



ख्वाजा मुईनुद्दीन चिश्ती भाषा विश्वविद्यालय, लखनऊ, उत्तर प्रदेश (भारत)
Khwaja Moinuddin Chishti Language University, Lucknow, U.P. (India)

Ref. No. 1321 /REG/KMCLU/2024

Date: 01 Oct, 2024

TENDER NOTICE

(For Empanelment of Publishers/Vendors for supply of Book & Journals etc.)



:: Important Dates::

1.	Start date and time of viewing/downloading the Tender Document	:	03.10.2024
2.	Start date and time for submission of bid	:	05.10.2024
3.	Last date and time for uploading EMD & Tender Fee	:	15.10.2024 (5:00 P.M.)
4.	Date and time for opening of Technical Bid	:	16.10.2024 (2:00 P.M.)
5.	Tender Fee (Non Refundable)	:	Rs. 3,000/-
6.	Date of Financial Bid Opening	:	18.10.2024 (4:00 P.M.)

Registrar

Khwaja Moinuddin Chishti
Language University, Lucknow.



1. **Purpose of tender:**

Purpose of tender is the selection of service provider for reputed suppliers of books and journals/periodicals etc. for the Library of Khwaja Moinuddin Chishti Language University, Lucknow. Empanelled Publishers shall be required to ensure supply of the ordered titles and quantities on yearly basis in a time bound manner. Objective of this tender notice is to select a quality Publishers on competitive pricing.

2. **General Information and Instruction to the Bidders:**

(a) **Submission of bid**

The Publishers shall submit their proposals in two parts (i) Technical Proposal and (ii) Financial Proposal in the following manner:

1. Bid is invited for "**Empanelment of Publishers for supply of Book & Journals etc**" at Khwaja Moinuddin Chishti Language University, Lucknow in two bids system i.e. Technical Bid (**Annexure-A**) and Financial Bid (**Annexure-B**) separately.
2. Technical and financial bid shall have to be Submitted separately to the University in Separate sealed Envelope & Both Envelopes should be kept in one Bigger Envelope.
3. The Tenders should be typewritten or handwritten but there should not be any overwriting or cutting. Correction, if any, shall be made by neatly crossing out and rewriting with signature and date. The name and signature of bidder's authorized person should be recorded on each page of the tender papers.
4. **Incorrect or misleading information:** If the bidder deliberately gives incorrect or misleading information in his tender or wrongfully creates circumstances for the acceptance of the tender, the Vice Chancellor of the University reserves the right to reject such a bid at any stage.
5. Even though the bidder may satisfy the qualifying criteria, it is liable to disqualification if has record of poor performance or not able to understand the scope of work etc.
6. The Tender Fee of Rs. 3000.00 (non refundable) (Rs. One thousand only) shall be required to be paid through Demand Draft in favour of Finance Officer, Khwaja Moinuddin Chishti Language University, Lucknow.
7. EMD of Rs. 50,000/- (Rupees Fifty Thousand only) is required to be paid in time Submission of Bid along with Technical Bid.
8. Earnest Money (EMD) will be returned to the unsuccessful bidders without interest after award of contract or setting aside the tender, as the case may be.
9. Earnest money will be forfeited if the bidder unilaterally withdraws the offer, or unilaterally amends, impairs the offer within the period of its validity.



ख्वाजा मुईनुद्दीन चिश्ती भाषा विश्वविद्यालय, लखनऊ, उत्तर प्रदेश (भारत) Khwaja Moinuddin Chishti Language University, Lucknow, U.P. (India)

(b) Other conditions:

Bidders are advised to read carefully other terms & conditions of the contract and sign as a token of acceptance of the terms.

