

**PT. RAVISHANKAR SHUKLA UNIVERSITY**

**RAIPUR (C.G.)**

**TENDER FOR SUBSCRIPTION OF ONLINE JOURNALS (2021)**

**Last Date for Tender Submission : 24/04/2021 Time 03:00 P.M.**

**Date of Tender Opening : 26/04/2021 Time 03:00 P.M.**

Tender Form (Total No. of Pages 11)

Rs. 2000/-

पं.रविशंकर शुक्ल विश्वविद्यालय,रायपुर(छ.ग.)

पत्र क्र.-554/निविदा/2021 रायपुर, दिनांक 19/03/2021

निविदा आमंत्रण सूचना

विश्वविद्यालय द्वारा पुस्तको (Print)/ on line शोध पत्रिका के प्रदाय हेतु पृथक- पृथक निविदा प्रतिष्ठित निर्माताओं/ विक्रेताओं से आमंत्रित की जाती है। अधिक जानकारी एवं निविदा प्रपत्र विश्वविद्यालय के वेबसाईट “[www.prsu.ac.in](http://www.prsu.ac.in)” से डाउनलोड कर प्राप्त की जा सकती है।

निविदा जमा करने की अंतिम तिथि 24/04/2021समय 03.00 बजेतक

निविदा खोलने की तिथि 26/04 /2021 समय 03.00 बजे

कुलसचिव

**Maximum Size is 6.00 cm x 4.00 cm = 24 sq.cm**

**Please do not exceed.**

**Covering Letter to Accompany With Bid**

To,

**University Librarian,**  
Pt. Ravishankar Shukla University,  
Raipur (C.G.)

**Subject: Tender for Subscription of Online Journals 2021.**

Dear Sir,

Having studied the bidding document including the Annexure, the receipt of which is hereby duly acknowledged, I/we, the undersigned, offer to arrange the Subscription of Online Journals 2021 ordered by Pt. Ravishankar Shukla University, Raipur (C.G.) in conformity with the said documents. We enclose herewith the tender documents.

We undertake that, if our bids offer is accepted, we will supply/arrange for supply of Online Journals 2021 ordered by you to us, in accordance with the terms and condition specified in the document.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract/supply order, we will strictly obey the laws against fraud and corruption in force in India.

We understand that you are not bound to accept the lowest or any bid you may receive.

Duly authorized to sign the bid for and on behalf of

Dated : / /2021

Place : \_\_\_\_\_

Bidder

Signature \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Seal \_\_\_\_\_

**Pt. RAVISHANKAR SHUKLA UNIVERSITY RAIPUR (C.G.) 492010**

**Terms and condition for Subscription of Online Journals 2021.**

1. Sealed tender is invited for the Subscription of Online Journals 2021 by Registered Post/Speed Post/Courier post on or before 24/04/2021 ; 03:00 P.M. at the following address-  
**University Librarian,**  
Pt. Sundarlal Sharma Library,  
Pt. Ravishankar Shukla University,  
Raipur (C.G.) 492010
2. Tender will be opened at **Pt. Sundarlal Sharma Library, Pt. Ravishankar Shukla University Raipur (C.G.)** by **The Departmental Purchase Committee of the library** in presence of bidders or their representatives who will be present.
3. Tender received after the due date and time shall not be accepted.
4. Tenderer can download the tender from Pt. Ravishankar Shukla University Raipur (C.G.) website "[www.prsu.ac.in](http://www.prsu.ac.in)". Tender fees Rs. 2000/- in the form of bank draft of banks which are quoted in RBI website (<http://rbi.org.in/scripts/banks.aspx>) is to be submitted in the favour of "Registrar, Pt. Ravishankar Shukla University Raipur" payable at Raipur.
5. The tenderer is required to deposit earnest money of Rs. 50,000/- (Rs. Fifty thousand) in the form of Bank Draft of a banks which are quoted in RBI website (<http://rbi.org.in/scripts/banks.aspx>) in the name of "Registrar, Pt. Ravishankar Shukla University Raipur" **payable at Raipur**. Earnest money furnished for any other tender shall not be adjusted against this tender.
6. Request for relaxing the condition of payment of Earnest Money will not be entertained in any case. No interest will be paid on the Earnest Money.
7. Security deposit for the successful bidder will be Rs. 50,000/-. No interest will be paid on the security money.
8. The Earnest Money of the successful bidder can be turned in to security deposit on his written request.
9. The entire amount of Earnest / Security Money is liable to be forfeited in following cases.
  - (A) bidder expresses his inability to accept the order
  - (B) 80% ordered of Online Journals 2021 are not supplied.
  - (C) If the acceptance is conditional.

