



**Vasant Rao Naik Marathwada Krishi Vidyapeeth, Parbhani**  
**(MS)**

# **TENDER DOCUMENT**

**For the work of: Supply of print books to the VNMKV University Library .**

Email:- [vnmkvlibrarian@gmail.com](mailto:vnmkvlibrarian@gmail.com)

**Librarian**  
**University Library**  
**Vasant Rao Naik Marathwada Krishi Vidyapeeth**  
**Parbhani - 431 402 (M.S.)**

## **INDEX**

### **NAME OF WORK: Supply of print books to the VNMKV University Library .**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Page No.</b>
1	Index	02
2	Tender Notice	03
3	Tender Schedule	04
4	Performance Security Deposit	05
5	General Terms & conditions	05
6	Eligibility Criteria of the Bidder	06
7	Terms and Conditions for the supply of books	07
8	Splitting of Tender	08
9	Price	08
10	Discount Policy	09
11	Currency conversion	09
12	Important Instructions for Technical Bid and Commercial Bid	09-10

## TENDER NOTICE

**TENDER NOTICE NO: LIB/BOOK/01/2023 FOR THE YEAR 2022-23.**

### **VASANTRAO NAIK MARATHWADA KRISHI VIDYAPEETH, PARBHANI**

Vasantrao Naik Marathwada Krishi Vidyapeeth, University Library, Parbhani invites Tenders under two-bid system for the supply of print books to the University Library reputed registered book suppliers / vendors.

SR.No.	Name of Work	Time Limit for completion of work
01	Supply of print books to the VNMKV University Library.	5 days from the date of purchase order

**Note:**

1. The Tenders are invited against the futurestic availability of the ICAR grants. If the University Library will not receive any grants from ICAR, New Delhi in future for book purchase, no purchase order will be issued.
2. The VNMKV, Parbhani reserves the right to accept any bid and to reject any or all bids and can also cancel this tender or modify the requirement at any stage of tender procedure without assigning any reasons. In such circumstances the VNMKV will not be under obligation to give any clarification.
3. The book supplier / vendor should have to supply **all the books strictly according to the demand of the university library of VNMKV. No substitute author/title/publisher book will be accepted by the university library** . The supply of all books has to make strictly according to the list provided by the VNMKV, university library .

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Librarian  
University Library  
Vasantrao Naik Marathwada Krishi Vidyapeeth,  
Parbhani

### **TENDER SCHEDULE**

<b>Date of Announcement</b>	<b>28 February 2023</b>	<b>10:00 am</b>
<b>Last date of submission of the Tender by Indian Speed Post / By hand individual submission</b>	<b>07 March 2023</b>	<b>05:45 pm</b>

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Librarian

University Library

Vasantrao Naik Marathwada Krishi Vidyapeeth,

Parbhani

## **1. Performance Security Deposit:**

1. The selected book supplier/s / vendor/s have to deposit five percent security deposit against the received purchase order. If the selected book supplier / vendor fails to deposit the performance deposit in two days then it will be considered that the selected book supplier / vendor is not interested to supply the print books to the VNMKV and it automatically laid downs the cancellation of his vendorship without any written communication.
2. The performance deposit of the book supplier/s / vendor/s will be forfeited by the University if the book supplier/s / vendor/s finalized by the Central Book Purchase Committee failed to supply all the books (except out of print books). Also such book supplier/s / vendor/s will be black listed by the university. For out of print books , the book supplier / vendor should have to provide the written proof / letter from the concerned publisher or from his authorized distributor / agent.

