OFFICE OF THE DEAN & PRINCIPAL, SAHEED LAXMAN NAYAK MEDICAL COLLEGE, KORAPUT-764020, KORAPUT, ODISHA

Tel.06852- 250101 // E.mail:slnmchkoraput.od@gov.in

No. 6578 /LIB-24

dated the

29 October, 2024

TENDER CALL NOTICE

Sealed Tenders are invited from the Registered firms for "Supply of Books" (Medical) for the financial year 2024-25 in two bid system (Technical & Financial) so as to reach the office of the undersigned on or before 22.11.2024 till 5 P.M. The detailed Tender paper, Terms & Conditions of Books can be obtained from the office of the undersigned on payment of Rs.2000/- by cash (non-refundable) at the Accounts Section. The details are also available in the website www.slnmch.nic.in, www.koraput.nic.in. Those who will download the tender documents from Website should enclose a DD for Rs.2000/- towards cost of Tender paper in favour of Dean & Principal, S.L.N Medical College, Koraput.

The undersigned reserves the right to cancel of the Tender in full or parts at any time without assigning any reason thereof.

> Dean & Principal, SLN Medical College, Koraput

TERMS AND CONDITIONS FOR PURCHASE OF TEXT AND REFERENCE BOOKS FOR CENTRAL LIBRARY, SLN MEDICAL COLLEGE, KORAPUT FOR THE YEAR 2024-25

- The sealed tender are invited in double bid system (i) Technical Bid & (ii) Financial Bid in two
 sealed covers duly super scribed as Technical Bid & Financial Bid and be submitted with in one
 sealed one sealed cover super scribed as <u>Supply of Medical Books for the year of 2024-25 for</u>
 <u>SLN Medical College, Koraput</u>
- 2. Books on order are to be supplied within 30 days positively from the date of receipt order failing which the purchase order stands automatically cancelled. The EMD will be forfeited. Part supply will not be entertained.
- Books are to be supplied in good condition. Only original book prints are to be supplied. No prints of photocopy of books will be acceptable.
- 4. Only latest edition/recent year publications shall be accepted for the ordered books at the time of supply.
- 5. Old edition books/remainder titles of books will not be accepted by the library at any cost.
- 6. Rare books/back edition if any shall be accepted on specific orders only.
- 7. The selection of the firm will be made on the basis of highest discount on Publishers latest catalogue price an output price index rate and fulfilling the terms & conditions of the Tender.
- 8. Prices of the supplied books are to be charged correctly in accordance with the Publisher's latest catalogue price only. Special prices if any offered by the Publisher, the said special prices is to be charged on specific books.
- 9. A copy of the Publisher's latest catalogue price of the supplied books is to be submitted along with the Triplicate copies of Book bills/invoices. Internet price proof if needed by the Library will also be supplied.
- 10. The firm should submit an undertaking that all the books have been supplied are Genuine.
- 11. Prices of the books marked in pen/pencil/sticker will not be accepted Photostat copy of latest catalogue/internet price proof are to be produced/submitted by the supplier to the office of the undersigned prior to issue of such order.
- 12. For Foreign publication books the conversion rate should be charged as per latest G.O.C circular as on the date of billing.
- 13. The Supplier should have to submit GOC membership certificate.
- 14. The firm should have publisher authorization certificate.
- 15. Supplied books if any found damaged/misprint/page missing found later on are subject to replacement at the cost of the supplier.

