SAIFAI, ETAWAH (U.P.)

Ref no. 1941/UPUMS/MM/2023-24

Date: 23 Feb., 2024

Tender Notice

Uttar Pradesh University of Medical Sciences, Saifai, Etawah invites sealed proposals from booksellers and subscription of journals providers for Books & Journals purchases in the Central Liabrary, UPUMS. Prospective bidders are advised to download the respective tender documents from UPUMS website hosted the link www.upums.ac.in and submit the response. The bidders have to quote separate for books & journals before the respective due dates. Last date will be 15 days from the publication of advertisement. The sealed & stamped envelope should be rached in the office of JDMM, UPUMS, Saifai Etawah before the last date & office hours.

The Vice-Chancellor reserves the right to accept or reject any offer partially of fully without assigning any reason.

Vice Chancellor

No sold





Phone: (05688) 276224 Website: www.upums.ac.in

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Introduction about the University

The Uttar Pradesh University of Medical Sciences, Saifai, Etawah is established by Govt. of U.P. under Act, 15 of 2016. The University has established faculty of Medical Sciences, Paramedical Sciences, Nursing and Pharmacy for imparting training and education to all deserving students. Also, it has a running full-fledged Tertiary Care 1050 bedded hospital including 185 bedded Trauma and Burn Centre. The University has excellent road and railway connectivity; it is located about 7 km from Agra - Lucknow Expressway, 10 km from NH-2, and about 20 km from the nearest railway station Etawah Jn.

The University offers its own PG degrees such as MD/MS & MDS. In addition to MBBS, it is also offering various UG level courses including Bachelor and Diploma in Radiology Imaging, Paramedical, Nursing and bachelor of Pharmacy.

The University presently has 250 faculty members in various academic departments. The academic departments are engaged in teaching, training, patient care and research. In order to have optimal healthcare non-academic support wings of various services such as paramedical, hospital services, engineering, ministerial secretarial services etc. Provides their best in puts thus ensuring the management of the patient care services.

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Librarian

Central Library

Central Library

U.P.U.M.S , Saifai Etawah

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Central Library

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Uttar Pradesh University of Medical Sciences



Saifai, Etawah- 206130 (U.P.) Phone: (05688) 276224 Website: www.upums.ac.in

The University intends to Empanelment of Subscription Agencies for Subscription of Print Journals

The Uttar Pradesh University of Medical Sciences Saifai Etawah invites the expressions of interest for 'Empanelment of Vendors to supply Printed Journals' to Central Library in prescribed format from the reputed journal sellers/ vendors/ suppliers/ agents/distributors in India.

Interested journal sellers/vendors/suppliers/agents/distributors may respond in the prescribed format given at the end of this document, along with one copy of each of the requisite documents to JDMM, UPUMS Saifai, Etawah PIN: 206130. Last date for Submission of Application: 15 days from the date of Advertisement.

Interested vendors/distributors/library suppliers should submit application form in two format system like: one is technical bid and second is financial bid with sealed envelope. Both envelope should be submitted in one large envelope super scribing -Application for Empanelment of Vendors to supply of Printed Journals.

'Name and status, clearly indicated below the signature along with the official seal of the firm.

> (Dr. (Prof.) H.K. Singh Officer Incharge Central Library

J.P.U.M.S., Saifai Etawah



Saifai, Etawah- 206130 (U.P.)

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1. Eligibility Criteria of Bidders for Empanelment:-

- (i) Bidder are required to submit documentary proof of your membership of the FPBAI since last Ten years' (r) Good Offices Committee (GOC)'
- (ii) The bidders should be a journal seller/distributor /vendor/dealer/stockiest/ executive/preferred agent of the publishers. Please submit the currently authorised letters issued by the respective publishers.
- (iii) The journal seller/vendor/publisher/distributor should submit a copy of their last three consecutive years IT returns and PAN/TAN number in the prescribed application form along with the valid address proof.
- (iv) In the event of suppliers/distributers not being a publisher, they would provide a list of publishers to whom they represent.
- (v) The bidder should have at least 3 years' experience in the preceding three financial years i.e. F.Y, 2020-21, 2021-22 & 2022-23 in supplying of journals in Government Medical institutions/Government Medical College/ Government Medical University.
- (vi) The bidder should have average annual turnover of Rs. 96 Lakhs for financial year of (2022-23,2021-22,2020-21). The certificate of Chartered Accountant to this effect duly signed and stamped on the Letter Head must be attached in the given format, annexed at (Annexure-II).
- (vii) The bidders should not be currently debarred/blacklisted for doing business from any Government Organization. If No, Please furnish—declaration of an affidavit raised on non—judicial stamp paper of Rs. 100 (Rupees hundred only).
- (viii) If there is no supply of journals against our order, the vendor will be blacklisted, and their security deposit is forfeited.
- (ix) Year of starting of the firm with registration number/date......'.... PAN/TAN no..'..'...'..... GST registration No.(if applicable). (Attach copies of GST certificate (if applicable).
- (x) Satisfactory work experience certificate for which period of supply order document submitted (as above mentioned period) issued by head of the Institution/ authorized person must be attached with scan copy with the bid for last three financial years.
- (xi) Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years (ending month of March prior to the bid opening): -
 - 1. Three similar completed services costing not less than the amount equal to 77 Lakh; or
 - 2. Two similar completed services costing not less than the amount equal to 96 Lakh; or
 - 3. One similar completed service costing not less than the amount equal to 153 Lakh.

