

Tender Notice Library/books/1/21

Sealed tender in two bid systems are hereby invited as per details given below:

Description	EMD (in Rs.)	Date of availability of Tender Document on NIPER Web Site
Supply of Books to NIPER Library	20,000/-	11.10.2021

Tender document specifying eligibility criteria, detailed terms and conditions and Schedule for tendering process can be downloaded from the institute's website. Corrigendum/Addendum/any change in schedule will be published only on the institute's website www.niper.gov.in.
Director, NIPER reserves the right to reject any or all tenders without assigning any reasons.

Chairman Library Committee

Notice Inviting Tender
For
Supply of Books to NIPER Library

Tender No.	Library/books/1/21
Tender Issue Date	11.10.2021
Last Date of Submission	01.11.2021

National Institute of Pharmaceutical Education and Research

Sector 67, S.A.S. Nagar - 160062, Punjab (INDIA).

Phone: +91(172)-2292000, 2214682-87.

Notice Inviting Tender

National Institute of Pharmaceutical Education and Research (NIPER), S.A.S Nagar (hereinafter referred to as the “Institute”), an Educational Institute of National Importance, invites sealed tenders from tenderer having relevant experience, in two bids format for Supply of Books to NIPER Library. Tender document can be downloaded from the Institute website at URL Link: <http://www.niper.gov.in>

The tenderer shall be required to submit the Earnest Money Deposit (EMD) for an amount of Rs 20,000/- which is refundable by way of demand draft only. The demand draft shall be drawn in favour of “**Director NIPER**” payable at Chandigarh/Mohali. The demand draft for earnest money deposit must be enclosed in the envelope containing the technical bid.

Offer in the financial bid should be written in English and price should be written in both figures and words. The offer should be typed or written in ink pen or ball pen. Use of pencil will be ignored. All the pages of the Technical / Financial Bid shall be page numbered and all the relevant supporting documents as required must be enclosed.

Envelope of technical bid & financial bid should be individually sealed and then placed in a third envelope to be sealed and super scribed with tender name “ Tender for Supply of Books to NIPER Library”, tender number, due date of submission and addressed to:

The Director - NIPER
National Institute of Pharmaceutical Education and Research (NIPER)
Sector 67, SAS Nagar, 160062, Punjab

Sealed tender should reach the Institute, latest by 01.11.2021. Tender(s) received beyond the last date of submission will be rejected. No tender will be entertained by E-mail or FAX.

At any time prior to the deadline of submission of bid, the Institute for any reason, whether at its own initiative or in response of a clarification requested by a prospective tenderer, modify the tender by amendment and it will be published on the website.

Technical bid(s) will be opened on 01.11.2021 in the Institute in presence of the tenderer(s) or their authorized representative(s), who are present at the scheduled date and time. Letter of Authorization for attending Bid Opening is as per **Annexure V**.

The financial bid(s) of only those tenderer(s) will be opened, who qualifies the technical evaluation, on the specified date and time.

In the event of the due date of receipt and opening of the tender being declared as a holiday for the Institute, then due date of receipt / opening of the tender will be the next working day at the same time.

The tenderers are requested to read the tender document carefully and to ensure compliance of all the instructions herein. Non-compliance of the instructions contained in this document may disqualify the tenderer from the tendering exercise.

The Institute reserves the right to select certain items in single or multiple units and reject the

others or all as mentioned in the schedule and to revise or alter the specifications before acceptance of any tender and accept or reject any or all tenders, wholly or partly or close the tender without assigning any reason whatsoever.

INSTRUCTIONS TO TENDERERS

Tender should be submitted in two parts, Part – I (Technical Bid) & Part – II (Financial Bid). Envelope of Part– I should be superscribed as “Tender for Supply of Books to NIPER Library, Part – I Technical Bid” and Envelope of Part – II should be superscribed as “Tender for Supply of Books to NIPER Library, Part – II Financial Bid”.

