

No. 59 /Tender/e Books/2017

Raipur ,Date 05 /08 /2017

(In Sealed Envelope-1)



PT. RAVISHANKAR SHUKLA UNIVERSITY

RAIPUR (C.G.)

TENDER FOR PURCHASE OF E-BOOKS/ONLINE BOOKS
ON PERPETUAL ACCESS BASIS

Last Date & Time for Tender Submission:12/09/2017 Time 03:00 P.M.

Date of Tender Opening :13 /09 /2017 Time 03:00 P.M.

Tender Form (Total No. of Pages 11)

Rs. 1500/-

(In Sealed Envelope-1)

Page 1 of 11

पं.रविशंकर शुक्ल विश्वविद्यालय,रायपुर(छ.ग.)
पत्र क्र.-60/निविदा विज्ञा/2017 रायपुर, दिनांक 05/08/2017
निविदा आमंत्रण सूचना
विश्वविद्यालय द्वारा पुस्तकों (Print, CD, DVD) एवं e Books के प्रदाय हेतु पृथक- पृथक निविदा प्रतिष्ठित निर्माताओं/ विक्रेताओं से आमंत्रित की जाती है। अधिक जानकारी एवं निविदा प्रपत्र विश्वविद्यालय के वेबसाईट "www.prsu.ac.in" से डाउनलोड कर प्राप्त की जा सकती है।
निविदा जमा करने की अंतिम तिथि 12/09/2017 समय 03.00बजे तक
निविदा खोलने की तिथि 13/09/2017 समय 03.00 बजे
कुलसचिव

Maximum Size is 6.00 cm x 4.00 cm = 24 sq.cm

Please do not exceed.

(In Sealed Envelope- 1)

Page 2 of 11

Covering Letter to Accompany With Bid

To,

University Librarian,
Pt. Ravishankar Shukla University,
Raipur (C.G.)

**Subject: Tender for e-Books/Online Books on Perpetual Access Basis.
Against One Time Purchase.**

Ref.: No. 60 /Tend. Adv.s/2017 Raipur, Dated 05/ 08 /2017.

Dear Sir,

Having studied the bidding document including the Annexures, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to arrange to supply e-books/ Online books on perpetual access ordered by Pt. Ravishankar Shukla University, Raipur (C.G.) in conformity with the said documents. We enclose herewith the tender documents for supply of e-books/online books on perpetual access basis against one time purchase.

We undertake to supply, if our bids offer is accepted, to supply/arrange for supply of e-books/online books with one time purchase for perpetual access, ordered by you with us, in accordance with the terms and condition specified in the document.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract/supply order, we will strictly obey the laws against fraud and corruption in force in India.

We understand that you are not bound to accept the lowest or any bid you may receive.

Duly authorized to sign the bid for and on behalf of -----

Dated : / /2017

Place : _____

Bidder

Signature

Name

Address

Seal



(In Sealed Envelope-1)

Pt. RAVISHANKAR SHUKLA UNIVERSITY RAIPUR (C.G.) 492010

Terms and condition for supply of e-Books/Online Books on perpetual access basis against one time purchase

1. Sealed tender is invited for the supply of e-Books/Online Books on perpetual access basis against one time purchase by Registered Post/Speed Post/Courier post on or before 12/ 09 /2017 at 03:00 P.M. at the following address-

University Librarian,
Pt. Sundarlal Sharma Library,
Pt. Ravishankar Shukla University,
Raipur (C.G.) 492010

Approved rate will be valid for one year from the date of agreement .

2. Tender will be opened at **Pt. Sundarlal Sharma Library, Pt. Ravishankar Shukla University Raipur (C.G.)** by **Departmental Purchase Committee of library** in presence of bidders or their representatives who will be present.
3. Tender received after the due date and time shall not be accepted.
4. Tenderer can download the tender from Pt. Ravishankar Shukla University Raipur (C.G.) website "www.prsu.ac.in". Tender fees Rs. 1500/- in the form of bank draft of Nationalised Bank is to be submitted in the favour of "Registrar, Pt. Ravishankar Shukla University Raipur" payable at Raipur.
5. The tenderer is required to deposit earnest money of Rs. 1,50,000 (Rs. one lac fifty thousand) in the form of Bank Draft of a Nationalized Bank in the name of "Registrar, Pt. Ravishankar Shukla University Raipur" **payable at Raipur**. Earnest money furnished for any other tender shall not be adjusted against this tender.
6. Request for relaxing the condition of payment of Earnest Money will not be entertained in any case. No interest will be paid on the Earnest Money.
7. Security deposit for the successful bidder will be Rs. 1,50,000/-.
8. The Earnest Money of the successful bidder can be turned in to security deposit on his written request.
9. The entire amount of Earnest / Security Money is liable to be forfeited in following cases.
 - (A) bidder expresses his inability to accept the order
 - (B) 80% ordered titles are not supplied/made accessible.
 - (C) If the acceptance is conditional.