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(Dr. (Prof.) H.K. Singh

Officer Incharge

Central Library

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Instructions to Bidders

- 1. The Bid along with the necessary documents should be uploaded in application form as mentioned in Two Bid system i.e, (i)Technical Bid (ii)Financial Bid in the prescribed Format. All the documents in support of eligibility criteria etc., are also to be scanned and submitted along with the application form. Bid should be sent through by speed post, courier and by hand. Any other mode will not be accepted. The List of documents to be submitted along with Technical Bid and Financial Bid are detailed in the application form.
- 2. The University reserves the right to amend or withdraw any of the terms and conditions Contained in the application form or to reject any or all application form without assigning any reason before the last date of opening of technical bid. The decision of the Vice Chancellor of the University in this regard shall be final and binding on all.
- The Bid is non-transferrable.
- The Bidder should be registered as a society, a firm or company. Proprietary firms are also eligible.
- The Bidder submitting their Bid would be deemed to have read and accepted all the Terms and Conditions of the application. No verbal or written enquiries shall be entertained in respect of acceptance or rejection of the Bid.
- The schedule of rate(s) and quantities must be carefully and properly filled in. All rates should be mentioned in words as well as in figures. Please note NO Corrections and alterations in the Financial Bid will be allowed.
- 7. Subletting of contract, wholly or partially, in any form is strictly prohibited, and would entail termination of contract with forfeiture of security deposit and imposition of penalty and such other action as may be deemed essential in the sole discretion of the Vice Chancellor.
- 8. All the pages of the bid documents and supporting documents, annexure/enclosures etc. must be numbered serially, signed and stamped by the Bidder and mention the total number of pages on the Technical bid format.
- Only those Bidders who successfully qualify in the Technical Bid will be allowed to participate further in the bidding process.
- 10. All correspondence will be done through email. If any letters posted to the successful Bidder on the address given in bid will be considered to have been delivered. Accordingly, prospective Bidders are advised to write their full & correct postal address.
- 11. NOTICE: Any notice or other information required under or in connection with this Agreement to be given by either Party to the other Party, must be in writing and may be given by Speed Post, Registered Post, Courier, Facsimile transmission, E-mail or comparable means of communication, to the other Party at the following address:-

(VINOD EXTEL)
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Librarian Library
Central Library
U.F.U.M.S. Saifai Etawah
U.F.U.M.S. Saifai Etawah

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IF TO SERVICE PROVIDER	IF TO THE UNIVERSITY
NAME	NAME
DESIGNATION	DESIGNATION
ADDRESS	ADDRESS
TEL	TEL
FAX	FAX
E-MAIL	E-MAIL

BID SHALL BE REJECTED IF:-

- (i) Bidder fails to submit the copy of application fees.
- (ii) Bidder fails to submit the copy of Experience.
- (iii) Bidder fails to submit copy of Certificate of Turnover or Certificate.
- (iv) Bidders fail to submit any affidavits as required in the application form and as per format given in the application form.
- (v) Authenticity of any of the supporting document is found to be fabricated.
- (vi) Bidder or partner/proprietor/firm/company has been blacklisted by any department/organization/Institute/Government.
- (vii) Bidder or partner/proprietor/firm/company is convicted, punished, charge sheeted in a criminal case involving moral turpitude.
- (viii) Bidders try to influence any official of the University, in any manner whatsoever.
- (ix) Bid is not found to be financially viable.
- (x) Bidder fails to submit the required information/ document/ certifications/ declaration as per the terms and condition of the application form.
- (xi) Bid is found to be incomplete in any respect.
- (xii) Bid is found to be conditional.
- (xiii) Any affidavit/declaration/certification is found to be false or untrue or incorrect or forged or deceitful.