1) Pre-Qualification /Eligibility Criteria:

The tenderer should satisfy the below mentioned criteria and should invariably submit valid documentary evidence to support the eligibility claim:

- a) Tenderer should be a member of the Federation of Publishers’ and Booksellers’ Association in India (FPBAI)/ registered State or National Booksellers’ and Publishers’ Association.
- b) Tenderer should have a Permanent Account Number (PAN) and should have registered office.
- c) The tenderer should be an authorized agent of at least three publishers dealing in Science, Technology, Pharmacy, Management among (Elsevier, Springer, John Wiley, Taylor & Francis, Mc-Graw Hill, Cambridge University Press, Oxford University Press)
- d) The tenderer should not have been debarred or blacklisted by any Central / State Government or any State Government Department(s) and the tenderer should not have any litigation pending in any of the Court(s).
- e) The tenderer shall be required to submit the Earnest Money Deposit (EMD) for an amount of Rs 20,000/- which is refundable by way of demand draft only. The demand draft shall be drawn in favour of “Director NIPER” payable at Chandigarh/Mohali. The demand draft for earnest money deposit must be enclosed in the envelope containing the technical bid.
- f) The bid of any tenderer who has not complied with one or more of the conditions of eligibility criteria and / or fail to submit the required documents as required / or mentioned in tender document are liable to be summarily rejected.
- g) The Institute reserves the right to reject any or all tenders, wholly or partly or close the tender at any stage prior to the award of contract without assigning any reason whatsoever. **Terms and Conditions**

2) General Terms and Conditions:

- a) The price quote should be valid at least for 150 days.
- b) Tenderer to quote rates in Indian Rupees (INR) of latest edition only and library will not accept the increased price at the time of delivery.

- c) Tenderer to quote price FOR NIPER
- d) The publication supplied must be new and in good condition without any defect/damage
- e) Any of publication if it is rejected by the NIPER should be taken back within 15 days by the tenderer at their own risk and cost after which no responsibility will be accepted by NIPER.
- f) Quantity of items may increase or decrease or may be cancelled up to any extent.
- g) Tenderer is required to submit duly signed and stamped copy of terms & conditions of this bid document with part 1 (**Technical Bid**).

3) Discount:

Standard discount rate is minimum 15% on list price. Tenderer has to quote for at least 10 titles. Order shall be placed to the tenderer who will offer maximum discount

4) Purchase Orders

- a) The purchase order shall be placed to the L1 party who so ever fulfills the terms and conditions of the tender document.
- b) Supply of books has to be made strictly against the purchase order only.
- c) Sending an acknowledgment of the receipt of purchase order, which is taken as an acceptance of the purchase order, is mandatory, preferably by email (library@niper.ac.in)
- d) Any clarification/query regarding the purchase order should be sought from the Library within five [05] days of receipt of the order.

5) Time-frame for supply:

- a) 30 days [maximum] – for Indian / Foreign titles (If available in India).
- b) 45 days [maximum] – for foreign titles [if not available in India].
- c) The Books should be consigned to Librarian, NIPER, Sector 67 S.A.S. Nagar, Mohali- 160062
- d) If the requested title(s) is OFP (Out of Print) or POD (Print on Demand), sufficient valid supporting documentary proof should accompany the communication seeking any extra time for supply.
- e) In case of titles that are not supplied, a certificate of non – availability of those titles in the market from the publisher / publisher's distributor.
- f) If the provided reason for delay is justified with adequate proof e.g., communication from publisher / publisher's distributor or stockiest, the librarian may consider extending the supply time as may deem fit. However, this should not exceed two [02] weeks from the original supply due date.
- g) The supply should be free of freight charges and no hidden charges to be paid.
- h) All books have to be delivered at NIPER, Mohali on the cost of supplier. If the supply is made by post, the books should be sent registered post / parcel or courier, whose charges will be borne by the supplier. Books sent via V.P.P. & train will not be accepted.