Dated : / /2021  
Place : \_\_\_\_\_

Bidder

Signature and Seal

10. Sealed tender is invited on the basis of three envelopes.

**a. Sealed Envelope no. 1 : Outer Envelope\_**

It should contain sealed Envelope no. 02 and Envelope no. 03.

- i. SEALED ENVELOPE 01 should mention on the top “Tender for the Subscription of Online Journals 2021”, Tender due date 24/04/2021 and due time 03.00 pm
- ii. On the left bottom corner of the envelope, the bidder should place his name and full address.
- iii. It should be addressed to: -  
“University Librarian, Pt. Ravishankar Shukla University, Raipur (C.G.) 492010”

**b. Sealed Envelope no. 2: it should contain:**

1. Application form for tender
2. Technical bid of tender
3. Tender fees and earnest money bank draft
4. Required essential documents of tender
5. Tender terms and condition : every page signed by Bidder with stamp

**c. Sealed Envelope no. 03 : it should contain **commercial bid** only**

11. Tender form is not transferable.

12. It should be clearly noted that the bidder will have to make the access of e-Journals 2021 to Pt. Ravishankar Shukla University, Raipur, on IP Address within 07 days of issue of order, mentioning the IP Address of the University.

13. Approved Tender rate should be valid for one year from the date of Agreement. During this period the discount offered shall remain same.

14. Bidder shall have to provide publisher wise authorized and certified extract of catalogues containing price of Online Journals 2021.

15. Conversion of foreign currencies to Indian rupees shall be at the actual rates as prescribed by RESERVE BANK OF INDIA on their website <https://www.fbil.org.in/securities?op=referencer&mq=o> prevalent on the date of invoice; proof of rate shall have to be provide by bidder to Pt. Ravishankar Shukla University, Raipur.

Dated : / /2021

Bidder

Place : \_\_\_\_\_

Signature and Seal

16. Specific discrepancies, if any, in the ordered Online Journals 2021 list should be brought to the notice of purchaser in writing within 10 days after receipt of the order.
17. The information contained in the Online Journals 2021 list in the column of publisher/distributor may not be fully correct. In such cases the online Journals 2021 may be supplied on the basis of title of print and e-journals.
18. You are required to mention your PAN No and GST No. in each invoice.
19. All disputes with regard to the contracts for purchase of online Journals 2021 will be subject to the jurisdiction at Raipur only.
20. Every page of tender should be numbered, in continuation and signed by the tenderer on the bottom. Number of total pages should be entered the right hand corner of first sheet.

I/we have read all the **Terms & Conditions** of the tender and shall abide by them. The online Journals 2021 shall be supplied strictly as per order and in the given time.

Dated : / /2021

Bidder

Place : \_\_\_\_\_

Signature and Seal

(In Sealed Envelope-II)

