

# Tender for Library Journals

Tender No. 10/H/Medical Journals/14-15

DOCUMENT STATING TERMS & CONDITIONS  
FOR

Library Journals

AT

B.P.S.GOV'T. MEDICAL COLLEGE FOR WOMEN,  
KHANPUR KALAN

## Tender for Library Journals

Tender Enquiry No.

Dated:

(FOR OFFICE USE ONLY)

This Tender Form is sold to

M/s \_\_\_\_\_

On \_\_\_\_\_ for Library Journals

Against Tender Enquiry No. \_\_\_\_\_

Vide Receipt No. \_\_\_\_\_

Dated \_\_\_\_\_

Signature and stamp of issuing authority

Cost of tender Set (also applicable for downloaded tender): Rs.2000/- payable only by DD/Cash/Bankers Cheque/Pay Order(Non-Refundable) in favour of the DIRECTOR , B.P.S.GOV'T. MEDICAL COLLEGE FOR WOMEN, KHANPUR KALAN.

## GOVERNMENT OF HARYANA



### **BPS GOVERNMENT MEDICAL COLLEGE FOR WOMEN, KHANPUR KALAN (SONEPAT)**

#### **Tender Notice for Medical Books**

Sealed tenders are invited from reputed firms and experienced firms and agencies for providing Medical Journals for the Medical College. The tender form and other terms and conditions may be downloaded from department's website [www.bpsgmckhanpur.ac.in](http://www.bpsgmckhanpur.ac.in) The last date of submission of tender forms is 10.02.2015 (up to 3.00 PM) in the O/o Director, BPS, Govt. Medical College for Women, Khanpur Kalan, Sonapat. The tender application along-with other related documents can also be obtained from the office of Director, BPS Govt. medical College, Khanpur Kalan, sonapat on any working day between 10.00 AM to 4.00 PM up to 09.02.2015 on payment of non refundable amount of Rs. 2000/- (Rs. Two Thousand Only) in the shape of demand draft of any scheduled bank payable at Gohana in favour of Director, BPS Govt. Medical College for Women, Khanpur Kalan, Sonapat or by cash payment. Tender will be opened on 11.02.2015 at 2.00 PM in the office of Director, BPS, Govt. Medical College for Women, Khanpur Kalan, Sonapat. Tender received late after the specified time and date shall not be entertained. Application not accompanied by requisite value of Demand draft or short of it shall be rejected out rightly.

Director  
BPS Govt. Medical College for Women,  
Khanpur Kalan, Sonapat

## **Tender for supply of Medical Journals for Medical College:**

### **1) SCHEDULE**

Time & Date of receipt of tender 10.02.2015 upto 3.00 PM

Time & Date of tender opening 11.02.2015 at 2.00 PM

### **2) TENDER VALIDITY**

Tender shall remain open for acceptance for a period of five year from the date of opening of tender. Tender received for the shorter validity period shall not be accepted.

### **3) TENDERER'S ELIGIBILITY AND QUALIFICATIONS**

Sealed quotations are invited from eligible Publishers/ Booksellers having annual turnover of Rs. 1.00 Crore or above during the last financial year in the books of account and having at least three years experience of supplying Medical Journals and Periodicals (Indian & Foreign) to Medical Colleges Libraries/ Government of India libraries situated in India.

The Tenderer shall furnish as a part of the tender document, following documents establishing their eligibility to participate in the tender and qualification to perform the contract.

a) Copy of PAN card issued by the Income Tax Department and copy of income Tax Return for the financial year 2013-14, Assessment Year 2014-15.

b) Annual turnover of last financial year (2013-14) duly certified by the Statutory Auditors.

c) Name and address of the bankers with satisfactory bankers report regarding tenders'' financial capability for doing business worth Rs. 1.00 crore or above in a year.

d) Medical Journals and Periodicals (Indian and Foreign) to Medical Colleges libraries/ Government of India Libraries situated in Delhi/ New Delhi (Attach Certificate from 3 libraries served)

### **QUALIFICATION OF THE BIDDERS**

4.1 The bidders to qualify for the award of contract shall submit a written power of attorney authorizing the signatories of the bid to participate in the bid.

