



**Tender No.: NTSC/NEEMKA/RJGP/ BOOKS /2021-22**

# **Tender for Supply of Diploma Engineering Books for NSIC-TSC Neemka, Faridabad**

**The National Small Industries Corporation Limited**  
(A Government of India Enterprise)  
NSIC-Technical Services Centre,  
Tigaon Road, Neemka  
Fairdabad-121004

Tel No. 0129-2401101, 2401102, 2401104

Email: [ntscneemka@nsic.co.in](mailto:ntscneemka@nsic.co.in)

Website: [www.nsic.co.in](http://www.nsic.co.in), [www.eprocure.gov.in](http://www.eprocure.gov.in)

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### **NOTICE INVITING TENDER**

The National Small Industries Corporation Ltd.(NSIC), Neemka, Faridabad invites sealed tender in [single stage, two envelope method](#), (Technical & Financial bid in two separate envelopes) from eligible and qualified **Publishers/Authorized Dealers/ Distributers/Book Sellers having valid GST** for the Supply of at site for the Supply of Diploma Engineering Books.

The details are summarized below: -

a)	Tender number:	Reference number for inviting bids through this tender is <b>NTSC/NEEMKA/RJGP/ BOOKS /2021-22</b>
b)	Purchaser	The National Small Industries Corporation Ltd. Which is a Government of India enterprise under the Ministry of Micro, Small & Medium Enterprises.
c)	Usage of Books	The purchaser would place the Books in their educational training/ library and shall be utilized for imparting Diploma Engineering Courses.
d)	Scope of Tender:	Supply & Delivery (all books shall be good, without loss of any pages in between the books).
e)	Specification/ details of Books:	The detailed specifications of Books are specified in tender and placed at <b>Annexure-A</b>
f)	Web page for details of tender	Web page: <a href="http://www.nsic.co.in/tenders.asp">http://www.nsic.co.in/tenders.asp</a> The prospective Bidders are advised to remain in touch with the website for any update in respect of this tender.
g)	Locations of supplies	The Books is proposed to be supplied at NSIC-Technical Services Center at Neemka, Faridabad (Haryana). It may be noted that NSIC, Neemka have full rights to cancel supplies while placing the supply orders to selected Bidder. The reason for cancellation of supply would not be disclosed.
h)	Earnest Money Deposit (EMD) along with Tender	Exempted as per the guidelines of Ministry of MSME.
i)	Cost of Tender Documents	The tender document can be collected from the office of General Manager, NSIC-Technical Services Centre, Tigaon Road, Neemka, Faridabad-121004 in between the period from <b>01-10-2021 to 22-10-2021</b> (except Saturday, Sunday & Govt. Holiday) between 10:30 hours to 16:30 hours against payment of Rs. 500/- (Rupees Five Hundred only) (Non-refundable) in form of demand draft, in favour of ' <b>NSIC-Technical Services Centre, Neemka, Faridabad. A/c</b> ' payable at Faridabad. Alternatively, tender form can be downloaded from our website <a href="http://www.nsic.co.in">www.nsic.co.in</a> , <a href="http://www.eprocure.gov.in">www.eprocure.gov.in</a> from <b>01-10-2021 to 22-10-2021</b> . In case the tender downloaded for submission of offer, the tender fee of Rs. 500/- in form of demand draft in favour of ' <b>NSIC-Technical Services Centre, Neemka, Faridabad. A/c</b> ' payable at Faridabad shall be enclosed with Technical Bid of the tender while submitting the tender.

j)	Last date of submission of tender	<b>Tender must be delivered to the address below on or before 22-10-2021 up to 15.00 hours.</b> Late bids will be rejected. General Manager, NSIC- Technical Services Centre, Tigaon Road, Neemka, Faridabad-121004
k)	Date of opening of Technical Bid (Envelope-1)	<b>The technical bid for the tender shall be opened on 22-10-2021 at 16:00 hours at the address as under:</b> General Manager, NSIC- Technical Services Centre, Tigaon Road, Neemka, Faridabad-121004
l)	Date of opening of Financial Bid (Envelope-2)	The date for opening second envelope containing Financial Bid will be intimated to the technically qualified Bidders separately.

**Note:** In case of any clarification, the same may be collected from the office of The General Manager, NSIC-Technical Services Centre, Tigaon Road, Neemka, Faridabad-121004 from **01-10-2021 to 22-10-2021** (except Saturday, Sunday & Govt. Holiday) between 10:30 hours to 16:30 hours or through email on [ntscneemka@nsic.co.in](mailto:ntscneemka@nsic.co.in) .

**General Manager,  
NSIC- Technical Services Centre,  
Tigaon Road,Neemka, Fairdabad**

## **INSTRUCTIONS TO THE TENDERERS**

The Tender shall be submitted in accordance with these instructions, as under.

### **1. Abbreviations:**

Throughout this tender document", the word/ term:

- a) "NTSC" means NSIC-Technical Services Centre
- b) "NSIC" means The National Small Industries Corporation Ltd.
- c) "day" means Calendar day
- d) "working day" means Monday to Friday in week
- e) "Tender" means tender number **NTSC/NEEMKA/RJGP/ BOOKS /2021-22.**
- f) "Books" means the Diploma Engineering Books as detailed at Annexure-A.
- g) If context so requires, "singular" means "plural" and vice versa.
- h) "EMD" means Earnest Money Deposit.
- i) "Purchaser" means The National Small Industries Corporation Ltd
- j) "Bid" means the document and financial details submitted by Bidder.
- k) "Bidder" means the eligible and qualified Publishers/Authorized Dealers/ Distributers/Book Sellers.
- l) "Tenderer" means the eligible and qualified Publishers/Authorized Dealers/ Distributers/Book Sellers.