Dated : / /2017

Bidder

Place : _____

10. Sealed tender is invited on the basis of three envelopes.

a. Sealed Envelope no. 3 : Outer Envelope –

- i. It should contain sealed Envelope no. 01 and Envelope no. 02.
- ii. SEALED ENVELOPE 01 should mention on the top “Tender for Library e-books/online books”, Tender due date 12/ 09/2017 and due time 3.00 pm
- iii. On the left bottom corner of the envelope, the bidder should place his name and full address.
- iv. It should be addressed to: -
“University Librarian, Pt. Ravishankar Shukla University, Raipur (C.G.)”

b. Sealed Envelope no. 1: it should contain:

1. Application form for tender
2. Technical bid of tender
3. Tender fees and earnest money bank draft
4. PAN Card
5. GST No. Paper
6. Required essential documents of tender
7. Tender terms and condition : every page signed by Bidder with stamp

c. Sealed Envelope no. 02 : It should contain commercial bid only

11. Tender form is not transferable.

12. It should be clearly noted that the bidder will have to make the access of the e-books/online books on perpetual access basis to Pt. Ravishankar Shukla University, Raipur, IP Address within 07 days of issue of order, mentioning the IP Address of the University.

13. (a). Tender Will be valid for one year from the date of agreement. During this period the discount offered shall remain same.

(b). Tenderer shall have to provide access only the latest editions of the e-books/online books. A certificate stating that “The e-books/online books provided on perpetual access basis against one time purchase are the latest edition and no further edition/reprint is brought out by the publishers till date of the supply” shall be given.

(c). The e books/online books does not bear printed price. Bidder shall have to provide publisher wise authorized and certified extract of catalogues containing price of e-books/online books.

Dated : / /2017
Place : _____

Bidder

Signature and Seal

(d). In case of back list of e-books, it must be clearly specified and submitted in different list separately.

(e). Conversion of foreign currencies to Indian rupees shall be at the actual rates as prescribed by RESERVE BANK OF INDIA on their website <https://www.rbi.org.in/scripts/ReferenceRateArchive.aspx> prevalent on the date of invoice; proof of rate shall have to be provide by bidder to Pt. Ravishankar Shukla University, Raipur.

14. Specific discrepancies, if any, in the ordered online books/e-books list should be brought to the notice of purchaser in writing within 10 days after receipt of the order.
15. The information contained in the online books/e-books list in the column of publisher/distributor may not be fully correct. In such cases the online books/e-books may be supplied on the basis of title and author.
16. Advance payment will not be considered.
17. You are required to mention your PAN No. & GST No. each invoice.
18. All disputes with regard to the contracts for purchase of online books/e-books will be subject to the jurisdiction at Raipur only.
19. Every page of tender should be numbered, in continuation and signed by the tenderer on the bottom. Number of total pages should be entered at the right hand corner of first sheet.

I/we have read all the **Terms & Conditions** of the tender and shall abide by them. The e-books/online books shall be supplied strictly as per order and in the given time.

Dated : / /2017
Place : _____

Bidder

Signature and Seal

(In Sealed Envelope-1)

Pt. RAVISHANKAR SHUKLA UNIVERSITY, RAIPUR (C.G.)

