



Estd. – 2009  
A Government Engineering College  
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Website – [www.pmec.ac.in](http://www.pmec.ac.in)

## **PARALA MAHARAJA ENGINEERING COLLEGE**

*(A constituent college of Biju Patnaik University of Technology, Odisha)*

**SITALAPALLI: BERHAMPUR: DIST.: -GANJAM: PIN – 761003**

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No. PMEC/Lib./ 94

Date: - 09/09/2018

### **TENDER NOTICE**

Sealed tenders are invited from the Reputed Firms / Publishers / Distributors / Authorized Dealers / Agencies with valid GST No. and PAN for supply of **Library Books** (approx. cost ₹16.00 lakh). Interested parties may apply in the prescribed tender document which can be downloaded from this Institution website i.e. [www.pmec.ac.in](http://www.pmec.ac.in). The Tender paper cost is ₹ 1,000/- (Rupees One thousand) only in shape of Account Payee demand draft in favour of “**Principal, Parala Maharaja Engineering College**” payable at **Berhampur** from any Nationalized Bank. The bidder has to attach DD of required amount towards tender cost while submitting the tender. All bids must be accompanied by Bid Security(EMD) of 1% tendered value i.e. ₹ 16,000/-(Rupees sixteen thousand) only in shape of Account Payee demand draft in favour of “**Principal, Parala Maharaja Engineering College**” payable at **Berhampur** from any Nationalized Bank and other relevant documents of the bidder failing which the bid will liable for rejection. The Bid Security in other form like cash, personal cheque etc. will not accepted and in such case bid will be rejected.

**Last Date of Receipt of Tender Paper: 28/09/2018**

**Opening of Bid: 29/09/2018 at 11.00 AM**

The tenders should be submitted through Speed Post / Registered Post only addressed to “**THE PRINCIPAL, PARALA MAHARAJA ENGINEERING COLLEGE, AT: SITALAPALLI, BERHAMPUR-PIN 761003, DIST.: - GANJAM, ODISHA**”, which should reached by the scheduled date and time. Tenders received beyond the scheduled date and time will be summarily rejected. The undersigned reserve the right to extend the date and accept or reject any or all tenders without assigning any reason thereof.

Sd/-  
Principal  
PMEC, Berhampur

## GENERAL TERMS AND CONDITIONS

Tender from Authorized Indian Publishers / Suppliers / Distributors / Vendors for the supply of Books to the Central Library of this Institute will be considered.

1. The tender shall be submitted in a sealed envelope with the name of work super scribed over it. The name and address of the tenderer shall be written on the bottom left hand corner of the envelope. The tender shall be addressed to **"THE PRINCIPAL, PARALA MAHARAJA ENGINEERING COLLEGE: BERHAMPUR, AT: - SITALAPALLI, PIN - 761003, DIST.:- GANJAM, ODISHA"**.
2. Preference will be given to the Good office committee (GOC) approved Publishers / Suppliers / Distributors / Vendors.
3. PAN (Permanent Account Number) allotted by the Income Tax Department.
4. The cost of tender document is **Rs.1000/- (Rupees One thousand)** only. Tenderer download the Tender document from P MEC's website i.e. **www.pmec.ac.in**. The tenderer who downloads the tender document from P MEC's website has to enclose a Demand Draft (for Rs.1000/-) drawn in favour of **"Principal, Parala Maharaja Engineering College"** payable at **Berhampur** at the time of submission of tenders, failing which tender shall be rejected.
4. The document should be accompanied by an **Earnest Money Deposit (EMD)** amounting to **Rs.16, 000/- (Rupees Sixteen thousand)** only in the form of Demand Draft drawn in favour of **"Principal, Parala Maharaja Engineering College"** payable at **Berhampur**.
5. Successful bidder should submit a Security Deposit of Rs 50,000/- (Rupees Fifty Thousand) only in the form of Demand Draft drawn in favour of **"Principal, Parala Maharaja Engineering College"** payable at **Berhampur** with in 10(ten) days of receipt of order. The Security deposit will be refunded to the bidder on successful execution of Purchase Order (PO).
6. No interest on Security Deposit and Earnest Money (EMD) shall be paid by this Institution to the bidder.
7. Undertaking to Organization. Citing that the Firm/Agency has not been blacklisted by any Government organizations.
8. Reserve Bank of India (RBI) / Good Office Committee (GOC) currency conversion rates as applicable on the date of PO should only be followed and should also be clearly indicated on the invoice. A copy of Publisher's invoice as a price proof without any manipulation is mandatory.

