



# डॉ.बाबासाहेब आंबेडकर तंत्रशास्त्र विद्यापीठ, लोणेरे

## Dr. Babasaheb Ambedkar Technological University, Lonere

(Established by Government of Maharashtra and Governed by Dr. Babasaheb Ambedkar Technological University Act No. XXIX of 2014)

विद्याविहार, लोणेरे-रायगड ४०२ १०३ (महाराष्ट्र) Vidyavihar, Lonere - Raigad 402 103 (Maharashtra)

Tel: (02140) 275142 Student Helpline: 02140 - 275212

Website: [www.dbatu.ac.in](http://www.dbatu.ac.in), E-mail: [registrar@dbatu.ac.in](mailto:registrar@dbatu.ac.in)



### INVITING QUOTATIONS FOR RATE CONTRACT FOR THE PURCHASE OF PRINT BOOKS

Our Ref No.: DBATU/Store/Library/Print Book Quotation/2024/356 Date: 01/02/2024

01 FEB 2024

Quotation For: Print Book

Due On: 15/02/2024

Date of Opening: 16/02/2024

Time: 11.30AM

Dr. Babasaheb Ambedkar Technological University, Lonere invites sealed quotations, in terms of the discounts for supply of various types of printed books to this university, which shall be valid till **31st March 2025**. The last date of submission of quotation is **15/02/2024**. Vendors are requested to visit the website regularly for updates. Sealed offers by the 'Discount rate' (mentioning discount rate on catalog price) are invited from the established bonafide publishers/ enlisted book-suppliers/Authorized Vendors to quote their highest possible discount rate for the supply of Indian and foreign books to the Library of this university, quoting the outward number. While submitting your quotation, the following procedure may please be observed and other points borne in mind.

- 1) The "Terms and Conditions" for supply and delivery of print books, should be clearly indicated in the quotation, stating whether rates are, inclusive of all taxes, Packing and forwarding charges Freight charges etc. or not, However rates offered as including all taxes will be more welcome.
- 2) If packing and forwarding charges are to be charged separately, it should be so clearly stated in your quotation.
- 3) Please mention clearly whether consignment would be Ex-Godown, Ex-Shop, of F.O.R. dispatching stations. Preferably terms offered as "Delivery of consignment of stores, on F.O.R."
- 4) The quotations should be addressed to The Registrar, Dr. Babasaheb Ambedkar Technological University, Lonere
- 5) Envelope should be super-scribed "**Quotation for Reference No..... of dated.....**" It should also be superscripted as per the format given above.
- 6) The quotation would be opened as per date and timing given above, if desired by you, you may depute an authorized representative with a letter of authority to be present at the time of opening of the quotation at this Office on the aforesaid day, date & time.
- 7) Your quotation must be valid for a minimum 30 (Thirty) working days from the date of it's opening.
- 8) Quotation received after the date of opening may not be taken into consideration.
- 9) Your quotation should be for all new items and not for second hand.
- 10) It should be clearly stated whether **GST**, Insurance, Freight or packing and forwarding charges, or any other taxes and duties etc. leviable.

#### A) The Terms and Conditions:

The terms and conditions for Booksellers/Suppliers/Publishers for registration with Dr. Babasaheb Ambedkar Technological University Library:

1. Every Book Sellers/Vendors/Publishers/Distributor shall have to register with University Library before undertaking the business in University Library.

