

**BHOPAL RAO PAWAR
GOVT. POLYTECHNIC, DHAMTARI (C.G.) 493776**

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**Tender form for supply of Books & Periodicals For
B.R.P. Govt. Polytechnic, Dhamtari**

Issued

To

Tender form price Rs. 500/-

BHOPAL RAO PAWAR GOVT. POLYTECHNIC, DHAMTARI (C.G.) 493773

Notice Inviting Tender (NIT) for the Supply of Books & Periodicals

Tender No./6579/BRPGPD/Library/Tender 01/2020

Dhamtari, Date 05.12.2020

Principal, Bhopal Rao Pawar Govt. Polytechnic, Dhamtari (C.G.) invites sealed tenders from Library for supplying, Books & Periodicals items valid for a period of one year. (extendable to another one year). Cost of Tendered items is approximately Rs. 8.00 lacs.

Tender document can be obtained from the office during the office working hours other than public holidays, on payment by cash or by DD Rs. 500/- in favour of, Principal. B.R.P. Govt. Polytechnic, payable at Dhamtari.

Tender document can also be download from the website www.polydmt.ac.in In such cases tenderer will deposit Rs. 500/- in the form of D.D. as document cost along with EMD in favour of “ Principal B.R.P. Govt. Polytechnic, Dhamtari (C.G.)”.

Date of sale of Tender Document	From 07/12/2020
Last Date for Sale of Tender Document	05/01/2021 (02.00 PM)
Last Date for Submission of sealed Tender	05/01/2021 (03.00 PM)
Date of Opening of Tender	05/01/2021 (04.00 PM)
Venue :	B.R.P. Govt. Polytechnic, Dhamtari

**Principal
B.R.P. Govt. Polytechnic,
Dhamtari**

Tender Document

1. Tender No. - BRPGPD/Library/Tender 01/2020/6579
Date 05.12.2020
2. Cost of the Tender Document - Rs. 500/- by cash or D.D (Non-refundable)
3. Date of Submission - On or before 05/01/2021 at 03.00 PM

In case, if the last date is declared to be a holidays, the tender may be submitted up to 02.00 PM of the immediate next working day.

4. The Tenders shall be opened at 04.00 Pm on 05/01/2021
5. Tender shall remain valid for a period of Two year. Contract will be awarded to the successful bidder initially for a period of One Year (extendable to another year).

6. Scope of Supply :-

Supply of Books & Periodicals stated at annexure "II"

7. Eligibility Criteria for Bidder :-

- 7.1 The bidder should meet the following eligibility Criteria and must submit documentary evidence in support of their claim for fulfilling the criteria and they should submit an undertaking on their letterheads to the fairness of these documents while submitting the bid. The bids received without the documentary evidence will be rejected outrightly.

#	Minimum Eligibility Criteria	Proof to be submitted for fulfilling Eligibility Criteria
1	Bidder should not have been blacklisted by any of the State/ Central Government or organizations of the State/Central Government in India in the past three Years. Bidder must be either manufacturer or authorized dealer of manufacturer.	Self-Declaration in this regard by the authorized signatory of the bidder.
2	Average annual turnover of bidder should be atleast equal to tender amount in last three audited financial year (Fy 2017-18, 2018-19 and 2019-20).	Audited balance sheet for the (Year Fy 2017-18, 2018-19 and 2019-20) last three financial year from the registered Chartered Accountant. A registered CA's certificate indicating turnover statement of Machine/Equipment supply for the relevant period is also to be accompanied.
3	Firm's Registration must be more than 5 years on the date of submission of tender form.	Registration Certificate from the Competent Authority.

8. Preparation of the Bid :-

8.1 The tender would be submitted in three parts in separate sealed envelopes which shall contain.

Envelop No. 1. (a) EMD in the form of A D.D. of Rs. 24,000/- in favour of Principal B.R.P. Govt. Polytechnic, Dhamtari Payable at Dhamtari.

(b) D.D. of Rs. 500/- in favour of Principal B.R.P. Govt. Polytechnic, Dhamtari Payable at Dhamtari if tender document downloaded from Website.