Technical Bid

Proforma to be used for supply of e-books /online books on perpetual access basis against one time purchase

S. No.	Items	Detail
1	(i) Name of the Bidder with Complete Address/Tel & Fax No./Email/PAN No. & GST No. (ii) Do you have your office in India? If so, give Name and Address of Contact person	Name: _____ Address: _____ Mob. No. : _____ Email : _____ Name : _____ Address : _____ E Mail:-----
2	The Bidder is required to furnish Earnest Money Deposit of Rs. 1, 50,000/- (Rupees one lakh fifty thousand only) from nationalized bank in the form of Demand Draft in favour of "Registrar, Pt. Ravishankar Shukla University, Raipur".	DD Amount of Rs.: _____ DD No.: _____ Dated : _____ Name of the Bank: _____
3	The Bidder is required to furnish cost of downloaded tender form from University website Money Deposit of Rs. 1,500/- (Rupees One thousand five hundred only) from nationalized bank in the form of Demand Draft in favour of "Registrar, Pt. Ravishankar Shukla University, Raipur".	DD Amount of Rs.: _____ DD No.: _____ Dated : _____ Name of the Bank: _____
4	Status of bidder (Whether Firm or Company). Please enclose Registration Certificate.	
5	No. of years of experience in supply of e-books (proof must be enclosed) however, publishers/aggregators quoting directly having a good experience can enclose relevant documents. (i) List of institutions where you are providing e-books/online books worth and above Rs. 02 lacks. Kindly attach documentary proof. (ii) Provide performance certificate from two institutes.	

6	Copy of PAN & GST No.	
7	Annual turnover of the company. Minimum turnover of 50.00 lack per year is required. Account for last two years (include audited balance sheet by CA for past two year from, 2015-16 and 2016-17).	
8	Past two year 2015-16 and 2016-17 income tax return certificate.	
9	Authorization certificate from publisher must be submitted by the aggregator/authorized agents.	
10	The bidder will submit an affidavit stating that the bidder has not been black listed by any government/quasi-government institution.	

Dated : / /2017

Bidder

Place : _____

Signature and Seal

In Sealed Envelope-2)

Pt. RAVISHANKAR SHUKLA UNIVERSITY, RAIPUR (C.G.)

Commercial Bid

For supply of e-books /online books on perpetual access basis against one time purchase

Name & Address of Bidder-----

S. No.	Name of Publishers	Pick & Choose (With list)		Package (With List)				
		Discount in fig %)	Discount in Word (%)	No.of Books	Amounts	Discount (%)	Discount in fig (%)	Payable Amounts
1	Oxford University Press Online Books							
2	Wiley online Books							
3	Cambridge University press							
4	Springer							
5	Elsevier							
6	Sage Publications							
7	CRC Press							
8	TMH							
9	PHI							
10	Pearson's							
11	Orient black Swan							
12	Others (Please specify)							

Note:

1. Bidder must submit separate list for (i) pick-choose & (ii) Package .
2. Bidder must quote the flat discount only on actual publisher's price.
3. Bidder must quote in attached list of online/e books
 - a. Author, Title, Publication, year of publication & actual price of e books/online books).
 - b. Total cost of e books/online books, discount and net payable amount

I/we have read all the **Terms & Conditions** of the tender and shall abide by them. The e-books/online books shall be supplied strictly as per order and in the given time.

Dated : / /2017
Place : _____

Bidder

Signature and Seal
Page 9 of 11

Sealed Envelope No. 1

1. Application form of Tender,
2. Technical Bid of Tender
3. Draft of Earnest Money & Cost of Tender Form
4. Required Essential Documents of Tender

From: Bidder

Name-----

Address -----

Phone/ Mobile No. -----

“Tender for Supply of E Books/Online Books”

To
University Librarian
Pt. Sunder Lal Sharma Library
Pt. Ravishankar Shukla University,
Raipur (C.G.)

Sealed Envelope No. 2

1. Commercial Bid

From: Bidder

Name-----

Address -----

Phone/ Mobile No. -----

“Tender for Supply of E Books/Online Books”

To
University Librarian
Pt. Sunder Lal Sharma Library
Pt. Ravishankar Shukla University,
Raipur (C.G.)

Sealed Envelope No. 3(Outer Envelope)

1. Sealed Envelop No. 1
2. Sealed Envelop No. 2

“Tender for Supply of E Books/Online Books”

Lost date & Time of Submission of Tender
Date 12 / 09 / 2017 Time 3.00 PM

To
University Librarian
Pt. Sunder Lal Sharma Library
Pt. Ravishankar Shukla University,
Raipur (C.G.)

From: Bidder

Name-----

Address-----

Phone/ Mobile No. -----

END