

TENDER FOR THE SUPPLY OF TEXT BOOKS FOR B.SC (NAUTICAL SCIENCE) & DNS CADETS AT INDIAN MARITIME UNIVERSITY-NAVI MUMBAI CAMPUS



TENDER No: IMU/NMC/TEXTBOOKS/2020-21/0016

Issue Date: 09th January 2021

TENDER ABSTRACT

Title	Tender for the supply of Textbooks for B.Sc (NS) & DNS Cadets at IMU NMC
Cost of Tender form/document	The tender document can be downloaded from the website www.imunavimumbai.ac.in or www.imu.edu.in There is no tender fee.
Estimated Value	Rs. 17, 00,000 (Approx. Before discount)
EMD	Nil - Bidder must submit EMD declaration
Issue of Tender Document	1200 Hrs on 09th January, 2021
Last Date/Time of submission of the Tender	1400Hrs on 02nd February, 2021
Date and Time of Opening of the Bids	1500 Hrs on 02nd February, 2021 at IMU-Navi Mumbai Campus
Address for Submission of Tender	Deputy Registrar (Admin), Indian Maritime University, Navi Mumbai Campus, Palm Beach Block (T.S. Chanakya), Karave Nerul, Navi Mumbai. Maharashtra, India 400706

1. Invitation for Bids:

The Indian Maritime University is a Central University established by an Act of Parliament and headquarters at Chennai. The Navi Mumbai Campus of the Indian Maritime University (hereinafter referred to as IMU NMC by the buyer) invites sealed price quotations for supply of books from eligible Publishers / Booksellers under single bid system. The duly filled in price inquiry with necessary supporting price proof are to be sent to the address stated to the Deputy Registrar (Admin), Indian Maritime University, Navi Mumbai Campus, Palm Beach Block (T.S. Chanakya), Karave Nerul, Navi Mumbai: 400706 on or before 02nd February 2021 at 1400 hrs.

I. Tender – General Conditions:

- i. Sealed Price Quotations are invited for purchase of Text books from reputed book suppliers/ distributors for supply of books to the library of IMU-NMC as per the list given in the “Annexure-I (B.Sc 2nd Sem), Annexure- II (B.Sc 4th Sem) Annexure-III (B.Sc 6th Sem) and Annexure-IV (DNS 2nd Sem).
- ii. Validity: The rates quoted by the intending bidder must be valid for 90 days from the date of opening of bids.
- iii. Please note that Annexure-V with declaration should be filled and signed by the Firm’s authority.
- iv. No change in terms and conditions stipulated in the tender would be accepted while evaluating the bids.

II. Certificate in- lieu of Earnest Money Deposit (EMD):

Bidder must submit EMD declaration

Supporting document: Due to COVID-19 pandemic situation Bidders in lieu of Bid security shall submit the following certificate in their letter head

“I/we, hereby state and understand that if I/we withdraw/modify our bid during the period of validity of the tender, the administration would suspend the Bidder from participation in any future tenders of IMU for a period of 6 months”.

III. Order Quantity. The requirement of books is expected to be as follows

- | | | | |
|-----|--|---|----------|
| (a) | 2 nd Semester BSc (NS) Appendix I | – | 172 each |
| (b) | 4 th Semester BSc (NS) Appendix II | - | 156 each |
| (c) | 6 th Semester BSc (NS) Appendix III | - | 179 each |
| (c) | DNS 1 st Semester Appendix IV | - | 37 each |

IV. Price Bid:

- a) The suppliers must quote MRP prescribed by the publisher of the book and rate of discount (in percentage) offered as per Annexure-I, II, III & IV.

- b) The bidder must quote for at least 80% of the books for a bid to be accepted. If the bookseller quotes for less number of books (Titles / copies) than what is stated in Annexure – I, II, III & IV, the quote may be rejected by IMU-NMC.
- c) The comparison would be made for each title separately to determine L1 of that title.
- d) If same discount is offered by two or more suppliers for same titles preference would be given to the bidder having LI price in more number of titles. In case two or more bidders have LI price in same number of titles preference would go to vendor having higher net order. IMU-NMC for allocation of order with regard to such titles shall be final.
- e) Please note if a title is available in Indian edition, rates of Indian edition should be quoted & supplied. Foreign edition of such books would not be considered. In case it is determined that the Indian edition is available for a foreign edition book offered the difference in price would be recovered from the vendor.
- f) For any clarifications, the suppliers / prospective suppliers are requested to write to the following email id: tmdevendrappa@imu.ac.in with a copy to dradmin.navimumbai@imu.ac.in

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

General:

a) In view of COVID pandemic the books may have to be delivered to the students at their address or it may be supplied to IMU NMC campus based on the operation of campus (Regarding this campus will inform the vendor during time of order placing.) The cost of register post delivered to cadets needs to be quoted separately. Following are the guidelines:-

- (i) The Vendor will deliver the books ordered on him in a single package to the individual student address provided by IMU-NMC. Within stipulated time.
- (ii) The delivery charges quoted would be per Kg basis. For billing only the weight of the books would be considered.
- (iii) The Vendor will provide proof of dispatch within stipulated time period.
- (iv) The payment for the book shall be made on confirmation of receiving the books from the student.