**Pt. RAVISHANKAR SHUKLA UNIVERSITY, RAIPUR (C.G.)**

**Technical Bid**

**Proforma to be used for Subscription of On-line Journals 2021**

S. No.	Items	Detail
1	<p>(i) Name of the Bidder with Complete Address/Tel &amp; Fax No./Email/PAN No. and GST No.</p> <p>(ii) Do you have your office in India? If so, give Name and Address of Contact person</p>	Name: _____ Address: _____ Mob. No. : _____ Pan No. : _____ GST No. : _____ Email : _____ Name : _____ Address : _____ _____
2	<p>The Bidder is required to furnish Earnest Money Deposit of Rs. 50,000/- (Rupees Fifty thousand only) from banks which are quoted in RBI website (<a href="http://rbi.org.in/scripts/banks.aspx">http://rbi.org.in/scripts/banks.aspx</a>) in the form of Demand Draft in favour of "Registrar, Pt. Ravishankar Shukla University, Raipur".</p>	DD Amount of Rs.: _____ DD No.: _____ Dated : _____ Name of the Bank: _____
3	<p>The Bidder is required to furnish cost of downloaded tender form University website Money Deposit of Rs. 2,000/- (Rupees Two thousand only) from banks which are quoted in RBI website (<a href="http://rbi.org.in/scripts/banks.aspx">http://rbi.org.in/scripts/banks.aspx</a>) in the form of Demand Draft in favour of "Registrar, Pt. Ravishankar Shukla University, Raipur".</p>	DD Amount of Rs.: _____ DD No.: _____ Dated : _____ Name of the Bank: _____
4	<p>Status of bidder (Whether Firm or Company). Please enclose live Registration Certificate.</p>	

5	<p>No. of years of experience in supply of e- journals (proof must be enclosed) however, publishers/aggregators quoting directly having a good experience can enclose relevant documents.</p> <p>(i) List of institutions where you are providing e journals worth and above Rs 10 lacks. Kindly attach documentary proof.</p> <p>(ii) Provide performance certificate from two institutes.</p>	
6	<p>Annual turnover of the company. Minimum turnover of 50.00 Lacks per year is required. Account for last two years (include audited balance sheet by CA for past two year 2018-19 and 2019-20).</p>	
7	<p>Past two year 2018-19 and 2019-20 income tax return certificate.</p>	
8	<p>Authorization certificate from publisher must be submitted by the aggregator/authorized agents.</p>	
9	<p>The bidder will submit an affidavit stating that the bidder has not been black listed by any government/quasi-government institution.</p>	

Dated : / /2021

Bidder

Place : \_\_\_\_\_

Signature and Seal



**Pt. RAVISHANKAR SHUKLA UNIVERSITY, RAIPUR (C.G.)****Commercial Bid****Proforma to be used for Subscription of On-line Journals 2021**

Name &amp; Address of Bidder-----

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S.No.	NAME OF JOURNALS	PRICE IN ORIGINAL CURRENCY		PAYABLE AMOUNT IN ORIGINAL CURRENCY	NET PAYABLE AMOUNT IN Rs. (Conversion as per item no 15 page no 5)
		AMOUNT	Dis. %		
1	Proceeding of the American Mathematical Society				
2	Library and Information Science Abstracts				
3	Gondwana Research				
4	Lithos				

**Note:**

1. Bidder must quote the flat discount only on actual publisher's price.
2. Bidder must submit -
  - a. Price and year of publication of the online Journals.
  - b. Total cost of Online Journals 2021, discount and net payable amount

I/we have read all the **Terms & Conditions** of the tender and shall abide by them.

Dated : / /2021

Bidder

Place : \_\_\_\_\_

Signature and Seal

**Sealed Envelope No. 1: "Tender for Subscription of Online Journals 2021"**

It Should Contain:

**Last Date of Submission 24/04/2021; Time 03.00**

1. Sealed Envelope No. 2
2. Sealed Envelope No. 3

To,

University Librarian,  
Pt. Ravishankar Shukla University,  
Raipur (C.G.)

**From: Bidder**

Name: -----

Address: -----

Phone/Mo.: -----

**Sealed Envelope No. 2: "Tender for Subscription of Online Journals 2021"**

1. Application form for tender
2. Technical bid of tender
3. Tender fees and earnest money bank draft
4. Required essential documents of tender
5. Tender terms and condition :

Every page signed by Bidder with stamp

From: Bidder

Name: -----

Address: -----

Phone/Mo.: -----

To,

University Librarian,  
Pt. Ravishankar Shukla  
University, Raipur (C.G.)

**Sealed Envelope No. 3: ""Tender for Subscription of Online Journals 2021"**

1. Commercial Bid

To,

University Librarian,  
Pt. Ravishankar Shukla University,  
Raipur (C.G.)

**From: Bidder**

Name: -----

Address: -----

Phone/Mo.: -----