



# Ranchi Women's College

(Constituent Autonomous College under Ranchi University)

**Ranchi**

Established

in 1949



0651-2562221

Ref.:.....

Date :.....

## NOTICE FOR INVITING TENDER

Tender Notice No. G/ 351 /2022 dated 18.08.2022

### **Terms and conditions for filling up Tender for supply of Books for College Library**

Sealed Tenders are invited in two Bid systems from the reputed firms for supply of Books for College Library. The interested firm will quote percentage of discount to be given by him on the Book price. Library discount should be mentioned clearly for Text Books and Reference Books separately. Tender paper will be available in the College office from 20.08.2022 to 01.09.2022 between 11.30 am to 4.00. pm. Last date of submission of tender is 02.09.2022 till 2.00 pm. Tender will be opened on same date ie on 02.09.2022 at 3.00 pm. in Principal's Chamber , Arts Block in presence of tendered or their authorized representative. The undersigned reserves the right to accept or reject any or all tenders without assigning any reason.

#### **Other Terms and conditions;**

1. Tender paper can be obtained on payment of Rs. 2500/- in shape of Demand draft in favour of the Principal, Ranchi Women's College payable at Ranchi
2. Security deposit of Rs. 25,000/- (refundable) should be deposited with tender in shape of Demand draft payable in favour of the "Principal, Ranchi Women's College" payable at Ranchi.
3. Security deposit is refundable after satisfactory supply of Books.
4. Books should be supplied within 30 days from the receipt of order. Books must be of current edition.No extension of time will be allowed.
5. The firm whom the supply order will be given has to supply at least 80% books mentioned in supply order in time otherwise security deposit will be forfeited. 20% relaxation is being given if the book is out of Print
6. No extra amount will be paid for packing, forwarding and delivery in the college library.
7. Payment will be made after receipt of books in good condition as per Book list given by the College.
8. Price Sticker pasted on Books will not be accepted.. Only printed price on Books will be accepted and payment will be made accordingly. In special cases, if the Publisher has revised Book price then Price list of the Publisher or certificate duly stamped from the publisher should be enclosed with the Bill.
9. Income Tax @ 2% will be deducted from the payment of bills.
10. Copy of PAN card and Trade Licensee from Municipal Corporation should be enclosed with the tender.
11. Copy of Income Tax Return filed for last two Financial Years should be enclosed.
12. Audited account (Balance sheet) by the Chartered Accountant of annual turnover of minimum Rs. 40.00 lakh ( Rupees Forty Lakh) of last two years should be enclosed.
13. Approved rate will be valid for one year.
14. Xerox self certified copy of the certificate issued by the Executive Magistrate / Notary regarding the firm is not Black listed.
15. Certificate of supply of Books (Copy of order letter) made during last three years in the Universities and Colleges of the Jharkhand State should be enclosed with the tender. Preference will be given to such Suppliers.
16. The bidder shall have to submit Technical and Financial Bid in two separate envelopes. The envelopes containing the Technical and Financial bid shall be put in third envelope.
17. The envelope marked 'Technical bid' shall be opened first and if the required documents contained therein are found to be in order and qualify, the 'Financial bid' envelope shall be opened.
18. The information if any required can be obtained from the office of the undersigned.
19. Incomplete tender submitted without required documents / papers will be rejected.
20. The undersigned reserve the right to accept or reject any or all tenders without assigning any reason.

*Sham*  
18-8-22  
Principal

Ranchi women's College  
Ranchi