### **2. Eligible Bidder:**

Those who fulfill the following criteria are eligible to participate in the tender.

- a) The tenderer must be reputed Publishers/Authorized Dealers/ Distributers/Book Sellers.
- b) Necessary certificate to this effect from his publisher must be enclosed.  
The tenderer must have the willingness for providing all the books for which he has made the bid.
- c) The tenderer must provide evidence of successful execution of supply order

### **3. Location of supplies:**

- a) The details of locations where the Book(s) supplied through this tender are as under:

#	Location	Address for supplies
1	Neemka, Faridabad, Haryana	NSIC- Technical Services Centre, Neemka, Distt. Faridabad.

- b) The Bidder is free to inspect the location(s) in the premises before submitting the bid under this tender.
- c) It may be noted that NTSC Neemka, Faridabad have full rights to cancel any supplies even after calling the offers from Bidders but before the issue of supply order to execute the supply by the Bidder. The reason for cancellation of supply would not be disclosed.

**4. Scope of Supplies:**

- a) The Books shall be supplied meeting the specifications mentioned in Annexure- A of the tender.
- b) The course content of the Book as mentioned in the Annexure-A are the requirements of tender.
- c) After the purchase order placement, the Bidder has to execute its supply & delivery at the designated site in the location(s). No extra cost shall be paid for this reason, prices shall be deemed to be included in the offer price.

**5. Delivery**

- a) The purchaser is interested for complete delivery of Books by the Bidder within Fifteen (15) calendar days from the date of issue of supply order. However, the Bidder has an option to submit the best delivery time, but in any case the delivery should be before 15 days from the date of issue of supply order by purchaser.
- b) The Bidder shall not arrange part shipments and/or trans-shipments without the permission of purchaser. The insurance cover including insuring the goods against the loss or damage incidental to supply or acquisition, transportation, storage and delivery shall be obtained by the Bidder in his own name and not in the name of purchaser. The purchaser will as soon as possible but not later than 15 days from the date of arrival of books at destination shall notify the Bidder of any loss or damage to the books.

**6. Tender documents:**

- a) The tender document can be collected from the office of The General Manager, NSIC-Technical Services Centre, Tigaon Road, Neemka, Faridabad-121004 in between the period from **01-10-2021 to 22-10-2021** (except Saturday, Sunday & Govt. Holiday) between 10:30 hours to 16:30 hours against payment of Rs. 500/- (Rupees Five Hundred Only) (Non-refundable) by way of Demand Draft, in favour of '**NSIC-Technical Services Centre, Neemka**, account payable at Faridabad.

Alternatively tender form can be downloaded from our website [www.nsic.co.in](http://www.nsic.co.in), [www.eprocure.gov.in](http://www.eprocure.gov.in) from **01-10-2021 to 22-10-2021**. In case the tender downloaded for submission of offer, the tender fee of Rs. 500/- in form of demand draft in favour of '**NSIC-Technical Services Centre, Neemka**, account payable at Faridabad shall be enclosed with Technical Bid of the tender while submitting the tender.

The other option is to pay Rs. 500/- by RTGS/NEFT to the bank of purchaser as detailed under:

ACCOUNT NAME	BANK NAME	BANK A/C NO.	BANK IFSC CODE
<b>NSIC-Technical Services Centre, Neemka</b>	Union Bank of India, Sec-14, Faridabad	510341000685310	UBIN0912468

The Bidder is requested to attach the Bank Statement / RTGS Slip in the Technical Bid, to prove the transfer of payment to the purchaser's Account.

- b) At any time prior to the deadline for submission of bids, the Purchaser may amend the Bidding Documents by issuing addendum. The prospective Bidders are advised to remain in touch with the Website for any update in respect of this tender.

**7. Authorization for submission of tender:**

- a) The original and all copies of the bid shall be signed by a person duly authorized to sign on behalf of the Bidder. The written confirmation of authorization (in form of letter on the Bidder's letter head) to sign on behalf of the Bidder confirming the signature as a person duly authorized to sign should be attached with the technical bid of the tender.
- b) The person signing the tender form or any other documents on behalf of the Bidder shall be deemed to warrant that he has authority to bind the Bidder. If subsequently comes to light that the person so signed had no authority to do so, the purchaser may without prejudice to any other civil & criminal remedies cancel the tender and hold the Bidder liable for all costs, charges and damages.

**8. Earnest Money & Tender Fees Deposit:**

- a) The EMD shall be submitted in the first envelope super-scribed as "Technical Bid", of prescribed amount by way Demand Draft drawn in favour of "**NSIC-Technical Services Centre, Neemka**, account payable at Faridabad only for the Book(s) quoted by the Bidder. No cash towards EMD shall be accepted. The offers without EMD from the Bidders shall be rejected.
- b) In case tender documents downloaded from website, Tender Fee of Rs. 500/- shall be submitted by way of D.D. drawn in favour of '**NSIC-Technical Services Centre, Neemka**, payable at Faridabad along with the Technical Bid of the tender documents. Tender fee is non-refundable. The option for payment by RTGS/NEFT is also available and bank details of purchaser, are as under:

ACCOUNT NAME	BANK NAME	BANK A/C NO.	BANK IFSC CODE
<b>NSIC-Technical Services Centre, Neemka</b>	<b>Union Bank of India, Sec-14, Faridabad</b>	<b>510341000685310</b>	<b>UBIN0912468</b>

The Bidder is requested to attach the Bank Statement / RTGS Slip in the Technical Bid, to prove the transfer of payment to the purchaser's Account.

