



OFFICE OF THE PRINCIPAL
INSTITUTE OF TECHNOLOGY, KORBA(C.G.)
GOVT. POLYTECHNIC CAMPUS, VILLAGE-RUMGARAM BALCO,KORBA
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No ITK/PUR/LIB/ 2012/2271

Korba, dated 10/ 11 /2012

Last date of selling tender document : 10 /12/2012 at 17. 00hrs
Last date of submission of sealed tender document : 11 /12/2012 at 13.00hrs
Date of opening of tender document : 11 /12/2012 at 14.00hrs

CATEGORY : LIBRARY

(Retender of ITK/PUR/LIB/2012/1825 Dated:04/09/2012)

Terms and Conditions

(The tenderer is required to submit soft copy of offer along with hard copy)

1. The Principal, I.T., Korba proposes to purchase books as per list enclosed (Appendix-I), for its library at maximum offered rate of discount. If tender document is downloaded, a DD of Rs.1000/- (Rs. One thousand only) in favour of **“Principal, Institute of Technology, Korba”** payable at Korba must be submitted in E.M.D. envelope. E.M.D. and document for discount should be kept in separate sealed envelopes super scribed with tender bid number and date.
2. The selected parties interested in supplying of books may send their application in prescribed form along with the proof of their turnover for the last three years; mentioning that they possess necessary capacity and facilities for supply of technical books as per requirement.
3. The selected party offering most competitive rates of discount will be required to supply the latest edition of technical books to Library. In no case the earlier edition be supplied unless it is specifically asked for. In case it is noticed, even at later stage, that the latest edition has not been supplied, the supplier will have to refund the cost of books to The Principal, I.T. Korba and take the book(s) back at his own cost.
4. The Principal, I.T.Korba intends to procure latest technical books only and the books published after the year 2011 onward shall be supplied unless and until any book published before 2011 is specifically asked for supply.
5. The party will be required to agree for supply of all technical books and must quote their discount for all technical books. Quotation of rates / acceptance for supply of books partially will not be acceptable. The decision of The Principal, I.T. Korba shall be final and binding.

6. The party will ensure to supply only hard bound edition of the books, wherever available. The paperback edition may only be supplied, if hardbound edition has not been published.
7. The price proof for all the books, except for the books with printed price, must be enclosed along with the bill in support of prices charged.
8. The title and other details of supplied books must be in accordance with supply order and the book(s) should be in good condition. The Principal, I.T. Korba will not be responsible for any loss or damage in postal transit or transportation. In case of erroneous supply and discrepancies in book(s), the book(s) shall be returned at the suppliers cost, even after stamping etc. If any shortcomings are noticed in the supplied books at any point of time, the same will be returned for the replacement. The final option to return the book(s) or ask for refund towards difference in price will rest with The Principal, I.T., Korba and will be binding on the party.
9. The prices charged will be inclusive of all the taxes, freight and packaging charges and **F.O.R. Korba**. In no case additional charge will be paid. The books must be supplied through Registered Post or by any other mode at suppliers cost. The mailing address for supply of books is as under:

**The Principal,
Institute of Technology, Korba
Vill.-Rumgara, P.O. Balco Nagar,
Korba (C.G.) Pin: 495684**

10. The party will be required to submit the proof regarding their membership to All India Association of Publishers and Distributors. Also the **PAN, TIN and CST** (if any) firm should be mentioned in **tender** document.
11. The institution will issue “D” FORM duly complete and signed by the competent authority for reduction in CST at the time of final payment.
12. All our orders will be valid for 30 days only, provided that acceptance indicating the supply of books reaches us within 15 days from the date of issue of orders, failing which, it will stand cancelled. The supply period may be extended up to two months provided genuine Documentary proof in support of action taken is submitted to The Principal, I.T. Korba and mutually agreed upon.
13. The following certificates must be recorded either on body or verso of the bill:
 - (A) No cheaper edition other than supplied is available, so far.
 - (B) The book(s) supplied is / are of latest edition and not remainder title(s).
 - (C) Prices charged are correct as per latest publisher’s catalogue and the difference in

