



**OFFICE OF THE DEAN & PRINCIPAL,  
MAHARAJA KRISHNA CHANDRA GAJAPATI MEDICAL COLLEGE,  
BERHAMPUR-760004, GANJAM, ODISHA**

Tel.0680-2292746 // E.mail:mkcgmcbam@gmail.com,

No. 4479 /MCB/WELFARE/2017 //Dt/ Brahmapur the

18<sup>th</sup> Aug, 2017

**TENDER CALL NOTICE**

Sealed Tenders are invited from the Registered firms for "Subscription of journals" (Indian & Foreign) (Medical) for the financial year 2018 in two bid system (Technical & Financial) so as to reach the office of the undersigned within Twenty One days from the date of publication of the advertisement till 5 P.M. The detailed Tender paper, Terms & Conditions and list of Journals can be obtained from the office of the undersigned on payment of Rs.2000/- cash (non-refundable) at the Accounts Section. The details are also available in the website [www.mkcgmch.org](http://www.mkcgmch.org). Those who will download the tender documents from Website should enclose a DD for Rs.2000/- towards cost of Tender paper in favour of Dean & Principal, M.K.C.G Medical College, Berhampur payable at the S.B.I, MCC Branch, Berhampur

The undersigned reserves the right to cancel of the Tender in full or parts at any time without assigning any reason thereof.

Auspandapat

18/8/17

**Dean & Principal  
M.K.C.G. Medical College,  
Berhampur**

**TERMS AND CONDITIONS  
FOR SUBSCRIPTION OF JOURNALS FOR 2018  
FOR CENTRAL LIBRARY, MKCG MEDICAL COLLEGE, BRAHMAPUR**

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(A):

1. Journals on order are to be supplied within 30 days after its publication. Failing which the purchase order will stand automatically cancelled. The EMD will be forfeited. Part supply will not be entertained.
2. The Tender should be of double bid system i) Technical Bid & ii) Financial Bid in two sealed covers duly super scribed as Technical Bid & Financial Bid and be submitted with one sealed cover.
3. Journals are to be supplied in good condition. Only original prints are to be supplied. No prints of photocopy shall be acceptable.
4. Prices of the journals are to be charged correctly in accordance with the publisher's latest catalogue price only.
5. The selection of the firm will be made on the basis of highest discount@% rate and fulfilling the terms & conditions of the Tender.
6. A copy of the Recent Publisher's Catalogue of the supplied journal are to be submitted along with the Triplicate copies of journal invoices. Internet price proof if needed by the Library will also be supplied.
7. For Foreign Journals the conversion rate should be charged on the date of issue of the purchase order.
8. Supplied Journals if any found damaged/misprint/page missing found later on are subject to replacement at the cost of the supplier.
9. The subscription agency/firm(s) will have to replace the lacking/missing issues of journals if any, on receipt of claims.
10. Prices of the journals charged in the journal invoices are subject to recovery if any excess found later on.
11. Journals are to be sent by speed post/registered post/courier post by the publisher/supplier/agency addressing to :- To the Dean & Principal, M.K.C.G. Medical College, Brahmapur (Ganjam)-760004, Odisha at the supplier's own cost.
12. No advance payment will be given. The approved subscription agency/firm will deposit the cost of the journals to respective Publishers in favour of M.K.C.G. Medical College, Brahmapur -760004, Odisha after receipt the confirmed order from this end. The online payment will be sent to the agency only after receipt of the remittance proof of payment to the publishers by the approved firm/agency.

13. The payment of journal invoice shall be made by the Accounts Officer, MKCG Medical College, Brahmapur upon receipt of the invoices from the library duly certified and after getting the clearance from the library.
14. The rate of discount (Flat discount) once offered in the Tender Papers cannot be changed by the tenderers after opening of the Tender Papers at any cost. The firm will be approved for the calendar year 2018 and the approved firm will have to supply cost and publication details of the journals as per requirement from time to time.
15. Journal invoices are to be submitted in triplicate (typed/computerized) mentioning the full title of the journal, publisher, year, volume, frequency, price, price in Indian currency, etc. are to be mentioned.
16. The approved firm will have to provide the Subscription ID of the journals after getting order and to provide the user ID to access online free journals.
17. The approved firms are requested to furnish the photocopy of the PAN card.
18. The photocopy of the Savings Bank Account/Current Account Pass Book is to be submitted along with the Tender in order to facilitate on-line payment to the said account nos of the firm.
19. Should have to submit GOC membership certificate.
20. The firm should have publisher authorization certificate.
21. The firm should not be black listed in any Government/PSU organization, an affidavit to the effect is to be submitted by the bidder.
22. The firm should submit the IT return of last three years
23. Bank Solvency certificate is to be submitted from the bank with the required amount
24. Any legal dispute in this regard will be settled within the Brahmapur jurisdiction only.
25. Earnest Money Deposit for **Rs.80,000/-**(Rupees Eighty Thousand) only in shape of Demand Draft in favour of Dean & Principal, M. K. C. G. Medical College, Brahmapur, Odisha payable at Brahmapur (Code No.2064), State Bank of India is to be deposited along with the Tender Papers. Those who download the tender document from website [www.mkcgmch.org](http://www.mkcgmch.org) should enclose a DD of Rs.2000/- cash (non-refundable) in favour of the Dean & Principal MKCG MCB payable at SBI MCC Branch.

26. The Dean & Principal, MKCG Medical College, Brahmapur, Odisha reserves the right to accept or to reject any or all the tender papers without assigning any reason thereof.

**Technical Bid**

**DOCUMENTS TO BE PROVIDED WITH THE TECHNICAL BID**

1. The EMD for Rs. 60,000/- (Rupees sixty Thousand) only in shape of Demand Draft in favour of Dean & Principal, M. K. C. G. Medical College, Brahmapur.
2. Copy of Registration certificate of the organization.
3. Copy of GOC membership certificate. (At least five years)
4. Copy of Publisher authorization certificate.
5. An affidavit in original to the effect that the firm has not been blacklisted anywhere.
6. Copy of PAN card.
7. Copy of the 1<sup>st</sup> page of the Saving Bank Account/Current Account Pass Book.
8. Copy of Bank solvency certificate.
9. Financial Turnover should be minimum of Rs.2 crores per Annum for last three Financial year. (CA certificate must be attached)
10. Copy of Income tax return certificate of last three years.

**Financial Bid**

**PROFORMA FOR FINANCIAL BID**

Name of the Firm	Discount Offered	Remarks

Signature and seal of the  
Journal publisher/seller/supplier/agency

- (A) : Whether the journal Vendor/ /Supplier has agreed to all terms and conditions as mentioned above (A). Please tick (  )

**YES / NO**

- (B) : Undertaking/declaration/agreement :

I/We M/s. \_\_\_\_\_ (Name of the subscription agency//vendor//supplier) hereby declare that the facts furnished by us are correct and I/we hereby agreed upon all the library terms and conditions mentioned above.

Signature of the Journal publisher/supplier/agency (with seal)

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23/8/17  
Dean & Principal,  
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