Envelop No. 2. All the relevant documents regarding the essential qualifications of the Bidder as per 7.1 and Annexure-I.

Envelop No. 3. The prices on the prescribed Format Annexure-II. (Price Bid) The quoted prices would be inclusive of all taxes/duties and any other charges.

All the three envelopes should be kept in one single, bigger envelop, duly sealed and submitted in the prescribed Tender-box in the office of the Principal, B.R.P. Govt. Polytechnic, Dhamtari.

8.2 Envelop No. 03 will be considered for opening after the contents of envelop 1 and 2 are found satisfactory.

8.3 The Tenders may be submitted in English/Hindi but the numeric should be in English only.

8.4 Tender submitted by fax or e-mail would not be accepted.

8.5 All the pages of the Tender-document including annexure-I shall be duly signed.

8.6 Rates quoted should be written legible in words & Figures. If any difference is observed the rates given in words shall be taken as correct.

8.7 The bidder would bear all costs associated with the preparation and submission of tender, including costs of any sample if all attached with the tender. This office would in no cse be responsible for refund of, or be liable for, such costs.

8.8 The bidder is expected to carefully examine all instructions, forms, terms and specification in the tender document.

8.9 The bid must be in line with specifications and conditions required for the tender. It should be valid for one year from the date of opening of bids.

8.10 Overwriting should be avoided. Overwriting, erasures and other changes should bear the dated initials of the person signing the tender.

8.11 Failure to furnish complete information required by the tender document or submission of bid not substantially may result in rendering the tender ineligible for award of the supply.

8.12 This tender form is non-transferable and must be made by this office as and when required by law.

8.13 Deduction of taxes at the source would be made by this office as and when required by law.

8.14 The rate shall be quoted on the basis of the Publication applicable to the respective item.

8.15 Relevant brochures etc. may be enclosed if desired. (i.e. Catalogue)

9. Earnest Money Deposit :

The EMD deposited along with the tender shall be treated as the security deposit of the successful bidder and would be returned on demand to the rest of the tenderer after finalization of the bid.

10. Payment Terms :

- (I) 100% on supply, and acceptance of various Books & Periodicals as per the delivery schedule given by Principal, B.R.P. Govt. Polytechnic, Dhamtari from time to time.
- (II) No payment will be made for the rejected items.
- (III) Submitted 03 Copy of bill.

11. Delivery :

The delivery shall be made directly at our office on FOR basis, as per the delivery schedule issued from time to time.

12. Penalty :

The time and date of delivery in the order shall be deemed to be the essence of the order. In case of delay in execution of the order, the Principal, B.R.P. Govt. Polytechnic, Dhamtari, may have its' option either:

Recover from the supplier a liquidated damage a sum of 0.5% per week of the order value for the Books & Periodicals not delivered for a week after the specified delivery time and maximum up to 5% the local order value.

- a. Cancel the order for the quantity in full or part with liability recoverable from the supplier, as assessed by the Principal, B.R.P. Govt. Polytechnic, Dhamtari.

13. Other Terms & Conditions :

- 13.1 Terms and conditions not defined herein would have the same meaning as are assigned to them in the Indian Contract Act or in the Indian General Clauses Act or in the Chhattisgarh General Clauses Act and would, otherwise, have the meaning the word or expression ordinarily has with due regard to the subject and the context.
- 13.2 A prospective bidder requiring any clarification regarding the tender document may notify this office in writing at the address indicated at the cover of the tender document. The office would respond in writing to any request for clarification of the tender document provided that it is received not later than seven days prior to the last date prescribed for submission of tenders. However, the office shall not be responsible for any delays.
- 13.3 The successful bidder will execute an agreement on a stamp paper with the Principal, B.R.P. Govt. Polytechnic, Dhamtari for Execution of the Supply order.
- 13.4 Quoted rates should be workable and reasonable and should include incidental and all overheads and profits. The tenderer should furnish Rate Analysis for scrutiny of the rates by Principal, B.R.P. Govt. Polytechnic, Dhamtari, if required.
- 13.5 In case of any default or failure on Supplier part to comply with all/any one of the Terms/Conditions, Principal, B.R.P. Govt. Polytechnic, Dhamtari reserves the right to take necessary steps to remedy the situation including, inter-alia, the deduction of appropriate amount/s from dues otherwise payable to supplier and/or by taking recourse to appropriate recovery proceedings.
- 13.6 If any dispute arises of the Principal, B.R.P. Govt. Polytechnic, Dhamtari, will be the sole Arbitrator & his decision shall be final & binding on both the parties. For any dispute in the matter of execution of the contract it will fall under the jurisdiction of the judicial courts of Dhamtari District of Chhattisgarh.
- 13.7 The Supplier shall not directly or indirectly transfer, assign or sublet the order or any part of it.
- 13.8 Principal B.R.P. Govt. Polytechnic, Dhamtari reserve the right to accept/reject any tender either in whole or in part, without assigning any reasons therefor, whatsoever.

