



INDIAN MARITIME UNIVERSITY
KOLKATA CAMPUS

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Ref. No.: IMU/KC/LIB/LBK/2018-19/02

Date: 02-11-2018

SUB: Inviting Price Quotation for Purchase of Library Books Reg.

The Indian Maritime University is a Central University established by an Act of Parliament and headquartered at Chennai. The Kolkata Campus of the Indian Maritime University (hereinafter referred to as the Buyer or IMU-KC) invites sealed price quotations for supply of library books from Publishers / Booksellers under single cover system. The duly filled in price inquiry with necessary supporting price proof are to be sent to the address stated to the Deputy Registrar, Indian Maritime University, Kolkata Campus, P-19, Taratala Road, Kolkata – 700088 on or before 12th November, 2018 at 4:30 PM.

I. General Conditions:

- i. Sealed Price Quotations are invited for Library Books (**Approximate cost 2 Lac**) from reputed book suppliers/ distributors for supply at IMU-KC as per the list given in the “Annexure-II”.
- ii. Validity: The rates quoted by the intending bidder must be valid for 90 days from the date of opening of Price Quotations.
- iii. Please note that Annexure-I with declaration should be filled and signed by the Firm’s authority.
- iv. No terms and conditions of the suppliers shall be accepted and IMU-KC’s final decision will be supreme.

II. Price Terms & Conditions:

- a) Suppliers should quote rate of discount (in percentage) offered on publishers’ printed rate as per Annexure-II. IMU-KC is not bound to accept the lowest price quoted quotation or any Price Quotations and also reserves the right of rejecting all or any of the Price Quotations without assigning any reason at any stage.
- b) RBI Conversion rate for the foreign currency shall be accepted for the foreign currency denominated books. RBI Conversion rate shall be followed as on date of Price Quotation Opening.
- c) If same discount is offered by two or more suppliers for some titles, the decision of the IMU-KC for allocation of order with regard to such titles shall be final.
- d) Please note if a title is available in Indian edition, rates of Indian edition should be quoted & supplied.
- e) For any clarifications, the suppliers / prospective suppliers are requested to write to the following email id: gjilani@imu.ac.in with a copy to dradmin.kolkata@imu.ac.in

III. Terms & Conditions for the supply of the books:

General:

- a) The books to be supplied should be of current and latest edition only and in good condition. It will be checked on publisher’s catalogue, if found old / damaged, shall be returned at supplier’s own cost.
- b) Ordered books shall be supplied along with authentic proof of price, & Publisher’s Catalogue in case of foreign books, and in case of Indian books where the price is not printed on the book, an authentic document/s to be submitted in support of price verification.

Jilani

- c) If prices of any book are enhanced, the enhanced prices may be accepted only after assurance from publisher's catalogue and certificate on letter head from supplier as well as satisfactory inspection by library staff. The price enhancement should be apprised with authentic price proof as per publisher catalogue / invoice of distributors within a 15 days from purchase order and supply these books after confirmation from the IMU-KC.
- d) Supplied damaged books, or books with missing pages and misprint of pages and text shall have to be accepted back by the supplier even after they have been stamped for accessioning with Vendor cost, otherwise the cost of the book will be deducted from the rest of the value for the supplied books.
- e) IMU-KC reserves the right to procure the whole or a part of the books / split the order.
- f) Any other terms and conditions as deemed fit by IMU-KC will be applicable and binding.
- g) In case of any variation/confusion in author, titles, edition, etc. supply should be made only after seeking clarification from the Assistant Librarian, IMU-KC.
- h) Wherever the books are available in both hard bound and paper back, the price applicable for paperback (least of the two) should be quoted. No Spiral Binding & Copyright violated books shall be accepted.

IV. Liquidated Damages: Timely delivery is essence of the contract and hence if any consignment is delayed, liquidated damages at the rate 1 % of the price of the delayed items / titles for each week or part thereof shall be levied and recovered subject to maximum of 10 % of total purchase order value. If any books which is quoted by the suppliers and did not supply within specified period of time, 1% of the cost of quoted books shall be recovered from the total value of purchase order.

V. Price Schedule and Payment Terms:

- a) Booksellers shall submit their pre-receipted bill/bills on revenue stamp in Triplicate, duly supported by the necessary documents after satisfactory completion of the order.
- b) No advance payment shall be made and payment shall be released after the receipt of complete supplies / closing statement of supply and report of committee/ librarian.
- c) The original currency should be mentioned in the bill in case of foreign publication.
- d) Please note that payment will be released within 30 days after the complete supply of ordered textbooks.

VI. Terms of Delivery: -

The delivery shall be Free of cost at Library Department, IMU-KC, Taratala Road, Kolkata – 700 088 within a maximum of 30 days for Indian edition and 60 Days for Foreign edition from the date of purchase order. No freight/ transportation charges, loading and unloading charges, postage, Insurance or any other charges whatsoever shall be paid extra.

VII. RESOLUTION OF DISPUTES

In case of a dispute or difference arising between the book supplier and the purchaser relating to any matter arising out of or connected with the contract, such dispute or difference shall be referred to the Sole Arbitrator duly appointed by the IMU-KC. The award of the arbitrator shall be final and binding to the parties concerned. Disputes, if any, are subject to the jurisdiction of appropriate courts in Kolkata only.

