



Govt. Women's Polytechnic College, Sehore (M.P.)

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S.No./GWPCS/Lib./2024/692

SEHORE, DATE 19/07/2024

**GOVERNMENT WOMEN'S POLYTECHNIC COLLEGE, SEHORE
TECHNICAL EDUCATION MADHYA PRADESH**

Tender document

Important Dates and Information

1.	Portal -	https://mptenders.gov.in
2.	Name of Work -	Supply of Books at Govt. Women's Polytechnic College, Sehore
3.	System Tender No. -	2024_DTE_358722_1
4.	Cost of of Work/Supply -	Rs. 6 Lacs Approximately
5.	Period of Contract/Validity of rates -	Up to ONE YEAR
6.	Cost Tender Form -	Rs. 1000/- Plus portal/other Charges
7.	Earnest money Deposit -	Rs. 12000/-
8.	Eligibility -	Publishers or their authorized Distributors/Reputed and experienced Distributor firms
9.	Online availability of Tender Form -	From 22.07.2024, 3.00 PM to 13.08. 2024, 05-30 PM
10.	Online submission of Bid/Tender -	Up to 13 August 2024, 05-30 P.M.
11.	Technical Bid Open -	Up to 16 August 2024, 14-00 P.M.
12.	Mandatory Documents -	1. PAN 2. GST No. 3. Affidavit 4. Scan copy of Payment receipt of EMD
13.	Institute Details -	GOVERNMENT WOMEN'S POLYTECHNIC COOLEGE, SEHORE (M.P.) Bhopal Naka Sehore, M.P. PIN- 466001 Mobile – 8717971761 Email – prinwpoly.seh@mp.gov.in Website- https://www.gwpcs.org/

Note- Bidder/Bidding Firm/Company: Please entered the Discount on MRP in Percentage BOQ Column No. 13

GOVERNMENT WOMEN'S POLYTECHNIC COOLEGE, SEHORE

TERMS AND CONDITIONS FOR THE SUPPLY OF BOOKS

- (1) Tender document can be purchased/downloaded online from State 22 July 2024, 03:00 P.M. to 13 August 2024 up to 05-30 P.M. from State Government Portal <https://mptenders.gov.in> after online payment of Tender form Fee Rs. 1000/- plus portal/other charges as applicable.
- (2) Tender can be submitted online up to 13 August 2024, 05-30 P.M. Bidders are advised to submit their bid as early as possible without waiting for the last day. The department will not be responsible for bad performance of e-tendering portal or non availability of online system. No extension of date will be entertained for the same.
- (3) It is mandatory to deposit online EMD amount of Rs.12000 along with all the required documents.
- (4) The bidders should clearly state in their offers the address of communication together with their mobile nos., address, telephone and e-mail. Any change in the address should immediately be notified to this institute.
- (5) Tender received after the due date and time will not be accepted. Tender received by E-mail/Fax will not be considered.
- (6) The following Mandatory documents are required to be scanned and uploaded while submitting the online bid -
 - a. PAN Card
 - b. GST No.
 - c. Affidavit as per **Annexure-A**.
 - d. Earnest Money Deposit Rs.12000/-
- (7) The bidder/Tender should quote his offer (price) online for the tentative Books items to be purchased mentioned. The offer (price)/rate should be quoted with tax.
- (8) Amendments to NIT, if any would be published on website only, not in news paper.
- (9) Consignment of Books will have to be delivered F.O.R. Institution, No. extra Payment will be made on account of Packing, forwarding, freight, insurance etc.
- (10) It should be clearly noted that the suppliers shall have to effect the delivery of the books in the institution located at Bhopal Naka, Sehore (M.P.). 466001
- (11) Tender should be valid up to **ONE YEAR**.
- (12) Request for relaxing the condition of Earnest Money will not be entertained in any case. No. interest will be paid on the Earnest Money.
- (13) The Earnest Money of the successful tenderer will be returned after the execution of supply order. In case of non acceptance of tender it will be refunded in due course of time.
- (14) The successful bidders/tenderers shall have to convey their acceptance of the supply order in writing within 10 days of dispatch of the order.
- (15) The entire amount of Earnest Money is liable to be forfeited in case supplier expresses his Inability to accept the order.
- (16) The successful bidder shall be required to supply material within the delivery period (shall be 15 days) mentioned in the order or within the extended period if any by the ordering authority, if he fails to do so, then a penalty of 5% of the unexecuted amount or maximum 10000/- shall be deducted from the bills.