Note:

- The University reserves the right to seek clarifications on any documents or any
 information provided by the applicant/Bidder at the stage of technical evaluation;
 however no additional certificate shall be entertained. The clarification shall be
 provided by the Bidder at that stage in the affidavit format.
- 2. The University reserves its right to reject any or all bids received, without assigning any reason in lieu thereof.

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Instructions for Financial Bid

You are required to submit proposal ensuring that the following things:

1- The availability of all the editions of journals (printed) as shown against each title in the same order as the list is provided to you.

2- The maximum discount that you can offer must be in one figure of the AVERAGE DISCOUNT ON ALL TITLES of JOURNALS in percentage i.e. the vendor quoted for 3 JOURNALS, he/she has to give on average discount like- (You are requested to quote all titles irrespective of country or

origin. A Uniform blanket discount is compulsory)-

or	igin.	A Unifo	rm blanket d	iscount is con	npulso	ry)-				
	Sr. N o.	Subject	Title	Publisher	Subs cripti on Year	Volume	Frequency	MRP/P ub. Price	Discount in %	Final Rate (Inclusiv e all tax)
	1	Anatom	Anatomical Science International	SPRINGER- NATURE	2024	99	4	6900	5%	6555
	2	Physiol ogy	American Journal of Physiology	AMER.PHY SIOL.SOC.	2024	24	12	10000	5%	9500
	3	Forensi c Medici ne	Journal of Indian Academy of Forensic Medicine	INDIAN JOURNALS. COM	2024	46	4	5400	5%	5130

Please note that the offer having publisher wise discount will be rejected.

3- The supplier shall replace the journals or take them back if issues of journals found damage misprint, and not properly bind without asking any additional charges.

4- Any Printed Journals if appears at more than one place in the given order (duplicate entry) has to b taken only once with lower rate.

5- Plea of clerical error, typographical error etc, committed by the applicant would not be accepted. No correspondence what so ever will be entertained after opening of price bid.

6- All rates quoted rates should be unconditional.

7- The rates should be quoted for inclusive of all taxes/excise duty/freight/package/ forwarding expenses/ insurance etc.

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1. Term & Conditions

I. General

- The vice -Chancellor, UPUMS, Saifai, Etawah resrves the right to approve or reject any or all the venders, whose decision will be final in all cases regarding acceptance/rejection/arbitration.
- The vice -Chancellor, UPUMS, saifai, Etawah reserves the right to place a purchase orders with any vendors from its empanelled list or others at any time.

II Proposals/Performa Invoice(s)/Subscription Details

- Proposals will be called from the empanelled agent(s) whenever a requirement arises, for which the JDMM may place an inquiry with the empanelled agent(s) for subscription details of required journals. No interim queries/ correspondence will be entertained.
 - Proposals will be called for journals that are not available directly from the Publisher (s).
 - The empanelled subscription agency should respond within two weeks of receipt of the enquiry through e-mail.
 - Pricing details of all resources should be informed in their original currency only.
 - If the price of any particular resource is not available at the time of sending Proforma invoice, the subscription amount may be paid as per the existing year's price and subsequent upon receiving the confirmed price for the subscribed year from the Publisher, the agency may send a revised or a supplementary invoice.
 - No supplementary invoice will be accepted for the difference in exchange rates for currency conversion.
 - Discounts/concessional rates offered by the Publisher, if any, and as admissible must be included in the proposal(s).
 - Any special offers provided by the Publisher (s), such as access to e-journals against the print journal subscription, must also be included in the proposal(s).
 - Mode of supply of resources/journals viz., speed post/courier/airmail, etc. should be specified in the proposal/Proforma invoice and also confirm if the supply will be direct from the Publisher (s)or through the agency.
 - Postage/freight/handling/service charges if any, should be indicated in the proposal/Proforma invoice only and should be displayed separately. They will not be paid if not mentioned in the proposal/Proforma invoice.
 - Levying of any additional postage/freight/handling/service charges after order confirmation will not be accepted.

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Central Library
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- The empanelled agencies must submit the authorization letter indicating exclusive/sole/preferred/authorized subscription agent/dealer from the Publisher(s).
- Quoting unrealistic rates concerning the available and applicable catalogue/market prices when calling proposals will be treated as disqualification and lead to cancellation of empanelment.