1. Tendering firm must have at-least one running contract with any University, Institute of Repute.
2. Minimum turnover of tendering firm for last three year i.e. 2020-21, 2021-22 & 2022-23 must be Rs. One crore.
3. Proposals of the firm not having registration under FPBAI or any other State level organization or equivalent shall not be considered.
4. A security deposit shall be required to submit after the award of the contract either by way of a bank guarantee or in form of a term deposit pledged in favour of 'The Registrar, Khwaja Moinuddin Chishti Language University, Lucknow for the period of the contract which shall be refunded to service provider on the expiry of the contract period.
5. The Supply of all kind of books etc./ Journals as mentioned in Annexure 'B' shall be made at site of University at the cost and risk of the supplier.
6. Supplier shall be responsible for exchange of books damaged during the transportation.
7. Supplier shall ensure that the books, Journals etc. supplied to the University are genuine. Any deviation from this condition may result in the termination of the contract and forfeiture of the security money.
8. The University reserves the right to relax any condition if none of the tendering firm fulfills the prescribed criteria of eligibility.
9. Discount agreed shall be valid for the period of 3 years.
10. The contract may be terminated at any time in case services are not found satisfactory.
11. It will be responsibility of the supplier to ensure the delivery of ordered books and journals in time bound manner.
12. Loss of books and journals in transit shall be the responsibility of the Publishers. The University shall not be responsible for any such losses.
13. Incomplete proposal shall out-rightly be rejected. Sub division of the columns by the tendering firm shall be seen as a conditional proposal and will not be accepted.
14. In the event of selection of the firm for empanelment, the empanelled Publishers shall be required to sign one agreement containing the terms and conditions of this document on a Rs. 100/- stamp paper.
15. Proposals must specify exact percentage of discount in financial bid.
16. Tender forms are not transferable.
17. In case of any dispute in respect of the implementation of contract, the decision of the sole Arbitrator appointed by the University shall be final.


REGISTRAR



ख्वाजा मुईनुद्दीन चिश्ती भाषा विश्वविद्यालय, लखनऊ, उत्तर प्रदेश (भारत)
Khwaja Moinuddin Chishti Language University, Lucknow, U.P. (India)

Annexure-A

(Technical Bid)

S.N.	Particulars	Details
1.	Name of firm/Publisher	
2.	Registered Address	
3.	Address of Office at Lucknow	
4.	Name & Designation of Contact Person	
5.	Telephone/Mobile No.	
6.	E-mail ID	
7.	Legal Status of the Firm (e.g. company, firm, sole proprietorship)	
8.	Income Tax (PAN No.)	
9.	Name of the prominent clients (Attach the list of client Institutions/ Organizations)	
10.	Registration no. (FPBAI or any other State level organization or equivalent)	
11.	Subscription Agent No. (Applicable for supply of journals only)	
12.	Tendering firm should have at-least one running contract with any government University of National Repute (Enclose Work order/Agreement)	
13.	Minimum turn-over of last three years i.e. year 2020-21, 2022-23 & 2023-24 must be of Rs. 1.00 crore. (Enclose balance sheet/ Certificate from CA)	
14.	Earnest Money Details	
15.	Tender Fee Details	

DECLARATION

I/WeDesignation.....
(Name of the company)..... hereby agree to
abide by the terms & conditions of the tender document. I/We declare that I/We have
sufficient work experience for supplying books and journals/periodicals to the
Educational Institution/Universities. I/We will not sublet the work to any other
agency/firm. I/We certify that the facts given in the tender documents are correct and
nothing has been concealed in this regard.

Signature of authorized signatory
Name _____



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Annexure-B

(Financial Bid)

S.No.	Particulars	Offered discount
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Category 'A'
Books etc.

1.	Discount offered on supply of all kind of books Text Book Reference Book	
2.	Discount offered on supply of Govt. Publications	

Category 'B'
Books etc.

3.	Discount offered on the subscription of all kind of Journals/periodicals. (a) Indian Journals (b) Foreign Journals	
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Category 'C'
EBooks etc.

3.	Discount offered on the Ebooks	
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Note: Range of discount shall not be accepted and currency exchange rate in case of foreign titles shall be applicable as per GOC norms.

Signature of authorized signatory

Name _____

Designation _____

Seal:



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Ref. No.: 1320 /KMCLU/Reg.Off./2024

Dated : 01 October, 2024

TENDER NOTICE
FOR EMPANELMENT OF PUBLISHERS/VENDORS

Applications are invited for Empanelment of Publishers/Vendors/firms for Supply of Books and Journals to University Library by 05 October 2024.

Tender Documents and other Details can be Viewed and Downloaded from University Website : www.kmclu.ac.in

REGISTRAR

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Date: 01 Oct 2024

Copy for Information & Necessary action to:-

1. Hon'ble Vice Chancellor.
2. Finance Officer.
3. Prof. Masood Alam, Library Incharge.
4. RUSA Co Ordinator. Registrar.
5. Web Administrator for Upload on University Website.
6. Concerned File.


Dr. (Mahesh Kumar)
Regsitrar