2. The Book seller shall submit the copy of their current IT return, PAN/TAN number in the prescribed application form along with address proof.
3. Supplier should be members of registered National/State trade FPBAI/Maharashtra/Bombay Books seller's federations.
4. The Registrations/Empanelment shall be for the period of one financial years, which can be curtailed/enhanced depending upon the requirement.
5. It will be mandatory for the Registered/Empanelled vendor to supply the ordered books within stipulated time period. Maximum valid period to supply these books is 90 days. The order will stand cancelled after this period unless confirmation for extension of order period is obtained from us. If the vendor repeatedly fails to supply the ordered books, his name may be debarred /struck off (blacklisted) from the panels.
6. The University Library shall have the right to procure books directly from any Supplier/Distributor/Publishers on the terms and the conditions decided by Library committee/Purchase Committee of Dr. Babasaheb Ambedkar Technological University.
7. No Supplier/Distributor/Publisher shall have the sole right to supply Books/Publications. Notwithstanding the discount rates so decided. The University Library shall have the right to procure Books/Publication at a higher rate of discount.
8. All Books of foreign original priced in foreign currency will be as per the GOC rate (Good office Committee) on the date of order.
9. **Packing and Freight : Free at consignees place**
10. The order shall be acknowledged & executed up to the specified date, failing which; it would be decided to be cancelled.
11. All publishers invoice, in case of foreign books & in case of Indian book where price is not printed on the book or a separate tag indicating the price has been affixed, shall be submitted by the Vendors in support of the price verification. In support of the price verification publisher's invoice in case of foreign books & in case of Indian books where the price is not printed on the book, publisher's catalogue of respective publishers shall be submitted with indicating separate tag. **In no circumstances, third party invoices reflecting the price of the book in support of price verification of the book will be acceptable to the Library.**
12. The Registrations/Empanelment shall be for the period of **one financial year**, which can be curtailed/enhanced depending upon the requirement.
13. Invoicing Procedure:
  - a) The supplier shall submit the invoice in triplicate.
  - b) One invoice should be raised against one purchase order only. Titles from different purchase order should not be combined & supplied under one invoice.
  - c) Invoice should be raised in favor of the Registrar, Dr. Babasaheb Ambedkar Technological University, Lonere 402103
  - d) Supplier should certify in invoice/bill that latest editions are supplied and current prices are charged. Only latest economical editions are to be supplied, if not otherwise specified. By default paper back/Indian editions of the books should be supplied.
  - e) A revenue stamp should be affixed on the original bill and should be signed by authorized signatory.
14. Payment: Within 30 days after satisfactory supply of the Books by an A/C payee cheque payable at S.B.I. Mangaon Branch.
15. Defective copies of books will be returned at suppliers cost.
16. The University Library's decision in all the matters of procurement of book shall be final and binding on all concerned.

## **B) Documents required from Vendor**

1. Members of registered National/State trade FPBAI/Maharashtra/Bombay Books seller's federations.
2. Copy of PAN/TAN Card(As per Firm/Shop name)
3. GST registration certificate/ If exemption from GST; Provide Self Declaration (On Firm Letterhead)
4. Form 1
5. Form 2
6. Financial Bid
7. Non Blacklisting Certificate



(Dr. A.W. Kiwelekar)

**I/C Registrar**

**Dr. Babasaheb Ambedkar Technological University**

# **FORM 1**

## **PROFILE OF SUPPLIER/SERVICE PROVIDER/CONTRACTOR FOR UNIVERSITY REGISTRATION/EMPANELMENT (strike out which is not applicable)**

1	Name of the Firm/Organization	
2	Status of the firm / Organization (Support the documents)	Proprietary/Partnership/private/Government/ Joint Venture/Others (Specify)
3	Postal Address	
	Telephone Nos.	
	FAX	
	E-mail Address	
	Web site	
4	Year of Establishment	
	Name of the head of Organization	
5	Pan No.	
6	Tax Registration No.	

**Date:**

**Signature of the Bidder with Seal**

## FORM 2

### The Terms and Conditions for Print Books:

The terms and conditions for Booksellers/Suppliers/Publishers for registration with Dr. Babasaheb Ambedkar Technological University Library:

