

UNIVERSITY OF KALYANI



NOTICE INVITING TENDER

Tender Ref. No.: **KU/NIT/CL/BOOKS/2024-25/01**

Dated: **October 1, 2024**

Sealed Tender is invited for **Supply of the following Books to the Central Library, University of Kalyani** from reputed vendors having valid up to date Trade License, PAN., GST and Professional Tax clearance certificate and experience for last five years for supplying similar type of items.

Tender documents may be downloaded from the University website www.klyuniv.ac.in and the same after filled up must be submitted in a sealed envelope addressed to:

**Assistant Librarian & In-Charge
Central Library
University of Kalyani, Kalyani-741235,
Nadia, West Bengal**

Last date of receiving tender document: 25/10/2024 up to 4 p.m. University will receive Sealed Tender either by Hand and by Post from 21/10/2024 because of closure due to Puja Vacation from 05/10/2024 to 20/10/2024.

- For specifications of the above items please refer Annexure-A of the Tender Documents.
- For furnishing basic information about the bidder, please refer Annexure- B of the Tender Document
- For submission of Quotation, Bidder must follow the Price Bid Format vide Annexure – C of the Tender Document.
- Bidders must comply the Terms and Conditions as mentioned in the Annexure-D of the Tender Document.
- Bidder must submit Undertaking form as mentioned in the Annexure-E of the Tender Document

Sd/

**Head
Department of Engineering and Technological Studies
University of Kalyani, Kalyani-741235,
Nadia, West Bengal**

Annexure – A

Sl. No	Book Title	Author(s)	Publisher	Qty.
1	Jurisprudence and Legal Theory	P.S. Atchuthen Pillai	Eastern Book Company	8
2	Salmond on Jurisprudence	P.J. Fitzgerald	Sweet & Maxwell	5
3	Introduction to Jurisprudence	Avtar Singh & Prof. Harpreet Kaur	LexisNexis	5
4	Constitutional Law of India (3 Volumes)	H. M. Seervai	Universal Law Publishing	1
5	Indian Constitutional Law	M P Jain	LexisNexis	3
6	Indian Constitutional Law (2 Volumes)	Durga Das Basu	LexisNexis	5
7	Judicial Process	G P Tripathi	Central Law Publication	5
8	The Nature of The Judicial Process	Benjamin N. Cardozo	MPP House	5
9	Judicial Process	Kush Kalra & Pankaj Kumar	University Book House Pvt. Ltd.	5
10	Judicial Process and Precedent	A. Lakshminath	Eastern Book Company	5
11	Judicial Process	Dr. S. K. Chaturvedi	Thomson Reuters	5
12	Judicial Process	Dr. Sheetal Kanwal	Amar Law Publications	8
13	The Judicial Process: Realism, Pragmatism, Practical Reasoning and Principles	E. W. Thomas	Cambridge University Press	1
14	The Judicial Process: Law, Courts, and Judicial Politics	Christopher P. Banks & David M. O'Brien	CQ Press	1
15	Law and Social Transformation	P. Ishwara Bhat	Eastern Book Company	3
16	Law and Social Transformation	G. P. Tripathi	Central Law Publication	8
17	Outlines of Indian Legal History	M.P. Jain	LexisNexis	8
18	Outlines of Legal Language in India	Anirudha Prasad	Central Law Publication	5
19	Legal Language	Madabhushi Sridhar	Asia Law House	5
20	Practical English Language Skills for Lawyers	Natasha Costello & Louise Kulbicki	Routledge	1
21	Idea and Methods of Legal Research	P. Ishwar Bhat	OUP	2
22	Textbook on Legal Methods, Legal Systems & Research	Tushar Kanti Saha	Universal Law Publishing Co.	5

BASIC INFORMATION FOR BIDDER
(To be furnished in the Company's official letter pad)

