



केन्द्रीय समुद्री मात्स्यिकी अनुसंधान संस्थान

(भारतीय कृषि अनुसंधान परिषद)

[कृषि अनुसंधान एवं शिक्षा विभाग, कृषि मंत्रालय, भारत सरकार]

Central Marine Fisheries Research Institute

(Indian Council of Agricultural Research)

[Department of Agricultural Research and Education, Ministry of Agriculture, Govt. of India]

पोस्ट बॉक्स सं. 1603, एरणाकुलम नोर्थ पी.ओ., कोच्ची - 682018, केरल, भारत

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F.No.21-2/2016 -P(Part))

Dated: 30- 12-2016

To

TENDER NOTICE

1. The Director, Central Marine Fisheries Research Institute, P.B. No. 1603, Ernakulam North P.O., Kochi - 682 018, Kerala State, India reinvites sealed tenders from registered firms, their authorized dealer etc. for supply of books for the empanelment of vendors for supply of library books etc. as per list attached.
2. The bidders can also download the bidding documents from the website of the institute www.cmfri.org.in / www.eprocure.gov.in .
3. Tender document issued by this office or downloaded from our official website only will be accepted.
4. Each page of the tender document should be signed by the bidder otherwise, the bid will be rejected .
5. Amendments, if any, shall be published only on website before 7 days of the date of submitting tender.
6. Last date of receipt of tender on 20.01.2017 at 1200 hrs. and will be opened on the same day at 1430 hrs.
7. This institute reserves the right to accept or reject any tender as abandon/cancel the entire process without assigning any reason.

(Ponnamma Radhakrishnan)

Assistant Administrative Officer

Central Marine Fisheries Research Institute,

P.B.No. 1603, Ernakulam North P.O.,

Kochi - 682 018.

Office Telephone No.0484-2394867 (Ext-354)

Terms & Conditions for the supply of Library Books

- a) As per two bid system, bidders are required to submit their response in two parts (Part A & Part B), clearly indicating the Tender No. & date. Firms not adhering to this will not be considered for further processing of their proposals.
- b) **Part A of the Tender Document should contain covering letter, Bidder's Profile on the prescribed format and the requisite fee.**
- c) Part B (Financial Bid) of the Tender Document should mention the flat discount rate offered by the bidder and should be duly signed and stamped by the bidder.
- d) The amount quoted by the bidder in the Financial Bid (Part B) shall mention all levies and taxes, packing, forwarding, freight and insurance in case of material to be supplied.
- e) The Tender Document shall be submitted by the vendor with seal and signature on every page. The bidders may keep a photocopy of the same for their own records.
- f) The Supplier must attach a list of Government Institutions to which they have supplied books in the last three years along with proof.
- g) Quotations received late, improperly sealed or with overwriting/corrections in the quotation document shall be rejected.
- h) The firm should submit a Bid Security (EMD) of 5% of the value of books with their quotation in the form of a Demand draft. The offers without Bid Security shall be rejected. The Bid Security will be returned to all the unsuccessful firms after finalization of the empanelment procedure. EMD instrument is to be enclosed with Technical bid (Part A) only.
- i) The empanelled agencies will be required to enter into an Agreement with ICAR Unit by submitting an instrument of Agreement on a Non Judicial stamp paper of 100/-. Also, the firm shall have to deposit a bank guarantee of 10% of the value of supply order as the Performance Security. The Bank Guarantee Documents will be returned after the successful performance of the concerned firm during the contract period. However, in case of unsatisfactory service provided by the supplier, the Performance Security is liable to be forfeited.
- j) The initial period of Agreement will be one year extendable to a further period depending on the mutual agreement of the ICAR Unit and the agency with such modifications as may be felt necessary. However, during the period of agreement, there can be no change to the terms and conditions of the contract.
- k) Empanelment means just eligibility of a bookseller to receive order for supply of books if selected for purchase by the concerned officer of the ICAR Unit.
- l) The Director, CMFRI may empanel more than one Supplier/Publisher and shall be free

to purchase books and journals through any one or more of them. However, the act of empanelment shall not deprive the Institute of its right to purchase books and journals directly without routing them through the empanelled agencies.

