



Government of India
Directorate General of Health Services
RAJKUMARI AMRIT KAUR COLLEGE OF NURSING
Lajpat Nagar IV, New Delhi – 110 024.
(Near Moolchand Metro Station)

Tel. Nos. 011-20904908, 20904909, 20904907, 2643 6788, 2643 5270, 2644 7265.

Tender/Bid document
For purchase of
INDIAN &
FOREIGN
NURSING
JOURNALS
FOR THE YEAR 2023

Tender No: 02/2023-2024

Cost	:	Approx. Rs. 18.00 Lakh
Date of start of sale of bid	:	02/11/2023 at 09.00 A.M.
Last date & Time of submission	:	22/11/2023 at 06.00 P.M.
Date of opening of bids	:	24/11/2023 at 14.00 P.M.
Tender Fee/Cost	:	Nil (to be downloaded from www.rakcon.com or www.eprocure.gov.in)

EMD: ₹2,00,000/- (Rupees Two Lakh only). (Refundable to unsuccessful bidder)

Website: www.rakcon.com
<https://eprocure.gov.in>
E-mail: principal@rakcon.com

**RAJKUMARI AMRIT KAUR COLLEGE OF NURSING
(RAKCON)**



TERMS & CONDITIONS

1. Sealed tenders/bids are invited for **Indian & Foreign Nursing Journals for all editions of 2023 for library** (Approximate cost about 18 Lakhs) of the RAJKUMARI AMRIT KAUR COLLEGE OF NURSING (RAKCON), from reputed book suppliers/ distributors, as per the list given in the **Tender Bid - I & II**.
2. The tender/bid form are available at the O/o the undersigned from 02/11/2023 09.00 a.m. to 22/11/2023 06.00 p.m. The cost of tender/bid form is 'NIL'. The tender/bid form can be downloaded from the RAKCON website www.rakcon.com or <https://eprocure.gov.in>.
3. Earnest Money amounting to 2,00,000/- (Rupees Two Lakh only) should be submitted in the form of Demand draft only drawn in favour of **"The Principal, RAJKUMARI AMRIT KAUR COLLEGE OF NURSING"**, payable at New Delhi.
4. The bidders must have supplied the books/journals to at least 03 institutions (Government educational Institutes/ University/ College/ research organizations) in the last three years. **Firms will have to attach the list of customers to whom they have supplied similar items in previous 03 years along with performance reports.**
5. Bidder must be authorised distributors/agent of all major Indian and Foreign Nursing Journals and certificate of the **same is to be attached** with their tender documents.
6. A bidder must have a turnover of at least 50 Lakhs per year in the last 03 consecutive years i.e. 2020-2021, 2021-22 & 2022-23 and signed copy of ITR.
7. Bidder should have a registered office in Delhi (NCR).
8. **Undertaking will be produced by the bidder/s on an affidavit** that the supplier has not been ever blacklisted by any Government educational Institutes/ University/ College/ research organizations etc.
9. EMD of the successful bidder will be kept as a security which will be released only when all ordered journals are received in the library.
10. EMD may be forfeited if:
 - i) A bidder withdraws his bid during the period of bid validity, or
 - ii) In case, the bidder fails to sign the contract, or
 - iii) Bidder seeks change in terms and conditions specified in tender documents or the bid after opening of the bids/tenders.
11. **Sealed and separate tenders in 02 parts i.e. Tender Bid-I and Tender Bid-II (in two parts) are invited for supply of journals for the Library at Rajkumari Amrit Kaur College of Nursing, Lajpat Nagar, New Delhi-110024 along with earnest money amounting to the value mentioned above in the tender document in form of demand draft only. Both envelopes should be kept in one big envelope clearly super scribing "TENDER/QUOTATION FOR SUPPLY OF NURSING JOURNALS".** The tenders should reach to undersigned latest by 06:00 P.M. on 21/11/2023. Tenders should be submitted either in person or by post in sealed envelopes. Open/unsealed tenders will be summarily rejected.
12. **TENDER BID-I (Technical)** shall contain (i) Earnest Money (ii) Proof of PAN/TAN/GST/TIN



registration document (iii) Details of supplies executed in recent past with work/supply orders (iv) Proof of being a member of Good Offices Committee or Federation of Publishers & Booksellers Association in India for last 05 years and certificate of their membership.