## **2. General Terms & conditions**

1. The book supplier / vendor should have to supply **all the books strictly according to the demand of the university library of VNMKV. No substitute author/title/publisher book will be accepted by the university library of VNMKV.** The supply of all books has to make strictly according to the list provided by the university library .
2. The VNMKV, Parbhani reserves the right to accept any bid and to reject any or all bids and can also cancel this tender or modify the requirement at any stage of tender procedure without assigning any reasons. In such circumstances the VNMKV will not be under obligation to give any clarification.
3. The decision of acceptance of the bid will be lie with the competent authority of VNMKV, who does not bind himself to accept the highest discounts offered and who reserves the right to reject or partially accept any or all bids received, without assigning any reason.
4. The VNMKV, Parbhani also reserves the right to relax any of the terms and conditions of the tender.
5. The VNMKV, Parbhani without assigning any further reason can reject any tender (s) in which any prescribed conditions (s) is/are found incomplete in any respect.
6. Financial Bid will be opened only of the Tenders who will be qualified in the Technical Bid.

7. The book supplier / vendor should have his own office premises. The documentary proof of own office premises should be provided. Please attach the copies of any two documents of the following –
  - i. Recently Paid Telephone bills
  - ii. Recently Paid Electricity Bills
  - iii. Valid Lease Agreement.
8. The firm should have provide an affidavit on a non judicial stamp paper of Rs.100/- that the firm is not blacklisted by central Government /State Government / Agricultural University / ICAR Institutions and the firm's Earnest Money Deposit is not fortified by any institution / university.
9. If the firm is under partnership, in that case attested copies of partnership deed certificate and power of attorney should be uploaded in the **Technical Bid**.
10. Any dispute/court matter in the process/work will fall under the Parbhani jurisdiction only.
11. No advance payment will be made against the purchase order.
12. The Tenders are invited against the futurestic availability of the ICAR grants. If the University Library will not receive any grants from ICAR, New Delhi in future for book purchase, no purchase order will be issued.

### **3. Eligibility Criteria of the Bidder:**

1. The book supplier / vendor should be able to supply maximum number of the book titles (more than 85%) as per the list provided in the tender document (except out of print books). For out of print books , the book supplier / vendor should have to provide the written proof / letter from the concerned publisher or from his authorized distributor / agent.
2. Discount rates offered by the firms shall not be linked with the quantum of the purchase order. The book supplier / vendor should quote a unique / flat discount on the books whether it may be text book / reference book / foreign publisher's book / paperback edition / hardback/hard bound edition.
3. **No substitute author/title/publisher book will be accepted by the university library.**  
The supply of all books has to make strictly according to the list provided by the university library.

4. The decision of acceptance of the bid will be lie with the competent authority of VNMKV, who does not bind himself to accept the highest discounts offered and who reserves the right to reject or partially accept any or all bids received, without assigning any reason.
5. The VNMKV, Parbhani reserves the right to accept any bid and to reject any or all bids and can also cancel this tender or modify the requirement at any stage of tender procedure without assigning any reasons. In such circumstances the VNMKV will not be under obligation to give any clarification.
6. The book supplier / vendor track record for the supply of books to the Agricultural Universities / ICAR institutions as per following format.

Sr.No.	Name of the Agriculture University / ICAR Institution with Address	Value of the Supplied books in Indian Rs.
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7. The book supplier / vendor should firstly make clear the availability of the books listed in this tender and then quote the price of book/books in the Commercial Bid only if the book/books are available. The book/books which are out of print should be quoted as out of print in the price column. For out of print books , the book supplier / vendor should have to provide the written proof / letter from the concerned publisher or from his authorized distributor / agent.
8. The book supplier / vendor participating in the Tender procedure should be the member of the **Federation of the Publishers and Book Sellers Association in India** and the valid copy of the certificate must be enclosed.

#### **4. Terms and Conditions for the supply of books:**

1. The book supplier / vendor should have to supply **all the books strictly according to the demand of the university library. No substitute author/title/publisher book will be accepted by the university library**
2. The supply of all books has to make strictly according to the list provided by the university library / constituent college library.
3. For out of print books , the book supplier / vendor should have to provide the written proof / letter from the concerned publisher or from his authorized distributor / agent.