- price, if any, will be refunded at any time.
14. The tenderer is required to deposit Rs. 60,000/- (Rs. Sixty Thousand Only) as bid security /EMD. The EMD should be deposited, in the form of Demand Draft drawn in favour of Principal Institute of Technology, Korba (Chhattisgarh) against tender No ITK/PUR/ 2012/2271 refundable under the order of, Principal, Institute of Technology, Korba (Chhattisgarh). Tender received without EMD will be rejected. Requests for relaxing EMD will not be entertained. EMD by cheque / bank guarantee / Money Order will not be accepted
 15. The offer made by the party will be valid for 1 Year and may be extended further as per mutual consent. **The EMD amount of the party is liable to be forfeited, if the concerned party fails to supply less than 75% of the ordered books, without providing genuine reasons OR it withdraws/backs out its offer/commitment. Consequently, the concerned party will be blacklisted by IT, Korba.**
 16. In case of same discount offered by two or more agencies/suppliers, the supply order will go to those who mentioned earliest time in their term & conditions.
 17. There will not be any sort of advance payment for supply of technical books.
 18. The Principal, IT, Korba, reserves the full rights to accept or reject the **tender** in full or in part with out assigning any reason.
 19. For conversion of prices of books in foreign currencies, the Reserve Bank of India conversion rates applicable on the date of billing will be taken into account. The party will be required to submit the proof of conversion rate.
 20. At least 60% (volume wise & quantity wise both)order should be executed otherwise order will be treated as cancelled without any further notice before or on last date of supply.
 21. All Items should be supplied in single shipment only.
 22. In case of extension in delivery date of supply is required a prior written permission should be obtained by supplier before sending goods. However any delay will be charged 2% penalty of total supplied cost per month, even after written permission.
 23. Received packed / parcel shipment at institute will be opened only under the presence of representative of supplier.
 24. All disputes are subject to **Korba Jurisdiction (C.G)** only.

**Principal,
Institute of Technology,
Korba (C.G.)**

(Proforma for Technical Bid)

The offer should be submitted in the following format only:

S.No.	Name of Item along with Make	Specifications given in the Tenders	Technical Specifications which the bidder wants to supply as for Catalogue/ Brochure (Specification must not be less than given specification)	Deviation	Remarks

NOTE: Attach Catalogue/Brochure in original for above quoted Items. The quoted items should conform to BIS standards.

(Proforma for Commercial Bid)

The offer should be submitted in the following format only:

S.No.	Name of Item along with Make	Specifications given in the Tenders	Technical Specifications which the bidder wants to supply as for Catalogue/ Brochure (Specification must not be less than given specification)	Price of Equipment	Cost of equipment Inclusive of Taxes & all charges	Remarks

NOTE: Attach Catalogue/Brochure in original for above quoted Items. The quoted items should conform to BIS standards.

ACKNOWLEDGEMENT

This is to acknowledge the receipt of your Demand Draft/ IPO No. Dated
For Rs.

Principal
Institute of Technology
Korba

(To be signed and returned along with the tender)

I/We (Full Name)

Address have

read the tender rules for the supply of various stores as per tender notice to the Principal, Institute of Technology, Korba (C.G.) and I/We fully accept the bidding rules supplied to me/us with the bidding documents.

Date:
Firm)

Signature: (Name & Full Address of the

TENDER FORM FOR SUPPLY OF LAB EQUIPMENTS/ SOFTWARE

The tender form dully filled and accompanied by necessary documents in a sealed cover addressed to Principal, Institute Technology, Korba Vill: Rumgara P.O. Balco Nagar, Korba (C.G.) should reach by 13:00on or before 11/12/2012.

Requisite Information

1. Name of the Applicant/Firm:
2. Address: (Attach documentary proof)
3. Constitution of the Applicant: Manufacturer /Authorized Dealer /Company/Proprietor/Partner
4. Telephone Nos. & Email:
5. Turnover for the last three years: (Attach documentary proof)
6. List of regular clients with the: name of contact person and telephone No.
7. Permanent Account No. (PAN): (Attach photocopy)
8. Traders Identification No. (TIN),: if any(Attach photocopy)
9. Registration No. Under CST, if any: (Attach photocopies)
10. BIS/ISI/ISO Membership No., if any(Attach photocopy)
11. Details of certified banker's: cheque /demand draft for Bid Security Deposit (EMD)
12. Percentage of discount offered: (To be mentioned in figure & words)

Signature:(Authorized signatory)

Name:

Designation:

Stamp of Applicant

इन्स्टीट्यूट ऑफ टेक्नालॉजी, कोरबा के ग्रंथालय में सेमेस्टर- प्रथम, से अंतिम (अष्टम) की पुस्तकें क्रय किया जाना है। इच्छुक पुस्तक विक्रेता विभिन्न प्रकाशनों के द्वारा पुस्तकों के मुद्रित मूल्य पर अधिकतम छूट : में भाव पत्र भेजें।

निविदा के शर्तें कार्यालयीन समय में देखा जा सकता है।

प्रकाशकों की सूची :- (भावपत्र)

