

OFFICE OF THE PRINCIPAL
GOVT. POLYTECHNIC FOR WOMEN
KANDAGHAT. DISTT. SOLAN .HP -173215
(An ISO 9001 -2008 Certified Institute)

SHORT TERM TENDER NOTICE

“Sealed tender for supply of Books” are invited from authorized dealers/stockists /suppliers for the supply of books with Rs.3000/- (Rs. Three thousand only) as earnest money. The tender will be received up to 14.09.2017 at 1:00 P.M. and will be opened on the same date at 3:00 P.M. in the presence of bidders or their representatives, if they want to be present. The terms and conditions would be provided in the tender document which can be obtained from the office of the Principal, Govt.Polytechnic for Women, Kandaghat, Distt Solan- 173215 on the payment of Rs.300/- at counter(Cash/Draft) and Rs.350/- by post (Draft) or the Bid document can also be downloaded from the Institute official web site www.gpwkandaghat.com. The downloaded document must be sent along with Bid Document fee of Rs 300/- (Non-refundable) in the shape of Demand draft. Draft shall be made in favour of Principal, Govt. Polytechnic (W) Kandaghat payable at Kandaghat. The tender not in the prescribed form or without earnest money or received late will not be entertained. The quantity of books can be increased or decreased. This Polytechnic shall not be responsible for any delay in receipt of tender document by post. The Principal reserves the right to reject all or any of the tender documents without assigning any reason.



Principal
Govt. Polytechnic for Women
Kandaghat, Distt. Solan (H.P.)

Sd/-
Principal
GovtPolytechnic (w),
Kandaghat.Distt.Solan.
H.P.

TENDER/ QUOTATION NO. GPWK/STORE/BOOKS/2016-2017 -01

TENDER/ QUOTATION DOCUMENT

**GOVERNMENT, POLYTECHNIC FOR WOMEN
KANDAGHAT, DISTRICT SOLAN, H.P.**

Email: gpwkandaghat@gmail.com

Fax-01792-256179

GENERAL INFORMATION

LAST DATE OF SUBMISSION OF TENDER: 14.09.2017 AT 1:00 P.M

DATE & TIME FOR OPENING OF TENDER: 14.09.2017 AT 3:00 P.M

COST OF TENDER FORM

- | | | |
|-----|--------------|---------------------------|
| i) | At Counter | Rs 300/-(Non –refundable) |
| ii) | Through Post | Rs 350/-(Non –refundable) |

Sd/-
Principal
Govt. Polytechnic For Women,
Kandaghat, Distt. Solan
H.P. -173215

SECTION -A

1. Name of the Firm/Organization : _____
2. Registration Number : _____
3. Complete Postal Address : _____

4. Mob.Number/Phone Number with STD Code: _____
5. E-mail Address (if any) : _____
6. Whether Manufacturer/Dealer/Supplier: _____
7. Total Amount of items Quoted : _____
(Exculidng taxes) in words
8. Detail of Earnest Money
Draft No. _____ Dated _____

Amount _____

Bank: _____

(Signature of the bidder with stamp)

SECTION -B

Schedule of Requirement

Sr.No.	Name and description of books	Author	Publisher	Qty (Tentative)
	As per Annexure attahced			

Sd/-
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Kandaghat, Distt. Solan
H.P.-173215

Annexure**Schedule of Requirement****Department of Electronics & Communication Engineering**

Sr. No	Name of book	Author	Publisher	Quantity (Tentative)	Unit cost	Remarks
1	Communication systems-II	Priti srivastva	North	15		
2	Microcontroller and embedded systems	Deepak arora	Eagle's	15		
3	Microwave and radar engineering	Rajesh Dhiman	do	15		
4	Consumer electronics	Deepak arora	do	15		
5	Computer networks	Naveen Kumari	do	15		
6	Wireless and mobile communication	Deepak arora	do	15		
7	Optical fiber communication	DjafarK. Mayanbaev &Lowell L Scheier		15		
8	Basics of management	Ak Gupta and R Goyal	S.K kataria	15		
9	Troubleshooting and maintenance of electronic equipments	K. Sudeep Singh	Katson	15		
10	Electronic instruments measurements	Ak Shawney	Dhanpat rai and co	10		
11	Microprocessor architecture programming and application with 8085	Ramesh gaonkar	Penram	15		
12	Power electronics	Deepak arora	Eagle's	15		
13	Communication systems-i	Rajesh Dhiman	do	15		