4.2 The bidder shall submit full details of his agency/ Firm or, if the bidder is a Proprietorship/ Partnership or a private Limited Company, full details of ownership and name of the directors.

4.3 Bidder shall submit a copy of PAN Card No. under the Income Tax Act

4.4 Bidder must submit self attested copies of all documents and each and every page of tender document duly signed by him.

#### 4) EARNEST MONEY DEPOSIT:-

Tenderer shall furnish along with their tender, a Earnest Money for Rs. 2,00,000/- (Rs. Two Lac only) in the form of crossed Demand Draft in favor of Director BPS, Govt. Medical College for Women, Khanpur Kalan, Sonapat, payable at Gohana. Failure of the Tenderer to furnish required earnest money deposit in the specified form along with their tender will result into rejection of their tender. The tender security is required to protect the BPS Govt. Medical College for Women, Khanpur Kalan, Sonapat risk of tenderer's conduct in the following eventualities which would warrant the forfeiture of Earnest Money.

i) In case the tender withdraws its tender or impairs or derogates from the tender in any respect during the period of tender validity; as specified by the purchaser.

OR

In case successful Tenderer fails to furnish the performance security.

ii) The earnest Money of unsuccessful bidders will be returned as promptly as possible after the expiry of the period of tender validity without interest.

#### 6) DETAILS OF REQUIREMENTS:-

a) Supply of Medical Journal (as per list at Annexure "A")

The Director General, Medical Education & Research, Haryana Panchkula reserves the right to increase/decrease the quantities of the journals & title of books of any time.

#### 7) PRICE SCHEDULE, PAYMENT TERMS AND EVALUATION OF BIDS.

a) Tenderer should quote rate of discount (in percentage) offered on publishers printed price in Annexure "A". Director, Medical Education & Research, Haryana Panchkula is not bound accept the lowest bid or any Tenderer and also reserves the right of rejecting all or any of the tender without assigning any reason.

b) The exchange rate by the Goods Office Committee of FPBAI for the conversion of foreign currency shall be applicable in case of imported journal. All payments will be made in Indian rupees only.

c) Net payable price will be the publishers printed price or (in case of price in foreign currency equivalent price in INR) minus discount offered.

d) Bill in triplicate (pre receipted) for the Medical Journals for Medical College supplied will be submitted by the tenders in the name of Director, BPS, Govt. Medical College for Women, Khanpur Kalan, Sonapat. The payment will be released only after the supply has been received to the satisfaction of the concerned departments.

e) **The bill should bear that certificate from the supplier that only journals of latest edition** have been supplied and that the prices have been

charged correctly and in accordance with the latest publishers catalogue/ invoice or importer/ distributors invoice.

**IMPORTANT: The successful bidder shall be selected on the basis of offered higher discount.**

#### **8. Terms of delivery.**

Free of cost delivery at Central library BPS Govt. Medical College for Women, Khanpur Kalan, Sonapat.

#### **9. Delivery Period.**

The Medical Journals available in India will be supplied within 30 days of latest edition. In case Journals imported from foreign publishers the supplies should be completed within 45 days of printing of latest edition.

#### **10. PERFORMANCE SECURITY (SECURITY DEPOSIT)**

The supplier shall furnish performance security for an amount in rupees equivalent to 5% (five percent) of the value of the supply order in the form of a bank guarantee within 30 days of placement of the supply order as per proforma enclosed (in case of advance payments bank guarantee equivalent to returned within 30 days of completion of the supply order. No interest is payable on the security deposit.