- 13.9 The tenderer should quote their rates strictly adhering to terms and conditions stipulated in the Tender Document. Unsolicited correspondent after opening of the Tender shall not be entertained. Conditional/deviationa Tenders may be rejected without making any reference to the tenderers.
- 13.10 No tenderer will be allowed to withdraw his Tender during the validity period.
- 13.11 The Supplier shall engage qualified and experinced supervisory staff at his cost during the execution of the work for attending to day-to-day affairs.
- 13.12 Notwithstanding any this st ated above, Principal B.R.P. Govt. Polytechnic, Dhamtari reserves the right to assess the tenderer's capability and capacity to perform the contract. Circumstances may warrant such assessment in the overall interest of Principal B.R.P. Govt. Polytechnic, Dhamtari.
- 13.13 Canvassing in any form for the acceptance of tender would disqualify the tenderer.
- 13.14 The decision of Principal, B.R.P. Govt. Polytechnic, Dhamtari in awarding the supply order shall be final and can not be subjected to arbitraion.
- 13.15 It will be the responsibilty of the supplier for safe supply of the material required for full and good conditions at user's point. This office will not pay any amount for transit and insurance of the material.
- 13.16 The supply order shall be placed initially for a period of one year & extendable for one more year at the option of the Principal, B.R.P. Govt. Polytechnic, Dhamtari.

**Principal
B.R.P. Govt. Polytechnic,
Dhamtari (C.G.)**

Annexure-I

**BHOPAL RAO PAWAR GOVT. POLYTECHNIC,
DHAMTARI (C.G.) 493773**

LETTER OF SUBMISSION OF TENDER FROM THE BIDDER
"Books & Periodicals" at B.R.P. Govt. Polytechnic, Dhamtari.

1. I / We have examined the Scope of supply, Specifications and the Terms and conditions relating to the Tender for the said supply after having obtained the Tender document invited by you.
2. I / We have visited the site, examined the site for the installation of the item specified in the Tender Document and acquired the requisite information relating there to as affecting the Tender.
3. I / We hereby offer to execute the supply order in strict accordance with the tender Document at the item rates quoted by me/us is in all respects, as per the specifications Scope of supply described in the Tender Document and the other Terms and Conditions.
4. I / We agree to pay all Government (Central and State) Taxes such as GST, Works Contract Tax, Excise Duty, Octroi, service tax etc. and other taxes prevailing from time to time and the rates quoted by us are inclusive of the same.
5. The rates quoted by me/us are firm and shall not be changeable subject to variations on account of fluctuation in the market rates, taxes or any other reasons whatsoever.
6. If this tender be accepted, I / we hereby agree to abide by and fulfill all the Terms and conditions and provisions of the said Contract Document annexed hereto.

Names of the persons authorized to be present at the time of opening of the tender.

- i. _____
- ii. _____

Documentary proof in respect of letter of Authority/Power of Attorney to be enclosed along with the Tender.

Place :

Your faithfully,

Date :

Name and Address of the Tenderer

(Signature of the Tenderer)

Name and Seal

List of Essential Documents :-

1. Attested Photocopy of PAN/TIN of Income Tax and commercial Tax.
2. Attested Photocopy of last Three year Income Tax Return.
3. GST Registration copy.