- 16. The firm should not be black listed in any Government/PSU organization, an affidavit to the effect is to be submitted by the bidder.
- 17. The firm should have a minimum turnover 2(Two) crores per annum. Balance sheet of last 3 years must be submitted as proof.
- 18. The firm should submit the GST Certificate
- 19. Experience for supplying medical books for last seven years.(Order copy and satisfactory certificate from concerned Institution must be attached)
- 20. The approved firms are requested to furnish the photocopy of the PAN card so as to enable this office to deduct 2% TDS under IT Act from the gross bill of the firm.
- 21. Bank Solvency certificate is to be submitted from the bank with the required amount.
- 22. Prices of the book charged in the book bills/invoices are subject to recovery if any excess found later on. The supplier has to undertake accordingly.
- 23. Books are to be delivered by the selected firms at the Central Library, S.L.N. Medical College, KORAPUT -764020, Odisha at the supplier's own cost.
- 24. The supplier shall have to supply books as per ordered book list fully (partial supply shall not be accepted) with the time period allowed to the satisfaction of the undersigned. The supplier should submit a self-declaration that the price of the books quoted in bill is correct as per bidding price.
- 25. The payment of the book bills shall be made by the Dean & Principal after submitting of the invoice in Accounts section and duly scrutiny, checkup and stock entries of the Books by the library with necessary clearance certificate.
- 26. The rate of discount (FLAT Discount) once offered in the Tender Papers is final and should not be altered at any cost. The firms will be approved for the financial year 2024-25 and the approved firm will have top supplied cost and publication details of the books as per requirement from time to time.
- 27. The undersigned reserves the right to return any order listed books if sufficient price proofs and edition proofs are not furnished by the supplier.
- 28. Bills/invoices are to be submitted in triplicate (computerized only) mentioning the full title of the book, author, edition, year of publication, price of each book, number of copies and total price are to be mentioned.
- 29. The supplier has to submit ordered books, bills in triplicate and all relevant papers such as: price proof, recent publisher's catalogue etc. at the time of submission of books, failing which books cannot be accepted. The supplier has to take back rejected books.
- 30. The book supplier/his/her authorized representative will remain present while submission of books to the library till all checking formalities is over by the library.

- 31. If the suppliers fail to supply at least 90% of the order, then the EMD would be forfeited & the firm would be black listed for 2 years.
- 32. In the event of non-supply of any ordered book, the supplier has to comply with regarding the reasons of non-supply in form of a letter from the concerned publisher.
- 33. The photocopy of the Savings Bank Account/Current Account Pass Book is to be submitted along with the Tender in order to facilitate on-line payment to the said account nos of the firm.
- 34. Any legal dispute in this regard will be settled within the Koraput jurisdiction only.
- 35. Earnest Money Deposit for Rs.70,000/-(Rupees Seventy Thousand) only in shape of Demand Draft in favour of Dean & Principal, SLN Medical College, Koraput, Odisha along with the Tender papers. Those who download the tender document from website www.koraput.nic.in, slnmch.nic.in should enclose a DD of Rs.2000/- cash (non-refundable) in favour of the Dean & Principal SLN. Medical College, Koraput
- 36. Security deposit @5% in shape of BG or fixed Deposit pledged in favour of the Dean & Principal, SLNMCH, Koraput of the ordered value will be deposited by the firm within 15 days from the date of receipt of Supply order and the same will be refunded after successful supply of ordered books.
- 37. The Dean & Principal, SLN. Medical College, Koraput, Odisha reserves the right to accept or to reject any or all the tender papers without assigning any reason thereof.
- 38. A certificate should be appended by the book publisher/seller/supplier on the body of the bill/back side of the bill (last page) as follows:
- 39. Total cost of Books would be around Rs.35,00,000.00 (Thirty Five Lakhs only)

This is to certify that :-

- i. Books are supplied as per Order No. Dated of the Dean & Principal, SLN Medical College, KORAPUT, Odisha.
- ii. Books are supplied in good condition.
- iii. Books are supplied only latest edition/latest year of publication and are not old edition or remainder titles.
- iv. Prices of the books are charged correctly in accordance with the Publisher's catalogue price only.
- v. Prices charged in the book bill, if any found excess later on are subject to recovery from the book seller.
- vi. Books supplied if any found misprint/damaged/page missing are subject to replacement.
- vii. Supplied books if any found old edition/remainder titles later on are subject to replacement.

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