1	Name of the Bidder	:	
2	Address for Communication	:	
3	Contact Number(s)	:	
4	E-mail ID	:	
5	Trade License No. (Please enclose copy of Trade License)	:	
6	PAN(Please enclose copy of PAN Card)	:	
7	GST Registration No. (Please enclose copy of GST Registration Certificate)	:	
8	Do you have previous experience for doing similar nature of Items at Educational Institute of Higher Learning (Please enclose copy of Purchase order, if yes)	:	Yes/No (Please put tick mark)
9	Annual Turnover as per Audited	:	<p align="center">2020-21: Rs.....</p> <p align="center">2021-22: Rs.....</p> <p align="center">2022-23: Rs.....</p> <p align="center">Average Annual Turnover: Rs.....</p>
10	Full Address of the Office in Kolkata or its surrounding area with contact person & contact no.	:	

I hereby declare that the above information is true and correct to the best of my Knowledge and belief. In case of any false/wrong/misleading information, I shall be bound to take the decision taken by the University.

Signature of the Bidder
(With Seal)

ANNEXURE-C

PRICE BID FORMAT (To be prepared in Letter Head/Official Pad of the bidder)

Sl. No.	Item	Quantity (Nos.)	Basic Cost Total (Rs.)	Total Discount (if any) (Rs.)	Net Cost Total (Rs)	GST Total (Rs.)	Other Costs & Charges Total, If any (Rs.)	Total Quoted Price (Rs.)
			1	2	3=1-2	4	5	6=3+4+5
1	Jurisprudence and Legal Theory	8						
2	Salmond on Jurisprudence	5						
3	Introduction to Jurisprudence	5						
4	Constitutional Law of India (3 Volumes)	1						
5	Indian Constitutional Law	3						
6	Indian Constitutional Law (2 Volumes)	5						
7	Judicial Process	5						
8	The Nature of The Judicial Process	5						
9	Judicial Process	5						
10	Judicial Process and Precedent	5						
11	Judicial Process	5						
12	Judicial Process	8						
13	The Judicial Process: Realism, Pragmatism, Practical Reasoning and Principles	1						
14	The Judicial Process: Law, Courts, and Judicial Politics	1						
15	Law and Social Transformation	3						
16	Law and Social Transformation	8						
17	Outlines of Indian Legal History	8						
18	Outlines of Legal Language in India	5						
19	Legal Language	5						
20	Practical English Language Skills for	1						

	Lawyers							
21	Idea and Methods of Legal Research	2						
22	Textbook on Legal Methods, Legal Systems & Research	5						
	Total							

Signature of the Bidder
(With Seal)

TERMS AND CONDITIONS

- 1 **Bid Information:**
 - a) **Bidder must quote in INR.**
 - b) The rate quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
 - c) **Bidder must follow the format for submission of Price Bid as per Annexure-C.**
 - d) **Partial Quotation/Incomplete Quotation within the Item both for Technical and Commercial aspects may subject to cancellation of tender. However, University Authority will define the Partial Quotation/Incomplete Quotation based on the tender evaluation status.**
 - e) **Quoted Price must be inclusive of all taxes and charges for door delivery to the Central Library.**
- 2 **Evaluation of Quotation:** The Purchaser will evaluate and compare the quotations determined to be substantially responsive stage wise. Firstly, Technical Bid will be evaluated and thereafter Price Bid for technically qualified bidders will be evaluated for selection of vender.
3. **Award of Contract:** The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive both technically and commercially for both the equipment. Purchaser reserves the right to reject any or all the tender, wholly or partly, without assigning any reason thereof and shall not be bound to accept the lowest bid.
4. All the books should be according to the details given in the tender and should be of latest edition (unless specific edition is mentioned), new and good in condition and as per the required quantity.
5. In case any defect and dispute are found in any book, the same has to be replaced at the earliest without any cost.
6. Discount rates offered by the bidder shall not be linked with the quantum of the purchase order.
7. All Books/Annual Reviews/ Monographs shall be supplied with an authentic price proof.
8. Any Supplier found to have cheated by supplying old and remaindered books and defaulted in supplying books even on extended time limit without reasonable grounds, will be liable for blacklisting besides imposition of penalty to the tune University of Kalyani may deem fit.
9. In case of cheating by charging more than actual Publisher's Price, the Firm can be punished by blacklisting/forfeiting the Performance Security deposit or both.
10. **As per relevant order issued by the Higher Education Department, Government of West Bengal, Book Supplier must quote discount not less than 15%.**
11. Bidder should submit copy of updated Trade Licence, PAN, GST, updated GST Return and Income Tax Return submission document.
12. **Validity of offer:** A bidder should spell out in the tender that it shall remain valid for a minimum period of **120 days** from the date of opening of the tender and during this period, the bidder shall not be entitled to revoke or cancel its offer.
13. **University reserves the discretion to issue Purchase Order either in full or phase wise depending upon the requirement and selected vendor will not charge any extra amount for such supply and delivery.**