14	Digital eltx	Anand Kumar	Prenticeh all, India	15		
15	Electronic devices and circuits	JB Gupta	SK Kataria	15		
16	Computer programming and applications	Vipin arora	Ishan's	15		
17	Networks filters anf transmission line	Deepak arora	Eagle's	20		
18	Electronic components and materials	Grover and Jamwal	Dhanpat rai and co	15		
19	Medical electronics	Soni and Gupta	Ishan's	15		
20	Data Communication nad Networking	Foruzon	Mc Grawhill	12		
21	Electronic instruments measurements	Rajesh Dhiman	Eagle's	12		
22	Electronic devices and circuits	Rajesh Dhiman	Eagle's	12		

Department of Computer Engineering

Sr. No	Name of book	Author	Publisher	Quantity (Tentative)	Unit cost	Remarks
1	Computer Prgramming Using C	Vipan arora	Eagle Prakashan	12		
2	Digital Electronics	By K.S Jamwal	Dhanpat Rai	12		
3	Data communication & Network	Naveen Kumari	Katson publication	12		
4	Computer assembly & Maintenance	By Ms. Naveen Kumari	Eagle Prakashan	12		
5	Operating System	D.S Sherawat	Katson publication	12		

6	Internet Technologies	By Naveen Kumari	Eagle Prakashan	10		
7	Programming in Java	Er.Anu Roy	Ishan Publication	10		
8	Multimedia Applications	By Hemant Kapila	Eagle Prakashan	10		
9	Computer architecture	Abhishek sagar	Dhanpat Rai	10		
10	Generic Skills & Entrepreneurship Development	Yogesh Chhabra	Eagle Prakashan	10		
11	Information Security & Cyberlaws	Pankaj Aggarwal	Acme Learning	10		
12	Microprocessors Comprehensive Studies	Naresh Grover	Dhanpat Rai	20		
13	Software Engg	Gaurav Gupta & Deepika Gupta	Eagle Prakashan	20		
14	Computer Networks	Gaurav Gupta & Deepika Gupta	Eagle Prakashan	20		
15	Data Structure Through C	G.S Baluja	Dhanpat Rai	20		
16	Programming in Vb.Net	Nisha Sharma & Sk Malik	Eagle Prakashan	20		
17	Relational Database Management Systems	Vipan arora	Eagle Prakashan	20		
18	Computer graphics	Mridula Bassi	Ishan Publication	20		
19	Open Source Software	Amit Sood & Vivek Mahajan	Eagles Publication	20		
20	Internet & Web Designing	Er.Neha Dutta & Adesh Pandey	Katson Publication	20		

21	Basic Of Management	Ak Gupta & R.Goyal	Katson Publication	20		
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Department of Applied Sciences

Sr. No	Name of book	Author	Publisher	Quantity (Tentative)	Unit cost	Remarks
1	Applied Physics- I	R.A Banwat & R Dogra	Eagle Parkashan, Jalandhar	20		
2	Applied Chemistry - I	S.C Ahuja	Eagle Parkashan, Jalandhar	20		
3	Engineering Chemistry	P.C.Jain & Monika Jain	Dhanpat Rai Publication	20		
4	Modern ABC OF Chemistry Vol. I	S.P. Jauhar	Modern Publication	20		
5	Engineering Chemistry	Himanshu Pandey	Goel Publisher	20		
6	A textbook Engineering Drawing	Surjit Singh	Dhanpat Rai & Co Ltd	20		
7	Fundamental of Engineering Drawing	N.S. Kumar	Indian Publishing House	20		
8	Workshop Technology - I	B S Raghuwansi	Dhanpat Rai & Co Ltd	20		
9	Workshop Technology - I	Hajra Choudhary	Media Promoters & Publishers	20		
10	English & Communication Skills -I	Kuldip Jaidka , A. Dhillon, P Singla	Abhishek Publications	20		
11	English & Communication Skills -I	Shalini Thakur	Hiteshi Publication	20		

12	Applied Maths - I	Satish Kumar Sharma	Eagle publisher	20		
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Department of Pharmacy