#### **11 Penalty Clause:-**

a) For delays- if the supplier fails to supply journal as per purchase order within the time period specified in the contract, the purchaser shall deduct from contract price a sum equivalent to 0.5 percent of the price of delayed items for each week of delay or part thereof until actual delivery up to a maximum of 10 (ten) percent. Once the maximum reached, the purchaser may consider termination of the contact.

b) Termination for default:- The purchaser may without prejudice to any other remedy or breach of contract, by written notice of default sent to the supplier, terminate the contract in whole or part if the supplier fails to deliver any or all publications orders to him within the time period specified in the contract or if the supplier fails to perform other obligation(s) under the contract. In the event of the termination of the contract by Director, BPS Govt. Medical College for Women Khanpur Kalan, Sonapat in whole or in part, the Department may procure, upon such terms and in such manner as it deems appropriate the undelivered journals and the supplier shall be liable to pay or any excess costs or such purchase. However, the supplier shall continue performance of the contract to the extent no terminated.

c) **Force Majeure-** The supplier shall not be liable for (a) and (b) above, if its delay in performance or other failure to perform its obligations under the contract is the result of an event of force majeure (means an event beyond the

control of the supplier and not involving the supplier's fault or negligence and not foreseeable). Such events may include. But are not restricted to acts of the purchase either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargo. The supplier shall promptly notify the purchaser in writing of such conditions and the causes thereof.

#### **11. Inspection:-**

Medical Journals will be accepted only after the inspection by the Committee constituted by Director, BPS Govt. Medical College for Women, Khanpur Kalan, Sonapat. Tenderers are required to comply with the above requirements and submit their tender complete in all respects and submit following documents along with the tender by the due date and time in sealed cover super-scribing "Tender for Supply of Medical Journals:-

- i) Copy of Tender Form along with Annexure- I duly filled and signed
- ii) Tender Earnest Money deposit.
- iii) Copy of PAN card issued by Income Tax Department and Copy of the income tax return for the financial year 2013-14, Assessment Year 2014-15.
- iv) Documents containing name and address of bankers with satisfactory bankers report regarding tenderers financial capability for doing business worth Rs. 1.00 crore or above in a year
- v) Certificates issued by three medical Colleges libraries/Government of India showing at least 3 years experience of supplying Medical Journals (Indian and Foreign)

12. No tender may be withdrawn in the interval between the deadlines for submission of tenders and the expiry of the period of tender validity withdrawal of a tender during the interval may result in the tenderer's forfeiture of its Earnest Money Deposit.

13. The success tenderer shall not in any case sublet the contract in full or any part of it to third party.

14. Tenders not meeting any/all of the aforesaid requirement(s) shall be rejected.

15. Conditional tenders are liable to be rejected.

16. Director General, Medical Education & Research, Panchkula reserves the right to accept or reject any tender.

#### **17. RESOLUTION OF DISPUTES:-**

In case of a dispute or difference between supplier and purchaser relating to any matter arising out in the whole process of the contract period, such dispute or difference shall be referred to the Director General, Medical Education & Research, Panchkula and decision shall be final and binding to the parties concerned.

**Format of Technical Bid of BPS Govt. Medical College for Women, Khanpur Kalan, Sonapat**

**Tender for supply of Medical Journals**

1. Names, address of firm/Agency/company and Telephone cell phone Number \_\_\_\_\_
2. Registration No. And Date \_\_\_\_\_
3. Name, Designation, Address and Telephone No. Of authorized signatory  
\_\_\_\_\_
4. Please specify as to whether Tenderer is sole proprietor/Partnership firm/Private or Limited Company  
\_\_\_\_\_
5. Name , Address and Telephone No. of Director/Partners.  
\_\_\_\_\_
6. Name & address of the banker  
\_\_\_\_\_
7. Earnest Money Deposit \_\_\_\_\_
  - (a) Copy of PAN card issued by Income Tax Department and Copy of the income tax return for the financial year 2013-14, Assessment Year 2014-15.
  - (b) Documents containing name and address of bankers with satisfactory bankers report regarding tenderers financial capability for doing business worth Rs. 1.00 crore or above in a year
  - (c) Certificates issued by three medical Colleges libraries/Government of India showing at least 3 years experience of supplying Medical Journals (Indian and Foreign)
8. Any other information  
\_\_\_\_\_
9. Discount Offered in % age of the printed price  
\_\_\_\_\_
10. Declaration by the bidder  
\_\_\_\_\_

This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

(Signature of the Authorized Person) Name and Address(with seal)

