



NETARHAT AAWASIYA VIDYALAYA

NETARHAT

P.O- NETARHAT, DISTRICT- LATEHAR

(An Autonomous Body under Societies Reg. Act 1860, Ministry of HRD, Govt. of Jharkhand)

NOTICE INVITING TENDER

Enquiry No- 63

Dated- 22.01.2014

Sealed Quotations are invited from reputed Suppliers/ Publishers/Authorized Distributors /Authorized Dealers for the Supply of different kinds of Magazines, Circulars, and Newspapers for the Library at Netarhat Aawasiya Vidyalaya, Netarhat.

1. The Sealed Bids should be addressed to The Principal, Netarhat Aawasiya Vidyalaya, Netarhat. P.O- Netarhat, District- Latehar, Jharkhand and should reach on or before 19.02.2013 at 11 a.m.
2. The date of publication of tender is 23.01.2014 at our website www.netarhatvidyalaya.com and **Last/Final date of Submission of the tender at our school premises is 19.02.2014 till 11 A.M** through Simple Post/registered post/Courier/Speed post and by hand. The same will be opened on 19.02.2014 at 11.30 A.M at our school premises before the firm's representatives.
3. Detail list mentioning the Names of the magazines, circulars and Newspapers with language (Hindi & English), schedule of the delivery with quantity are mentioned in the last page of this document.
4. The Bidder has to supply the magazines and circulars on Weekly, Fortnight, Monthly, and on Quarter year basis at right schedule and time. The magazines and circulars would be in both in English and Hindi as mentioned in the list.
5. Magazines and Circulars are of Social, Educational, Economical, Competitive, Political, and of Sports related, and Daily newspapers would be from India and specifically of local origin (Jharkhand State).
6. Daily Newspapers should be supplied on daily basis and should reach the Library on same day and on right time.
7. The Bidder can quote for any item asked in this tender. This means, a supplier could quote for only magazines or only circulars or only for daily newspapers. There is no compulsion that the firm has to quote for all the items asked in the tender invitation.
8. The Contract would be of one Year. The Successful bidder would have to supply the items asked round the year as per schedule without deviation and anomalies.
9. The contact person regarding any tender related query is:-
Prof. B.S Mallik (Principal)
Contact No- 06569 277644
Mr. Suharsh Kumar (Administrative Officer)
Contact No- 06569 277009

Terms & Conditions for Supply of Magazines, Circulars and Newspapers.

1. Bills/Invoices:

- (i) Pre-receipted invoice(s)/bill(s) are to be submitted in triplicate (3 copies).
- (ii) Invoice should be raised in the name of The Principal, Netarhat Aawasiya Vidyalaya, Netarhat
- (iv) The bill should contain the Purchase Order Number and Date. The items in the bill should be in the order of purchase order.
- (v) One invoice should be raised against one purchase order (P.O.) only. Titles from different P.O.s should not be combined and supplied in one invoice.
- (vi) The body of the bill should have following certificates:
 - a) The magazines, circulars, newspapers supplied are of latest edition and are not remainder titles.
 - b) Correct price as per Publisher Catalogue has been charged.

2. Delivery:

- (i) The vendor has to execute all the supplies within the mentioned stipulated time for the Magazines and circulars. Newspapers must be supplied on the same day of the printing/publication.
- (ii) If more time is required, the vendor has to inform to the library timely. If no communication is received from the vendor, then the supply order will automatically stand cancelled after stipulated time.
- (iii) Magazines, circulars, Newspapers should be delivered at Netarhat Aawasiya Vidyalaya, Netarhat at free of delivery charges. Transportation, postal and any other charges, if any, will be borne by the vendor. The delivery shall be effected on a working day hours and shall be made to an official of the library only.
- (iv) The preferred mode of delivery of items will be in person by hand delivery at the library. However the other mode of delivery may be by registered parcel, courier services or any other mode of delivery and in such types of delivery, loss, damage, in transit if any will be the sole responsibility of the supplier without any additional cost.
- (v) Magazines, circulars, Newspapers must be in good condition. Netarhat Aawasiya Vidyalaya, Netarhat will not accept short supply or defective items.