9. Books/Publications shall be supplied in good physical condition with latest edition. Damaged/defective copies shall not be accepted and will be returned at the cost of Firm/Agency.
10. Time-frame for book supply will be 20 days (maximum) for Indian/Foreign titles (if available in India) and 45 days (maximum) for Foreign titles (if not available in India). If the requested title(s) is OFP (Out of Print) or POD (Print on Demand), sufficient valid supporting documentary proof should accompany the communication seeking any extra time for supply.
11. The supply should be free of freight charges. If the supply is made through Railway Parcel, in that case the freight must be pre-paid. If the supply is made by post, the books should be sent by registered post / parcel, whose charges will be borne by the supplier. Books sent via V.P.P. will not be accepted.
12. The books should be supplied by the date specified in the purchase order, failing which the order would automatically be treated as cancelled.
13. Only latest editions are to be supplied even if reminder titles are mentioned in our purchase order.
14. The firm / Agency have to submit the bills in triplicate quoting our order number and date.
15. If the tenderer/tenderers deliberately gives/give any wrong information or suppresses/any material facts or makes/make false representations in this tender or creates/create circumstances for the acceptance of his/their tender, PMEC reserves the right to reject such tender at any stage or cancel the order even after acceptance of the tender at the risk and cost of the tenderer/tenderers.
16. The bills in triplicate must contain a certificate that authorized publisher's prices have been charged and they are the latest editions and not remainder titles. The bill should be accompanied with price proof.
17. Serial number given in our order list should be mentioned against each item in the bill and in all the further correspondence of the Firm/Agency.
18. In the case of foreign publications, the original prices in the foreign currency shall be mentioned in the bill along with the Rupee prices charged in accordance with the approved rate of exchange.
19. The Foreign Books available in dual currencies should be billed in the currency by which the converted cost is the lowest in Indian rupees.
20. A multi-volume publication if mentioned twice, only one set be supplied.
21. The supplier undertakes to refund the amount, if charged, in excess than the prices of books.
22. The payment shall be released after the receipt of books and their verification by the library.
23. Defective copy if any, supplied will be returned even stamped accessioned after any length of time, when detected.

24. No banned book(s) should be supplied and if any such book is supplied, it would be forfeited.

**25. Validity of Empanelment/ Registration**

Initially, validity period of empanelment for the supply of books will be for One (1) year extendable to another one years on yearly basis on satisfactory performance of book vendor.

**26. Termination of Empanelment/ Registration**

The vendor's empanelment/ registration may be terminated/ dropped/ black-listed from the panel of vendors at the occurrence of any of the following -

- Poor supply against the purchase order of books.
- If at any time found that the information provided by the book vendor in any form about publications, services, costs and related matters are incorrect/false and results in loss to the Institute in any form.

27. The Bidders shall quote the rate of discounts as enclosed (in **Annexure-I**).

**28. Resolution of Disputes**

- a) The Consignee & the Supplier should try to resolve the disputes (if any) amicably.
- b) Thereafter, it may be taken to the proper Court of Law to the jurisdictions of Berhampur Court only where the college is situated.

29. The decision of the undersigned on any dispute related to this tender shall be final and binding.

30. The authority reserves the right to accept or to cancel/reject/modify any or all item(s) of the tender at any stage without assigning any reason. Therefore, no correspondence shall be entertained.

Sd/-  
Principal  
PMEC, Berhampur

**PARALA MAHARAJA ENGINEERING COLLEGE**  
**SITALAPALLI: BERHAMPUR: PIN-761003**

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**LIST OF THE PUBLISHERS**

Sl. No.	LIST OF PUBLISHERS	PERCENTAGE OF DISCOUNT
1	ABP PRIVATE LIMITED , NEW DELHI ( BUSINESS WORLD)	
2	ACADEMY FOUNDATION, NEW DELHI	
3	ACADEMY PUBLISHERS, KOLKATA	
4	AFFILIATED EAST WEST PRESS PRIVATE LIMITED, NEW DELHI	
5	ALL INDIA TRAVELERS BOOK SELLERS, NEW DELHI	
6	ANE BOOKS PVT. LTD.	
7	ANMOL PUBLICATIONS PVT. LTD., NEW DELHI	
8	APH PUBLISHING CORPORATION, NEW DELHI	
9	Arihant Publication	
10	ASM International	
11	B K Publication	
12	BOOKS AND ALLIED PVT. LTD., KOLKATA	
13	BPB PUBLICATIONS, NEW DELHI.	