13. TENDER BID-II (Financial) shall contain rate schedule only.

14. Tenders received after the closing date and stipulated time shall not be considered and the College shall not be responsible for any postal delays.
15. Tender should be valid at least for a period of 06 months from opening date of tender.
16. The rates should be quoted for inclusive of all taxes/excise duty / freight/ package/ forwarding expenses/ insurance etc.
17. The orders are time bound and must be supplied within the period as specified below:
Indian Journals – within 30 days.
Foreign Journals – within 90 days.
18. Firm shall be solely responsible for defective supplies and losses caused to college on account of defective supply.
19. Quantity of items may increase or decrease or may be cancelled up to any extent.
20. Suppliers must be registered with sales tax department and other departments as per applicable laws and they should state GST registration number. The Principal, RAKCON will not be responsible for any action/penalty on this lapse.
21. Principal has every right to extend the due date if so required but all the quotations/tenders will be opened together.
22. Deduction of TDS will be as per Govt. Rules.
23. The College may reject any or all quotations/tenders without assigning any reasons thereof.
24. Selected vendor has to process the order on the behalf of RAKCON i.e. on receipt of confirmed order by the RAKCON, the vender has to remit the subscription amount to the publishers on the behalf of RAKCON for the ordered journals. On receipt of remittance proof (photocopy of Purchase order and copy of DD/cheque/NEFT) payment will be released by the RAKCON within 30 days from the date of receipt of remittance proof. Payment will be made in advance for placing order with the publisher. On receiving the advance payment vendor has to show the proof of having placed the order with the publisher on behalf of the RAKCON; submitting publisher payment acknowledge and subscription IDs.
25. The vendor on receiving the supply order has to submit subscription Ids of the ordered journals to the RAKCON within 7 days of its receipt to the vendor by the publisher. The vendor on receiving the supply order has to submit 10% bank guarantee, agent's invoices in triplicate, publisher price proof, bank conversion certificate and NEFT details within 15 days of receiving the supply order. **Bank Guarantee** should be in the name of 'The Principal, Rajkumari Amrit Kaur College of Nursing, Lajpat Nagar, New Delhi-110024' at payable at New Delhi from a scheduled bank in the form of FDR.
26. **Bank Guarantee:** Bank Guarantee of unsupplied journals for the calendar year 2023 should be valid till 31st March, 2024. The bank guarantee must be executed by the supplier and will be terminated/ discharged by 'The Principal, Rajkumari Amrit Kaur College of Nursing, Lajpat Nagar, New Delhi - 110024' on completion of the supply order, before 31st March, 2024. In case if the journals are not supply by 31st March, 2024, the amount of unsupplied journals should be



refunded by cheque before 31st March, 2024 otherwise the bank guarantee will be forfeited. The same process is to be followed, if tender is further extended on the basis of satisfactory performance of the vendor.

27. The vendor may charge up to a maximum of publisher's current rates as indicated in the publisher's latest catalogues. Foreign titles available should be billed in dual currency.

Special Terms & Conditions:

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

- The availability of all the editions of Journals as shown against each title in the same order as the list is provided to you.
- The current indicative price in INR as mentioned against each title.
- Foreign Journals will be purchased according to bank conversion rate on the date of invoicing as per rate of Reserve Bank of India.
- The maximum discount that you can offer should be mentioned against each title or FLAT DISCOUNT ON COMPLETE ORDER. Please note that the offer having publisher wise discount will be rejected.
- Please note if a title is available in Indian edition, only Indian edition should be quoted & supplied.
- The vendor may be asked to supply additional requirements of journals but in all the cases discount shall remain the same as per the tender bided by the vendor.
- The vendor must comply with at least 90% of supply of journals from the list provided.
- The supply must be assured for each and every title ordered within the stipulated time.
- Only the technically valid bids will be considered for financial bid.