PRICE BID

I/We

quoted our best discount rates for the items mentioned below :-

hereby

List of Books & Periodicals Items :-

S. No.	PUBLISHER	EDITION	Discount/unit in percentage	Discount/unit in words
1.	ANE BOOKS	Latest Edition		
2.	ANIL PUBLICATIONS	Latest Edition		
3.	ARIHANT PUBLICATION	Latest Edition		
4.	ASME PRESS	Latest Edition		
5.	ATLANTIC PUBLICATION	Latest Edition		
6.	BERRET KOEHLER PUBLICATION	Latest Edition		
7.	BPB PUBLICATION	Latest Edition		
8.	CAMBRIDGE UNIVERSITY PRESS INDIA	Latest Edition		
9.	CAREER MONK PUBLICATION	Latest Edition		
10.	CBS PUBLISHER AND DISTRIBUTER	Latest Edition		
11.	CENGAGE LEARNING INDIA	Latest Edition		
12.	CENTRAL PUBLISHING HOUSE	Latest Edition		
13.	CENTRAL PUBLICATION	Latest Edition		
14.	CHAROTAR PUBLISHING HOUSE	Latest Edition		
15.	CHARULATHA PUBLICATION	Latest Edition		
16.	COMPUTECH PUBLICATION LTD.	Latest Edition		
17.	CRC PRESS	Latest Edition		
18.	DECODE	Latest Edition		
19.	DELMAR CENGAGE LEARNING	Latest Edition		
20.	DIANPAT RAI PUBLISHING COMPANY	Latest Edition		
21.	DIANPAT RAI AND CO.LTD	Latest Edition		
22.	DIAMOND BOOKS	Latest Edition		
23.	DORLING KINDERSLEY	Latest Edition		
24.	DOVER PUBLICATION	Latest Edition		
25.	DREAMTECH PRESS	Latest Edition		
26.	DURGA PULICATION HOUSE	Latest Edition		
27.	EAST WEST PRESS	Latest Edition		
28.	EASTER BOOK COMPANY	Latest Edition		
29.	EBURY PRESS	Latest Edition		
30.	ELSEVIER	Latest Edition		
31.	EDUCATION PUBLISHING HOUSE	Latest Edition		
32.	GALGOTIA PUBLICATION	Latest Edition		
33.	GLOBAL VISION	Latest Edition		
34.	GOODMAN	Latest Edition		
35.	GOODWIL PUBLICATION	Latest Edition		
36.	HARPER COLLINS PUBLICATION INDIA	Latest Edition		
37.	HIMALAYA PUBLICATION HOUSE	Latest Edition		
38.	IK INTERNATIONAL PUBLISHING HOUSE	Latest Edition		
39.	ICON PUBLICATIONS PVT.LTD.	Latest Edition		
40.	IT GOVERNANCE PUBLISHING	Latest Edition		
41.	JAIN BOOK COMPANY	Latest Edition		
42.	JAIN BROTHERS	Latest Edition		