14. **Place of delivery: Central Library, University of Kalyani, Kalyani, Nadia-741 235**

15. **Payment Information:** Payment be made after satisfactory delivery of the books.

16. **Quantity Changeability:** Quantity as stated in the tender document may subject to change at the time of issuing purchase order due to the fund crunch or for other valid reasons.

17. **Requisite Documents to be submitted:** Bidder must have documents relating to Audited Statement of Accounts for the financial years 2020-21,2021-22 and 2022-23 .

18. **Conflict of Interest:** Not more than one tender shall be submitted by one tenderer or tenderers having relationship. Under no circumstances will father and son(s) or other close relations who have business relationship with one another (i.e. when one or more partner(s)/ director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable for rejection.

19. **Disposal of Disputes:** In case of any dispute, the University's decision will be treated as the final and conclusive. All legal actions are subject to Kolkata jurisdiction only.

20. Conditional bid may be liable for rejection.

21. University may take decision about non-purchase of the said item even after selection of vendor due to its fund constraints and/or for other valid reasons.

22. University may seek documents from the bidder in addition to the documents, sent by them at the time of submission of bid, for verification and evaluation of tender.

23. University reserves the right to relax any clause as stated hereinabove for selection of responsive vender.

24. During the scrutiny, if it comes to the notice to tender inviting authority that the credential or any other paper found incorrect/ manufactured/ fabricated, that bidder would not allowed to participate in the tender and that application will be rejected outright without any prejudice.

25. The Tender Selection Committee reserves to right to cancel the N.I.T. due to unavoidable Circumstances and no claim in this respect will be entertained.

UNDERTAKING LETTER

I, Sri/Smt.....

The Managing Director/Proprietor (etc.) of the Firm.
..... (Name of the firm)

At (address).....

Do hereby solemnly affirm and declare as follows:

1. That I have not ever been convicted of any offence making myself liable to be disqualified to supply of Chemicals / Equipments/other items to any Govt. or Govt. undertaking Organization /Institution in the State of West Bengal or other State or States.

2. That no case is pending against me or against my firm in any criminal court of law to supply of Chemicals, Lab. Chemicals & Laboratory Equipments and other items to the Govt. or Govt. undertaking Organization / Institution in the State of West Bengal or other State or States (If any case is pending, state the details).

3. That, I also declare that if any information subsequently found incorrect or false will it automatically render the tender submitted by me cancelled and make me liable for penal/legal action as per law of the country.

4. That my concern has not yet been declared bankrupt by any banking or money lending agency duly licensed by RBI nor has it been considered doubtful by any Government concern so far as the solvency of the organisation is concerned.

5. That I do further affirm that the statements made by me in this tender are true to the best of my knowledge and belief and all the documents attached are genuine & correct.

6. That I must follow all the terms and conditions as stated in the tender. In case of any default, I must be ready to accept the decision taken by the University of Kalyani.

Signature of the Bidder (with date and seal)