- i) Every supply should be accompanied by a delivery challan, clearly bearing the details of the items and titles in supply, their quantity and price.

6) Edition Specifications:

- a) Latest editions of books must be supplied.
- b) By default, paperback editions of books must be supplied.
- c) By default, Indian editions of books must be supplied.
- d) In case of unavailability of paperback and Indian editions, supply of the available editions in lieu of the default is accepted.
- e) If the Institute has placed an order for foreign titled book but the Indian or low price edition of the same book is available in the market, the tenderer will inform about the availability to library regarding this before supplying the books. In case the Institute comes to the notice of such availability, the differential cost shall be borne by the tenderer.
- f) In case the title has both i.e. paperback edition as well as hardbound edition, the paperback edition to be supplied to library.

7) Invoicing Procedure:

- a) The Invoice should bear the firm's PAN/GSTIN no.
- b) Pre-receipted invoice(s) / bill(s) are to be submitted in triplicate (3 copies).
- c) A revenue stamp should be affixed on the original bill and should be signed by authorized signatory.
- d) Invoice should be raised in favour of The Director, National Institute of Pharmaceutical Education & Research, Mohali- 160062 Punjab.
- e) One invoice should be raised against one purchase order (P.O.) only. Titles from different P.O.s should not be combined and supplied under one invoice.
- f) The prices in the invoice should be indicated in Indian Rupees
- g) Tenderers to quote rates in Indian Rupees (INR) of latest edition only and library will not accept the increased price at the time of delivery.

8) Mandatory enclosures with Invoice:

For price verification tenderer shall generally produce the publisher's invoice under which he purchased the book. A copy of publisher's / distributor's invoice / copy of printed catalogue of the order period may be also accepted if above is not applicable.

9) Payment terms and conditions:

- a) All the payment shall be made by on-line through NEFT/RTGS. Therefore, authorization for release of payment / dues from National Institute of Pharmaceutical Education & Research

through Electronic Fund Transfer/RTGS Transfer detailed has to be furnished as Per Annexure-III.

- b) Library / Institute may take approx 30 days from the date of the ordered Book(s) received for final payment to the tenderer.

10) Conditions for cancellations of the released purchase orders

- a) If the tenderer(s) to whom the order has placed fails to supply the entire order or any part of the order within the stipulated time, without sending any written communication to the library regarding delay or its (their) inability to supply the ordered title(s), then the tenderer(s) will be charged with liquidated damages at the rate of 2% of the value of the order not fulfilled, per week, up to five weeks.
- b) Thereafter, the Institute reserves the right to cancel the order.
- c) The decision of accepting supply of cancelled titles is at the sole discretion of the Institute and the decision of the competent authority of the Institute shall be final in this regard.

11) FINANCIAL BID:

- a) Financial bid should be in the format enclosed with tender as **Annexure “II” (List of titles)** in a separate sealed cover. Failure to provide price bid in a sealed separate cover will result in invalidation of the offer.
- b) The bid should be clearly filled or typed and signed in ink legibly giving full address of the tenderer. The tenderer should quote the price in figures as well as in words the amount tendered by him. Alteration if any, unless legibly attested by the tenderer with his full signature, shall invalidate the tender. The Tender should be duly signed by the authorized persons. In case there is any difference in the amount between figures and words, the amount indicated in words will be treated as the valid offer.

12) TENDER EVALUATION

Institute will evaluate all the proposals to determine whether these are complete in all respects as specified in the tender document. Evaluation of the proposals shall be done in two stages as:

a) Stage – I (Technical Evaluation):

- i) Institute shall evaluate the technical bid(s) to determine whether these qualify the essential eligibility criteria, whether the tenderer has submitted the EMD, whether any computational errors have been made, whether all the documents have been properly signed & stamped, whether all the documents as mentioned / or required to submit with technical bid are submitted and whether bids are completed and generally in order.
- ii) After evaluation of technical bid(s), a list of the qualifying tenderer(s) shall be made. The shortlisted bidder(s) shall be informed by the institute via e-mail.

b) Stage – II (Financial Evaluation):

- i) The financial bid(s) shall be evaluated on the basis of the rates quoted in the format by the tenderer.

