



Ref. No .KH/R/CCDC/708(A)/19

Date 09/01/2019

Open Tender For Purchase of P.G. Departments Books, Kolhan University, Chaibasa

A. General Terms & Conditions of Tender

1. Sealed tenders are invited for Kolhan University, P.G. Departments books from book suppliers/distributors for supply of books for the different department of the Kolhan University, Chaibasa as per the list given in the “schedule of requirement”.
2. The cost of tender fee Rs 10,000/- should be submitted in the form of Demand draft only drawn in favour of the Registrar, Kolhan University, Chaibasa payable at Chaibasa.
3. Earnest Money amounting to Rs 25,000/- (Twenty Five Thousand) should be submitted in the form of Demand draft only drawn in favour of the Registrar, Kolhan University, Chaibasa.
4. The bidders must have supplied the books to at least 05 institutions (educational Institutes/university/research organizations) in the last three years.
5. EMD of a successful bidder will be kept as a security which will be released only when all ordered books are received in the P.G. departments, Kolhan University, Chaibasa.
6. Firms will have to attach the list of customers to whom they have supplied similar items in previous year along with performance reports. A bidder must have a turnover of at least 1crore (**One crore rupees**) per year in the last 3 consecutive years. Documentary evidence is to be submitted with the bid in support of Turn Over.
7. Sealed and separate tenders in two parts i.e. Tender Bid-I and Tender Bid –II are invited for supply of books in the different of P.G. department, Kolhan University, Chaibasa along with earnest money amounting to the value mentioned above in the tender document in from of demand draft only. Both envelops should be kept in one big envelop. The tenders should reach to undersigned latest from **09/01/2019 to 05/02/2019 till 2:00 PM.**
8. Tenders should be submitted either in person or by post in sealed envelopes on which the name of tender, item quoted; tender number and date along with name and address of the firm will be written.
9. TENDER BID-I (Technical) shall contain (i) Tender cost (non-refundable) (ii) Earnest Money (iii) Proof of PAN/GST registration document (v) Major supplies executed in recent past (vi) Proof of being a member of Good Offices Committee or Federation of Publishers and Books seller Association in India.
10. TENDER BID-II (Financial) shall contain rate schedule only.