

**Tender Document**

**ICAR-NATIONAL BUREAU OF PLANT GENETIC RESOURCES  
PUSA CAMPUS, NEW DELHI-110012**

**[File No. NBPGR-14/Lib./10/2017]**

**Renewal of subscription of journals for NBPGR Library, New Delhi for  
the year 2018**

**e-TENDER DOCUMENT**

**ICAR-NATIONAL BUREAU OF PLANT GENETIC RESOURCES  
PUSA CAMPUS, NEW DELHI-110012**

Phone: 091-011- 2584-9214/9211/3296 Ext. 268  
web: [www.nbpgr.ernet.in](http://www.nbpgr.ernet.in)

email: [sangita.tanwar@icar.gov.in](mailto:sangita.tanwar@icar.gov.in)  
<https://eprocure.gov.in/eprocure/app>

### E-PROCUREMENT TENDER NOTICE

ICAR-National Bureau of Plant Genetic Resources, Pusa, New Delhi-12 invites tenders under Two Bids System (Technical and Financial) from reputed & eligible agencies through e-procurement for **Renewal of subscription of Journals for NBPGR Library for the year 2018.**

Item No.	Description of Item/Service
1.	Subscription of 16 Foreign and 16 Indian Journals for the 2018 in NBPGR, Library

Item	Details/Date
Bid Document Download Start Date	20 Nov 2017 12. p.m.
Bid Submission Start Date	21 Nov 2017 12. p.m.
Bid Submission End Date	13 Dec, 2017 12 p.m.
Technical Bid Opening Date	14 Dec 2017 12 p.m.

#### Notes:

1. All details regarding the subject tender are available on our websites [www.nbpgr.ernet.in](http://www.nbpgr.ernet.in) and <https://eprocure.gov.in/eprocure/app>. Bidders are therefore, requested to visit our websites regularly to keep themselves updated.
2. **Manual bids shall not be accepted.**
3. For submission of E-Bids, bidders are required to get themselves registered with <http://eprocure.gov.in/eprocure/app>.
4. Tender document's cost and EMD should reach Librarian, Library, 1<sup>st</sup> Floor ICAR-National Bureau of Plant Genetic Resources, New Delhi-110012 before the end date and time of bid submission, failing which the offer will be liable for rejection. Bidder(s), however have to attach scanned copies of tender cost and EMD along with their e-tender.
5. Clarifications/ queries, if any, can be addressed to Librarian, ICAR-National Bureau of Plant Genetic Resources, New Delhi, on phone: 091-011- 2584-9214/9211/3296 ext. 268 and email: [sangita.tanwar@icar.gov.in](mailto:sangita.tanwar@icar.gov.in)

*Kalyani Srinivasan*  
18/11/17  
(Kalyani Srinivasan)  
OIC, Library

## INFORMATION & INSTRUCTIONS FOR BIDDERS

Earnest Money Deposit	<p><b>Rs. 30,000/- ( Thirty Thousand) in form of DD/Pay order/FDR/ in favour of Director, ICAR-National Bureau of Plant Genetic Resources, New Delhi-12, Payable at Delhi valid for a period of six months.</b></p> <p>EMD should reach Librarian, Library 1st Floor ICAR-National Bureau of Plant Genetic Resources, New Delhi-12 before the end date and time of bid submission. Bidders, however have to attach scanned copies of EMD documents along with the e-tender (technical bid).</p>
Cost of Tender Form (Non-Refundable)	<p><b>₹ 1000/- (Rupees One Thousand Only) through DD/Banker's cheque in favour of Director, ICAR-National Bureau of Plant Genetic Resources, New Delhi-12, Payable at Delhi.</b></p> <p>Tender cost should reach Librarian, Library, NBPGR, New Delhi-110012 before the end date and time of bid submission. Bidders, however have to attach scanned copies of tender cost document along with the e-tender (technical bid)</p>
Issue of Tender Document	<p>Tender Document may be down loaded from the NBPGR website <a href="http://www.nbpgr.ernet.in">www.nbpgr.ernet.in</a>. and CPP portal <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a> as per the schedule.</p>
Bid Document Download Start Date	20 Nov. 2017 12:00 a.m
Bid Submission Start Date	21 Nov. 2017 12:00 a.m
Bid Submission End Date	13 Dec 2017 11:00 a.m
Technical Bid Opening Date	14 Dec 2017 12:00 p.m