**PERFORMANCE SECURITY FORM (BANK GUARANTEE)**

To ,

The Director  
BPS Govt. Medical College for Women,  
Khanpur Kalan, Sonapat

Whereas .....  
..... (name and address of the supplier) (herein after called "the supplier")  
has undertaken in pursuance of award letter No. .... Dated  
.....2015 to supply Medical Journals (hereinafter called "the  
contract")

AND WHEREAS It has been stipulated by you in the said contract that the  
supplier shall furnish you with a bank guarantee by a recognized bank for the  
sum specified therein as security for compliance with its obligations in  
accordance with the contract.

AND WHEREAS we have agree to give the supplier such a bank guarantee.

NOW THEREFORE, we hereby affirm that we are guarantors and responsible to  
you, on behalf of the suppliers, up to a total of .....

..... amount of the guarantee in words and  
figures. Such sum being is payable in the types and proportions of currencies  
in which the contract price is payable, and we undertake to pay you, upon your  
first written demand declaring the supplier to be in default under the contract  
and without cavil or argument. Any sum or sums within the limits of (amount  
of guarantee) as aforesaid without your needing to prove or to show grounds or  
reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the  
supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the  
terms of the contract to be performed there under or of any of the contract  
documents which may be made between you and the supplier shall in any way  
release us from any liability under this gurantee and we hereby shall be valid  
until the date of issue of the acceptance certificate issued by purchaser „s  
representative.

This gurantee shall be valid until the date of issue of the acceptance  
certificate issued by purchaser“s representative.

Place:

**Signature and seal of the guarantor**



## List of Journals

### LIST OF JOURNALS IN CENTRAL LIBRARY

#### List of Indian Journal

Sr. No.	Title	Quantity	Printing Price
1	Indian journal of orthopedics.	1	
2	Indian Journal of clinical Biochemistry.	1	
3	Indian Journal of Anesthesia.	1	
4	Indian journal of chest disease & allied science.	1	
5	Indian journal of critical care medicine.	1	
6	Indian journal of Anatomical Society of India.	1	
7	Indian Journal of Pathology & Microbiology.	1	
8	Indian Journal of Dermatology, Venerology & Leprology	1	
9	Indian Journal of Physiology & Pharmacology.	1	
10	Indian Journal of Maxillofacial & oral Surgery.	1	
11	Indian Journal of Otolaryngology & Head Neck Surgery.	1	
12	Indian Journal of Ophthalmology	1	
13	Journal of Indian society of Toxicology.	1	
14	Journal of Anesthesiology & clinical Pharmacology.	1	
15	Indian Journal of pediatrics.	1	
16	Delhi Journal of Orthopedics	1	
17	Indian journal of Radiological Imaging	1	

18	Biomedicine.	1	
19	Indian Journal of Medical Biochemistry	1	
20	Indian Journal of surgery.	1	
21	Indian Journal of Human Genetics.	1	
22	Indian Journal of Medical Microbiology	1	
23	FOGSI Journal.	1	
24	Indian Journal of Dermatology.	1	
25	Indian Journal of Pharmacology.	1	
26	Asian Journal of Ear, Nose & Thorax.	1	
27	Indian Academy of Pediatrics.	1	
28	Delhi Journal of Ophthalmology	1	

The rate of Discount offered on publication printing price (in percentage)

### List of International Journal

<b>Sr. No.</b>	<b>Title</b>	<b>Quantity</b>	<b>Printing Price</b>
1	Orthopedics clinic of North America	1	
2	Radiologic Clinics of North America	1	
3	American journal of Physiology.	1	
4	Clinical Chemistry	1	
5	Medical Education	1	

6	British Journal of Anesthesia	1	
7	Annals of Internal Medicine	1	
8	American journal of Respiratory & Critical Care Medicine.	1	
9	JAMA Surgery	1	
10	Journal of Anatomy.	1	
11	Journal of Clinical Microbiology.	1	
12	British Journal of Obstetrics & Gynecology (BJOG)	1	
13	American Journal of Obstetrics & Gynecology.	1	