

**JAGANNATH BAROOAH COLLEGE**  
**Jorhat, Assam – 785001**

NIQ No.: JBC/Misc/2024/02

Date: 07.10.2024

**Short Notice Inviting Quotation**


**Jagannath Barooah College, Jorhat** invites sealed quotations with 60 days of validity from reputed book suppliers/distributors for the supply of books, as outlined in Annexure 1 of this document, for J. B. College Civil Services Study Center to be procured under Government of Assam SITA grant order NO. SITA/AS/16/2022/77 dated 03/05/2023. The Bid should be submitted in two Bid systems in two separate sealed envelopes i.e. TECHNICAL BID and FINANCIAL BID:

Date of Publishing of NIQ	From 07/10/2024
Last date for submission of bids	22/10/2024 up to 3.00 P.M.
Publication of Quotation	<a href="https://jbcollege.org/">https://jbcollege.org/</a>
Place of Bid Submission	By post/ Drop box kept in front of the Office of the Principal, J.B. College, Jorhat
Time and date of opening of bid	23/10/2024 at 2.00 P.M.
Place of opening of bid	Office of the Principal, J.B. College, Jorhat
Time of delivery	Within 30 days from the issue of work order

**Terms and conditions:**

1. The Quotations will be opened by the Committee for SITA, J.B. College, Jorhat in presence of bidder's representative, if available. Only one representative will be allowed to participate in the tender opening. In the event of the due date of receipt and opening of the tender being declared as a holiday for the University, then the due date of receipt/opening of tender will be the next working day at the same time.
2. The bidder should submit their hard copies of the tender documents only through registered post/by hand in the tender deposit box. The sealed envelopes should be clearly indicating "QUOTATIONS for "Supply of Books for J. B. College Civil Services Study Center".
3. NO BID DOCUMENT WILL BE ACCEPTED BY EMAIL.
4. The Firm should sign at the bottom space of all pages of document.
5. Trade license, GST return certificate and PAN along with the address proof to be enclosed by the bidders.
6. The books must be supplied within stipulated date and time of placing orders.
7. Only latest editions are to be supplied and these should not be remainder titles.
8. The vendor should be one of the members of the Federation of Publishers' and Booksellers' Association in India (FPBAI) or Assam State Booksellers' and Publishers' Association. Attachment of the document in support is mandatory.
9. The vendor should have served with at least three libraries of educational institutes/Universities, Institutions of National importance such as NIDs, IITs, NITs, IIMs, and research institutions. (Contract document/purchase order/Empanelment letters should be attached as evidence for this purpose).
10. The suppliers/ Vendors should be neither blacklisted by any Government department nor should there be any criminal case registered/pending against the firm or its owners/partners anywhere in India. A certificate/undertaking to this effect should be submitted.
11. The bidder should furnish attested copies of all the documents.
12. The tender document shall be submitted in two parts as follows:
  - a. PART-1: This packet shall contain the Technical Bids comprising NIQ, testimonials, other supporting documents, and any other relevant document the tenderer wish to submit duly signed with official seal etc. This shall be marked as 'TECHNICAL BID', followed by the short NIT number and name of the work and properly sealed. The bid security to be put inside the 'TECHNICAL BID' in a separate sealed envelope.

- b. PART-2: This packet shall contain the Price Bids comprising the price against the tender. This shall be marked as 'FINANCIAL BID', followed by the short NIQ number and name of the work and properly sealed.
13. Quoting price for each item listed in the ANNEXURE-1 is mandatory in the FINANCIAL BID and failing to which the Price Bid shall be rejected.
14. The Technical Bid shall be opened first on the above-mentioned date and time and the Financial Bid of only those bidders who qualify in Technical Bid shall be opened on the same date. Tenderer or their authorized representative should be present at the time of opening of the tenders along with original documents submitted with the technical bid. Absentee's queries will not be entertained.
15. The vendor should offer a maximum discount on published/printed prices for all books in English/ Hindi/other languages of Indian or foreign origin.
16. The rate should be inclusive of all applicable taxes and on DOOR DELIVERY J.B. College basis.
17. In the case of foreign publication(s), the original prices in the foreign currency should be mentioned in the invoice(s) along with the prices in rupees charged as per the Good Office Committee (GOC).
18. Documents submitted should be legible.
19. If for any reason the last date of issuing/submitting tender papers is a declared holiday/bandh, tenders will be issues/received/opened on the next working day.
20. The undersigned will be the sole authority to accept or reject any tender without assigning any reason thereof.
21. For all clarifications regarding site conditions, items of works or any other related queries, the tenderers may contact the Technical Supervisor, J. B. College during office hours.
22. The short NIQ will be a part of the bidding document/contract agreement.
23. If any item is delivered in damaged condition, should be replaced with new ones immediately.
24. If the items damaged or defect during the time period of warranty/guarantee (whichever is applicable), the Supplier should be replaced within TEN working days with his/her own cost.
25. Other details can be seen in the NIQ.
26. The payment to the contractors for the above tenders of works will be made subject to the work satisfaction and availability of fund.



Principal  
Jagannath Barooah College  
Jorhat, Assam

Principal  
J. B. COLLEGE, JORHAT



### ANNEXURE-1

SN	ISBN	Author	Title	Qty
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