- c) EMD and tender Fee submission is exempted for the Bidders those having valid registration under Udyog Aadhaar/ Udyam, Single Point Registration Scheme of NSIC and all micro and small enterprises registered with Director of Industries from DIC for the Book for which this tender issued. To support this, the self-certified scan copy of such valid registration/ exemption certificate is to be attached with technical bid.

- d) The Purchaser shall not be liable for payment of any interest on EMD.
- e) Any request by the Bidders to consider their EMD already furnished by them to any of the other office of the purchaser, for any other contract/ tender will not be considered as EMD for this tender.

#### **9. Special Provision for Micro & Small Enterprises: -**

Micro and Small Enterprises (MSEs) participating in the tender will be given benefit as per Public Procurement Policy, 2012. Further, the MSEs owned by SC/ST entrepreneurs will also be given benefits as per Public Procurement Policy, 2012. The Definition of MSEs owned by SC/ST is as given under:

- (a) In case of proprietary MSE. Proprietor shall be SC/ST
- (b) In case of partnership MSE, the SC/ST partners shall be holding at least 51% shares in the unit
- (c) In case of Private Limited Companies, at least 51% share shall be held by SC/ST promoters.

#### **10. Submission of Tender:**

- a) The Bidder to examine all instructions, forms, terms and specifications in the tender documents and to furnish with its bid all documents or information as required by bidding document.
- b) The language for all the correspondence and documents related to the tender shall be in English/ Hindi only. Moreover, the printed catalogue for the Books shall also be in English/ Hindi.
- c) The tender must be placed in a properly sealed bigger envelope addressed to The General Manager, NSIC-Technical Services Centre, Tigoan Raod, Neemka, Faridabad (Haryana)-121004 and the said bigger envelope shall contain two sealed envelopes containing Technical & Financial bids. The bigger envelope must be super-scribed "**Tender for the Supply and Delivery of Diploma Engineering Books**" with tender inquiry number and its due date. The two sealed envelopes inside the bigger envelope must be super-scribed as:

*Envelope No-1: The said envelope is for technical bid & shall be super-scribed as "Tender for the Supply, Delivery of Diploma Engineering Books - Technical Bid"*

*Envelope No-2: The said envelope is for financial bid & shall be super-scribed as "Tender for the Supply, Delivery of Diploma Engineering Books - Financial Bid".*

- d) If both or either of the envelopes are not sealed and marked as required, the Purchaser will assume no responsibility for the misplacement or premature opening of the bid.
- e) All the columns of the tender shall be duly, properly and exhaustively filled in. Any cutting/over writing etc. in the tender must be signed by the person who is authorized to sign the tender.
- f)Tenders received in open covers/ letters/ fax/ email will not be considered.



### **11. Financial Bid Submission:**

Price quoted should be for supply at NSIC Technical Services Centre, Neemka, Faridabad. Price should be quoted for all the books; however, the actual book requirements may be as per quantity mentioned in supply order. (Inclusive all taxes). Purchase order will be placed as a single lot for the books, for imported books prices shall be quoted in India Rupees Only.

### **12. Last date of submission of Tender:**

- a) The tender should reach the office of General Manager, NSIC-Technical Services Centre, Neemka, Faridabad **by 22-10-2021 up to 15.00 hours.**
- b) The purchaser may, at its discretion, extend the deadline for the submission of bids by amending the Tender Documents, in which case all rights and obligations of the Purchaser and Bidders previously subject to the deadline shall thereafter be subject to the deadline as extended. The prospective Bidders are advised to remain in touch with website for any update in respect of their tender.
- c) The purchaser shall not consider any bid that arrives after the deadline for submission of bids. Any bid received by the Purchaser after the deadline for submission of bids shall be declared late, rejected and returned unopened to the Bidder.

### **13. Opening of Technical Bid:**

- a) The technical bid of tenders will be opened at NTSC-Neemka **on 22-10-2021 at 16:00 Hours.** The Bidder or their authorized representative (One person only) may be present at the time of opening of the tender.

### **14. Opening of Financial bid**

- a) The Financial Bid of only technically qualified Bidders will be opened on the stipulated date. The date & time for opening of Financial Bid shall be intimated to the technically qualified Bidders through email, after the evaluation of Technical Bid.

### **15. Validity of tender:**

- a) The tender shall be valid for a period of 90 days from the date of opening of the Technical Bid of tender. Terms and Financial details submitted in the bid shall be treated as firm during the said period of 90 days.
- b) In exceptional circumstances, prior to the expiry of the bid validity period, the Purchaser may request Bidders to extend the period of validity of their bids. The request and the responses shall be made in writing.

## 16. Evaluation of Bids:

- a) If there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected.
- b) If there is an error in a total corresponding to the addition or subtraction of sub totals, the subtotals shall prevail and the total shall be corrected; and
- c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.
- d) To assist in the examination, evaluation, comparison of the bids and qualification of the Bidders, the Purchaser may, at its discretion, ask any Bidder for a clarification of its Bid. Any clarification submitted by a Bidder in respect to its Bid and that is not in response to a request by the Purchaser shall not be considered. The Purchaser's request for clarification and the response shall be in writing only.
- e) If a Bidder does not provide clarifications of its bid by the date and time set in the Purchaser's request for clarification, its bid may be rejected.
- f) The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to supply order, without thereby incurring any liability to Bidders. In case of annulment, all bids submitted and specifically Bid document, EMD deposits shall be promptly returned to the Bidders.
- g) At the time the Contract award, the Purchaser may increase or decrease the Quantity of each Books by Ten Numbers, without any change in the unit prices or other terms & conditions of the Tender. Bidder confirms to accept the same.
- h) The purchaser have right to verify the particulars furnished by the Bidder independently.