4. If the ordered book/books requires procurement from abroad only in such circumstances the book supplier / vendor should take written permission of the concerned librarian / Library Incharge for the grace period to supply the foreign publisher's book/books.
5. The latest paperback editions should always be supplied unless otherwise mentioned. Librarian / Library In Charge of the concerned library should be consulted beforehand if book supplier / vendor intend to supply hardback editions.
6. The books shall be properly packed and delivered at supplier's expenses and risk to the concerned library destination by hand or through recorded mode of delivery .
7. If the book / books found in physically damaged condition or with missing pages even after technical processing on them (stamping/ classification/accession numbers etc.) , the book/books will be returned to the concerned book supplier / vendor. In such circumstances, the book supplier / vendor should have to accept the damaged books and should replace them with new copies.
8. Any supplier found to have cheated by supplying old and remaindered books will be liable for blacklisting.
9. The book supplier/vendor have to pay TDS as per the regulations issued by the Government of Maharashtra / Government of India time to time.

## **5. Splitting of Tender:**

VNMKV reserves the right to split the order amongst more than one party at the tender lowest rates, without assigning any reason thereof. The competent authority of VNMKV will decide the number of parties amongst whom the order should be splitted.

## **6. Price:**

1. The Price charged in the invoices shall be the publisher's price as printed on the book and where the price is not printed, it should be according to the price proof submitted.
2. Increase of price by rubber stamp or pasting tables or by superimposing or paper or changing page or otherwise, shall not be allowed. Any such action will be treated as irregular and price of the title with such irregularities will be disallowed. It may lead to the blacklisting and the performance deposit of such firm will be fortified by the VNMKV.

3. Photocopies of publishers/ importers / distributors invoice indicating title, author, price, ISBN, foreign currency, clearly will be accepted as price proof. If the price charged in invoice varies from the original cost of the book, the institute will immediately cancel the supply order and blacklist the vendor.

4. The price of the foreign publisher books should be converted into Indian Rupees as per the RBI conversion rates at the time and date of the invoice generation. The RBI conversion rate price proof should be provided along with the invoice.

## **7. Discount Policy:**

1. Discount rates offered by the firms shall not be linked with the quantum of the purchase order. The book supplier / vendor should quote a unique discount on the books whether it may be text book / reference book / foreign publisher's book / paperback edition / hardback/hard bound edition.

## **8. Currency conversion:**

1. The foreign currency should be converted according to the RBI conversion rates applicable at the time and date of invoice generation.

2. However in order to maintain uniformity in the price which should be quoted in the Commercial Bid, the participants should quote currency conversion rate in Commercial Bid according to the GOC rates.

## **9. Important Instructions for Technical Bid and Commercial Bid:**

The bidders should carefully read the instructions before filling Technical and Commercial Bids. The Technical Bid documents should be sent in “**Envelope – A**” and the Commercial Bid should be submitted in separate Envelope which should be named as “**Envelope – B**”. On the sealed envelope bold letter as “**TENDER FOR SUPPLY OF PRINT BOOKS TO THE VNMKV UNIVERSITY LIBRARY**” should be mentioned. The sealed envelopes may be sent to Librarian, University Library, Vasantrao Naik Marathwada Krishi Vidyapeeth, Parbhani – 431 402 via Indian Speed Post only or the bidders may submit the sealed envelopes individually or by hand to the office of the Librarian. The sealed envelopes may reach on or before 07 March 2023 up to 05:45 pm.

## **Commercial Bid (Envelope-B)**

The bidder must submit Commercial Bid as per the following specific format only. The Commercial Bid submitted without Specific Format will be rejected.

### **Format of the Commercial Bid (Envelope-B)**

*Name of the Firm with full address or letter head of the firm*

Sub : Supply of the Print Books to the VNMKV, University Library, Parbhani

Ref : LIB/BOOK/01/2023 FOR THE YEAR 2022-23.

Dear Sir,

With reference to the subject cited above, I have carefully read and agreed to all the terms and conditions for the supply of print books mentioned in the tender document. I am submitting herewith the best discount rates for the supply of the print books as per following .

Sr.No.	Particulars	Flat Discount Rate
01.	Text books/ reference books/ syllabus books	
02.	Motivational Books / General Reading Books/ Competitive Examination Books	

**Signature of the Authority with Stamp of the firm**