Sr. No	Name of book	Author	Publisher	Quantity (Tentative)	Unit cost	Remarks
1	PHARMACEUTICS-I	R. M. MEHTA	VALLABH PRAKASHAN	20		
2	PHARMACHEMISTRY-1(INORGANIC)	N. C. CHOUDHARY,N. K. GURBANI	VALLABH PRAKASHAN	20		
3	HUMAN ANATOMY & PHYSIOLOGY	V. RAGHUNANDHAN,K. GOPINATHAN, R. RAGHUNANDHAN	VALLABH PRAKASHAN	20		
4	BIO CHEMISTRY & CLINICAL PATHOLOGY	Dr. N. MURGESH	SATHYA PUBLISHER	20		
5	PHARMACOGNOSY	S.S. HANDA,V. K. KAPOOR	VALLABH PRAKASHAN	20		
6	HEALTH EDUCATION & COMMUNITY PHARMACY	A.K. GUPTA	CBS PUBLISHER	20		
7	PHARMACEUTICS-II	A. K. GUPTA, S.S. BAJAJ	CBS PUBLISHER	15		
8	PHARMACHEMISTRY-II(INORGANIC)	MOHAMMED ALI	CBS PUBLISHER	15		
9	TEXT BOOK OF FORENSIC PHARMACY	N.K. JAIN	VALLABH PRAKASHAN	15		
10	HOSPITAL & CLINICAL PHARMACY	SANJAY BANSAL,MEENA BANSAL	EAGLE PRAKASHAN	15		
11	DRUG STORE & BUSINESS MANAGEMENT	MOHAMMED ALI, JYOTI GUPTA	CBS PUBLISHER	15		

12	PHARMACOLOGY	Mrs. SHARADDHA R. KALE	NIRALI PRAKASHAN	15		
13	HAND BOOK OF EXPERIMENTAL PHYSIOLOGY & BIOCHEMISTRY	Dr. P VIJAY CHADHA	JAYPEE BROTHERS	20		
14	PRACTICAL PHARMACOGNOSY	C. K. KOKATE	VALLABH PRAKASHAN	20		
15	TEXT BOOK OF PHARMACOGNOSY	C. K. KOKATE	VALLABH PRAKASHAN	20		
16	HEALTH EDUCATION & COMMUNITY PHARMACY	Dr. N. MURGESH	SATHYA PUBLISHER	20		
17	ELEMENTS OF HUMAN ANATOMY & PHYSIOLOGY	S. CHAUDHARY	S. VIKAS & COMPANY	20		
18	PRACTICAL PHARMACEUTICAL CHEMISTRY	HARKISHAN SINGH & V. K. KAPOOR	VALLABH PRAKASHAN	20		
19	COMPUTER FUNDAMENTALS & SKILL	VIPIN ARORA	EAGLE PRAKASHAN	20		
20	HOSPITAL & CLINICAL PHARMACY PRACTICAL	A. R. PRADKAR	NIRALI PRAKASHAN	20		
21	ELEMENTS OF PHARMACOLOGY	T.P. GHANDI, RAMESH GOEL	B. S. PARKASHAN	15		
22	FORENSIC PHARMACY	R. M. MEHTA	VALLABH PRAKASHAN	15		
23	PRACTICAL PHARMACEUTICAL CHEMISTRY-I	A. V. KASTURE	NIRALI PRAKASHAN	20		

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SECTION-C

Price Schedule

Sr. No.	Description of Books(With Publisher& Edition)	Qty.	Unit Price (in Rs)	Total Price (in Rs)	Uniform discount rate for all books mentioned in Annexure	Amount after discount	Taxes/Vat if any (in Rs.)	Total amount Total Price + Tax/Vat	Remarks

Total Bid Price(Excluding taxes in Rs. _____)

(In words) _____

Dated:

Signature of Bidder with Seal

Place:

Name & Address _____

TERMS & CONDITIONS

1. Bidders are required to submit the attested copy of Registration (latest) clearly mentioning the period of validity. Any firm failing to submit the same will not be entertained.
2. The bidder shall submit the latest Income Tax Return statement. This will help in assessing the its capability of the bidder to supply the items mentioned in the schedule of the bid document.
3. The bidder shall also submit the proof that it is Sales Tax payee. The attested photocopy of the same is required to be submitted along with the bid document.
4. The rates quoted should be F.O.R. destination at Govt. Polytechnic for Women Kandaghat , Distt Solan (H.P.) 173215
5. The Sales Tax/ VAT, if any, shall be applicable as per government rules.
6. The duly constituted Institute Committee shall inspect the material to satisfy itself for verifying specifications as mentioned in bid document.
7. The supplier shall be required to complete the delivery at institute (Including inspection) with stipulated days as mentioned in the supply order.
8. 100% payment may be made within 21 days against physical delivery of inspected/accepted stores duly supported with satisfactory inspection note and after receipt of correct goods at consignees site/destination.
9. Earnest Money Rs. 3000/- shall be required to be paid by the bidder along with the tender/quotation document through Demand Draft in favour of the Principal, Govt. Polytechnic for Women, Kandaghat Distt. Solan payable at Kandaghat OR duly pledged Fixed Deposit Receipts.
10. Refund of amount of earnest money deposited by the firms, whose quotation is approved, will be made after the date of satisfactory completion of the given supply orders as per our supply order.
11. Earnest money of bidder whose tender/quotation has not been approved/ qualify would be returned after proper scrutiny.
12. The tenders/ quotation not confirming to the descriptions mentioned in bid schedule will be summarily rejected.
13. If the date of accepting/ opening the tender / quotation happens to be holiday, the tenders/quotations will be opened on the next day at the same time.
14. Telegraphic, Fax, conditional and tenders/quotations without earnest money shall not be accepted.
15. Principal, Govt. Polytechnic for Women, Kandaghat Distt. Solan (H.P.) 173215 reserved the right to accept or reject any or all tenders/ quotations without assigning any reason.
16. The bidders shall keep their offer open for 6 months from the date of opening the tenders /quotations.
17. The Principal may also appoint a "Negotiation Committee" if required.
18. The bidder will be responsible for damage or loss in transit and replace books damaged within 10 days from the date of notice thereof.
19. Sales Tax/ VAT/ Excise Duty and other taxes shall be indicated separately otherwise rates will be deemed to be inclusive of such levies and taxes and no future increase in Duty/ Taxes/ VAT will be allowed.

20. The tender/quotation form along with the Earnest Money and forwarding letter on letter head pad of the firm should be sent through Regd. Post/ Speed Post/ By Hand well in advance so as to reach to the Principal, Govt. Polytechnic for Women, Kandaghat, Distt. Solan H.P.-173215 on or before the date of closing of the offer i.e. 14.09.2017 at 1:00 PM and shall be opened on the same date at 3.00 PM. The offer should be sent in a sealed envelope clearly indicating on the top, the tender/quotation number, due date and category of items.
21. All the bidders are required to sign each paper of the bid document along with the stamp of their respective organization. Without signature and stamp the tenders/quotations submitted by them are liable for rejection.
22. The bidder has to quote for all the items of respective schedule failing which the tender/quotation may be rejected.
23. The bidder has to attach the supporting documents/ catalogues for all the items.
24. The bidder has to deposit Rs. 300/- (Non –Refundable) as tender cost in form of bank draft make in favour of Principal Govt. Polytechnic for women, Kandaghat Distt. Solan payable at SBP/ UCO Bank branch Kandaghat.
25. The Bank Draft for Tender Cost and EMD should be separate.
26. All disputes shall be settled within the jurisdiction of Kandaghat H.P only.

Special Conditions

1. All the books mentioned in the annexure may be preferred from single vendor/ supplier
2. The bidder shall be a publisher or in supplying business as authorized distributor/stockiest for at least three years.
3. The bidder has to supply books in excellent condition and should be of latest edition
4. Books will be inspected by authorized representatives of the Institute before receipt.
5. Proof will have to provide for rate of books having no printed rate on books. In case the price of books is in Foreign currency, the conversion rate will be that as approved by good office committee.

I/We herewith enclose a sum of Rs. _____ as earnest money in form of demand draft or equivalent and should I/We fail to execute an agreement embodying the above-mentioned terms and conditions agree that the above sum as EMD shall be forfeited to the Principal, Govt .Polytechnic for Women Kandaghat, Distt Solan (H.P.).

All the above conditions are acceptable to us.

For (Authorized Signatory)
Name of the Firm/Supplier:-
Complete Address:
Seal/Stamp