## 17. Earnest money forfeit:

- a) If any Bidder withdraws his tender before the period of 90 days from the date opening of technical bid or makes any modifications in the terms and the conditions of the tender which are not acceptable to the purchaser, then the purchaser shall, without prejudice to any other rights or remedy, be at liberty to forfeit the EMD.
- b) The EMD will also be forfeited in following cases:
  - i. If the Bidder fails to accept the order based on his offer (bid) and within the prescribed time.
  - ii. If the Bidder fails to supply the Books with specifications as mentioned in Annexure –A

- iii. If the Bidder delays supplies beyond a reasonable time resulting in disruption of project.
- iv. Bidder for any reason whatever, withdraws the tender after it is accepted or become unable or fails to execute the orders within stipulated delivery period
- v. Submission of misleading/contradictory/false statement or information and fabricated/invalid documents is detected before or after the issue of order to execute the supplies.

#### **18. Notification of award:**

Prior to the expiry of the period of bid validity, the purchaser shall notify the successful Bidder, in writing, that its Bid has been accepted. The notification letter shall specify the sum that the Purchaser will pay to the Bidder in consideration of the supply of Book's with the details of selected location(s).

#### **19. Packing:**

- a) The Bidder shall provide packing of the Books, as necessary to prevent their damages or deterioration during the transit to their final destination. The packing shall be sufficient to withstand, without limitation, rough handling during transit. In case the consignment received with damaged Books, the purchaser would not accept the delivery.
- b) The Books shall be securely packaged and protected from damage, moisture etc. suitable for both storage and transit according to the nature of the material and mode of transport. The Bidder shall be responsible for any loss/damage to Books during transportation to the designated location.

#### **20. Delivery Time:**

- a) The Bidder shall indicate the period within which the ordered quantity will be supplied. The Bidder shall note that in case Bidder fails to supply within the period of delivery indicated in this tender, **liquidity damages @0.5% of the value of order per week of delay shall be imposed to a maximum of 4% of the order value.** This means the Bidder can delay maximum by 8 weeks after which the contract/order shall be cancelled, EMD will be forfeited and Bidder will be debarred from participation in any future tenders.
- b) The successful Bidder shall, within a week from the date of receipt of communication of acceptance of quotes from purchaser shall intimate his acceptance of the order. The successful Bidder shall complete supplies strictly as per the accepted delivery period.

#### **21. Payment:**

- a) The 100% payment of total bill will be made by the purchaser by crossed account payee Cheque/RTGS/NEFT for which the Bidder shall send bills in triplicate (original + copy) after Supply and Delivery of Books, giving the reference number of the purchase order along with copies of delivery note & satisfactory report on the delivery of Book(s), from designated purchaser department. The details about the designated purchaser department who is authorized to take the delivery of Book(s) shall be informed to the successful Bidder through the supply order placed for the supply of Book(s).

## **22. Causes of rejection of tender:**

- a) While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected.
- b) If any Bidder stipulates any condition of his own, such conditional tender is liable to be rejected.

## **23. Claims:**

- a) If the books supplied are found to be different than those in the accepted offer, the purchaser shall have right to totally reject such Books for replacement with proper books or to penalize at rate of MRP of such books for supply from the Bidder. The Bidder shall compensate for losses, if any, sustained by purchaser due to defective Books which are to be promptly replaced with new ones or amount shall be deducted on MRP amount of such books.
- b) The Bidder shall be responsible for arranging the rejected Book to be removed at his cost from purchaser premises.

## **24. Address for communication:**

- a) All the communication with respect to the tender shall be addressed to:

General Manager,  
NSIC- Technical Services Centre,  
Tigaon Road, Neemka, Faridabad-121004

## **25. Force Majeure:**

- a) In the event of any unforeseen circumstances directly interfering with the supply of goods/work/service arising during the execution of order such as war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, earthquakes, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of God, the Bidder shall, within a week from the commencement thereof, notify the same in writing to the Purchaser with reasonable evidence thereof. Either party shall have the option to terminate the contract on expiry of 90 days of commencement of such force majeure by giving 14 days "notice to the other party in writing. In case of such termination, no damages shall be claimed by either party against the other.

## **26. Code of Ethics:**

- a) The Purchaser as well as the Bidder shall observe the highest standard of ethics including laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988", during the procurement or execution of such contracts. If the Bidders are found in Bid pooling or against law against fraud and corruption then their firms may be blacklisted.

**27. Jurisdiction:**

In the event of any dispute the legal matter shall be subjected to the jurisdiction of Faridabad Court only.