3. Price Proof:

- (i) For Foreign Publications, the supplier shall have to furnish the price proof of the items supplied. In case of any price manipulation when detected at any stage, the supplier shall be responsible for the same and the excess amount charged shall be refunded to the Institute in one installment.
- (ii) For any bulk purchases, the vendor should provide the copy of Procurement Invoice from Publishers/Distributors.
- (iii) Every price proof and currency conversion proof should contain seal and authorized signature of the vendor.

4. **Payment:**

Payment will be made within 15 days from the receipt of the consignment, if the items asked are in good condition and there are no discrepancies of any nature.

5. **General Terms & Conditions:**

- (i) Netarhat Aawasiya Vidyalaya, Netarhat reserves the right to modify the terms and conditions of contract at any time during the contract at its sole discretion and without assigning any reason.
- (ii) Netarhat Aawasiya Vidyalaya, Netarhat reserves the right to cancel the contract at any time, without assigning any reason and shall not be responsible for any loss or damage incurred by the supplier due to such cancellation. However, all pending bills will be settled as early as possible.
- (iii) Netarhat Aawasiya Vidyalaya, Netarhat reserves the right to cancel the “call for quotation” or extend the last date without assigning any reason or with or without notice and shall not be responsible for any loss or damage caused for any party.
- (iv) Contract can be terminated at any time in case the services are not found satisfactory.
- (v) The empanelment of the vendors/distributors/publishers/dealers for the supply of Magazines/Circulars/Newspapers will initially be valid for one year which may be extended by the Competent Authority.
- (vi) Any Legal disputes that may arise out of the contract shall be subject to the jurisdiction of a Court in Ranchi (India).
- (vii) Only Latest Edition of the books will be accepted.

**APPLICATION FORM FOR SUPPLY OF MAGAZINES,CIRCULARS AND NEWSPAPERS
TO THE LIBRARY AT NETARHAT AAWASIYA VIDYALAYA, NETARHAT**

TECHNICALBID

1.	Name of the Vendor	
2.	Complete Postal Address with Tel. No. Fax. No. E-mail	
3.	Annual turnover of the firm for the last three Consecutive years with documentary evidence. (Please Attach duly attested Turnover Certificates)	
4.	PAN(Permanent Account Number Allotted by the Income Tax Department. (Enclose copy)	
5.	Experience/Clientage: Enlist the name of the national reputed organizations where Magazines, Circulars, Newspapers are supplied. (Enclose the relevant Purchase Order/Work Order Letter of Intent (LOI) Copies	

I / We agree to abide by the terms and conditions as mentioned in the document.

Date:

Signature of the Bidder with Seal
Full Name with designation
Name of the Firm

FINANCIAL BID

Percentage of Discount offered (To be mentioned in both Figures and Words)

The financial bid is required to be submitted separately in a sealed cover.

Publications	For 6 Months	For 6-12 Months
1. <u>Indian Publications</u> A) Weekly Magazines/Circulars(Hindi) B) Weekly Magazines/Circulars (English) C) Fortnight Magazines/Circulars (Hindi) D) Fortnight Magazines/Circulars (English) E) Monthly Magazines/Circulars (Hindi) F) Monthly Magazines/Circulars (English) G) Quarter Year Magazines/Circulars (Hindi) H) Quarter Year Magazines/Circulars (English) I) Daily Newspaper(English) J) Daily Newspaper(Hindi)		
2. <u>Foreign Publications</u> K) Weekly Magazines/Circulars(Hindi) L) Weekly Magazines/Circulars (English) M) Fortnight Magazines/Circulars (Hindi) N) Fortnight Magazines/Circulars (English) O) Monthly Magazines/Circulars (Hindi) P) Monthly Magazines/Circulars (English) Q) Quarter Year Magazines/Circulars (Hindi) R) Quarter Year Magazines/Circulars (English)		

Date:

Signature of the Bidder with Seal
Full Name with designation
Name of the Firm

Sd/-
(Bimalanshu Shekhar Mallik)
Principal
Netarhat Aawasiya Vidyalaya
Netarhat

Copy to- Daily Newspapers/School Notice Board/Netarhat Bazartand/DC Latehar/DC
Lohardaga/Commissioner, Palamu Divison/Netarhat Vidyalaya Samiti, Camp Office,
Ranchi/School website/A.O/ Library In-charge /Stores/Accountant/

(Bimalanshu Shekhar Mallik)
Principal
Netarhat Aawasiya Vidyalaya
Netarhat