14	BS Publishers	
15	Butterworth Publication	
16	CAMBRIDGE UNIVERSITY PRESS, KOLKATA.	
17	CAREER OPTIONS, NEWDELHI.	
18	CBS PUBLISHERS & DISTRIBUTORS, NEW DELHI.	
19	CENGAGE PUBLICATION	
20	CHAITANYA PUBLISHING HOUSE, ALLAHABAD.	
21	CHAROTAR PUBLISHING HOUSE, ANAND.	
22	CHILDREN'S BOOK TRUST, NEWDELHI.	
23	CRC Press	
24	DHANPAT RAI & Co.	
25	DHANPAT RAI PUBLICATIONS PVT. LTD., NEWDELHI.	
26	DHANPAT RAI PUBLISHING COMPANY PVT. LTD., NEW DELHI.	
27	DR SOMEN DAS, KOLKATA.	
28	ELSEVIER SCIENCE INDIA PVT. LTD., NEWDELHI.	
29	ENGINEER'S, PUBLISHERS, NEW DELHI.	
30	EXCEL BOOKS, NEW DELHI.	
31	G.K. PUBLISHERS , NOIDA	

32	GALGOTIA PUBLICATIONS PVT. LTD., NEW DELHI	
33	HIMALAYA	
34	HIMALAYA PUBLISHING HOUSE.	
35	I K INTERNATIONAL PVT. LTD, NEWDELHI.	
36	IEEE PUBLICATIONS	
37	INDIAN BOOK DISTRIBUTING CO/MEDIA PROMOTORS, KOLKATA.	
38	INFA PUBLICATIONS, NEW DELHI.	
39	INFINITY BOOKS, NEW DELHI.	
40	Jaico Publications	
41	KALYANI	
42	KAPLAN PUBLISHING, USA.	
43	KHANNA PUBLISHERS , DELHI	
44	KONARK PUBLISHERS PVT. LTD, DELHI.	
45	LAXMI PUBLICATIONS/ FIREWALL MEDIA, NEW DELHI.	
46	M CHOKRABORTY, KOLKATA	
47	MACMILLAN INDIA PVT LTD., NEW DELHI.	
48	MANAS PUBLICATIONS / OFFICERS BOOKS, NEW DELHI.	
49	MAPIN PUBLISHING PVT LTD., AHAMEDABAD.	

50	McGraw Hill Education India	
51	MEDIA PROMOTERS	
52	MIR Publication	
53	MOTILAL BANARASIDASS, DELHI.	
54	NAROSA PUBLISHING HOUSE, NEW DELHI.	
55	NATIONAL BOOK TRUST, NEW DELHI.	
56	Nem Chand & Bros	
57	NEW AGE INTERNATIONAL PVT LTD, NEW DELHI.	
58	NEW CENTRAL BOOK AGENCY, KOLKATA.	
59	ORIENT LONG MAN/ BLACKSWAN PVT LTD, KOLKATA.	
60	ORIENT PAPERBACKS (VISION BOOKS), NEW DELHI.	
61	OXFORD & IBH	
62	OXFORD UNIVERSITY PRESS, NEW DELHI.	
63	Packt Publication	
64	PANIMA PUBLISHING CORPORATION, NEW DELHI.	
65	PARAGON INTERNATIONAL PUBLISHERS, NEW DELHI.	
66	PEARSON/DORLING EDUCATION PVT LTD., NEW DELHI.	
67	Penguin India	



68	PENRAM INTERNATIONAL PVT LTD., MUMBAI	
69	PENTAGON PRESS, NEW DELHI.	
70	PHI Learning Pvt. Ltd.	
71	POPULAR PRAKASH AN PVT LTD,. NEW DELHI.	
72	Popular Prakashan	
73	PUBLICATION DIVISION, NEW DELHI.	
74	RAWAT PUBLICATIONS, JAIPUR.	
75	REEM Publication	
76	RESEARCH PRESS	
77	S K KATARIA & SONS, DELHI	
78	S.CHAND Publishing	
79	SAGE PUBLICATIONS/ VISTA/ RESPONSE, NEW DELHI.	
80	SAHNI BROTHERS, AGRA.	
81	SCITECH PUBLICATIONS (INDIA) PVT LTD, NEWDELHI.	
82	SPRINGER INDIA LTD.	
83	Standard Publister	
84	Sterling Publishers	
85	SURJEET PUBLICATIONS, DELHI.	