III Subscription Orders, Queries, Time-frame, Cancellations and Payment

- Distribution of orders to the empanelled agencies is purely based at the discretion of The JDMM UPUMS Saifai.
- Subscription/Renewal Orders shall be placed by the JDMM, UPUMS Saifai as finalized against the submitted proposal/Proforma invoice/invoice for the titles of the required journals, on accepting all the agreed Terms and Conditions, as approved.
- The empanelled subscription agencies are required to seek confirmation of purchase order from the JDMM, UPUMS against the Proforma invoice/proposal submitted by them with price proof of all proforma invoice titles, before making remittance to the Publisher.
- Sending an acknowledgement of the receipt and acceptance of Subscription/Renewal Order is mandatory, by e-mail only, within one week.
- Any clarification/ query regarding the Subscription/ Renewal Order should be sought from the JDMM within a week of receipt of the order.
- Time-frame for remittance to the Publisher is four weeks from the date of "Confirmed Order". The empanelled agencies have to remit the entire subscription/renewal amount to the Publisher on behalf of the University within the said time frame and submit the remittance proof along with the Invoice.
- In case there is a delay that is foreseen in supply/activation of resources, the
 concerned empanelled agent(s) should send a request for extension with reasons
 at least five (05) working days before the date of supply/activation.
- If the provided reason for the delay is justified with adequate and valid supporting documentary proof, e.g., communication from publishers, the JDMM may consider extending the supply/activation time as may deem fit.
- If no information or communication regarding the supply of journals and/or payment remittance to the Publisher is received from the empanelled agent within the said time frame, the subscription/renewal order shall automatically cancel.
- Separate permission for revoking the cancelled order(s) should be sought through e-mail from the JDMM with sufficient documentary evidence.
- Advance Payment will be released only after receipt of an invoice along with necessary remittance and documentary proofs.
- Acknowledgement of receipt of payment must be sent within two week to the JDMM.

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(Prof.) H.K. Singh

Officer Incharge

Central Library

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IV Mode of Supply

 Journals should be sent without any additional cost to the The Central Library, UPUMS Saifai, Etawah.

V. Services to be provided during subscription period

- The empanelled agencies should notify the publication schedule of each title
 with necessary information viz., the number of volumes/ issues published and
 the publication date of the same.
- Intimation about any bibliographical changes, change of ownership, cessations, and/or suspensions of journals must promptly communicate to the Central Library in writing.

VI. Missing Issues/Non-supplied journals and their Refund thereof

- The empanelled agencies shall claim missing issues from the Publisher (s) on their own if the supply arranges through their agency. The Central Library shall, as usual, claim issues from the empanelled agent(s) where supplies are to be arranged directly from the Publisher(s).
- It is necessary to send timely claims for missing issues by registered post/fax/e-mail, etc., and inform the Librarian, Central Library regularly with publishers' replies.
- The empanelled agencies will have to refund the amount for journals that are not received/not supplied.
- The empanelled agencies will be entirely responsible for the refund of the subscription amount for non-supplied journal issues. The refund time may be extended if any confirmation is received from the Publisher regarding the delay in publishing/supply.

VII Invoicing Procedure

- The prices in the Invoice should be indicative of original currencies.
- · The Invoice should bear the firm's ITTAN/PAN and Bank details.
- The date of the Invoice should be that of bank transfer for remittance of the payment to the Publisher.
- Pre-receipted invoice(s)/bill(s) are to be submitted in triplicate (3copies). A
 revenue stamp should be affixed on the original bill and should be signed by an
 authorised signatory.
- The Invoice should be raised in favour of The Finance officer UPUMS Saifai, Etawah
- · One Invoice should be raised against one purchase order only.
- The Invoice should contain all relevant details viz., our order no. & date, the title of the resource and/or journal(s), volume/issue no., subscription period



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covered and ISSN number.

 Supplementary Invoice (s) can be raised only if the Publisher (s) increases the subscription price at a later date.

IX Undertaking

Every Invoice should certify the following.

- The prices charged in this Invoice are Publisher's actual and current prices as billed to us and are true and correct.
- The discount offered and service charges, if any, should be specified in a separate column.
- The prices charged are as per the Publisher's Invoice and their latest catalogue.

XCurrency Conversion and Mandatory enclosures with Invoice

- Conversion of foreign currencies to Indian Rupees shall be at the actual TT Selling Rate of Nationalised Bank/ Reserve Bank of India (RBI), prevalent at the time of payment made by you to the Publisher(s), duly supported by Banker's certificate. This will be treated as Currency Conversion Proof (CCP).
- Every price proof, and latest currency conversion proof with date, should contain an authorized signature and stamp/seal of the empanelled agency.
- An authorization letter from the Publisher for being sole agent/preferred agent/authorised agent, whichever is applicable, has to be submitted.
- A copy of the Publisher's invoice/e-mail communication of price confirmation, as price proof, should be attached.
- Proof of remittance of payment from the agency's bank may be submitted.