Apart from above the following certificates are needed along with the offer:

- The price have to be charged correctly in accordance with the publisher's/ Importer's/ distributor's invoices and self-attested price proof from the original publisher invoice should be enclosed along with your bills.
- The supplier shall replace the books or take them back if journals found damage, misprint, and not properly bound without asking any additional charges.
- The bidder has to be give an undertaking the they agrees with the terms and condition of the tender.(as per the Annexure)
- Any book if appears at more than one place in the given order (duplicate entry) has to be taken only once with lower rate.
- Books must be in good condition with good paper quality.
- Bill to be submitted in triplicate along with all required documents as stated in earlier points.
- GOC for rate conversion will be applicable for the month as per GOC rules.
- All disputes are to be settled in the Jurisdiction of Delhi courts only.

Acting Vice Principal
Rajkumari Amrit Kaur College of Nursing
Near Moolchand Metro Station,
Lajpat Nagar IV, New Delhi-110024.

Tender Bid – I

	Tender	Supply of Journals for library
1	Date of Application	
2	Name of Firm with full address	
3	FOR	RAJKUMARI AMRIT KAUR COLLEGE OF NURSING, Near Moolchand Metro Station, Lajpat Nagar IV, New Delhi-110024.
	Earnest Money Deposit (EMD)	DD No: _____ Amount: _____ Bank: _____ date: _____ DD must be drawn in favour of The Principal, Rajkumari Amrit Kaur College of Nursing, payable at New Delhi.
4	PAN/ TAN/ TIN/GST No	Attach proof
5	Membership of Good Offices Committee or Federation of Publishers and Booksellers Association in India	Attach proof
6	Turnover in last three Financial Years	Attach Proof
7	Details of similar work executed during the last three years	Attach proof
8	Any document in requirement of general terms and condition	

(Signature of Bidder with Name & Seal)



Tender Bid – II (Part 1 of 2)
Schedule of Requirement of Indian Journals, 2023 Edition

S.No.	Name of the Journal	Rate	Discount	Net Price
1.	Asian Journals of Nursing Education & Research			
2.	Indian Journal of Social Work			
3.	Social Welfare			
4.	The Nursing Journal of India			
5.	Indian Journal of Paediatrics			
Total ₹				

Amount in words (Rate)

Amount in words (Discount)

Amount in words (Net Price)

(Any cutting/overwriting should be attested by the authorised signatory failing which the tender/bid will be summarily rejected)

(Signature of Bidder with Name & Seal)

Schedule of Requirement of Foreign Journals, 2023 Edition

S.No.	Name of the Journals	Rate (INR) `	Discount (INR) `	Net Price (INR) `
1.	MCN American Journal of Maternal / Child Nursing (B.M.)			
2.	British Journal of Nursing (B.M.)			
3.	Intensive and Critical Care Nursing (B.M.)			
4.	Journal of Cardiovascular Nursing (B.M.)			
5.	Journal of Continuing Education in Nursing (M)			
6.	Journal of Nursing Administration for Institution with NHL (M)			
7.	Journal of Nursing Education (M)			
8.	Journal of Pediatric Nursing (B.M.)			
9.	Journal of Professional Nursing (B.M.)			
10.	Nursing Clinics of North America (B.M.)			
11.	Seminars in Oncology Nursing (Q)			
12.	Nursing Outlook (B.M.)			
13.	Advances in Nursing Science			
14.	Pediatric Clinics of North America (B.M.)			
15.	Applied Nursing Research			
Total				

Amount in words (Rate-INR `)

Amount in words (Discount-INR `)

Amount in words (Net Price-INR `)

(Any cutting/overwriting should be attested by the authorised signatory failing which the tender/bid will be summarily rejected)

(Signature of Bidder with Name & Seal)