



Sher-e-Kashmir University of Agricultural Sciences and Technology of Jammu

Notice Inviting e-Tender for Books (Print)

For and on behalf of the Vice-Chancellor SKUAST-J, e-tenders are invited from the reputed and eligible suppliers/agencies for the below mentioned item(s) under two bid form i.e., i) **Technical bid** and ii) **Financial bid**.

Description	Estimated Cost (₹in lakh)	Earnest Money Deposit (₹)	Cost of Tender Document (₹)
Purchase of Books (Print)	30.00 (approx.)	60,000	2000.00

1. The Bidding documents/NIT can be downloaded from the website <http://jktenders.gov.in> and www.skuast.org from **23.07.2022 to 16.08.2022 (11:00 am)**.
2. The tenders shall be submitted in electronic format on the website <http://jktenders.gov.in> from **23.07.2022 to 16.08.2022 (11:00 am)**.
3. The Technical bid shall be opened on **16.08.2022 (2:00 pm)** and the Financial bid of the bidders who shall qualify the technical criteria shall be opened on **17.08.2022 (11:00 am)**
4. List of eligibility documents to be scanned and uploaded within the stipulated period of the submission of eNIT as detailed below:
 - a. EMD of ₹ 60,000/- in the form of CDR/FDR pledged to Comptroller, SKUAST-Jammu.
 - b. Membership certificate with the Federation of Publishers & Booksellers Association of India (FPBAI) duly renewed for the financial year 2022-23 valid up to ending March, 2023.
 - c. Copy of Permanent Account Number (PAN Card).
 - d. Demand draft for Rs 2000/- towards the cost of tender documents, drawn in favour of Comptroller, SKUAST- Jammu, payable at Jammu.
 - e. Experience/Clientage for supply of books, duly supported by 'Purchase Orders' of supply from the intending institutions. (The prospective bidder should have supplied books of at least worth ₹7.50 (seven lakh fifty thousand) annually to the reputed Educational/Research Institutes/Universities during any three years out of last five financial years).
 - f. The tenderer should have at least one single supply order of ₹2.5 (two lakh fifty thousand) from ICAR Institute, Agriculture University, etc in respect of supply of books.
 - g. The tenderer should submit the **list of books**, separately representing titles available with the firm/agency against the list of Faculty/Unit/Division wise recommended books uploaded with e-tender by the University. The price (in Rupees, without discount) should be clearly mentioned against each book.
 - h. **EMD amounting to ₹60,000** in the form of CDR/FDR pledged to Comptroller, SKUAST-Jammu and payable at Jammu.
 - i. An undertaking that the tenderer has never been blacklisted by any Govt. Organization and also that the firm has not been declared as defaulter by any University/Institution related to the supply of books/journals/magazines etc.
 - j. The supplier/tenderer should submit a cancelled cheque of the banker indicating account number and name of the firm/proprietor as well as IFSC code of the Bank.
5. The hard copies of the documents mentioned at S.No.4 (a-j) must be delivered in the office of the University Librarian, SKUAST-J, Main Campus, Chatha, Post Office: SKUAST-J University Campus, Chatha, Jammu-180009 (J&K) on or before

16.08.2022 (11:00 am) by speed post/registered post/courier/by hand. If the office happens to be closed on the last date of receipt as specified, the same must be delivered on the next working day at the same time and venue. The University reserves the right to change the dates mentioned in this Tender Document.

6. To participate in the bidding process:
 - a. The bidders should have the Digital Signature Certificate (DSC) as per Information Technology Act-2000 to participate in online bidding.
 - b. Bids will be opened online as per time schedule mentioned above.
 - c. Before submission of online bids, bidders must ensure that scanned copies of all the necessary documents pertaining to eligibility as per Technical Bid have been attached with the bid.
 - d. The University will not be responsible for any delay in online submission of bids whatsoever reasons may be.
 - e. All the required information for bid must be filled and submitted online.
 - f. The details of cost of tender documents, EMD specified in the tender documents should be the same, as submitted online (scanned copies) otherwise bid will not be accepted.
7. Other **Terms and Conditions for supply of books** and format for **financial bid** are enclosed as **Annexure I**.

Sd/-
(Member)

Sd/-
(Member)

Sd/-
(Member)

Sd/-
(Member)

Sd/-
(Member)

Sd/-
(Member)

Sd/-
University Librarian
(Member Secretary)

Sd/-
Director Education
(Chairman, LAC)