- m) Discount rates offered by the firms shall not be linked with the quantum of the purchase order.
- n) The Supplier shall supply all the ordered books within the period (20 days for Indian Publication and 90 days for Foreign Publication) from the date as specified in the purchase order. If the supply is not received within the stipulated time, the Director, CMFRI reserves the right to cancel either the entire order or part thereof without any further notice/reminder. In case, the supplier needs some more time for supply, he/she should seek in writing on sound grounds, further time from the concerned officer at least four days before supply date expires.
- o) All Books/Annual Reviews/ Monographs shall be supplied with an authentic price proof.
- p) The Supplier shall append the declaration on the bill that—
 - a. Only the latest editions of the books etc. have been supplied.
 - b. The actual prices of Publications have been charged without any handling/postage charges.
 - c. These are not remaindered titles/ damaged books with missing pages.
 - d. The Indian/Low priced editions of these publications (if foreign) are not available in India.
- q) Damaged books, books with missing pages shall have to accept back by the supplier even after they have been stamped for accessioning.
- r) Any Supplier found to have cheated by supplying old and remaindered books and defaulted in supplying books even on extended time limit without reasonable grounds, will be liable for blacklisting besides imposition of penalty to the tune ICAR Unit may deem fit.
- s) In case of cheating by charging more than actual **Publisher's Price, the Firm can be** punished by blacklisting/forfeiting the Performance Security deposit or both.
- t) The Good Offices Committee (GOC) rates should not be used for exchange rate assist is not a Government entity. On obtaining the proof of RBI/ nationalized bank exchange selling rates having prices in foreign currencies on the date of invoice for (a) books and other monographs, payment will be made against pre-receipted bills after the supply is made against the proper purchase orders issued by the Institute
Price Proof: Accepted Price Proof are :(Signed & Stamped by supplier) distributor's invoice to supplier, **Printout from the Publisher's catalogue**, Photocopy from Publisher Catalogue For some Indian publications, price mentioned on the title Alternatively, Library also cross verifies the prices from publisher's website. Such printouts verified and signed by library staff will be accepted as price proof.
- u) The ICAR Unit reserves the right to reject any or all Bids/Offeres without assigning any reason or cancel the process at anytime.

- v) Exhibitions: Library may arrange for book exhibitions through publishers or their representatives or the empanelled suppliers. Institute will facilitate the exhibitions by providing the space, basic furniture, indent forms, etc. for obtaining book recommendations

Terms and conditions for Vendors

- a. All books carry a discount as per the agreed terms.
- b. This order should be acknowledged within 7 days from this date.
- c. If a book is ordered from abroad, we should be informed accordingly before sourcing it.
- d. The latest paperback editions should always be supplied unless otherwise mentioned. Indian reprints/editions, if available should be supplied. Librarian of ICAR Unit should be consulted beforehand if vendors intend to supply hardback editions, if the ordered paperback edition is not available.
- e. The Supplier shall supply all the ordered books within the period (20 days for Indian Publication and 90 days for Foreign Publication) from the date as specified in the purchase order.
- f. This order would be treated as cancelled, if the books are not supplied or no report as to availability or otherwise is received within this period.
- g. Librarian should certify on the invoice that the prices quoted there in are the publisher's current prices. And, enclose the stamped price proof along with the invoice.
- h. Payment will be made within 45days from date of receipt of the invoice.

Selection criteria for TECHNICAL BID for the supply of Books

1. The firm should have financial status in dealing with the supply of the books. Turnover of the firm should be minimum Rs. 50,00,000/- (Rs.Fifty Lakh) per annum . The documentary proof of this effect in the form of balance sheet for each year for the last three years has to be enclosed as Annexure –I , along with the offer of the tender, failing which the offer will be rejected. (to be enclosed with the technical bid).

2. The firm should be having PAN (Permanent Account No.) / TAN allotted by the Income tax Department, documentary proof of the same has to be enclosed as Annexure –II along with the technical bid.

3. The Firm/Agency should be a regular member of the "GOODS OFFICES COMMITTEE" of the Federation of Publishers and Book Sellers Association of India and a proof has to be enclosed as Annexure –III along with the offer.

4. Earnest money deposited - 5% of the quoted value in the form of demand draft from any nationalized bank favouring ICAR unit, CMFRI payable at Kochi may be attached along with the technical bid.

4. Technical Bid to be appended along with the offer (in a separate envelop marked as Technical Bid)

5. The firm /agency is supposed to enclose the documentary evidence of minimum Two (2 nos.) work order of at least Rs.10,00,000/- (Rs. Ten Lakh) to be annexed as Annexure–IV regarding supply of books to ICAR Institute's /SAU central Agricultural Universities / other UGC recognized universities, (to be enclosed with the technical bid). Experience should be for supply of foreign and Indian books.

6. The Firm / agency should give undertaking that the firm have necessary permission to deal with foreign and Indian books subscription and make necessary payment in currency. Further it should fulfill all statutory requirements. Annexure-V (to be enclosed with the technical bid)

7. Terms and conditions for supply of books in CMFRI library duly signed has to be enclosed as Annexure-VI.(to be enclosed with the technical bid)

8. Details of the Firm/Agency

1.	Name and Address of the firm/Agency	
2.	Registration No: of the firm.	
3.	I.T. clearance certificate.	
4.	Service Tax Registration No:	
5.	PAN No:	
6.	Details of EMD deposited/DD No: date with bank drawn on with this tender.	