## 1. Bid Submission

“**Technical Bid**” shall be submitted as per **Part - A**

“**Financial Bid**” shall be submitted as per **Part - B**

Bids shall be submitted online only at CPP portal: <https://eprocure.gov.in/eprocure/app>. Tenderers/contractors are advised to follow the instructions provided in the ‘Instructions to the Contractor/Tenderer’ for the e-submission of the bids online through the Central Public Procurement Portal for e-procurement at <https://eprocure.gov.in/eprocure/app>.

Bid documents may be scanned with 100 dpi with black and white option which helps in reducing the size of the scanned document.

Tenderer who has downloaded the tender from the Institute website [www.nbpgr.ernet.in](http://www.nbpgr.ernet.in) and Central Public Procurement Portal (CPPP) <https://eprocure.gov.in/eprocure/app>, shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tempered/modified in any manner, tender will be summarily rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with ICAR-NBPGR.

Intending tenderers are advised to visit again Institute website [www.nbpgr.ernet.in](http://www.nbpgr.ernet.in) and CPP Portal <https://eprocure.gov.in/eprocure/app> at least 3 days prior to closing date of submission of tender for any corrigendum / addendum/ amendment.

## 2. OPENING OF FINANCIAL BID AND EVALUATION

- a. The Technical bids will be opened on the specified date and time as mentioned.
- b. Financial bids of eligible and technically qualified bidder(s) will be opened. The decision of the committee on technical suitability shall be final and shall not be opened for discussion. The Higher Discount bid in respect of **journals** will be considered for award.

## 3. FINAL DECISION MAKING AUTHORITY

The Institute reserves the right to accept or reject any bid and to annul the process and reject all bids at any time, without assigning any reason or incurring any liability to the bidders. No claim whatsoever will be entertained/paid by the Institute to the bidder(s).

## 4. SUMMARY REJECTION OF TENDER:

The tenders not accompanied with Earnest Money Deposit, Cost of Tender Document shall be summarily rejected. Similarly, if the bidder proposes any alteration in or additions to the prescribed form of tender or decline to carry out any work of the tender document or any conditions mentioned, etc., his tender is liable to be rejected.

## **5. AMENDMENT OF TENDER DOCUMENT:**

Before the deadline for submission of tender, the Institute may modify the tender document by issuing addendum/corrigendum.

Any addendum/corrigendum thus issued shall be a part of the tender document and shall be uploaded on the Institute website ([www.nbpgr.ernet.in](http://www.nbpgr.ernet.in)) and CPP portal <https://eprocure.gov.in/eprocure/app>. Prospective bidders must visit the website before filling and submission of Tender Document for such information.

6. In case the tenders are accepted by NBPGR but prescribed items and conditions are not adhered to by the concerned firm, bid security of such firm will be forfeited.
  7. Incomplete and conditional bid will not be considered.
  8. Checklist may please be completed, which is mandatory
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## **INSTRUCTIONS FOR ONLINE BID SUBMISSION:**

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

### **REGISTRATION**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrolment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

### **SEARCHING FOR TENDER DOCUMENTS**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

### **PREPARATION OF BIDS**

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

## **SUBMISSION OF BIDS**

9. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
10. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
11. Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
12. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
13. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable.
14. The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
15. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 125 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
16. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
17. Upon the successful and timely submission of bids (ie after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
18. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