- (v) The vendor can send the books through register post and the charges as per actual can be claimed.
- b) The books to be supplied should be of current and latest edition (Except the edition mentioned against title) only and in good condition. It will be checked on publisher's catalogue, if found old, shall be returned at supplier's own cost.
- c) Ordered books shall be supplied along with authentic proof of price, & Publisher's Catalogue incase 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.
- d) Books received in damaged condition will have to be replaced at the earliest at the suppliers own cost.
- e) In case a book is found to have missing pages even after they have been used/ marked will also be replaced by the vendor at his own cost.
- f) IMU-NMC reserves the right to alter the number of copies as per requirement. The Supplier will also be liable to supply the book at the same cost if order for additional copies is placed within 6 months.
- g) In case of any variation/confusion in author, titles, edition, etc. supplier must seek the clarification prior to opening of the tender. Clarifications can be sought by sending a mail to the Assistant Librarian tmdevendrappa@imu.ac.in with a copy to DR (Admin) dradmin.navimumbai@imu.ac.in
- h) IMU-Navi Mumbai Campus may for any reason, suo moto or in response to a clarification by a prospective bidder or bidder may issue corrigendum to address any anomaly noticed in the tender/ any change in the tender for scope of supply or last date of bid submission etc. It is the responsibility of the bidder to check the website of IMU-NMC from time to time for updates. The bidders who have already submitted their bids would be intimated by email about the corrigendum.
- i) In order to provide prospective bidders reasonable time for taking the Corrigendum/Modifications into account, IMU-NMC may, at its sole discretion, extend the last date for the receipt of Bids. However, no such request in this regard shall be binding on IMU-NMC.
- j) Bidder who submits more than one tender will be disqualified.

II. 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) Bill would be processed only on complete supply has been made.
- c) No advance or partial payment shall be made and payment shall be released after the receipt of complete supplies and report of committee/ librarian. In case the books are to be delivered to the student address, proof of dispatch and acknowledgement of the student submitted directly to the campus would be considered for release of payment.
- d) Please note that payment will be released within 10 days after complete supply of the books ordered.

III. Terms of Delivery:-

Case I. The delivery shall be Free of cost at Library Department, IMU- Navi Mumbai Campus, Palm Beach Block (T.S. Chanakya), Karave Nerul, Navi Mumbai: 400706 within a maximum of 25 days 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.

Case II. If the books are delivered to the student address submission of proof of dispatch and receipt confirmation received from the student (by email) will be considered for release of payment.

(i) Payment in this case would be released for books supplied successfully when at least 90% of the students have received their books.

(ii) Payment for delivery would be made based on quoted price/KG weight of the book. Only the book weight would be considered no extra weight would be allowed for packing material.

IV. 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 supply order placed, such dispute or difference shall be first discussed mutually for an amicable resolution. In case the vendor is not satisfied , the matter shall be referred to the Sole Arbitrator duly appointed by the IMU-MNC. 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 Navi Mumbai or Mumbai only.

Date:
Place:

Signature with Seal of Authorized Signatory

Form of Application
(To be filled by the Firm)

Supply of Text Books at IMU-NMC
Navi Mumbai Campus, Palm Beach Block (T.S. Chanakya),
Karave Nerul, Navi Mumbai: 400706

1	Price Inquiry No. & Date	
2	Name of the Firm / Supplier:	
3	Postal Address of the Head Office of the Firm / Supplier	
4	Contact Information: (a) Name of the Contact person: (b) Telephone Number: (c) Mobile Number: (d) Fax Number: (e) E-mail: (f) Website address, if any:	
5	(a) Your Permanent Account No. (PAN): (Copy of PAN be attached) (b) GST/Service Tax No.:	
6	Bank A/C details (A copy of the Bank Pass Book front page be attached) (a) Name of the Bank: (b) Address: (c) Bank Account No.: (d) Name of the Account holder: (e) IFSC code: (f) MICR code: (g) Date of opening of account: (h) Type of account (Savings/Current):	

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-MNC.

Date:

Authorized Signatory & Seal of
the Firm

List of B.Sc (Nautical Science) 2nd Semester Books.**Annexure-I**

S.N.	Title	Author	MRP	Disc %	Disc Amt	Net Amt
1	Theory and Practice of Seamanship	Graham Danton				
2.	ROR cards	Bhandarkar Publications				
3	B A Chart 2675					

Note all amount to be quoted in Indian Rupees

Name & Signature of the Supplier / Representative

Delivery Charges @ -----/KG

List of B.Sc (Nautical Science) 4th Semester Books**Annexure-II**

S.N.	Title	Author	MRP	Disc %	Disc Amt	Net Amt
1	Seamanship Techniques	D J House				

Note all amount to be quoted in Indian Rupees

Name & Signature of the Supplier / Representative

Delivery Charges @ -----/KG

List of B.Sc (Nautical Science) 6th Semester Books

Annexure-III

S.N.	Title	Author	MRP	Disc %	Disc Amt	Net Amt
1	Commentary on Consolidated Marpol	Bhandarkar Publications				
2	Maritime Legislation & Ship Board Management For Deck Officers	C L Dubey				
3	B A Chart	5118 & 5056				

Note all amount to be quoted in Indian Rupees

Name & Signature of the Supplier / Representative

Delivery Charges @ -----/KG

List of Diploma Nautical Science Books

Annexure-IV

S.N.	Title	Author	MRP	Disc %	Disc Amt	Net Amt
1	Safety Emergencies & Environmental Protection.	Capt. Errol Fernandes				
2	Basic Marine Engineering	J K Dhar				

Note all amount to be quoted in Indian Rupees

Date:

Delivery Charges @ -----/KG

Name & Signature of the Supplier / Representative