86	TAYLOR & FRANCIS PUBLICATION	
87	TEKSONS, NEW DELHI.	
88	THOMPSON/CENGAGE LEARNING PVT LTD, NEW DELHI	
89	UBS PUBLISHERS DISTRIBUTOS PVT LTD, NEW DELHI	
90	UMESH Publication	
91	USHA PUBLICATIONS, MUMBAI.	
92	VAKIL FEFFER & SIMONS LTD, MUMBAI.	
93	VIKAS PUBLISHING HOUSE PVT LTD,NEW DELHI	
94	VITASTA PUBLISHING PVT LTD,NEW DELHI	
95	VIVA BOOKS,NEW DELHI	
96	VRINDA PUBLICATIONS PVT LTD,DELHI	
97	WADHWA SALES CORPORATION ,NEW DELHI	
98	Westland Publications	
99	WILEY INDIA/DREAMTECH PVT LTD,NEW DELHI	
100	WORLD PRESS PVT LTD,KOLKATA	
101	Any Other Publication	

**(Signature of the authorized person)**  
**Seal**

**PARALA MAHARAJA ENGINEERING COLLEGE  
SITALAPALLI: BERHAMPUR: PIN-761003**

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**Synopsis**

1. Tender number and date :
2. Name & address of the party :
3. Name of the owner/proprietor :
4. GST No. of the firm :
5. Permanent Account Number (PAN):
6. BID amount :
7. BID DD No. & date :
8. Documents attached (Tick mark) : (i) photocopy of GST certificate  
:( ii) Photocopy of PAN
9. Rate of Discount : To be submitted item-wise in the Annexure-I
10. Other items if any :

Date:

Place:

**(Signature of the authorized person)  
Seal**

## CHECK LIST FOR QUALIFICATION IN TECHNICAL DOCUMENT

(Note: Suppliers are instructed to organize the Technical Bid along with all requisite Annexures/enclosures/support documents in the sequence of eligibility criteria given below, and put page number for every document enclosed)

S.No.	Eligibility Criteria	Details	Page No.
1	<b>Tender Document:</b> All pages of the Tender document including Annexures should be signed and stamped.		
2	<b>Cost of tender form:</b> (Provide details of DD No. or CIFE cash receipt No. and date, name of the Bank, etc.)		
3	<b>Details of Earnest Money Deposit (EMD):</b> (Provide details of DD No. and date, name of the Bank, etc.)		
4	<b>Registration certificate of the firm:</b> (Year of starting of the Firm with Registration Number/Date)		
5	<b>PAN/TAN Card:</b> (Please enclose a copy of PAN/TAN card)		
6	<b>GST NO.</b> (Please enclose a copy of GST)		
7	<b>Member of Good Office Committee</b> Yes/ No (please specify)		
8	<b>Member of Federation of Publishers &amp; Booksellers Association of INDIA (FPBAI)</b> Yes / No (please specify)		
9	<b>Annual business Turnover:</b> (Attach Balance sheet and Certified copy form Chartered Accountant to showing turnover for the last three financial years)		

**AN AFFIDAVIT BY VENDORS WITH THE UNDERSIGNED ON NON-JUDICIAL PAPER (FOR NOT HAVING BLACKLISTED BY ANY ORGANIZATIONS)**

**DECLARATIONS:**

(1) I/We \_\_\_\_\_ (Name of Partners/ Proprietors or share-holders) do hereby declare that the entries made in this application form are true to the best of our knowledge and that we shall be bound by the acts of duly constituted attorney.

(ii) I/We also hereby declare that all matters related to PMEC, Berhampur shall be

treated as confidential and no information shall be passed on to any unauthorized person without written permission of the competent authority.

(iii) Mr./Ms. \_\_\_\_\_ whose signature is given below, is an authorized representative of this Agency/Firm.

(iii) I/We also undertake the responsibility to communicate all subsequent changes in the constitution or working of agency/firm, affecting the accuracy of the facts stated above.

**Date:**

**Place:**

**Signature of Partners / Proprietors  
with Agency/Firm's seal.**