*We confirm with our acceptance to the instructions (S.No-1 to 27 above) as given above.*

**BIDDER'S NAME & SIGNATURE WITH SEAL**

*These duly signed "Instructions to the Tenders" as under shall be attached with technical bid of the tender as a mark of acceptance of Bidder and any tender not confirming the instructions as under is liable to be rejected.*

**ANNEXURE-A**
**Details of requirements and for Supply and Delivery of Diploma Engineering Books**

Name of the Book: Supply and Delivery of Diploma Engineering Books

S.No	Subject	Author	Publication	Qty
1	Applied Mathematics	Benu Bajaj , Dr. Deepak Raj	North Publication	30
2	Applied Physics	T. R. Narula	North Publication	30
3	Applied Chemistry	Jagmohan Oberoi	North Publication	30
4	Fundamentals of Electrical & Electronics Engineering	D.R.Arora	Ishan Publications	30
5	Network Filters & Transmission Lines	Sanjeev Kumar & Yash Pal	Ishan Publications	30
6	Communication System	Deepika Chadha, Jangra	North Publication	30
7	Power Electronics	Sanjay Puri	North Publication	30
8	Microprocessor Peripherals & Devices	Sudhir Goel	North Publication	30
9	Instrumentation	Deepika and Sapra	Ishan Publications	30
10	Medical Electronics	Soni and Gupta	Ishan Publications	30
11	Optical Fiber Communication	Yashpal & Sanjeev Kumar	North Publication	30
12	Computer Network	Priti Srivastav	Ishan Publications	30
13	Digital Communication	Priti Srivastav	Ishan Publications	30
14	Microcontrollers	Sanjeev Gupta	Ishan Publications	30
15	Microwave & Radar Engineering	Navneet Arora	Ishan Publications	30
16	Wireless & Mobile Communication	V.K.Sanger	Ishan Publications	30
17	Computer Networks	Priti Srivastav	Ishan Publications	30
18	Entrepreneurship Development & Management	M.K.Garg	Ishan Publications	30
19	Industrial Automation	Sanjeev Kumar	Ishan Publications	30
20	Audio and video systems	H.D. Dayaratnam	Ishan Publications	30
21	Microprocessor Peripherals & Devices	Sudhir Goel	North Publication	30
22	Object Oriented Programming in JAVA	Er. Anu Roy, Rajinder Kumar	Ishan Publications	30
23	Data Base Management System	Preeti Srivastava	Ishan Publications	30
24	Computer Organization	Preeti Srivastava	Ishan Publications	30
25	Data Structure Using C	Preeti Srivastava	Ishan Publications	30
26	Computer Network	Preeti Srivastva	Ishan Publications	30
27	Software Engineering	Sandeep Kumar	Ishan Publications	30
28	Computer Programming in Python	Rajinder kumar	Ishan Publications	30
29	Cloud Computing	Dr. Neeraj Kumar, AbhayBindle	Ishan Publications	30
30	Web Development using PHP	Rajinder Kumar	Ishan Publications	30
31	Network Security	Preeti Srivastava	Ishan Publications	30
32	Entrepreneurship Development & Management	M.K.Garg	Ishan Publications	30
33	Mobile Application Development	Dr. Madhu Goel, Chetna Sharma	Ishan Publications	30
34	English	Prtima Bhati, Chaswal	North Publication	30

35	Textile Science	Rastogi Deepali ,Chopra Sheetal	Orient Blackswan Private	10
36	Basic Design	John Hopkins	Ava Publishing	10
37	Basic Pattern Making and Style Interpretation	Virendra Kr. Vegad	Virendra Kantilal Vegad	10
38	Environmental Studies	Rk Garg, AK Gupta	North Publication	10
39	Elements of Fashion	G.J. Sumathi	New Age International Pubishers	10
40	History of Costumes -I	Carl Kohler	Dover Publication	10
41	Traditional Indian Textiles	Anjali Karolia	Niyogi Books Pvt. Ltd.	10
42	History of Costumes -II	Francoise Tetart- Vittu	Taschen GmbH	5
43	Apparel Management & Quality Control	J. Hayavadana	WPI Publishing	10
44	Electrical Power - I	Mandeep Singh	Ishan Publications	10
45	Programmable Logic Cont. & Microcontrollers	Sanjeev Gupta	Ishan Publications	10
46	Instrumentation	Sapra & Chadha	Ishan Publications	10
47	Electrical Machine - II	D.R.Arora	Ishan Publications	10
48	Utilisation of Electrical Energy	D.R.Arora	Ishan Publications	10
49	Automotive Electrical and Electronics Equipment	Raj Kumar Chauhan	Ishan Publications	10
50	Computer Fundamentals	Priti Srivastav, Pooja Bajaj	North Publication	20

**Declaration:** Books Quantity may vary by Ten Numbers each, as rate quoted for book unit price by the Bidder shall be seen to come within approved budget.

**ANNEXURE -B**

**(Undertaking from Bidder on their official stationery)**

To,  
The General Manager  
NSIC- Technical Services Centre,  
Tigaon Road, Neemka, Fairdabad-121004

Sir,  
Subject: Undertaking for the participation to the tender No. **NTSC/NEEMKA/RJGP/ BOOKS /2021-22** due for opening of technical bid on **01<sup>st</sup> October 2021**.

Dear Sir,

HAVING EXAMINED AND PERUSED THE FOLLOWING DOCUMENTS

1. Notice Inviting Tender
2. Instruction To The Tenderer
3. Technical Specifications of Book (Annexure-A)
4. Annexure – C (Technical Bid)
5. Annexure- D (Financial Bid)

I/We .....do hereby submit the above tender in prescribed formats duly completed in all respects in accordance with the conditions applicable. If this tender is accepted, I/We agree to abide by and fulfill all the terms and conditions in the tender documents

I/We hereby distinctly and expressly declare and acknowledge that before the submission of this tender, I/We have carefully followed the instructions and I/We have understood the existing system of supply at the location(s) of purchaser including the scope and nature of duties expected from the Bidder.