XI Settlement of Accounts

- The empanelled agency shall guarantee the quick, regular and complete supply of the journals subscribed through them.
- In case of non-receipts, the agent(s) shall send either the replacements or refunds for unsupplied journal volumes/issues, by way of cheque or credit notes, before the end of next financial year, except for cases where publication of a journal is behind schedule and that the fact, duly supported with documents from the publishers, has been notified to the JDMM and Central Library.
- For example, the agent(s) shall settle 2021 subscription accounts by the middle of 2022. If certain publications remain unsupplied even after the middle of 2022, a list of such titles and their delayed publication and dispatch schedule, duly supported by the publishers, should be submitted by October 2022. Else, the 2021accounts must be finally settled by December 2022.
- It is emphasized that adherence to these dates is mandatory.

XII Delisting from the Panel

The UPUMS, University shall be at liberty to terminate the empanelment of an

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empanelled subscription agency without any prior notice and drop the said agency from its panel and will result in forfeiture of the security deposit in case of occurrence of any of the following events:

· If the agency fails to activate/supply ordered resources within the agreed time;

- In case of breach of any terms of an agreement or unsatisfactory/inefficient working on the part of the agent(s);
- If at any time, found that the information provided by the agent(s) in any form about publications, services and related matters are incorrect and result in losses in any form to the University; The University shall also reserve the right to claim the amount of loss incurred by the University, based on the available invoices submitted by that empanelled vendor(s)/supplier(s).
- In such case(s), the University will be at liberty to cancel the empanelment without giving any prior notice to the agent(s).

XIII Caution Deposit

- The Journal subscription vendor/supplier/seller/agent/distributor has to deposit the caution money of 100% of the print journals subscription order. The caution amount may be deposited in the account of Finance officer UPUMS Saifai through RTGS in Bank of India, Saifai Branch, Account no.:728110200000006, IFSC Code:BKID0007281 Etawah (U.P.) or in form of FDR/PBG of any scheduled bank after print journals subscription ordered date in favour of Finance officer, UPUMS, Saifai Etawah. (The validity of above mentioned security money/PBG should be 24 months from the issued date. It should not be issued from the print journals subscription ordered date.)
- The caution deposit will be returned at the time of withdrawing membership from the empanelment list from the UPUMS Saifai, Etawah or the caution deposit will be refundable when all ordered journals are received in central Library and after the settlement of all subscribed journals.
- XIV The University reserves the right to change or modify or amend or substitute any clause(s) in the terms and conditions, if required, at any time. The empanelled agent(s) will be informed accordingly.

XV SETTLEMENT OF DISPUTE AND ARBITRATION:

In the event of any dispute or difference between the parties relating to or concerning the interpretation of the contract or any alleged breach thereof or any matter relating to the contract, the same shall be settled by the parties, as far as possible, by mutual discussions and consultation between themselves. The dispute shall be so settled only when the same has arisen during the subsistence of the contract. No party shall be allowed to be represented by a lawyer during any proceeding of mutual discussions and consultation.

All disputes or differences whatsoever arising between the parties out of correlating to the construction, meaning and operation or effect of this





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agreement or subject thereof or the breach thereof that cannot be settled by good faith and negotiations between the parties within 60 days of the commencement of negotiations shall be settled by mutually referring the dispute to a sole Arbitrator under the provisions of the Arbitration and Conciliation Act,1996 and the award passed by him shall be binding. The cost of arbitration shall be divided equally.

The seat of Arbitration shall be District Court Etawah & High Court Allahabad.

The Language of the Arbitration shall be English. The Law Governing this Arbitration shall be of India.

The District court at Etawah and High Court Allahabad only shall have exclusive jurisdiction

1. Instructions

- The response should be signed by an authorized signatory of the subscription agency bearing their full name and status, clearly indicated below the signature along with the official seal of the firm.
- In complete forms will not be considered.
- At any given point of time, if any of the documents furnished by the agency/supplier is found to be false, it would be deemed to be a breach of terms of contract making the concerned firm liable for legal action, besides termination of empanelment and forfeiture of security deposit.
- Strict discipline must be maintained with respect to your expression of interest for empanelment with Central Library, UPUMS, Saifai Etawah.
- No canvassing or repeated communication should be made with the JDMM & Central Library, failing which may attract punitive action and will become liable to be de-listed by the University.
- Responses received after the dead line will not be considered.
- No journal supplier/distributor will be allowed to withdraw after the submission of applications.
- The shortlisted Journal supplier(s) will be required to be present at the University for personal interaction on a date, which will be informed by e-mail.
- At the time of personal interaction, the shortlisted journal supplier(s) are required to: agree to supply as per the University's "Terms & Conditions for Supply of Journals".
- The approved panel will be informed by e-mail.
 - This empanelment will be valid initially for one year and may be renewal every year up to next four years (depending up on the satisfactory performance of the empanelled journal supplier at the sole discretion of the University).