13. JURISDICTION:

All disputes shall be subject to the jurisdiction of the Court of Law at S.A.S. Nagar, Punjab. It is specifically agreed that no court outside and other than SAS Nagar Punjab shall have jurisdiction in the matter.

14. CLARIFICATION:

The prospective tenderer(s) requiring any clarification regarding the tender document are requested to contact Library & Information Centre (email id: library@nipер.ac.in). The library & Information Centre will respond in writing to any request for clarification, which is received not later than the 10 days before last date of submission of Tender.

The addendum/corrigendum will be published on Institute website. In order to afford prospective tenderer(s) reasonable time in which to take the amendment into account in preparing their bid, the Institute may, at its discretion extend the deadline for the submission of Tender.

Annexure-I

Tender Notice No. : NIPER/LIBRARY/Books/1/21

APPLICATION FORM		
Sl. No.	Requisite Information	Firms response
1.	Name of The Firm	M/s.....
2.	Correspondence Address	
	Pin code	
	Telephone /Mobile No.	
	Email ID	
	Web site	
3.	Registered Office Address	
4.	Nature of Firm:	
4.a	Retailer	
4.b	Dealership	
4.c	Distributorship	
4.d	Publisher	
4.e	Agent of any publisher	

5.	Constitution of the Firm:	
5.a	Proprietorship	
5.b	Partnership	
5.c	Private Limited	
5.d	Other, please specify	
6.	Name of Proprietor/ Partners	
7.	Year of Establishment	
8.	Registration No. & Copy under Shop Registration ACT. & Industry Registration validity Date As applicable	
9.	Income Tax Permanent Account No.	
10.	VAT/GSTIN	
11.	Excise Registration:	
11.a	ECC Code:	
11.b	ECC Zone:	
12.	Membership in any of the following associations:	
12.a	Federation of Publisher's and Booksellers' Association of India (FPBAI).	
12.b	Any other State/ National association(s) of books seller and publishers.	
13	Name of Contact Person:	

	Mobile No.		
14	Details of Bank		
		Name of Bank:	
		Account No.:	
		IFSC Code:	
		MICR Code:	

This is to certify that all the information stated above is true and correct to the best of my/our knowledge. I/We understand and accept the terms and conditions and further accept that if there is any suppression, fabrication and misstatement of facts in any form, will at once result in cancellation of my application and that NIPER Mohali reserves its rights to take such action as it may deem fit in such an eventuality.

Date:.....

Place:

(Signature of Authorized Person)

Name of signatory:

.....

Designation:

Office Seal:

Please submit documentary proof in support of the data.

1. Please tick mark and provide documentary proof of your membership in any of the following associations:

Federation of Publisher's and Booksellers' Association of India (FPBAI)/ registered State or National Booksellers' and Publishers' Association.

2. Are you a distributor/dealer/stockiest/exclusive or preferred agent of any publisher? If so, please attach copies of the authority letters issued by the publishers along with details of your distributorship/dealership/stockiest/ exclusive or preferred agent(s).
3. Please provide details of your firm's GSTIN (Attach: copies)