1. Every Book Sellers/Vendors/Publishers/Distributor shall have to register with University Library before undertaking the business in University Library.
2. The Book seller shall submit the copy of their current IT return, PAN/TAN number in the prescribed application form along with address proof.
3. Supplier should be members of registered National/State trade FPBAI/Maharashtra/Bombay Books seller's federations.
4. The Registrations/Empanelment shall be for the period of one financial year, which can be curtailed/enhanced depending upon the requirement.
5. It will be mandatory for the Registered/Empanelled vendor to supply the ordered books within stipulated time period. Maximum valid period to supply these books is 90 days. The order will stand cancelled after this period unless confirmation for extension of order period is obtained from us. If the vendor repeatedly fails to supply the ordered books, his name may be debarred /struck off (blacklisted) from the panels.
6. The University Library shall have the right to procure books directly from any Supplier/Distributor/Publishers on the terms and the conditions decided by Library committee/Purchase Committee of Dr. Babasaheb Ambedkar Technological University.
7. No Supplier/Distributor/Publisher shall have the sole right to supply Books/Publications. Notwithstanding the discount rates so decided. The University Library shall have the right to procure Books/Publication at a higher rate of discount.
8. All Books of foreign original priced in foreign currency will be as per the GOC rate (Good office Committee) on the date of order.
9. **Packing and Freight : Free at consignees place**
10. The order shall be acknowledged & executed up to the specified date, failing which; it would be decided to be cancelled.
11. All publishers invoice, in case of foreign books & in case of Indian book where price is not printed on the book or a separate tag indicating the price has been affixed, shall be submitted by the Vendors in support of the price verification. In support of the price verification publisher's invoice in case of foreign books & in case of Indian books where the price is not printed on the book, publisher's catalogue of respective publishers shall be submitted with indicating separate tag. **In no circumstances, third party invoices reflecting the price of the book in support of price verification of the book will be acceptable to the Library.**
13. **Invoicing Procedure:**
  - a) The supplier shall submit the invoice in triplicate.
  - b) One invoice should be raised against one purchase order only. Titles from different purchase order should not be combined & supplied under one invoice.
  - c) Invoice should be raised in favor of the Registrar, Dr. Babasaheb Ambedkar Technological University, Lonere 402103
  - d) Supplier should certify in invoice/bill that latest editions are supplied and current prices are charged. Only latest economical editions are to be supplied, if not otherwise specified. By default paper back/Indian editions of the books should be supplied.
  - e) A revenue stamp should be affixed on the original bill and should be signed by authorized signatory.
14. Payment: Within 30 days after satisfactory supply of the Books by an A/C payee cheque payable at S.B.I. Mangaon Branch.
15. Defective copies of books will be returned at suppliers cost.
16. The University Library's decision in all the matters of procurement of book shall be final and binding on all concerned.

**All the Terms and Conditions for Print Books which have been uploaded in quotation have been read by us, and we confirm acceptance of all of this.**

**Date:**

**Signature of the Bidder with Seal**

## Financial Bid

To,  
The Registrar  
Dr. Babasaheb Ambedkar Technological University,  
Lonere, Tal.Mangaon, Dist. Raigad  
State: Maharashtra – 402103

Sir,

I/We M/s. .... wish to submit our Rate Contract for supply of library print books for central library at Dr. Babasaheb Ambedkar Technological University, Lonere on following discount:

Sr. No.	Category of Book	Discount in Figure (%)	Discount in Words (%)
01	Foreign Books (Academic)		
02	Indian Books (Academic)		
03	Short Discount Title		
	For eg. Dhanpat Rai / S.Chand / Khanna Publication / Charotar Publication Standard Book / S.K.Kateria / New Central / Central Techno / Denette & Co		
04	Government Publications		
05	Books on Hindi/ Marathi/ English Literature		

I/ We have carefully read the terms and conditions fo the contract and are agreed to abide by these in letter and spirit.

**Date:**

**Signature of the Bidder with Seal**

# **NON BLACKLISTING CERTIFICATE**

(To be submitted on letterhead)

I/We hereby certify that the (Name of the company / firm) has not been ever blacklisted/debarred by any Central / State Government / Public Undertaking / Institute on any account.

I/We also certify that the firm will be supplied with the item as per the specification given by DBATU and also abide by all the terms and conditions stipulated in the rate contract.

I/We also certify that the information given in the bid is true and correct in all aspects and, in any case at a later date, it is found that any details provided are false and incorrect, a contract given to the concerned firm or participation may be summarily terminated at any stage, the firm will be blacklisted by DBATU.

**Date:**

**Signature of the Bidder with Seal**