



OFFICE OF THE DEAN & PRINCIPAL,  
MAHARAJA KRISHNA CHANDRA GAJAPATI MEDICAL COLLEGE,  
BRAHMAPUR.760 004, GANJAM, ORISSA.

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No. 11972/MCB-2024/Welfare./Dated, Berhampur the

5<sup>th</sup> October, 2024

**TENDER CALL NOTICE FOR JOURNALS**

Sealed Tenders are invited from the Good Office Committee, MCA and FPBAI, Registered firms for "Subscription of journals" (Indian & Foreign) (Medical) for the financial year 2025 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 any working day. The details are also available in the website [mkcgmch.org](http://mkcgmch.org).

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


**Dean & Principal,  
MKCG Medical College,  
Berhampur**

**TERMS AND CONDITIONS  
FOR SUBSCRIPTION OF JOURNALS FOR 2025  
FOR CENTRAL LIBRARY, MKCG MEDICAL COLLEGE,  
BERHAMPUR, ODISHA**

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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, MKCG Medical College, Berhampur 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 MKCG Medical College, Berhampur Odisha after receipt the confirmed order from this end. The Bank Draft will be sent to the agency only after receipt of the remittance proof of payment to the publishers by the approved firm/agency.

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



13. The payment of journal invoice in shape of Bank Draft shall be made by the MKCG Medical College, Berhampur 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 2025, 2026 & 2027 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 so as to enable this office to deduct 2% TDS from the net payment to the firm.
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 MKCG jurisdiction only.
25. Earnest Money Deposit Rs.1,00,000/- (One lakh) only in shape of Demand Draft in favour of Dean & Principal MKCG Medical College Berhampur Odisha payable at Berhampur is to be deposited along with the Tender Papers.
26. The Dean & Principal MKCG Medical College, Berhampur Odisha reserves the right to accept or to reject any or all the tender papers without assigning any reason thereof.
27. This Tender is valid for three years from the date of finalization of Tender subject to proper supply of the ordered journal.

  
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Berhampur

**Technical Bid**

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

1. The EMD Rs.1,00,000/- in shape of Demand Draft in favour of Dean & Principal, MKCG Medical College, Berhampur.
2. Copy of Registration certificate of the organization.
3. Copy of GOC membership certificate. (At least seven years)
4. Copy of Publisher authorization certificate.
5. An affidavit in original to the effect that the firm has not been blacklisted any where.
6. Copy of PAN card.
7. Copy of the 1<sup>st</sup> page of the Saving Bank Account/Current Account Pass Book.
8. Financial Turnover should be minimum of Two Crores per Annum for last three Financial year.(CA certificate must be attached)
9. Experience for supply of Journals for last seven years (certificate or order copy from concerned Institution 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)

  
**Dean & Principal,  
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Berhampur.**



**TENDER FOR SUPPLY OF "JOURNALS (MEDICAL, INDIAN & FOREIGN)  
FOR MKCG MEDICAL COLLEGE, BERHAMPUR  
TENDER NOTICE NO.11972 DT.05-10-2024  
BID PERIOD: 06-10-2024 TO \_\_\_\_\_  
LAST DATE FOR SUBMISSION OF BID:- 26-10-2024 BY 5 P.M  
DATE OF OPENING OF TECHNICAL BID:-26-10-2024 AT 5 P.M  
NAME OF THE BIDDER M/S. \_\_\_\_\_**

Please put ✓ in the respective box

**DOCUMENTS: SUBMITTED OR NOT**

**(AS PER TECHNICAL BID)**

1. EMD @1,00,000/- (BD)	Page		Yes		No	
2. Registration Certificate of the Organization.	Page		Yes		No	
3. Copy of GOC membership Certificate	Page		Yes		No	
4. Copy of publisher authorization certf.	Page		Yes		No	
5. An affidavit in original to the effect that the firm has not been blacklisted anywhere.	Page		Yes		No	
6. Copy of PAN Card	Page		Yes		No	
7. Copy of the 1 <sup>ST</sup> Page of the Savings	Page		Yes		No	
8. IT return certificate of last three years	Page		Yes		No	
9. Experiance for supply of last seven years	Page		Yes		No	
10. Financial Turnover of last three years	Page		Yes		No	
11. Other document as per the technical specification of the equipment.	Page		Yes		No	

Note: All documents submitted shall be consecutively numbered. The above check list should be submitted completing in all respect. (putting the page numbers in the check list.

**SIGNATURE OF THE BIDDER**

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