**PART-A**  
**TECHNICAL BID**



**ICAR- NATIONAL BUREAU OF PLANT GENETIC RESOURCES**

**PUSA CAMPUS, NEW DELHI-110012**



**APPLICATION FORM FOR SUBSCRIBING FOREIGN/INDIAN JOURNALS  
FOR NBPGR LIBRARY FOR THE YEAR 2018**

***(PLEASE READ THE "TERMS AND CONDITIONS" CAREFULLY BEFORE FILLING THE FORM)***

***(Strike off whichever is not applicable)***

1. Name of Firm : \_\_\_\_\_
2. Address of Regd. Office : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Telephone Numbers
  - a.) Office : \_\_\_\_\_
  - b.) Residence : \_\_\_\_\_
  - c.) Mobile : \_\_\_\_\_
  - d.) Fax number : \_\_\_\_\_
  - e.) E-mail Address : \_\_\_\_\_
  - f.) Web-site : \_\_\_\_\_



4. Constitution of Firm : \_\_\_\_\_

a.) Name & address of Proprietor/Managing Directors/Directors of the applicant firm:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b.) If partnership, Name and Address of Partners

: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. The firm should have financial status in dealing with the supply of the Periodicals. Turnover of the firm during the preceding 3 years should be minimum 5 times of the supply order, the documentary proof of this effect in the form of balance sheet for each year for the last three years has to be enclosed with the technical bid, failing which the offer will be rejected. **(Annexure-I) (Scanned copy to be attached with the technical bid)**

6. PAN/TAN No. \_\_\_\_\_  
(Scanned Self-attested copy of the certificate to be attached) **(Annexure-II)**

7. The firm should be a member of “Good Offices Committee” of Federation of Publishers and Booksellers Association of India ? Attach self-attested copy of the Membership Certificate. **(Annexure-III). (Scanned copy to be attached with the technical bid)**

8. EMD details: Amount \_\_\_\_\_ Demand Draft No. \_\_\_\_\_ Date: \_\_\_\_\_  
Bank Name \_\_\_\_\_

**(Scanned copy to be attached with the technical bid)**

9. The firm should have infrastructure providing on-line accessibility and provide web based claim management support so that the order/delivery/claim status can be checked by NBPGR as and when required. Company should submit documentary evidence (in the form of website printout) of such a facility and also website address where this service can be checked. **(Annexure-IV)**

Website: \_\_\_\_\_

**(Scanned copy of website printout to be attached with the technical bid)**

10. The firm/agency is supposed to enclose the documentary evidence of minimum two (two nos.) work orders of at least the same value of the present supply order. Each for the subscription of foreign and Indian journals (to be annexed) regarding supply of periodicals to ICAR Institute's/SAUs/Central universities/other UGC recognized universities and IITs, **(Scanned copy to be attached with the technical bid)**. At least five years' experience should be for supply of foreign and Indian journals. **(Annexure-V)**
11. The Firm/agency should give undertaking that the firm has necessary permission to deal with the foreign and Indian periodicals subscription and make necessary payment in currency. Further, it should fulfill all statutory requirements. **(Annexure-VI) (Scanned copy to be attached with the technical bid)**
12. Terms and conditions for supply of journals to NBPGR duly signed has to be enclosed with the technical bid. **(Annexure-VII) (Scanned copy to be attached with the technical bid)**
13. Bidders will provide an undertaking on non-judicial stamp paper that neither they nor their principal publishers/suppliers have been blacklisted by any state/Central Govt. department/other organizations. **(Annexure-VIII) (Scanned copy to be attached with the technical bid)**

### **DECLARATIONS**

1. I/We \_\_\_\_\_ (Name of proprietors(s)/partners or shareholder) hereby declare that the information provided in this application form are true to the best of my/our knowledge and that I/we shall be bound by the acts of duly constituted attorney. In case it is found incorrect, I/we have no objection if my/our bid is rejected or cancelled by NBPGR, Library.
2. I/We also hereby declare that all matters related to NBPGR shall be treated as confidential and no information shall be passed on to any unauthorized person without written permission of the Competent Authority.
3. Mr. \_\_\_\_\_ whose signature is/are appearing below, is/are the authorized representative(s) of the firm.
4. 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.
5. I/We assure that if empaneled, the firm will serve the Institute for a minimum period of one year.
6. I/We have read and understood all the "Terms and Condition" of NBPGR as mentioned in this document and consciously agree to abide by them.

