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Government of N.C.T. of Delhi.

Ch. Brahm Prakash Government Engineering College

(An institute specializing in Civil & Environmental Engineering)

New Delhi-110073 (www.gecdelhi.ac.in)

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Notice for the Registration of vendors for Supply of Books.

Date of start 11-10-2017 Date of closing 28-10-2017

The College invites applications on the prescribed format in sealed cover from the interested Book Suppliers based in Delhi and NCR who fulfills the following conditions to register themselves with this institution for the supply of books for students of B.Tech. (IT/ CIVIL/ Environmental) programs. The registration would be valid for three year from the date of Registration. In the previous year this institute has placed the order for the supply of books to the approximate gross Value 10,00,000 (ten Lakh only) lakh per academic year.

Eligibility Conditions.

1. Prospective Supplier should be a member of Registered National/State trade Federations like AIPB, FPBA, DSBPA, etc and in support they should submit the self attested copy of the membership certificate.
2. They should have a minimum turnover for books of Rs. 10 lakhs per annum. They will submit the last year Balance Sheet and Trading Account duly certified by Chartered Accountant for the financial year 2016-2017.
3. They should be in the field of supply of books for at least five years.
4. They should have supplied books to the library of Reputed Pvt. /Government technical institutes. The self attested copy of the documents will be submitted in the support of supply made to the Technical Institutions during the last 3 (three) years.
5. They will submit the proof of their Identity in the form of voter ID/ PAN card.
6. The supplier will submit self attested copy of PAN number.

Term & Condition for the Registration.

1. The registered supplier who remain inactive during the period of Registration and do not supply the books at their offered discount rates will be excluded from the panel and the amount of security deposit will be forfeited.
2. The supply of books will be made within the stipulated period mentioned in the supply order however in exceptional circumstances the supplier may request the Principal of this college for the Extension of the delivery date stating the grounds for extension. It is at the discretion of the Principal to accept the request or not.
3. The 75% of the total order of supply shall be made within the maximum period of 15 days from the date of issue of supply order.



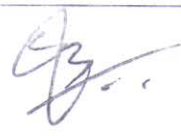
4. Before placing the supply order the Registered Vendor will be issue of the demand letter asked to deposit the 2% of the tentative cost of supply order as a performance security in the form of FDR to be issued from a scheduled bank in favor of DDO, Ch. Brahm Prakash Govt. Engineering College Jaffarpur, Delhi -73. The FDR shall be deposited within a week period from the date of issue of the demand letter failing which Demand Letter will be issued to next eligible vendor. After receiving the FDR, the supply order will be issued to the vendor within 3 working days. After the completion of supply of books satisfactorily, the 2% performance security deposited by vendor will be released immediately.
5. If the vendor fails to supply the books with in the stipulated period of 15 days from the date of issue of supply order, The Principal reserves the right to forfeit the above mentioned performance security.
6. The Principal reserves the right to place the supply order for any book with any of the Empanelled supplier or the suppliers/Publisher outside the panel.
7. Only latest or economical edition to be supplied, if not otherwise specified.
8. Exchange Rates: The rates displayed on the website of Reserve Bank of India (RBI) on the date of billing will be adopted for the conversion of foreign currency into Rupees.
9. Books, if found faulty/duplicate, may be returned to supplier.
10. All documents including publisher's invoice, in case of foreign books and in case of those Indian books where the price is not printed on the books the documents shall be submitted by the vendor in support of price verification. In no circumstances, the copy of the Books in Prints or such bibliographical list or third party invoices reflecting the price of the book will be acceptable to the library in support of price verification.
11. Supplier should certify in the invoice/bill that the latest editions are supplied and current prices are charged. The bill should be prepared in triplicate in the same order as in the supply order and must be pre- receipted for bill of more than the value of Rs 5000/-.
12. At the time of Registration the supplier will deposit a sum of **Rs. 5,000/-as security deposit** in the form of F.D.R valid for 42 month from the date of Registration **in the favor of DDO Ch. Brahm Prakash Govt. Engineering College, Jaffarpur, and Delhi-110073** This amount will be refunded after the expiry of validity of the Registration.
13. The above terms and conditions should be duly accepted in a non judicial stamp-paper duly attested by notary Public.
14. Any dispute brought to the notice will be admissible to the legal institution available in Delhi.

Discount to be offered:

1. The suppliers will quote the discount offered for the Supply of the Books of the Publishers detailed in the attached sheet.
2. The offered discount will be valid for a period of 3(three) years from the date of Registration.
3. The supplier may quote the handling charges if any on Govt. Publications where no discount is offered, otherwise it will be assumed nil, and the suppliers will be required to supply such books/publication also.



Sr. No	Publisher	Discount Percentage
1	Cambridge University Press	
2	CBS Publication, New Delhi	
3	Charotor Publication House, Puna	
4	Dahanpat Rai & co., Delhi	
5	Dremtech Press	
6	Elsevier Publishers, Delhi	
7	Galgotia Publication, Delhi	
8	I.K International publishing house, Delhi	
9	John Wiley & sons	
10	Khanna Publication, Delhi	
11	Laxmi Publication (Pvt., ltd.), Delhi	
12	Mc Graw Hill pvt. Ltd.	
13	Manakin Press Pvt. Ltd.	
14	New age international Pvt. Ltd , New Delhi	
15	Orient Longman, Hyderabad	
16	Oxford University Press, Delhi	
17	Pearson's Education house New Delhi	
18	PHI Learning, New Delhi	
19	Scitech Publication, Delhi	
20	Standard Publication, Delhi	
21	Sultan Chand technical, Delhi	
22	Taylor & francis	
23	University Press, Delhi	
24	Vikas Publishing House, India	
25	Wiley Learning India, Delhi	
26	Swamy Publisher, Chennai	
27	Others	



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Performa for Vendor Registration

1. Name of Vendor : _____
2. Full Address : _____

3. Tel./Mobile No. : _____
4. Website/ E-mail : _____
5. Registration No. & Date : _____
6. Turnover Books/ Journals of preceding three years

Year of Turn Over	Amount*
2014-15	
2015-16	
2016-17	

Attached supporting document*

7. Provide the list with supporting documents of Best three reputed Pvt. / Govt. Technical Institutes, where books have been supplied.

- I) _____
- II) _____
- III) _____

8. Security Deposit of 5000/- (Five Thousand Only)

- (i) F.D.R. / DD No. _____ Date of issue _____
- (ii) Name of Bank / Branch _____
