		
43	Global Media		
44	Globalmedik, a Health Science Publisher		
45	Goel Publication House		
46	Govt. of India		
47	GP Clinics		
48	Gulf Professional Publishing		
49	Harper Collins India		
50	Heinamann 1978		
51	Hind Pocket		
52	ICAR New Delhi		
53	IDG Books		
54	IDP		
55	IGI Global		
56	IHM		
57	Indian Book Depot (Map House)		
58	Indus Valley		
59	International Engineering Consortium		
60	Jain Brothers New Dehli		
61	Jay Elynn Worn Pub		
62	Jaypee Brothers Medical Publishers (P) Ltd.		
63	Jeevan Publishing House Delhi		
64	JOHN WILEY & SONS		

105	Permanent Black		
106	Pharmaceutical Press		
107	PHI India		
108	Pitman's Publications		
109	Pointer Publishers		
110	Prints India		
111	PSS Publications		
112	Pusula Yayincilik ve Iletisim San. Tic. Ltd.		
113	Ralsons		
114	Random House India		
115	Ratna Sagar P Ltd		
116	Rocky Nook, Inc.		
117	Roli Books		
118	Rupa & Co		
119	S.Chand Co.		
120	S.Dinesh & Co		
121	S.K. Kataria		
122	SBS Publishers & Distributors Pvt. Ltd.		
123	Schaum Series		
124	Scientific		
125	Scientific Publishers, India		
126	Scientific Publishers, India		
127	Scitech Publications (India) Pvt Ltd		
128	Scott Jones Publisher		
129	Shoban Lal Nogin Chand & comp. Delhi		
130	SK KATARIA & SONS		
131	Sterling Publishers Pvt. Ltd.		
132	Tara Press (div of India Research Press)		
133	Taxmann Publications pvt. Ltd.		
134	Tech Media Pub.		
135	Technical bureau of India of jalandar		
136	The Q Group		
137	U.B.S. Publisher		
138	Umesh Publication New Delhi		
139	Vaibhav Prakashan Chattisgarh india		
140	Vallabh Prakashan		
141	Vikas		
142	Vikas Publishing House Pvt. Ltd.		
143	Vikash Publisher house Pvt. Ltd.		
144	Wesley Pvt.		

145	Wiley		
146	Wiley Eastern Ltd.		
147	Wiley Inter science		
148	Wills Lastern Ltd		
149	World Scientific Publishing Co Pte Ltd.		
150	Wrox Publication		
151	Zorba Publishers		
152	Other Publication (if ANY)		

(Signature with seal/stamp of the company)

Name:.....

Designation.....

Annexure A (Undertaking)

I/We.....(Name of the tenderer)
Supplier/Distributor/Dealer hereby undertake to supply books conforming to your Tender Enquiry Specification and abide all terms & conditions of the inquiry. As well as invitation of Tender & instructions to Tenderers. This is to certify that,

- (i) The books mentioned in the tender do not violet any rule or moral values.
- (ii) The books do not promote superstition.
- (iii) The book is suitable for adolescent girls and boys.
- (iv) The books do not violet copyright act.

Place:
Date:

Signature:
Name:
Seal of the Organization

ANNEXTURE -B

Format for Self Declaration

(Required on Company Letterhead)

[Date]

To
Director
Directorate of Technical Education, Uttarakhand
Srinagar Garhwal Uttarakhand

In response to the Tender No. _____ dated _____
for quoting against the Tender as an Director of
M/s _____, I / We hereby declare that our
Supplier/Distributor/Dealer _____ is having unblemished past
record and was not declared blacklisted or ineligible to participate for bidding
during last three financial years by any State/Central Govt. or PSU due to
unsatisfactory performance, breach of general or specific instructions, corrupt
/ fraudulent or any other unethical business practices.

Yours faithfully,

Authorized Signatory _____

Name _____

Designation _____

Company name _____