Date:

Signature with Seal of Authorized Signatory

Place:

Julius

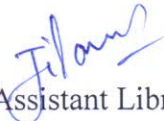
DECLARATION

- (i) I/We.....(names of partners/Proprietors/ Shareholders) do hereby declare that the entries made in this application form are true to the best of my/our knowledge and believe.
- (ii) Mr..... whose Signature is given below, is an authorized representative of this firm.
- (iii) This offer is valid for 90 days from the date of opening of the price quotations.
- (iv) I/We also undertake the responsibility to communicate all subsequent changes in the constitution or working of firm, affecting the accuracy of the facts, stated above.
- (v) I/We shall abide by all the terms and conditions laid down by the IMU-KC.

Date:

Authorized Signatory & Seal of the Firm

Place:


Assistant Librarian

Assistant Librarian

Sl. No.	Titles	Authors	Publishers	No. of Copies Required	Whether the edition quoted is the	Currency	Unit Price in respective Currency (as per price printed in book, publisher's catalogue or Publisher's Invoice	Gross Unit Price in Respective Currency (as per price printed in book, publisher's catalogue or Publisher's Invoice	Discount %	Net Amount after Discount (in respective currency)
1	NCERT Books (History, Political Science, Geography, Economics, Physics, Chemistry and Mathematics) Set	IX to XII Class	NCERT	4						
2	History of Modern India	Bipan Chandra	Orient BlackSwan	4						
3	Medieval India: The study of civilization	Irfan Habib	National Book trust	4						
4	History of Medieval India	Satish Chandra	Orient Black Swan	4						
5	Readings in Early Indian History	Romila Thapar	Oxford University Press	4						
6	India's Ancient Past	Ram Sharan Sharma	Oxford University Press	4						
7	Introduction to the Constitution of India	Durga Das Basu	Lexis Nexis	4						
8	Geography of India	Majid Husain	McGraw Hill Edu.	4						
9	World Geography	Majid Husain	Rawat Publication	4						

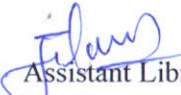
10	Physical Human and Economic Geography	D R Khullar	Access Publishing	4						
11	Indian Economy 8th ed.	Ramesh Singh	McGraw Hill Edu.	4						
12	The Indian Economy	Sanjiv Verma	Unique Publishers	4						
13	Indian Polity 5th Ed.	M. Lakshmikant	McGraw Hill Edu.	4						
14	Mathematics for MBA	R. S. Agarwal	S. Chand Publishing	4						
15	Quantitative Aptitude for Competitive Examinations	R. S. Agarwal	S. Chand Publishing	4						
16	Ethics, Integrity and aptitude	Santosh Ajmera and Nand Kishore	McGraw Hill Edu.	4						
17	Governance in India	M. Lakshmikant	McGraw Hill Edu.	4						
18	Indian Art and Culture 2nd ed.	Nitin Singhania	McGraw Hill Edu.	4						
19	Certificate Physical and Human Geography	Goh Chen Leong	Oxford University Press	4						
20	SMTS-I: Strength of Materials	B. C. Punmia	Laxmi Publication	8						
21	Arihant's Handbook of Mechanical Engineering	Expert Compilation	Arihant Publication	4						
22	Manufacturing Science	Amitabh Ghosh and Ashok Mallick	Pearson India	8						
23	Manufacturing Technology. Vol-1	P. N. Rao	McGraw Hill Edu.	8						
24	Manufacturing Technology. Vol-2	P. N. Rao	McGraw Hill Edu.	8						
25	Fundamentals of Statistics	SC Gupta	Himalaya Publishing House	8						

26	Introduction to Machine Design	V. B. Bhandari	McGraw Hill Edu.	12						
27	Machine Design Data Book	V. B. Bhandari	McGraw Hill Edu.	12						
28	Engineering Mathematics: Vol. I, 12th ed.	N. P. Bali	Laxmi Publication	12						
29	Engineering Mathematics: Vol. II	N. P. Bali and Manish Goyal	Laxmi Publication	12						
30	Engineering Mathematics: Vol. III	N. P. Bali	Laxmi Publication	12						
31	MAINTENANCE ENGINEERING AND MANAGEMENT	V. VENKATARAMAN	Prentice Hall of India	8						
32	Ship maintenance a quantitative approach	S. Shields, K. J. Sparshott, E.A. Cameron	Institute of Marine Engineers	4						
33	Basic Marine Engineering (10th ed.)	J. K. Dhar	G-Maritime Publication	20						
34	Electric Machines	Ashfaq Husain and Haroon Ashfaq	Dhanpat Rai & Co.	10						
35	Fundamentals of Electrical Engineering	Ashfaq Husain and Haroon Ashfaq	Dhanpat Rai & Co.	10						
36	Electronics Fundamentals and Application (14th Ed.)	D. Chattopadhyay and P C Rakshit	New Age International	30						
37	Marine Machinery: Operations and Maintenance	Srinivasan, T. B.	Institute of Marine Engineers	20						
38	General Engineering Knowledge	McGeorge, H. D.	Stanford Maritime	20						

Date:

Place

Name & Signature of the Supplier's Representative


Assistant Librarian

Assistant Librarian