Signature \_\_\_\_\_  
(Authorized Signatory)

Date:

Name : \_\_\_\_\_

Designation: \_\_\_\_\_

Stamp of the Applicant Firm



**National Bureau of Plant Genetic Resource**  
**New Delhi-110012**  
**PART-B**



**FINANCIAL BID**

The maximum discount that vendor intends to offer shall be mentioned clearly. Vendors should go through terms and conditions thoroughly before quoting discount.

Sl. No.	Description	Flat Discount Offered by the agency on total order value for the year 2018
1.	Supply of 16 Foreign Journals to NBPGR Library	In BoQ
2.	Supply of 16 Indian journals to NBPGR Library	In BoQ

Signature of Partners/Proprietors.

Date (with Firm's Seal)



**ICAR-National Bureau of Plant Genetic Resources,  
Pusa Campus**

**New Delhi-110012**



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**Terms and Conditions for the Subscription of Foreign and Indian Journals For the  
calendar year 2018 in NBPGR Library**

1. The selected firm/agency upon receipt of confirmed order shall process Institutional subscription and advance payment shall be made by ICAR-NBPGR to the respective firm/agency for the journals/titles ordered with them against proforma invoice. As far as possible invoice should indicate subscription rate during the period Jan. –Dec. 2018.
2. Copies of your order/letter to publishers showing remittance details, draft number, amount, copy of conversion rate of the day the draft has been prepared etc. must be sent for our records. Amount should not be retained for more than 30 days from the date of receipt without our consent. Non-receipt of proof will be considered as breach of agreement and Director NBPGR may take suitable kind of action as per rule.
3. Supplementary bills, against the rises in subscription rates and changes in currency conversion rates, should be submitted along with the proof of publishers' prices and copy of the day remittance will be made to publisher. Supplementary invoice for one journal shall be accepted only once. Currency of the original and supplementary invoices shall always remain same.
4. Firm has to provide subscriber Number allotted by the publisher against journals subscribed.
5. The journals available in dual currencies should be billed in the currency by which the converted cost is the lowest in Indian rupees.
6. The intending firm/Vendor has to deposit the Bid Security (EMD) of Rs. 30,000/-in the form of Demand Draft/Pay order/FDR from commercial bank in favour of Director NBPGR along with the Technical Bid. The Bid Security (EMD) will not carry any interest on it. The EMD will be refunded in full on receipt after the finalization of tender. The refund of EMD not claimed within three years from the last date of receipt of tender will stand forfeited. However, in case of tender accepted for the supply of journals, the EMD will be refunded only after depositing the Security Deposit.

7. **The successful firm will be required to deposit the security amount at 100% of the total order value in the form of Bank Guarantee or fixed deposit for a period of 19 months (i.e. 31 July,2019), which will be released only after completion of supply of all issue(s) of foreign and Indian Journals end of June 2019. No interest will be paid by NBPGR for security money.**
8. **The Firm/Agency has to specify clearly the flat discount rate to be given for the supply of journals keeping in view the total value. Such discount will be subject to deduction from the bill amount itself.**
9. Journal issues so ordered are to be delivered by hand to the NBPGR library in good condition. The firm/agency shall procure all the journals subscribed for the NBPGR library from the respective publishers by air Freight arrangement at no additional cost and supply the same to the library.
10. The firm/vendor has to inform about the availability of free on-line access to the ordered journals to the NBPGR library.
11. Free online facility of journals wherever it is applicable with the print order has to be IP authenticated on the Institute's I.P. Number.
12. Activation of on-line journals has to be done by the firm without charging any additional charge or subscription.
13. The firm/vendor will provide all the facilities of subscription model/license agreement with the publishers wherever applicable.
14. The subscription agency has to send periodical reminders automatically to the publishers concerned for any non-receipt of issues and copies of reminders to us for our verification and records. Agency/firm should provide web based claim management support so that the order/delivery/claim status can be checked by NBPGR as and when required. The company should submit documentary evidence (In the form of website printouts) of such facility and also give website address where this service can be checked.
15. The firm should have at least last Five years' experience in supply of foreign and Indian journals to ICAR Institutes/SAUs/Central universities/other UGC recognized universities. The firm/agency should give an undertaking that it will be in a position to supply the foreign and Indian journals as per the list attached.
16. **Penalty for non-Supply of journal/on-line:** The firm/vendor will refund the proportionate cost/value/amount along with 10% penalty for the not supplied journals/issues in lieu thereof in the form of refund by means of a Demand Draft favouring Director of NBPGR. The firm will refund