TERMS AND CONDITIONS FOR SUPPLY OF BOOKS

1. The Supply of books shall be executed F.O.R. Central Library, SKUAST-J, Chatha, 180009, Jammu and/or Faculty Library, FVSc & AH, SKUAST-J, R.S. Pura only by registered post/courier or through messenger at the cost of Firm/Agency.
2. An agreement as per provisions of the NIT for the supply of books shall be executed by the University with the successful tenderer, duly signed and witnessed within 15 days from the date of issue of supply order/Rate Contract.
3. Books/Publications shall be supplied in good physical condition/brand new. Damaged/ defective copies shall not be accepted and will be returned at the cost of Firm/Agency.
4. The books should be supplied as per time/date specified in the purchase order, failing which the order would automatically be treated as cancelled and the EMD amount of the firm will be forfeited.
5. A budgetary provision of approximately ₹30.00 (thirty) lakh is available, which may increase upto 45.00 lakh subject to sanction of additional funds by the ICAR up to ending March 2023, for the purchase of books during the financial year 2022-23.
6. An earnest money deposit of ₹60,000/- (sixty thousand) in the shape of CDR/FDR pledged in favour of the 'Comptroller, SKUAST-Jammu', from any nationalized/scheduled Bank, payable at Jammu shall be enclosed with hard copies of the Technical Bid.
7. The approved rate of discount after finalizing the NIT for the supply of books shall remain valid for current financial year (2022-23) upto 31st March 2023. However, same can be extended for further one year subject to the recommendation of the Library Advisory Committee and approval of the Competent Authority.
8. Only latest editions are to be supplied even if remainder titles are mentioned in our purchase order.
9. Books or No. of copies can be added any time in the list provided by the University before or after inviting the tender from the Firms/Agencies, till the validity of the Rate Contract.
10. Low priced editions shall be supplied unless or otherwise specified and any book, if available, from any other source at lower price than the rate quoted by the tenderer, the same shall be supplied at lower rate.
11. Firm/Agency has to submit the bills in triplicate quoting our supply order number and date.
12. The following certificate shall be recorded on the bill:

- a. That the prices have been charged as per approved price list of the publisher after applying the approved percentage of discount as per purchase order.
 - b. Latest editions have been supplied and these are not remainder titles.
 - c. PAN number of the Firm/Agency.
 - d. GST Number has to be mentioned on the invoice.
13. The bill should be accompanied with price proof wherever the price is not printed on the book.
 14. Serial number (Faculty/Unit wise) given in our order list should be mentioned against each title/book in the bill and for all the further correspondence with the Firm/Agency.
 15. Please note that the same Indian/Asian edition of books available in the market should be supplied even if foreign edition is mentioned in our order unless otherwise specified.
 16. In case of foreign publications, the original prices in the foreign currency shall be mentioned in the bill along with the exchange rates in INR charged in accordance with the approved rate of exchange as notified by the Goods Office Committee.
 17. Supply of foreign publications at the GOC/ Bank exchange rate (whichever is lower) shall be executed and attested stamped copy of the GOC/Bank exchange rates certificate be attached.
 18. The foreign books bearing dual currencies prices shall be billed in the currency by which the exchange cost is the lowest in Indian rupees as per rates of Goods Offices Committee.
 19. One bill shall cover books pertaining to one purchase order only.
 20. A multi-volume publication if mentioned twice, only one set is to be supplied.
 21. The supplier shall undertake to refund the amount, if charged in excess than the approved prices of books.
 22. The payment shall be released after the receipt of books and their verification by the committee constituted by the University.
 23. If any discrepancy is found in the consignment, the same will be returned at supplier's cost.
 24. Defective copy/copies, if any supplied, will be returned even if stamped, accessioned as and when detected by the University at the cost of the supplier.
 25. Technical Bids shall be scrutinized and evaluated by the University. Financial bids of only those tenderers shall be considered/opened who will qualify in the "Technical Bid".
 26. Tenders shall be entertained from only those applicants who have downloaded and submitted the tender by participating in e-tendering mode, after paying the requisite

tender fee of ₹2000/- in the shape of DD in favour of the Comptroller, SKUAST Jammu and EMD of ₹60,000/- (sixty thousand) in the shape of CDR/FDR pledged in favour of the Comptroller, SKUAST Jammu.

27. Conditional tenders shall not be accepted. Tenders received after due date and time will be rejected out-rightly.
28. In case, the date of opening of tenders is declared/happens to be a public holiday, including the holiday in the University due to any unforeseen event, the tenders will be opened on the next working day as per stipulated date and time.
29. Banned book(s) shall not be supplied and if any such book is supplied, the same shall be forfeited.
30. In case of any dispute, decision of the Vice-Chancellor SKUAST-J, related to this tender shall be final and binding on the supplier.
31. The Vice-Chancellor, SKUAST-J, reserves the right to accept or cancel/reject/modify any or all item(s) of the tender at any stage without assigning any reason.
32. Supplier shall ensure supply of books as per list uploaded with e-NIT. The list/quantity of books can be modified corresponding to the actual availability of funds.
33. The supplier shall furnish an undertaking to the effect that he has not been declared as defaulter/ blacklisted by any University/Institution related to the procurement of books/journals/ magazines etc.
34. In case of any dispute, jurisdiction for legal proceeding shall be restricted only to the courts at Jammu, UT of J & K.

(Signature of the Supplier)

Signed by the above supplier in the presence
Sh.
(Name of the witness and his address)

Sd/-
(Member)

Sd/-
(Member)

Sd/-
(Member)

Sd/-
(Member)

Sd/-
(Member)

Sd/-
(Member)

Sd/-
University Librarian
(Member Secretary)

Sd/-
Director Education
(Chairman, LAC)



**Sher-e-Kashmir University of Agricultural
Sciences and Technology of Jammu**

PROFORMA FOR FINANCIAL BID

Description	Discount Offered
Supply of Books to SKUAST-J library for the year 2022-23.	Please quote your discount rate both in words and figures exactly same as mentioned in your e-tender. (Maximum discount to be offered by the agency)
Discount offered:	In figures: _____
	In words: _____

**Signatures of Tenderer
with Seal**

Sd/-
(Member)

Sd/-
(Member)

Sd/-
(Member)

Sd/-
(Member)

Sd/-
(Member)

Sd/-
(Member)

Sd/-
**University Librarian
(Member Secretary)**

Sd/-
**Director Education
(Chairman, LAC)**