I/We distinctly agree that I/We would hereafter make no claim or demand upon the purchaser based upon or arising out of any alleged misunderstanding or misconceptions or mistake on my/our part of the said stipulations, restrictions and conditions.

I/ We declare that our unit has never made any default in supplying the Book/ equipment to Government / Semi Government/ Central or State Public sector enterprise(s) in terms of quality and financial agreed supply conditions.

Any notice required to be served on me/us shall be sufficiently served on me/us by post (registered or ordinary) or courier or left at my/our address furnished herein.

.....  
I/We fully understand the terms and conditions in the tender documents.  
I/We understood that the purchaser is not bound to accept any proposal that it may receive without assigning any reason.

Dated this.....day of.....2021

Authorized Signatory  
Seal:



**ANNEXURE-C**

**FORMAT & REQUIREMENTS FOR SUBMITTING TECHNICAL BID**

1. **Tender Ref. No: NTSC/NEEMKA/RJGP/ BOOKS /2021-22**
2. **Name of Bidder:** .....
3. **Complete office address of Bidder**.....
4. **Tender fee payment details** (if tender document downloaded from website)  
 Details of DD/RTGS/NEFT by which tender fee paid.....
5. **Confirmation of acceptance of Technical Specifications for the supply of Book:**

Name of Book	Author Name	Publication	Qty	Acceptance to the book as placed at Annexure-A and agreed to supply with require quantity (Write YES/NO only)
<b>Subject</b>	<b>Author</b>	<b>Publication</b>	<b>Qty</b>	
<b>Applied Mathematics</b>	<b>Benu Bajaj , Dr. Deepak Raj</b>	<b>North Publication</b>	<b>30</b>	
<b>Applied Physics</b>	<b>T. R. Narula</b>	<b>North Publication</b>	<b>30</b>	
<b>Applied Chemistry</b>	<b>Jagmohan Oberoi</b>	<b>North Publication</b>	<b>30</b>	
<b>Fundamentals of Electrical &amp; Electronics Engineering</b>	<b>D.R.Arora</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Network Filters &amp; Transmission Lines</b>	<b>Sanjeev Kumar &amp; Yash Pal</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Communication System</b>	<b>Deepika Chadha, Jangra</b>	<b>North Publication</b>	<b>30</b>	
<b>Power Electronics</b>	<b>Sanjay Puri</b>	<b>North Publication</b>	<b>30</b>	
<b>Microprocessor Peripherals &amp; Devices</b>	<b>Sudhir Goel</b>	<b>North Publication</b>	<b>30</b>	
<b>Instrumentation</b>	<b>Deepika and Sapra</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Medical Electronics</b>	<b>Soni and Gupta</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Optical Fiber Communication</b>	<b>Yashpal &amp; Sanjeev Kumar</b>	<b>North Publication</b>	<b>30</b>	
<b>Computer Network</b>	<b>Priti Srivastav</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Digital Communication</b>	<b>Priti Srivastav</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Microcontrollers</b>	<b>Sanjeev Gupta</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Microwave &amp; Radar</b>	<b>Navneet Arora</b>	<b>Ishan</b>	<b>30</b>	

<b>Engineering</b>		<b>Publications</b>		
<b>Wireless &amp; Mobile Communication</b>	<b>V.K.Sanger</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Computer Networks</b>	<b>Priti Srivastav</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Entrepreneurship Development &amp; Management</b>	<b>M.K.Garg</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Industrial Automation</b>	<b>Sanjeev Kumar</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Audio and video systems</b>	<b>H.D. Dayaratnam</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Microprocessor Peripherals &amp; Devices</b>	<b>Sudhir Goel</b>	<b>North Publication</b>	<b>30</b>	
<b>Object Oriented Programming in JAVA</b>	<b>Er. Anu Roy, Rajinder Kumar</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Data Base Management System</b>	<b>Preeti Srivastava</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Computer Organization</b>	<b>Preeti Srivastava</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Data Structure Using C</b>	<b>Preeti Srivastava</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Computer Network</b>	<b>Preeti Srivastva</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Software Engineering</b>	<b>Sandeep Kumar</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Computer Programming in Python</b>	<b>Rajinder kumar</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Cloud Computing</b>	<b>Dr. Neeraj Kumar, AbhayBindle</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Web Development using PHP</b>	<b>Rajinder Kumar</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Network Security</b>	<b>Preeti Srivastava</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Entrepreneurship Development &amp; Management</b>	<b>M.K.Garg</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>Mobile Application Development</b>	<b>Dr. Madhu Goel, Chetna Sharma</b>	<b>Ishan Publications</b>	<b>30</b>	
<b>English</b>	<b>Prtima Bhati, Chaswal</b>	<b>North Publication</b>	<b>30</b>	
<b>Textile Science</b>	<b>Rastogi Deepali ,Chopra Sheetal</b>	<b>Orient Blackswan Private</b>	<b>10</b>	
<b>Basic Design</b>	<b>John Hopkins</b>	<b>Ava Publishing</b>	<b>10</b>	
<b>Basic Pattern Making and Style Interpretation</b>	<b>Virendra Kr. Vegad</b>	<b>Virendra Kantilal Vegad</b>	<b>10</b>	
<b>Environmental Studies</b>	<b>Rk Garg, AK Gupta</b>	<b>North Publication</b>	<b>10</b>	
<b>Elements of Fashion</b>	<b>G.J. Sumathi</b>	<b>New Age International Pubishers</b>	<b>10</b>	
<b>History of Costumes -I</b>	<b>Carl Kohler</b>	<b>Dover Publication</b>	<b>10</b>	
<b>Traditional Indian Textiles</b>	<b>Anjali Karolia</b>	<b>Niyogi Books Pvt. Ltd.</b>	<b>10</b>	