to NBPGR library full amount of subscription of journals along with the penalty which are not supplied within six months from receipt of payment.

17. **Penalty for late supply:** The firm has to pay 2% penalty (up to 10% maximum) against late supply of print/online journals/periodicals.

The periodicity of journals, their Time limit for supply, proposed relaxation period & penalty are recommended shall be as follows:

Periodicity of periodicals/journals	Time limit for supply of journals	Relaxation Period	Penalty
Weekly	Within 15 days from the date of publication	7 days	2% of the cost of the late supplied issue each day and maximum of fifteen days from the date of relaxation
Fortnightly	Within 25 days from date of publication	10 days	2% of the cost of the late supplied issue each day and maximum of fifteen days from the date of relaxation
Monthly	Within 35 days from the date of publications	10 days	2% of the cost of the late supplied issue each day and maximum of fifteen days from the date of relaxation
Quarterly	Within 45 days from the date of publication	10 days	2% of the cost of the late supplied issue each day and maximum of fifteen days from the date of relaxation
Four Monthly	Within 45 days from the date of publication	10 days	2% of the cost of the late supplied issue each day and maximum of fifteen

			<b>days from the date of relaxation</b>
<b>Online version journals</b>  <b>Or</b> <b>Free online access with print version</b>	<b>Within 7 days from the date of uploading by the publishers on their website</b>	<b>3 days</b>	<b>2% of the cost of the late supplied issue each day and maximum of fifteen days from the date of relaxation</b>
<b>Any other periodicity</b>	<b>Within 35 days from the date of publication</b>	<b>10 days</b>	<b>2% of the cost of the late supplied issue each day and maximum of fifteen days from the date of relaxation</b>

No penalty will be charged, if the suppliers provide valid and satisfactory reasons for non-supply of the journals with documentary evidence received from the publishers within the relaxation period.

18. No interest would be payable on amount paid by the subscription agent to the publisher on account of delay in payment by the institute.
19. The Firm/agency should give undertaking that the firm has necessary permission to deal with foreign and Indian periodical subscription and make necessary payment in foreign and Indian currency. Further it should fulfil all statutory requirements.
20. The successful firm will have to enter into an agreement with the Director, NBPGR on a non-judicial stamp paper of Rs. 100/- (Rs. One hundred only), the cost of which has to be borne by the Tenderer himself.
21. The Institute reserves the right to discontinue the service of the firm on the basis of performance in terms of supply of journals subscribed through them.
22. The Director, NBPGR on behalf of ICAR reserves the right to accept or to reject any or all items(s) of the tender at any stage without assigning any reason. The decision of the Director, NBPGR in this regard will be final and binding.
23. The number of journals to be subscribed for the calendar year Jan. to December 2018 may be increased or decreased at any stage of the contract by NBPGR.
24. All journals are to be supplied for the calendar year January to December, supply of the periodicals should commence from the issue no. 1 of the volume starting during the year unless specified otherwise.
25. The rates of the journals/titles must be submitted only by charging on current bank exchange rate (TT selling rate).
26. Initially the contract for supply of journals will be one calendar year i.e. January to December 2018 and can be extended for further one year with the approval of Director, NBPGR.
27. **Force majeure:** Any failure of omission or commission to carry out the provisions of the contract by the supplier shall not give rise to any claim by either of the party to contract, if such failure of omission or commission arises from an act of God, which shall include all acts of natural calamities

such as fire, flood, earthquake, hurricane or any pestilence or from civil strikes, compliance with any statute and/ or regulation of the government, lockouts and strikes, riots, embargo or from any political or other reasons beyond the supplier's own control including war (whether declared or not) civil war or state or insurrection, provided that notice or the occurrence of any event by either party to the other shall be given within two weeks from the date of occurrence of such an event which could be attributed to Force majeure conditions.