7.	Name of the Agency/Firm or his representative to be visiting ICAR-CMFRI, Kochi regarding the contract.	
8.	Name and Full Address of the firms Banker	
9.	Bank account No. with IFS Code No:	
10.	Telephone no. of form (Both land and mobile	
11.	E-mail Address of firm	

Signature of the Agency /Firm.

List of Book for 2016-2017(Annexure A & B)

Annexure A

Sl. No.	Titles	No. of Copies
1	India's Journey towards excellence in buidling earth observation cameras, ISBN 9789352069989	
2	Enzyme Assays by Abhilasha Singh 2016 Astral ISBN 9788189233495 Regency Publications	
3	Marine Mammals Ashore: A Field Guide for Strandings. By Joseph R. Geraci, Valerie J. Lounsbury. National Aquarium in Baltimore, 2005.	
4	Aquaculture: Introduction to Aquaculture for Small Farmers. Paperback. 2015. By Kenn Christenson (Author), CreateSpace Independent Publishing Platform . ISBN-13: 978-1511944328.	
5	Assessment of mariculture impact on the environment and human health. Paperback ,2015. By Zvab Rozic Petra (Author): LAP Lambert Academic Publishing 978-3659662249.	2 copies
6	An Introduction to Aquaponic Gardening: 2nd Edition, Paperback, 2015. By Dean Deschain (Author). Create Space Independent Publishing Platform. ISBN-13: 978-1511944588	2 copies
7	Aquaponic Gardening: The Secret Beginners Guide to Building a Beautiful Backyard Aquaponic Garden Oasis (Aquaponic Gardening for Beginners - How to Set Up and Run Your Aquaponic Garden). Paperback, 2014. By Lilly Vanslyke. Create Space Independent Publishing Platform (June 7, 2014) ISBN-13: 978-1500119829	2 copies
8	Plankton : A guide to other ecology and monitoring for water quality. By Iain M. Sutheers and David Rissik. Published by CSIRO Publishing, ISBN-13:978-0643090583.	
9	Marine phytoplankton. By Hoppenrath Mona, Malt Elbrachter and Gerhard Drebs, ISBN: 3510613929/9783510613922.	
10	Methods of seawater analysis, third completely revised and extended edition, by K. Grasshoff, K. Kremling and M. Eehardt, ISBN: 978-3-527-61399-1	
11	Larval Fish Aquaculture Editors: Jian G. Qin Nova 2013 ISBN: 978-1-62417-899-3	2 copies
12	Fabricius KE and Alderslade P (2001) Soft Corals and Sea Fans: A comprehensive guide to the tropical shallow water genera of the central-west Pacific, the Indian Ocean and the Red Sea. Australian Institute of Marine Science. 264 p.	

13	The Book of Indian Shells, Deepak Apte, Oxford University Press India, 2015	
14	Compendium of Seashells: A Color Guide to More Than 4,200 of the World's Marine Shells Hardcover – July, 1998. By R. Tucker Abbott (Author), S. Peter Dance (Author).	2 copies
15	Conchs, Tibias, and Harps -- A Survey of the Molluscan Families, Strombidae and Harpidae Hardcover – September, 1980 by Jerry G. Walls (Author).	
16	The Family Strombidae - A Conchological Iconography Paperback – 1999 by Kurt Kreipl (Author), Guido Poppe (Author).	
17	Catalogue of Nomenclature and Taxonomy in the Living Conidae 1758-1998 Paperback – 2001 by R. M. Filmer	

Annexure B

	Hindi Books	
1	समुद्र एवं मानव by जीयालाल राम मो.जैसवार Samudr evam Maanav – 4 nos.	4 copies
2	अपार ऊर्जा Apaar Oorja by डॉ. डी. डी. ओझा - 4 nos.	4 copies
3	वर्मीकल्चर तकनीक एवं उपयोगिता by डॉ. सुरेन्द्र सुथार – 4 nos.	4 copies
4	सागर की संपदा by डॉ. डी. डी. ओझा– 4 nos.\Saagar Kee Sampada	4 copies
5	जल एवं जनचेतना by डॉ. डी. डी. ओझा Jal Evam Janchetana– 4 nos.	4 copies
6	आरंभिक विज्ञान कोश by गोविन्द झा Aarambhik Vigyan Kosh– 4 nos.	4 copies
7	शोध विज्ञान कोश by डॉ. दुर्गादास काशीनाथ संत Shodh Vigyan Kosh– 4 nos.	4 copies
8	उच्चतर हिन्दी अंग्रेज़ी कोश By हरदेव बाहरी Uchhtar hindi angarezee kosh .– 4 nos	4 copies
9	आधुनिक निबंध by रामप्रसाद किचलू Aadhunik Nibandh– 4 nos.	4 copies
10	अच्छी हिन्दी by आचार्य किशोरीदास वाजपेयी Achhee Hindi– 4 nos.	4 copies
11	Zoology Glossary (Hindi Glossary) – 5 nos.	5 copies