History of Costumes -II	Francoise Tetart-Vittu	Taschen GmbH	5	
Apparel Management & Quality Control	J. Hayavadana	WPI Publishing	10	
Electrical Power - I	Mandeep Singh	Ishan Publications	10	
Programmable Logic Cont. & Microcontrollers	Sanjeev Gupta	Ishan Publications	10	
Instrumentation	Sapra & Chadha	Ishan Publications	10	
Electrical Machine - II	D.R.Arora	Ishan Publications	10	
Utilisation of Electrical Energy	D.R.Arora	Ishan Publications	10	
Automotive Electrical and Electronics Equipment	Raj Kumar Chauhan	Ishan Publications	10	
Computer Fundamentals	Priti Srivastav, Pooja Bajaj	North Publication	20	

**6. Confirmation for supply to the location:**

#	Details	Locations
		Neemka, Faridabad (Haryana)
1	<b>Total quantity required</b>	As per Annexure-A
2	<b>Consent to supply: (write YES/ NO only in the cells placed under the location)</b>	

**7. EMD payment details** (Not applicable if the Bidder is holding valid registration/ exemption certificate, as per Para 12 (c) of Instruction to Tenderers): Details of DD/RTGS/NEFT by which EMD paid

.....

The EMD of ` 5000/- (Rupees Five Thousand only) shall be submitted.

**8. PAN Number of Bidder** (self-attested copy to be enclosed)

.....

**9. GSTIN registration number of Bidder** (self-attested copy to be enclosed)

.....

**10. Delivery period after receipt of supply order from purchaser:** (The purchaser interested to complete delivery of Book by the Bidder within Fifteen (15) calendar days from the date of issue of supply order. However, the Bidder have an option to submit the best delivery time, but in any case the delivery should be before 15 days from the date of issue of supply order by purchaser. Delivery to be completed in number of days ..... (Calendar Days In figure)..... (Calendar Days in words) from the date of issue of supply order by purchaser.

**11. Details of address with contact details for at least five purchaser to whom the Bidder supplied similar Book in the last Three (3) years:** The

*format for submission of details for at least three purchaser are as under: (the Bidder can furnish details of even more than three purchaser)*

- a. Address of Purchaser with contact details (email and phone no.):.....
- b. Details of order for supply placed to Bidder:.....
- c. Description and quantity of ordered books:.....
- d. Value of order in rupees:.....
- e. Date of Supply Order:.....

***(The purchaser shall have liberty to contact any or all of purchaser to assess the performance of Book supplied by Bidder)***

**12. Documents - Details to be enclosed with the Technical bid by Bidder are as under:**

- a) In case the Bidder is Original publisher, the Bidder to submit a self-declaration on their letter-head, confirming that they are regular in Publishing & supplying the similar Books, as asked in this tender, for the last Three (03) years.
- b) In case the Bidder is Authorized Distributor of Publisher / Authorized Dealer of books, the Bidder to attach self-certified valid authorized Distributorship / Dealership certificate from Original publisher and shall be engaged in regular publishing and supply of similar Book for the last three (03) years.
- c) Undertaking as per annexure-B on official stationery.
- d) Duly signed all pages "Instructions to Tenderers" of the tender document as a mark of acceptance.
- e) The letters substantiating performance from at least three (03) other purchasers, to whom, the similar Book supplied by the Bidder in last three (03) years.
- f) Technical Literature of Book(s) with particular reference to the edition of Book proposed to be supplied against this tender along with reference of website to assess for further features.
- g) Authorization letter in favor of personnel to sign the tender behalf of Bidder.
- h) Self-certified copy of valid certificate for claiming EMD exemption.
- i) Self-certified copy of valid certificate for claiming Tender Fee exemption.
- j) Self-attested copy of valid GSTIN registration.
- k) Self-attested copy of valid PAN number.
- l) The Bidders shall furnish complete Technical details of Books for the Book offered to supply through the participation of this tender (use separate sheet to elaborate the details of technical specifications such as qty., author etc.)

I/We as Bidder certify that:

- a. The tender shall remain valid for acceptance for 90 days from the date of opening the Technical Bid of the tender.
- b. No price of any Book shall be given in Technical Bid.
- c. All above Books should be provided with valid author etc. wherever applicable.

Name & Signature of the authorized Bidder with stamp  
Contact details of authorized person of Bidder who have signed the tender.

Name.....  
Designation.....  
Phone (office).....  
Phone (Mobile).....  
E mail.....