Financial Bid: List of Titles

Annexure-II

Sl.No.	Title	Author	No. of Copies	Unit Price in Rs	Discount in %	NET Price after Discount
1	2	3	4	5	6	7
Medical Devices Titles: Prof P. Tiwari						
1	Digital Imaging Processing	R C Gonzalez	1			
2	Fundamentals of Digital image processing	A K jain	1			
3	The Essential physics of medical imaging	J T Bushberg	1			
4	Biomedical image analysis	Rangaraj M Rangayyan	1			
5	Laboratory instrumentation	Mary C Haven	1			
6	Immunology and molecular diagnostics	Jayanti Tokas	1			
7	Medical Instrumentation: application and design	John G webster	1			
8	Clinical chemistry: principles, techniques and correlations	Michael L Bishop	1			
9	Molecular diagnostics	George P. Patrinos	1			
10	Handbook of biomedical instruments	R S Khandur	1			
11	Biomedical instrumentation and measurements	Leslie Cromwell	1			
12	The Immunoassay Handbook: Theory and Applications of Ligand Binding, ELISA and Related Techniques	David Wild	1			
13	Guyton & Hall Physiology review	John E. Hall	1			
14	Lippincott illustrated reviews: Physiology	Robin R. Preston	1			
15	Medical physiology	Walter Boron	1			
16	Biometry	Robert R. Sokal	1			
17	Introduction to the practice of Statistics	David S Moore	1			
18	Experimental design in biotechnology	Perry D Haaland	1			
19	Applications of absorption spectroscopy of organic compounds	Dyer JR	1			
20	Mass spectrometry: a textbook	Jurgen H Gross	1			
21	NMR spectroscopy explained	Neil E Jacobsen	1			
22	Ewing's Analytical instrumentation handbook	Jack Cazes	1			

23	Handbook on advanced design and manufacturing technologies for biomedical devices	Andres D Lantada	1			
24	Wearable and autonomous biomedical devices and systems for smart environment	Aime Lay-Ekuakille	1			
25	Implantable neural prostheses 1: devices and applications	David D. Zhou	1			
26	Medical device technologies: a systems based overview using engineering standards	Gail D. Baura	1			
27	Design of biomedical devices and systems	Paul H King	1			
28	Biomedical technology and devices handbook	James Moore	1			
29	Medical devices: Surgical and image-guided technologies	Martin Culjat	1			
30	ASM handbook vo. 23, materials for medical devices		1			
31	Medical devices and human engineering	Joseph D. Bronzino	1			
32	The Bionic human: health promotion for people with implanted prosthetics devices	Frank E. Johnson	1			
33	Patent Agent examination	Sheetal Chopra	1			
34	Making innovation happen	Michael Morgan	1			
35	Innovation X	Adam Richardson	1			
36	Legal drafting for the layman	Nabhi K Jain	1			
37	How to write and publish a scientific paper	Rober A Day	1			
38	Concise law dictionary-with legal maxims	Y V Chandrachud / P R Aiyar	1			
39	Biomedical research-from ideation to publication	G Jagadeesh	1			
40	The Indian Pharmacopoeia, 4 vols. Along with DVD		1			
41	100 case in clinical pharmacology		1			
Management Titles: Prof. Anand Sharma						
42	Leadership and Management in Pharmacy Practice	Karch;Drummer Olaf;Andrew M. Peterson;William	1			
43	Pharmacy Finance and Management	Terry Maguire;Godfrey	1			
44	Clinical Studies Management	Simon Cook	1			
45	Essentials of Pharmacy Law	Douglas J. Pisano	1			
46	European Medicines Pricing and Reimbursement	Garau Martina;Mestre- Ferrandiz Jorge	1			
47	Evidence-based Pharmacy	Phil Wiffen	1			

48	FDA Administrative Enforcement Manual	Florence R. Parker	1			
49	FDA Regulatory Affairs	Douglas J. Pisano;David S. Mantus	1			
50	Filing Patents Online	Sarfaraz K. Niazi	1			
51	Government, Big Pharma, and the People	Mickey C. Smith;E.M. (Mick) Kolassa;Walter Steven Pray	1			
52	Handbook of Medical Device Regulatory Affairs in Asia	Jack Wong;Raymond K. Y. Tong	1			
53	Medical Equipment Management	Keith Willson;Keith Ison;Slavik Tabakov	1			
54	Pharmaceutical Marketing: strategy and cases	Mickey C. Smith	1			
55	Pharmaceutical Marketing in the 21st Century	Mickey Smith	1			
56	Pharmaceutical Packaging Handbook	Edward Bauer	1			
57	Pharmaceutical Product Licensing	A. C. Cartwright;A. C. Cartwright	1			
58	Pharmaceutical Public Policy	Thomas R. Fulda;Alan Lyles;Albert I Wertheimer	1			
59	Project Management for Research and Development	Lory Mitchell Wingate	1			
60	Six Sigma for Medical Device Design	Jose Justiniano;Venky Gopalaswamy	1			
61	Six Sigma in the Pharmaceutical Industry	Brian K. Nunnally;John S. McConnell	1			