28. **Price Fall Clause:** The offer of the rates by the publishers/suppliers will be subject of the price fall clause i.e. if any item is offered by the tenderer on lower rates to some other organization, he shall forthwith notify such reduction or sale immediately to the Director, NBPGR and such reduction will be automatically applicable to the NBPGR.
29. **No gratification clause:** The bidders will give an undertaking that they will not try to gratify any person or use any other unfair means involved in the purchase of the quoted journals. This will also debar the company for participating in other tenders floated or to be floated by the purchaser and suitable action will be initiated against such defaulters.
30. **Validity of bids:** For the calendar year and additional six months totaling 18 months e.g. from 01 January 2018 to 30 June 2019.
31. The bidders will not form a part of the cartel and put in supportive quotations for some other companies. This will debar the company for participating in other tenders floated or to be floated by the purchaser. The institute can compare the prices of other bidders L2, L3 etc. also the prices quoted in other tenders for same products and in case of discrepancy suitable action will be initiated.
32. **Non-Black listing –** bidders will provide an undertaking on non-judicial stamp paper that neither they nor their principal publishers/suppliers have been blacklisted by State/Central Government department/other organizations.
33. Discount percentage shall be indicated both in figures as well as words.
34. At the end of subscription period the Firm/vendor will ask the publisher for usage statistic of NBPGR for all on-line journals and journals (Print + online free) and same to be submitted to NBPGR library within a month after end of subscription period.
35. In case of any dispute arising out of their contract, decision of the Director NBPGR will be final and binding to both Parties.

### **Selection Criteria of Bidders for TECHNICAL BID for supply of Foreign and Indian journals to NBPGR Library:**

- a. The bidder should have financial status in dealing with the supply of the Periodicals. Turnover of the firm during the preceding 3 years should be minimum 5 times of the supply order. 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. **(Scanned copy to be attached with the technical bid).**
- b. The firm should have 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. **(Scanned copy to be attached with the technical bid).**
- c. The Firm/Agency should be a regular member of the “GOOD OFFICES COMMITTEE” of the Federation of Publishers and Book Sellers Association of India and a proof has to be enclosed as **Annexure –III** with the offer. **(Scanned copy to be attached with the technical bid).**
- d. The firm shall provide web based claim management support so that the order/delivery/claim status can be checked by NBPGR as and when required. Company should submit documentary



- evidence (in the form of website printout) of such a facility and website address where this service can be checked. As **Annexure-IV (Scanned copy to be attached with the technical bid)**.
- e. Bid Security (EMD) of Rs. 30,000/-and cost of the tender of Rs. 1000/- in the form of Demand Draft/Pay order/FDR/ in favour of Director, NBPGR, New Delhi (**Scanned copy of both to be attached with the technical bid**). No interest will be paid on EMD.
  - f. The firm/agency is supposed to enclose the documentary evidence of minimum Two (2 nos.) work orders of at least the same value of the present supply order. Each for the subscription of foreign and Indian journals (to be annexed as **Annexure-V**) regarding supply of periodicals to ICAR Institute's/SAU Central universities/other UGC recognized universities and IITs, (**Scanned copy to be attached with the technical bid**). Experience should be for supply of foreign and Indian journals.
  - g. The Firm/agency should give undertaking that the it has the necessary permission to deal with the foreign and Indian periodicals subscription and make necessary payment in currency. Further it should fulfill all Statutory requirements. **Annexure-VI (Scanned copy to be attached with the technical bid)**
  - h. Terms and conditions for supply of journals to NBPGR library, duly signed has to be enclosed as **Annexure –VII (Scanned copy to be attached with the technical bid)**.