- (17) The Principal, Government Women's Polytechnic College, Sehore does not bind him self to accept the lowest or any tender and also reserves the right to accept or reject all or any of the tender without assigning any reason for the same and to split up the tender as he may deem fit. No communication shall be made in this regard.
- (18) No advance payment either with order or against R/R will be made to any case. Hence the supplier should not stipulate conditions of advanced payment either with order or against R/R. Please note that terms of payment are not negotiable.
- (19) Discount offered for making advance payment will not be considered hence no such discount should be offered on this account.
- (20) No offer should be made for imported items against Import License; all imported items will have to be delivered in the institution located in Sehore M.P.
- (21) Any condition imposed by the bidders will not be accepted for the supply of books items. Materials should be supply as per the ordered.
- (22) The undersigned reserves the right to increase or decrease the quantity of the books any time.
- (23) The supplier shall be responsible for any losses what so ever, it may be due to applying unscrupulous means by way of not supplying the items as per specification or samples approved by this institute or due to other reason. After quality inspection of supplied material the rejected quantity if any shall be lifted by the supplier at his own cost.
- (24) Every page of tender should be signed by the tenderer on the bottom.
- (25) The submission of a tender will be deemed to be the acceptance of the terms and conditions of the tender as stated herein.
- (26) Not more than one tender shall be submitted by the bidder.
- (27) Negligence on the part of bidder/tenderer in filling the tender confers no right to withdraw the tender after it has been opened.
- (28) No price escalation shall be given in contract period i.e. up to ONE YEAR.
- (29) In case of non-supply of urgently required material or late supply of such material may be purchased from open market at available rate and the difference of cost may be recovered from the supplier.
- (30) Not two or more concerns in which an individual is interested as a proprietor and/or partner shall tender for the same work/supply. If they do so, all such tender shall be liable to be rejected.
- (31) Any breach of the terms and conditions of contract shall be liable to termination/blacklisting of the firms, in addition to the payment of damage etc.
- (32) All disputes with regard to the contracts for purchase of Books will be subject to the jurisdiction of courts at Sehore Only.
- (33) Every Publisher should compulsory enclosed their Catalogue with this tender form. Rates mentioned in the Catalogue, if increased, so this increased rate will not applicable till One Year.
- (34) The Tenderers can see the conditions of the tender by appearing in the office during office hours.

Principal
Govt. Women's Polytechnic College
Sehore (M.P.)

ANNEXURE – A

// AFFIDAVIT //
(On Non Judicial Stamp of Rs. 50)

I/wewho is/are (Status in the firm/Company) & component for submission of the affidavit on behalf of M/S (Contractor/bidder) does solemnly affirm on oath and state that :

I/we am/are fully satisfied for the correctness of the certificate/records submitted in support of the following information in bid document which are being are submitted in response to notice inviting e-tender no./Lib./2024/692 for supply of Books (name of work) dated 19/07/2024 issued by the Govt. Women's Polytechnic College, Sehore.

I/we am/are fully responsible for the correctness of following self certified information of documents and certificates :

- 1 That the self certified information given in the bid document is fully true and authentic.
- 2 That :
 - A. Term deposit receipt deposited as earnest money, demand draft for cost of bid document and relevant document provided by the bank are authentic.
 - B. Information regarding financial qualification and annual turnover is correct.
 - C. Information regarding various technical qualification is correct.
- 3 I/we have read all the terms & Condition of the tender document and shall abide by them. The material shall be supplied strictly as per order and in the given time period.
- 4 I/we will follow business/general ethics and will not involve in any type of illegal activities.
- 5 No close relative of the undersigned and our firm/company is working in department.

OR

Following close relatives are working in the department :

Name Post

Present posting

Signature with seal of the deponent (Bidder)

I/we Above deponent do hereby certify that the facts mentioned in above Para 1 to 4 are correct to the best of my knowledge and belief.

Verified today (Dated) at (Place).

Signature with seal of the deponent (Bidder)