Annexure-III

MANDATE FORM FOR ELECTRONIC FUND TRANSFER/ RT TRANSFER

Subject: Authorization for release of payment / dues from National Institute of Pharmaceutical Education & Research, Mohali through Electronic Fund Transfer/RTGS Transfer

1. Name of the Party/Firm/Company/Institute: _____
2. Address of the Party: _____
3. City _____ Pin Code _____
4. E-Mail ID _____ Mob No: _____
5. Permanent Account Number _____
6. Particulars of Bank

Branch Name		Branch Name	
Branch Place		Branch City	
PIN Code		Branch Code	

IFS Code:												
Account Type:	Savings			Current				Cash Credit				
Account Number:												
Supplier's name as per Account:												

DECLARATION

I hereby declare that the particulars given above are correct and complete. If any transaction delayed and not effected for reasons of incomplete or incorrect information I shall not hold Director, National Institute of Pharmaceutical Education & Research, Mohali responsible. I also undertake to advise any change in the particulars of my account to facilitate updating of records for purpose of credit of amount through NEFT/RTGS Transfer.

Place: _____

Date: _____

Signature & Seal of the Authorized Signatory of the Party

Certified that particulars furnished above are correct as per our records

Bankers Stamp:

Date: _____

Signature of the Authorized Official from the Bank

ANNEXURE –IV

DECLARATION REGARDING BLACKLISTING/DEBARRING FOR TAKING PART IN TENDER.

(To be executed &attested by a Public Notary / Executive Magistrate on Rs.10/- non-judicial Stamp paper by the tenderer)

I / We _____ Manufacture / Partner(s)/ Authorized Distributor /agent of M/S. _____ hereby declare that the firm/company namely M/s._____has not been blacklisted or debarred in the past by Union / State Government or organization from taking part in Government tenders in India.

Or

I / We _____ Manufacture / Partner(s)/ Authorized Distributor / agent of M/s. _____ hereby declare that the Firm/company namely M/s._____ was blacklisted or debarred by Union / State Government or any Organization from taking part in Government tenders for a period of _____ years w.e.f. _____ to _____.

The period is over on _____and now the firm/company is entitled to take part in Government tenders.

In case the above information found false I/we are fully aware that the tender/ contract will be rejected/cancelled by Director, NIPER , SAS Nagar , and EMD/ Performance Security shall be forfeited.

In addition to the above, Director, NIPER SAS Nagar will not be responsible to pay the bills for any completed / partially completed order.

DEPONENT

Name_____

Address _____

Attested:

(Public Notary / Executive Magistrate)

Annexure-V

Letter of Authorization for attending Bid Opening (on letter head)

Shri/Km./Smt. _____
son/daughter/wife of Shri _____
Proprietor/Partner/Director/Authorized signatory/Representative of M/s _____
_____ (Name and
address of the tenderer) (Registration No. _____) whose specimen signatures
are given below is hereby authorized to attend the Bid Opening/Opening of Techno-
commercial/Opening of Financial Bid. He/ She is also competent to accept and sign any document
in connection with tender "Tender for Supply of Books to NIPER Library" at NIPER S.A.S
Nagar" on our behalf. We undertake to abide by any acceptance given by him under his signature.

1. _____ 2. _____ 3. _____
(Specimen Signatures of Authorised Representative)

Name and Address of Authorised Representative _____

Date:

Signature of the Authority

Full Name:

Place:

Address:

Sign and Stamp of Tenderer