**Annexure –“D”**

**PRICE - BID**

(to be submitted separately in a sealed envelope)

Tender Ref. No: **NTSC/NEEMKA/RJGP/ BOOKS /2021-22**

1. Name of the Bidder: .....

2. The financial offer to execute the supply as per the tender:

**a. Supply of Book to the Neemka, Faridabad (Haryana) location:**

#	Book Name ( <b>Author Name &amp; Publication as per given in Annexure-A</b> )	QTY	Max retail price (MRP) or Printed price of Book	Unit price offered	GST amount on unit price	Unit price (Column 4 + Column 5) including GST	Total Price (Column 2 X Column 6)
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>a</b>	Offered financials for the Supply, Delivery of Books as per tender No. <b>NTSC/NEEMKA/RJGP/ BOOKS /2021-22</b>						
<b>1</b>	<b>Applied Mathematics</b>	<b>30</b>					
<b>2</b>	<b>Applied Physics</b>	<b>30</b>					
<b>3</b>	<b>Applied Chemistry</b>	<b>30</b>					
<b>4</b>	<b>Fundamentals of Electrical &amp; Electronics Engineering</b>	<b>30</b>					
<b>5</b>	<b>Network Filters &amp; Transmission Lines</b>	<b>30</b>					
<b>6</b>	<b>Communication System</b>	<b>30</b>					
<b>7</b>	<b>Power Electronics</b>	<b>30</b>					
<b>8</b>	<b>Microprocessor Peripherals &amp; Devices</b>	<b>30</b>					
<b>9</b>	<b>Instrumentation</b>	<b>30</b>					
<b>10</b>	<b>Medical Electronics</b>	<b>30</b>					
<b>11</b>	<b>Optical Fiber Communication</b>	<b>30</b>					
<b>12</b>	<b>Computer Network</b>	<b>30</b>					
<b>13</b>	<b>Digital Communication</b>	<b>30</b>					
<b>14</b>	<b>Microcontrollers</b>	<b>30</b>					
<b>15</b>	<b>Microwave &amp; Radar Engineering</b>	<b>30</b>					
<b>16</b>	<b>Wireless &amp; Mobile Communication</b>	<b>30</b>					
<b>17</b>	<b>Computer Networks</b>	<b>30</b>					
<b>18</b>	<b>Entrepreneurship Development &amp; Management</b>	<b>30</b>					

19	Industrial Automation	30					
20	Audio and video systems	30					
21	Microprocessor Peripherals & Devices	30					
22	Object Oriented Programming in JAVA	30					
23	Data Base Management System	30					
24	Computer Organization	30					
25	Data Structure Using C	30					
26	Computer Network	30					
27	Software Engineering	30					
28	Computer Programming in Python	30					
29	Cloud Computing	30					
30	Web Development using PHP	30					
31	Network Security	30					
32	Entrepreneurship Development & Management	30					
33	Mobile Application Development	30					
34	English	30					
35	Textile Science	10					
36	Basic Design	10					
37	Basic Pattern Making and Style Interpretation	10					
38	Environmental Studies	10					
39	Elements of Fashion	10					
40	History of Costumes -I	10					
41	Traditional Indian Textiles	10					
42	History of Costumes -II	5					
43	Apparel Management & Quality Control	10					
44	Electrical Power - I	10					
45	Programmable Logic Cont. & Microcontrollers	10					
46	Instrumentation	10					
47	Electrical Machine - II	10					
48	Utilisation of Electrical Energy	10					
49	Automotive Electrical and	10					

	<b>Electronics Equipment</b>						
<b>50</b>	<b>Computer Fundamentals</b>	<b>20</b>					
b	<b>Total Price (including GST)</b> for all above Books for supply and delivery as detailed from row (1 – 50) above at NTSC Neemka, Faridabad (in Rs.) (in figure)						
c	<b>Total Price (including GST)</b> for all above Books for supply and delivery as detailed from row (1 – 50) above at NTSC Neemka, Faridabad (in Rs.) (in words) _____						
d	<b>Total Price (excluding GST)</b> for all above Books for supply and delivery as detailed from row (1 – 50) above at NTSC Neemka, Faridabad (in Rs.) (in figure) .....						

The followings to be noted while submitting financial bids for the supply of Books to NTSC, Faridabad location:

- a. The competitiveness of bid shall be made on supply basis to NTSC, Neemka on the evaluation of "Total Price of Books before GST".
- b. The Purchaser shall compare the "Total Price of Books before GST" of all the responsive bids to determine the lowest bid for declaring successful Bidder.
- c. The Bidder shall note that after books supplies, they have to issue the invoice indicating the Price of Book as quoted in the Financial Offer and thereafter specify the GST as applicable at the time of delivery. The Purchaser shall pay total amount which includes the unit price of Book as well as the GST as applicable at the time of delivery.
- d. The Total price offered above shall be inclusive of Basic Price, Transportation, all incidental charges (including transit Insurance, Loading/ Unloading, Packing & forwarding charges, etc.).
- e. The Purchaser is authorized to ask from Bidder to check for the GST submission as claimed by the Bidder at the time of issue of invoice after the supply of Books.
- f. The purchaser will not issue any form ('C' and 'D') toward rebate / exclusion of Sales Tax/GST etc.
- g. The Bidder will not be entitled to any increase in Unit Price of Books occurring during the period of delivery, even if there is delay in supplies attributed to Bidder.
- h. Books for which prices are not quoted by Bidder, please note that for such condition, MRP of Books shall be considered for financial evaluation purpose.
- i. After award of contract or issue of purchase order, if any Book(s) are not supplied by the successful Bidder, the MRP of such Book(s) shall be deducted from the bills irrespective of price offered by the Bidder.



I/We as Bidder certify that:

- a. The tender shall remain valid for acceptance for 90 days from the date of opening the Technical Bid of the tender.
- b. Agree that the offer price is valid for the period of 90 days from the date of opening of technical bid of this tender.

Further confirm that we agree with the terms and conditions specified in "Instructions to Tenderers" and if selected, the execution of supplies would be made in compliance.

Name & Signature of the authorized Bidder with stamp  
Contact details of authorized person of Bidder who have signed the tender.

Name.....  
Designation.....  
Phone (office).....  
Phone (Mobile).....  
E mail.....