



भा. कृ. अनु. प. – केन्द्रीय शुष्क क्षेत्र अनुसंधान संस्थान  
ICAR - Central Arid Zone Research Institute  
जोधपुर (राजस्थान) 342 003 / Jodhpur (Rajasthan) 342 003  
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F.No.10.4/2017-18

Dated : 17.02.2018

### NOTICE INVITING E-TENDER

The ICAR- CAZRI invites e-tenders for the **Subscription of Foreign Journals** through the website [www.eprocure.gov.in](http://www.eprocure.gov.in) under two bid system from reputed manufacturers / suppliers.

#### Critical Date Sheet

1.	Date and Time for Issue/Publishing	5.00 PM on 17.02.2018
2.	Document Download / Sale Start Date and Time	5.00 PM on 17.02.2018
3..	Document Download / Sale End Date and Time	11.00 AM on 27.02.2018
4.	Bid Submission start Date and Time	5.00 PM on 17.02.2018
5.	Bid Submission End Date and Time	11.00 AM on 27.02.2018
6.	Date and Time for Opening of technical Bids	11.00 AM on 28.02.2018
7.	Address for Communication	Director, ICAR-CAZRI, Jodhpur-342003 (Raj.) India

(TIRTH DAS)  
In-charge Library



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To,

M/S.....  
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**Sub.- Subscription of Foreign Journals 2017.**

Sir,

Dr. Raheja Library of the Central Arid Zone Research Institute, a constituent unit of ICAR, is interested in subscribing foreign journals through Indian agents for the year 2017. This Library is presently subscribing to 4 foreign journals (print) of international repute. Firms interested in supplying the foreign journals may quote their rates and also the maximum discount/rebate/concession offered by them on such rates.

**General terms and conditions of the contract are specified below:**

**1. Supply of Journals:-**

(i) After receiving the supply order, journals should be supplied within 30 days from the date of supply order. Delay in supply will attract a penalty of 1% of the bill amount per day to a maximum of 10% of the bill amount. Thereafter, the order will stand cancelled. Extension of supply date will not be made.

(ii) 90% supply is a must.

**2. Discount:-**

Discount offered by the bidder in percentage terms may be quoted on all 4 foreign journals.

**3. Conversion Rates:-**

The currency conversion rates will be applicable on the date of billing/invoice as per rules.

**4. Payment:-**

No advance payment will be made. Bills/invoice only after supply of journals will be entertained.

**5. Handling Charges:-**

No claim for handling charges will be entertained in any case.

6. "Bid Security may be kept in a separate envelop with the bid document stating on the envelop "Bid Security.

**7. Invoice/Bill:-**

All invoices/bills raised by the supplier should be supported by the publishers' price proof.

**8. Delivery of Journals:-**

Journals should be supplied to us on time at door delivery arrangement without any additional cost. The entire responsibility for 100% supply of journals in good condition rests on the part of supplier so as to avoid irregularity in supply. Only copies meant for libraries may be supplied. Journals meant for members/individuals will not be acceptable. In case of supply of such copies, the entire supply order can be cancelled.

## 9. Agreement:-

The successful bidder will be required to enter into an agreement on a non-judicial stamp paper of Rs. 500/-.

## 10. Customs and other Charges:-

The CAZRI will not bear any responsibility of making extra payment for release of journals from postal custom authority.

11. The bid document shall be submitted by the vendor with seal and signature on every page. The bidders may keep a photocopy of the same for their own records.

12. The Supplier must attach a list of Government Institutions to which they have supplied Journals in the last three years along with proof.

13. Quotations received late, improperly sealed or with overwriting/corrections in the quotation document shall be liable to be rejected.

14. Payment will be made directly into bank account. Hence, following details may please be provided in your bid document.

- Name of the Bank
- Name of the Branch of the Bank
- Bank Account No.
- IFSC Code

## 15. Others:

(A) **Jurisdiction:** All disputes arising out of the contract are subject to Jodhpur jurisdiction.

(B) ICAR-CAZRI reserves the right to reduce the number of Foreign Journals or copies without assigning any reason thereof.

(C) The decision of the Director, CAZRI, Jodhpur in respect of acceptance or rejection of any of the firm or in case of dispute will be final and legally binding.

The interested agencies may send their offer with a D.D. for Rs. 10,000/- drawn in favor of “**The Director, ICAR – Unit CAZRI, Jodhpur**” towards bid security. The bid document in a sealed envelope must contain documentary proof such as registration with GOC, GST No. list of clients and other details including envelop for Bid Security. The bid envelop should be superscripted “**Bid for Supply of Foreign Journals**”. Bids not accompanied with the bid security of (DD for Rs. 10000/-) will be summarily rejected. Bid security of the successful bidder(s) will be forfeited in case of non adherence to the terms and conditions of the contract.