(Dr. Keref.) H.K. Singh Officer Incharge 100



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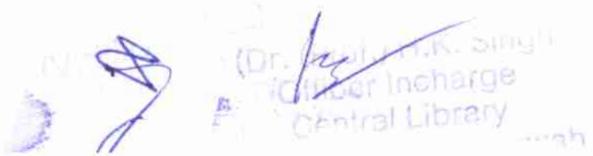
(Stricke off whichever is not applicable)

Application form for Enrolment of Subscription Agents for Supply of printed Journals

To **JDMM** Uttar Pradesh University of Medical Sciences, Saifai, Etawah

s.n.	Details	Response
1	Name of the firm	
2	Date of Establishment (attach copy)	
3	Address (attach copy)	
	E-Mail	
	Mobile No.	
	Telephone (Landline) No.	
	Fax.	
	Website	
4	Constitution of Firm (Please tick)	Proprietor/Partnership/Directors/Managing Directors of company
5	Name of Owner(s)	1. 2. 3.
	E-Mail	1. 2. 3.
	Mobile Number	1. 2. 3.
6	If you are an authorised distributor of any publisher, please provide name(s) of publisher(s) whom you represent (Attach Separate sheet))	
7	List of Regular clints with the name of contect person(s) and phone/mobile nos. (please attach Satisfactory supply certificate from at least three Government Medical College/ Government Medical Universities/ Government Medical Institution Separate sheets my be used for the list	1. 2. 3. 4. 5.
8	of regular clients) Membership details of National or State Level Journal supplier association : (Attach documentary proof)	1. 2. 3.









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		5. 6.
9	Details of UTR No. & date for	1. UTR No. :
	Application fees of Rs. 5900/- (Rupees	2. Date of Transfer :
	Five Thousand Nine Hundred only) in	3. Bank Name :
	favour of Finance officer, UPUMS as	
	given a/c details in bid. (Non	
	Refundable)	
10	Whether you are income tax payee? If	1. 2020-21
	yes, please submit a copy of Income	2. 2021-22
	tax return filed for last three	3. 2022-23
1.1	consecutive years (attachproof)	1 2020 21
11	Annual Turnover of the firm for the	1. 2020-21
	last three consecutive financial years (attach CA certified balance sheet)	2. 2021-22 3. 2022-23
12	PAN	PAN:
12	TAN	TAN:
	GST	GST:
	(copy attached)	ODI.
13	Bank Details of Vendors/Suppliers	(a) Name of the bank:
	/Distributors	(b) Address:
		(C) Bank Account Number:
		(D) Name of the account Holder:
		(E) IFSC Code:
		(F) MICR Code:
		(G) Date of opening of Account:
14	Ana von a Diatributora	(H) Type of Account (Saving /Current):
14	Are you a Distributors /Dealer/stockiest/evecutive/preferred	
1	/Dealer/stockiest/executive/preferred agent of the publishers?	
15	Do you have direct import license?	If Yes, please attach a copy of the same
16	Execution of Highest price in a single	11 Tes, prease attach a copy of the same
	order(attach proof)	
17	Have your firm currently debarred /	If No, please furnish self – declaration of an affidavit
	black listed for doing business from	raised on Non – judicial stamp paper of Rs. 100
	any Government organization	(Rupees hundred only)

(VINOD PATEL)
Librarian
Central Library
U.P.U.M.S ,Saifai Etawah

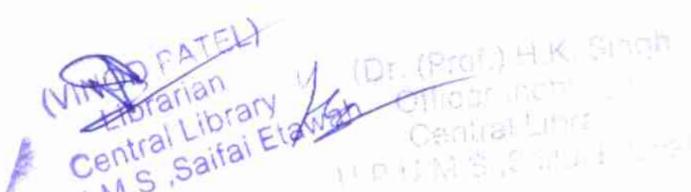
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Saifai, Etawah- 206130 (U.P.)
Phone:(05688)276224 Website: www.upums.ac.in