43.	JAIN PUBLISHING COMPANY	Latest Edition		
44.	JOHN MURRY LEARNING	Latest Edition		
45.	JOHN WILLY AND SONS INDIA	Latest Edition		
46.	KATARIYA PUBLICATION	Latest Edition		
47.	KATSON PUBLICATION	Latest Edition		
48.	KHANNA PUBLICATION	Latest Edition		
49.	LAKSHMI PUBLICATION	Latest Edition		
50.	LAXMI PUBLICATION	Latest Edition		
51.	LEGEND PRESS LTD.	Latest Edition		
52.	LOK BHARTI PRKASHAN	Latest Edition		
53.	LONGMAN PUBLICATIONS	Latest Edition		
54.	MADE EASY PUBLICATIONS	Latest Edition		
55.	MAPLE CLASSIC PRESS	Latest Edition		
56.	MAPLE PRESS	Latest Edition		
57.	Mc GRAW HILL	Latest Edition		
58.	MEDIA PROMOTERS	Latest Edition		
59.	NARENDRA PUBLICATION HOUSE	Latest Edition		
60.	NAROSA PUBLISHING HOUSE	Latest Edition		
61.	NEELKANTH PUBLISHERS	Latest Edition		
62.	NEW AGE INTERNATIONAL	Latest Edition		
63.	NEWNES PUBLISHING COMPANY	Latest Edition		
64.	NOTION PRESS PUBLISHING	Latest Edition		
65.	ORIENT BLACK SWAN PUBLICATION	Latest Edition		
66.	OXFORD UNIVERSITY PRESS INDIA	Latest Edition		
67.	PACKT PUBLISHING	Latest Edition		
68.	PEARSON	Latest Edition		
69.	PENGUIN BOOKS	Latest Edition		
70.	PENGUIN RANDOM HOUSE INDIA	Latest Edition		
71.	PHI LEARNING INDIA	Latest Edition		
72.	POTHI.COM PUBLISHING	Latest Edition		
73.	PRABHAT PRAKASHAN	Latest Edition		
74.	PRAKHAR PUBLISHERS AND DISTRIBUTER	Latest Edition		
75.	PSG PUBLICATION	Latest Edition		
76.	PUSTAK MAHAL BOOK	Latest Edition		
77.	ROBINSON PUBLICATION	Latest Edition		
78.	ROUTLEDGE	Latest Edition		
79.	RUPA PUBLICATION	Latest Edition		
80.	S.K. KATARIYA AND SONS	Latest Edition		
81.	S.CHAND PUBLISHING	Latest Edition		
82.	S.K.PUBLICATION	Latest Edition		
83.	S.K.PUBLISHERS	Latest Edition		
84.	SAGE PUBLISHING	Latest Edition		
85.	SASTA SAHITYA MANDAL PRAKASHAN	Latest Edition		
86.	SCEPTRE PUBLISHERS	Latest Edition		
87.	SCI-TECH PUBLISHER INDIA	Latest Edition		
88.	SHIPRA PUBLICATION	Latest Edition		
89.	SHRI KRISHNA PUBLICATION	Latest Edition		
90.	SIMON AND SCHUSTER	Latest Edition		
91.	SOHAN PUBLICATION	Latest Edition		
92.	SOUTH WESTERN PUBLICATION	Latest Edition		
93.	SPORTS PUBLICATION	Latest Edition		
94.	ST. MARTIN GRIFFIN	Latest Edition		

95.	STANDARD PUBLISHERS DISTRIBUTORS	Latest Edition		
96.	TAILOR FRANCIS INDIA	Latest Edition		
97.	TATA MCGRAW HILL EDUCATION INDIA	Latest Edition		
98.	TECHNICAL PUBLICATION	Latest Edition		
99.	THOMS PUBLICATION	Latest Edition		
100.	V& S PUBLISHERS	Latest Edition		
101.	VAYU EDUCATION OF INDIA	Latest Edition		
102.	VECTOR PUBLISHING	Latest Edition		
103.	VEI PUBLICATIONS	Latest Edition		
104.	VIKAS PUBLICATION	Latest Edition		
105.	WEB PUBLISHING	Latest Edition		
106.	WEST LAND PUBLICATION	Latest Edition		
107.	WILEY AND SONS INDIA	Latest Edition		
108.	WILLIAM MORROW	Latest Edition		
109.	WONDER HOUSE BOOK	Latest Edition		
110.	YES DEE PUBLICATION	Latest Edition		
111.	PERIODICALS			
112.	Other Publication	etc.		

We hereby state that we have agreed to all terms & conditons as stipulated in the Tender Notice No. 6579/BRPGPD/Library/Tender 01/2020/Dhamtari, Dated 05.12.2020, I also hereby confirm that I am legally empowered /authorized to qote on behalf of the firm named herein. I shall be solely responsible for all/any dispute arising out of bidding in the tender.

Date :

Signature of Bidder _____

Plate :

Name of the person Signing _____

Name of the Firm _____

Address of the Firm _____

Seal of the Firm _____