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## **INSTRUCTIONS FOR ONLINE BID SUBMISSION**

The tender shall be submitted in accordance with these instructions and any tender not confirming to the instructions as under is liable to be rejected. These instructions shall form the part of the tender and the contract.

1. For Online Bid Submission, as per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates.

More information useful for submitting the online bids on the CPP Portal is available obtained at [www.eprocure.gov.in/eprocure/app](http://www.eprocure.gov.in/eprocure/app)

### **For Registration**

2. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
3. Two bid System – Online submission through <https://www.eprocure.gov.in/eprocure/app>: The two bid system will be followed for this tender. In this system, the bidder must submit their offer - online in separate envelopes/packets as explained below:

#### **Online - Envelope No. 1: "Technical Bid" shall contain: (PDF format only)**

- Scan copy of Demand Draft towards **tender fee of Rs. 500/- (Rupees five hundred only)** drawn in favour of ICAR Unit - ICAR - CAZRI, Jodhpur. (**The DD must reach physically at the place of Opening of the Tender on or before the Due Date & Time of the Tender**)
  - Scan copy of Demand draft towards **Earnest Money Deposit for Rs.10,000/-** (Rupees Ten thousand only) drawn in favour of ICAR Unit- ICAR - CAZRI, Jodhpur. (**The Demand Draft must reach physically at the place of Opening of the Tender on or before the Due Date & Time of the Tender Submission.**)
  - ICAR- CAZRI reserves the right to reject the bid if any of the above listed document/s is not submitted.
4. The bid must be submitted on-line. The Tender Fees & EMD etc. must be submitted in person or through post/ courier (ICAR - CAZRI shall not be responsible for any postal delays or any other reason for not submitting the tender fees/ EMD etc. in the specified time and resulting in disqualification / rejection of any bid) so as to reach on or before the due date and time.
  5. The firm should have financial status in dealing with the supply of the Periodicals. Turnover of the firm during the preceding 3 years should be minimum 5 times of the supply order or any equivalent amount fixed by the ICAR - CAZRI, The documentary proof of this effect in the form of balance sheet for each year for the last three years has to be enclosed along with the offer of the tender, failing which the offer will be rejected. (To be enclosed with the technical bid).
  6. The firm should be having PAN/GST/TIN No. allotted by the Income tax Department, documentary proof of the same has to be enclosed along with the technical bid.
  7. The Firm/Agency should be a regular member of the "GOODS OFFICES COMMITTEE" of the Federation of Publishers and Book Sellers Association of India and a proof has to be enclosed with the offer.

8. The firm shall provide claim management support so that the order/delivery/claim status can be checked by this institution as and when required. Company should submit documentary evidence (in the form of website printouts) of such a facility and also give website address where this service can be checked.
9. The Bid Security of Rs. 10,000/- (Rupees Ten thousand only) can be submitted in the form of Demand Daft /Bankers cheque in favour of “ICAR Unit ICAR - CAZRI, Jodhpur” payable at State Bank of India, Shastri Nagar Branch, Jodhpur -342003.  
This has to be submitted to this office **on or before 27.02.2018(11.00 hours)**. Name of the Bidder, Tender and Tender reference number has to be furnished behind the EMD DD/Bankers cheque. The scanned copy of Earnest Money Deposit by way of Demand Draft/Bankers Cheque in PDF form should be included in Cover –I of the E-tender. The offers without bid security will be rejected.
10. The Firm / agency should give undertaking that the firm have necessary permission to deal with Foreign Journals subscription and make necessary payment in currency. Further it should fulfil all statutory requirements as per the enclosed checklist with the technical bid).
- 11 Terms and conditions for supply of Foreign Journals in ICAR - CAZRI Library duly signed has to be enclosed with the technical bid.
12. Undertaking to supply all journals in the list.
13. Non-block listed – undertaking
14. List of customers

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**TECHNICAL BID**

**SCHEDULE OF REQUIREMENTS**

<b>S.No.</b>	<b>Name of Journals</b>	<b>Periodicity</b>	<b>Publisher</b>
<b>A.</b>	<b>FOREIGN JOURNALS Year 2017(on year) for ICAR - CAZRI, Dr. Raheja Lib., Jodhpur</b>		
1.	Plant Diseases	Monthly	American Phytopathological Society, U.S.A.
2.	Forestry	Five Issue	Oxford University Press, U.K.
3.	Hort Science	Monthly	American Society for Horticultural Science, U.S.A.
4.	Journal of Animal Science	Monthly	American Society of Animal Science, U.S.A.

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