I agree to abide by the terms and conditions mentioned above.

#### **ACCEPTANCE OF TERMS AND CONDITIONS FOR SUBSCRIPTION OF JOURNALS**

The terms and conditions of subscription of journals, of acceptable, should be signed by the firm or its authorized representative.

**(Signature of the Subscription Agent/Firm with official seal)**



**ICAR-National Bureau of Plant Genetic Resources,  
Pusa Campus  
New Delhi-110012**

**CHECK-LIST**



**Scanned copy of following documents (*Self-attested*) to be attached with the technical bid in tender and mention either Yes or No (Without which the offer is liable to be rejected)**

Sl. No.	Documents	Yes or No
1.	PAN No./TAN No.	
2	Membership certificate of “GOOD OFFICES COMMITTEE” of the Federation of Publishers and Book Sellers Association of India	
3	Cost of Tender (Draft)	
4.	Draft of EMD	
5.	Balance Sheet for last three years	
6.	Documentary evidence of web based claim management support ( in form of website printouts)	
7	Documentary evidence of minimum two work order of at least the same value of the present supply order (( <b>as defined under selection criteria for technical bid at Point F. in T&amp;C of Tender Document</b> )	
8.	Undertaking that the firm have necessary permission to deal with foreign and Indian periodicals subscription	
9.	Terms and conditions for supply of journals to NBPGR duly signed to be enclosed with technical bid	
10	Undertaking on non-judicial stamp paper that neither they nor their principal publishers/suppliers have been blacklisted by any state/Central Govt. department/other organizations.	
11.	Undertaking for no gratification clause, clause 28 in Terms & Conditions of Tender	
12	Bank Details: <ul style="list-style-type: none"><li>• IFSC code</li><li>• Account No.</li><li>• Name of bank and its Branch</li></ul>	

Signature

Date with seal of the Firm

**List of Foreign Journals to be renewed for NBPGR for the year 2018**

<b>Sl. No.</b>	<b>Title of Journal</b>	<b>Media</b>	<b>Periodicity</b>
1.	Botanical Review	Print	Quarterly
2.	Cryoletters	Print	Bi-monthly
3.	Economic Botany	Print	Quarterly
4.	Genome	Print	Monthly
5.	Heredity	Print	Monthly
6.	Hort. Science	On-line	Monthly
7.	J. of Horticultural Science & Biotechnology	Print	Bi-Monthly
8.	Journal of American Society for Horticulture Science	On-line	Bi-monthly
9.	Plant Genetic Resources Abstract	On-line	Quarterly
10.	Plant Genetic Resources: Characterization & Utilization	On-line	Bi-monthly
11.	Review of Agricultural Entomology	Print	Monthly
12.	Review of Plant Pathology	Print	Monthly
13.	Seed Science & Technology	Print	Four-Monthly
14.	Seed Science Research	On-line	Quarterly
15.	Taxon	Print	Bi-monthly
16.	Journal of Plant Registration	On-line	Four-monthly

**Note: Publishers for journals at Sl.No. 1,2,3,7, 11, 12 and 15 provides free online access against institutional print subscription.**

**LIST OF INDIAN JOURNALS TO BE RENEWED FOR NBPGR FOR THE YEAR 2018**

<b>Sl. No.</b>	<b>Name of Journals</b>	<b>No of Copy</b>
1.	Journal Asian Agri-History	2
2	Indian Farming	9
3	Indian Horticulture	5
4	Kheti	4
5	Phal-Phool	4
6	Indian Forester	3
7	J. of Economic & Taxonomic Botany	4
8	J. of Plant Biochemistry & Biotechnology	1
9	J. of Medicinal & Aromatic Plant Science	1
10	Journal of Applied Horticulture	1
11	Indian Journal of Forestry	3
12	Phytotaxonomy	1
13	Ethnobotany	1
14	Seed Research	1
15	Science Reporter	1
16	Vigyan Pragati	1

**Note: Journal at Sl. No. 14 “Seed Research” to be renewed for 2015, 2016, 2017 & 2018.**