क्र.	प्रकाशक का नाम	स्थान एवं पता	मुद्रित मूल्य पर अधिकतम छूट :
1	Wely Estern, New Delhi	New Delhi	
2	Jain Brothers, Delhi	Delhi	
3	EWP Press Delhi	Delhi	
4	MGH Delhi	Delhi	
5	CBS Delhi	Delhi	
6	TMH, B-4, Sector-63, Noida	Noida	
7	English Long Book Delhi	Delhi	
8	PHI	Delhi	
9	Dhanpat Rai & Co. Delhi	Delhi	
10	EWE New Delhi	Delhi	
11	Oxford & IBH Delhi	Delhi	
12	Khanna Publication	New Delhi	
13	Laxmi Publication, 113, Golden House, Dariyaganj New Delhi	New Delhi	
14	SBH	New Delhi	
15	S Chand, Nagpur	Nagpur	
16	Chatortar Publication, Opp-Amul Dairy Ervil Court Road, Anand	Anand Gujrat	
17	Kataria & Sons	New Delhi	
18	Narosa Publication House	New Delhi	
19	Shiksha Sahitya Publication	New Delhi	
20	W.E. Ltd (Widely Eastern Ltd.)	New Delhi	
21	Jaco Publication Bombay	Bombay	
22	Edition Velly Delhi	Delhi	
23	Tata MacGrohill Delhi	Delhi	
24	Low Price Edition Delhi	Delhi	
25	New Age Int. Delhi	Delhi	
26	Pearson Edu	New Delhi	
27	Vikas Publication	New Delhi	
28	Puni Vidyarthi Griha Publication	New Delhi	
29	Standard Publication	New Delhi	
30	World Press Publication	New Delhi	
31	Mahindra Capital Publication	New Delhi	
32	Nem Chand Publication	New Delhi	
33	Chapman & Hall Publication	New Delhi	
34	Balekig & Sons Pvt. Ltd.	New Delhi	
35	Longman & Scientific Technical U.K.	U.K.	
36	Allics Book Stall & Engg. Book Publication	New Delhi	
37	Prantice Hall India, M-97, Cannought Circus New Delhi	New Delhi	
38	Umesh Publication	New Delhi	
39	THI	New Delhi	
40	B.P. Kothari Delhi	Delhi	
41	V.P.P. B	New Delhi	
42	Galgotia Publication Delhi	Delhi	

43	John Wiley Sons	New Delhi	
44	Shoums Outline Delhi	Delhi	
45	Academic Press	New Delhi	
46	Adam Hilger	Delhi	
47	Addition Weseley	New Delhi	
48	Alfred Wesely	Delhi	
49	Alied Pub	New Delhi	
50	Anmol Pub	Delhi	
51	Anuradha Pub	New Delhi	
52	Ann Arbour	Delhi	
53	Asia Pub	New Delhi	
54	Auther Prass	Delhi	
55	Boston	New Delhi	
56	BPB	Delhi	
57	Bureau of India	New Delhi	
58	C A Rocket	Delhi	
59	CBS Delhi	New Delhi	
60	CRC Press	Delhi	
61	D.Van Nostrand	New Delhi	
62	David W.Come	Delhi	
63	Delhi Law House	New Delhi	
64	Dominant Pub	Delhi	
65	DRD	Delhi	
66	Eastern Economic Edition	New Delhi	
67	WLBS	Delhi	
68	Gulf pub. House	New Delhi	
69	Harper & Row	Delhi	
70	HMT	Delhi	
71	Hot Standerd	New Delhi	
72	HPH	Delhi	
73	Imprial London	New Delhi	
74	Indo American	Delhi	
75	IRM Press	Delhi	
76	JH	New Delhi	
77	Kaushal & co	Delhi	
78	Kluwer Acadmic Pub	New Delhi	
79	Life & Sons Limited	Delhi	
80	Logman	Delhi	
81	LPE	New Delhi	
82	Marcel-Dekker	Delhi	
83	Mc-Millan	New Delhi	
84	Metro-Politan	Delhi	
85	MIT	New Delhi	
86	MS Press	Delhi	
87	Naveent Prakashan	New Delhi	
88	Nem Chand Publication	New Delhi	
89	New Age	New Delhi	
90	Orient Longman Pub.	New Delhi	
91	Oxford & IBH Delhi	New Delhi	
92	PHI	New Delhi	
93	Pearson Edu	New Delhi	
94	Pernam Pub	New Delhi	
95	P.M.	New Delhi	
96	Puni Vidyarthi Griha Publication	New Delhi	
97	S.Chand	New Delhi	
98	Scrita Book	New Delhi	

99	Standard Publication	New Delhi	
100	Sultan chand & Son	New Delhi	
101	T.M.H.	New Delhi	
102	Techmedia	New Delhi	
103	Thomas Press	New Delhi	
104	T.S.P. 1+d	New Delhi	
105	UBS	New Delhi	
106	Umesh Publication	New Delhi	
107	University Press	New Delhi	
108	Van Nostrand	New Delhi	
109	V.kas Pbs	New Delhi	
110	Wentworth Inst of Techlogi	New Delhi	
111	Westinghaise	New Delhi	
112	Wheeler Pub	New Delhi	
113	Wiley	New Delhi	
114	Wiley Inter Science	New Delhi	
115	Other Pub.		
116	Springer Publication		
117	Reem Publication		
118	Taylor & Francis Publication		
119	Amacom Publication		
120	Havard Buiseness School		
121	Prentice Hall(original Edn.)		
122	Mcgraw hill	Singapore	
123	Addison Wesely		
124	Elseiver		
125	Morgan Koufman		