Check List of enclosures

s.n.	Details	Please put tick mark and provide documentary proof for the claim
1.	Proof of date of establishment of firm	
2	Address proof of firm	
3	Your membership in a GOC/FPBAI	
4	Any other state/national Association(s) of books/Journals suppliers	
5	Authorization letter from publisher for distributor/ dealer/ stockiest/ exclusive or preferred agent	
6	Direct Import License Certificate	
7	Please enclose a copy of TAN/PAN card of the firm/owner/partners.	
8	Please provide details of your firm's sales Tax Registration No. (attach: copies of GST,CST Certificate)	
9	Is the firm an Income Tax payee? If so, please attach one copy each of Income Tax returns of last three years.	
10	Please provide the details of annual turnover of the firm for the last three consecutive years with documentary evidence (balance sheet /certificated audited by CA)	
11	Proof of highest price single order executed in last three years	
12	References to the Libraries of reputed government established Universities/Institution/Medical college with whom you are already registered.	
13	Bank Details	
14	Please provide self declaration of an a non judicial stamp paper of Rs. 100.00, for not having currently black-listed by any of the universities or government organizations in India	
15	Application processing fees of Rs. 5900/- (Non-Refundable) (with @ 18% GST)	







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16	The bidder should have average annual turnover of Rs.96 Lakhs for financial year of (2022-23,2021-22,2020-21). The certificate of Chartered Accountant to this effect duly signed and stamped on the Letter Head must be attached in the given format, annexed at (Annexure-II)	
17	The bidder should have at least 3 years' experience in the preceding three financial years i.e. F.Y, 2020-21, 2021-22 & 2022-23 in supplying of journals in Government Medical Institutions/Government Medical College/ Government Medical University.	
18	Self-Declaration to the effect that the rates quoted in the bid is the lowest rates, or the highest rate (as the case may be), quoted to any Government Institute (State/Central) in India	

(VINOD PATEL)
Librarian
Central Library
U.P.U.M.S ,Saifai Etawah

(Dr. (Pref.) H.K. Singh Officer Incharce Central Library U.P.U.M.S., Saifal Etawah





Saifai, Etawah- 206130 (U.P.)
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1. VALIDITY OF APPLICATION:

The offer submitted by bidder/applicant shall remain valid for a period of 365 days from the date of opening of the financial bid. Validity period can further be extended for one year by mutual consent.

2. ASSIGNMENT:

Empanelled agencies/bidder/applicant shall have no right to assign, transfer or sublet the Contract arising out of this application.

3. GOVERNING LAW:

The law of India shall apply to the Contract arising out of bid.

 Territorial Jurisdiction: The Contract shall be subject to Territorial Jurisdiction of District Court in Etawah and High Court Allahabad.

5. ACTS OF GOD & OTHERS:

Neither party to the Agreement shall be responsible for any delay in performance of any terms and conditions herein to the extent delay is caused by act of God or any other cause beyond their reasonable control.

6. SETTLEMENT OF DISPUTE AND ARBITRATION:

- a. In the event of any dispute or difference between the parties relating to or concerning the interpretation of the contract or any alleged breach thereof or any matter relating to the contract, the same shall be settled by the parties, as far as possible, by mutual discussions and consultation between themselves. The dispute shall be so settled only when the same has arisen during the subsistence of the contract. No party shall be allowed to be represented by a lawyer during any proceeding of mutual discussions and consultation.
- b. All disputes or differences whatsoever arising between the parties out of correlating to the construction, meaning and operation or effect of this agreement or subject thereof or the breach thereof that cannot be settled by good faith and negotiations between the parties within 60 days of the commencement of negotiations shall be settled by mutually referring the dispute to a sole Arbitrator under the provisions of the Arbitration and Conciliation Act,1996 and the award passed by him shall be binding. The cost of arbitration shall be divided equally.

The seat of Arbitration shall be District Court Etawah & High Court Allahabad.

The Language of the Arbitration shall be English. The Law Governing this Arbitration shall be of India.

c. The District court at Etawah and High Court Allahabad only shall have exclusive jurisdiction.

(VINOD PATEL)

(Dr. (Prof.) H.K. Singh Officer Incharge Central Library

U.P. U.M.S , Salfai Etawahu P U.M.S. Salfai Emwah



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(Annexure-I)

DECLARATION on Affidavit NOTORIZED AFFIDAVIT/Non -Judicial Stamp

1. I/WE
(Names of proprietor(s) Partners or shareholders) hereby declare that the Information provided in the application form are true to the best of our knowledge and that we shall be bound by the acts of duly constituted attorney. 2. I/We also hereby declare that all matters related to UPUMS saifai, Etawah sha be treated as confidential and no information shall be passed on to any a unauthorized person without written person of the competent authority of UPUMS, saifai, Etawah.
Whose signatures are appearing below, is/are the authorized representative(s) of the firm.
 I/We also undertake the responsibility to communicate all subsequent changes in the constitution or working of the firm, affecting the accuracy of the facts, state above.
 I/We assure that if empanelled, the firm will serve the Central Library, UPUMS for a minimum period of one to four year/ as required by UPUMS, saifai Etawah.
 I/We have read and understood all the 'terms and conditions' of UPUMS, Saifai Etawah as mentioned in this document and consciously agree to abide by them. If selected for empanelment, I/We agree to furnish a Refundable Security Deposit of 100% of Journal subscription purchase orders as performance guarantee deposit, at the time of personal interaction.
Signature of Partner/Proprietor/Director (Seal of the firm)
Place:

(VINOD PATEL (Dr. (Prof.) H.K. Singh Librarian Officer Incharge Officer Incharge Central Library Central Library Central Library Saifai Etawah

Date:



Saifai, Etawah- 206130 (U.P.)

Phone:(05688)276224 Website: www.upums.ac.in

(Annexure-II)

CERTIFICATE

This	is	to	certify	that	annual	turnover	of
M/s				P	AN No		. GST
No			, hav	ing is Offi	ce at	f	or the
followin	g 03 Fi	nancial ye	ears i.e. 2020-	21, 2021-	22 & 2022-23	3 are as follows	:-

Financial Years	Turnover (inRs.)
2020-21	
2021-22	
2022-23	

Name, Signature and seal of Chartered Accountant

Date.....

Place.....

(VINOD PATEL) (Dr. (Prof.)

Librarian Central Library U.P.U.M.S.,

Saifai Etawah

(Dr. (Prof.) H.K. Singh Officer Incharge Central Library U.P.U.M.S., Salfai Etawah

Saifai, Etawah- 206130 (U.P.)
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(Annexure-III

NOTORIZED AFFIDAVIT (Not been blacklisted/ debarred)

To, The Vice Chancellor	
U.P.U.M.S. Saifai (Etawah)	
Name of the firm	
Name of the application	Due date:

Sir,

- 1. I/We hereby agree to abide by all terms and conditions laid down in application.
- This is to certify that I/We before signing this bid have read and fully understood all the terms
 and conditions and instructions contained therein and undertake myself/ourselves abide by the
 said terms and conditions.
- I/We or my Firm and staff etc is/are not currently black listed.
- That there is no police case/vigilance enquiry/court case pending against the firm, me or my staff.
- 5. That I/We, my firm and my staff have not ever been punished by any court of law.
- That I/We undertake to execute the supply of the ordered items within the given days from the date of order failing which EMD/security shall be liable to forfeit.
- All the information furnished are best to my knowledge.

(Signature of the applicants/bidder)

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Saifai, Etawah- 206130 (U.P.)
Phone:(05688)276224 Website: www.upums.ac.in

(Annexure-IV

n

SELF DECLARATION FOR LOWEST RATE

(on Rs10.00 Non-judicial Stamp paper)

I, (Name of the Authorized Signatory), (Designation of the Signatory) with M/s (Name of the
Company), do hereby certify that the rates quoted in the application/bid no is the lowest
rates quoted to any Government Institute etc. (State/ Central) in India.

Authorised Signatory

Designation

Seal

Date:

Place:

(VINOD PATEL)
Librarian
Central Library
U.P.U.M.S ,Saifai Etawah

(Dr. (Prof.) H.K. Sirige Officer Incharge Central Library U.P. U.M.S., Saifal Etawal.

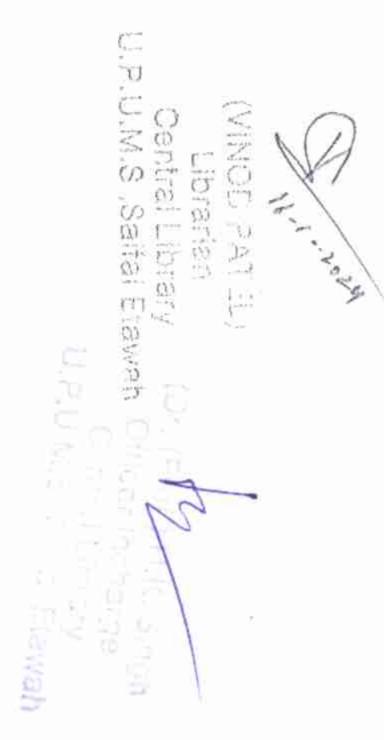
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ы	International	ELSEVIER					USD	-	8 12	227-228	American Journal of Surgery	3 Surgery	53	_	Medical
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p-3	International	ELSEVIER					USD		12	25	The Lancet Oncolo	3 Radiology	45	<u>a</u>	Medica
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