

<http://www.ctcri.org>

Phone: 0471-2598551-2598554

Fax: 0091 -471-2590063

E.Mail: [director.ctcri@icar.gov.in](mailto:director.ctcri@icar.gov.in)

[ctcritvm@gmail.com](mailto:ctcritvm@gmail.com)



## भा.कृ.अनु.प- केंद्रीय कन्द फसल अनुसंधान संस्थान

(भारतीय कृषि अनुसंधान परिषद, कृषि और किसान कल्याण मंत्रालय, भारत सरकार)

श्रीकार्यम, तिरुवनन्तपुरम-695 017, केरल, भारत

### ICAR- CENTRAL TUBER CROPS RESEARCH INSTITUTE

(Indian Council of Agriculture Research, Ministry of Agriculture and Farmers Welfare, Govt. of India)

Sreehariyam, Thiruvananthapuram-695 017, Kerala, India



eF. No. 01/LIB/2022

Date: 24.01.2022

## ONLINE NOTICE INVITING TENDER FOR PURCHASE LIBRARY BOOKS FOR ICAR- CTCRI, THIRUVANANTHAPURAM

Tender Enquiry No.: [01/LIB/2022- Books Purchase](#)

([Click here to view the tender in CPP Portal](#))

email: [director.ctcri@icar.gov.in](mailto:director.ctcri@icar.gov.in)  
website: <http://www.ctcri.org>

[www.eprocure.gov.in](http://www.eprocure.gov.in)  
Tel: 0471 – 2598551 to 2598554

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<http://www.ctcri.org>

E.Mail: [director.ctcri@icar.gov.in](mailto:director.ctcri@icar.gov.in)

Phone: 0484 – 2598551 to 2598554  
Fax: 0091 -484-2668212



## भा.कृ.अनु.प- केंद्रीय कन्द फसल अनुसंधान संस्थान

(भारतीय कृषि अनुसंधान परिषद, कृषि और किसान कल्याण मंत्रालय, भारत सरकार)  
श्रीकार्यम, तिरुवनन्तपुरम-695 017, केरल, भारत

### ICAR- CENTRAL TUBER CROPS RESEARCH INSTITUTE

(Indian Council of Agriculture Research, Ministry of Agriculture and Farmers Welfare, Govt. of India)  
Sreekariyam, Thiruvananthapuram-695 017, Kerala, India



ISO 9001:2008

F. No. 01/LIB/2022

Date: 22. 01.2022

### NOTICE INVITING TENDER

ICAR-CTCRI invites e-tenders for the purchase of Library Books (List attached as Annexure IV) for ICAR- CTCRI, Sreekariyam , Thiruvananthapuram through the website <http://www.eprocure.gov.in> under single bid system from reputed publishers / dealers. Rate shall be quoted in the Microsoft excel sheet uploaded as BOQ on the CPPP website. Manual bids will not be accepted. Address for communication is **The Director, ICAR-CTCRI, Sreekariyam, Thiruvananthapuram**

<b>Tender Enquiry No. : <a href="#">01/LIB/2022- Books Purchase</a></b>	
<b>Date &amp; time of Issue/Publishing</b>	<b>24.01.2022 - 15.30 hrs</b>
<b>Bid submission start date &amp; time</b>	<b>24.01.2022 - 16.30 hrs</b>
<b>Bid submission end date &amp; time</b>	<b>15.02.2022 - 11.30 hrs</b>
<b>Bid opening date &amp; time</b>	<b>16.02.2022– 15.30hrs</b>

#### IMPORTANT NOTES:-

1. Tender Documents can be downloaded from CTCRI website <http://www.ctcri.org> or from the Central Public Procurement Portal [www.eprocure.gov.in](http://www.eprocure.gov.in). Bidders should enroll / register in the e-procurement module of Central Public Procurement Portal through the website: [www.eprocure.gov.in](http://www.eprocure.gov.in) for participating in the bidding process. Bidders should also possess a valid DSC for online submission of bids.
2. **Bids received on e-tendering portal only will be considered. Bids in any other form sent through sealed cover/email/post/fax etc. will be rejected.**
3. ICAR-CTCRI reserves the right to accept / reject any or all the tenders in part /full without assigning any reason thereof.
4. ICAR-CTCRI will not be responsible for any delay in enrollment / registration as bidder or submitting /uploading the offer on e-tender portal. Hence, bidders are advised to register in e-tendering website [www.eprocure.gov.in](http://www.eprocure.gov.in) and enroll their Digital Signature Certificate and upload their quotation well in advance.
5. Any change / corrigendum/ extension of opening date in respect of this tender shall be issued through websites only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit our website for updates.

(P. C. Noble)

Asst.Admn. Officer (Store)

FOR DIRECTOR



## भा.कृ.अनु.प- केंद्रीय कन्द फसल अनुसंधान संस्थान

(भारतीय कृषि अनुसंधान परिषद, कृषि और किसान कल्याण मंत्रालय, भारत सरकार)

श्रीकार्यम, तिरुवनन्तपुरम-695 017, केरल, भारत

### ICAR- CENTRAL TUBER CROPS RESEARCH INSTITUTE

(Indian Council of Agriculture Research, Ministry of Agriculture and Farmers Welfare, Govt. of India)

Sreekarayam, Thiruvananthapuram-695 017, Kerala, India



#### **ANNEXURE – I INSTRUCTIONS FOR ONLINE BID SUBMISSION**

The tender shall be submitted in accordance with these instructions and any tender not conforming to the instructions as under is liable to be rejected. These instructions shall form the part of the tender and the contract.

1. For Online Bid Submission, as per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates.

More information useful for submitting the online bids on the CPP Portal is available obtained at [www.eprocure.gov.in/eprocure/app](http://www.eprocure.gov.in/eprocure/app)

#### **For Registration**

2. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)) by clicking on the link “Click here to Enroll”. Enrolment on the CPP Portal is free of charge.
3. Foreign Bidders have to refer “**DSC details for foreign Bidders**” for Digital signature Certificates requirements which comes under Download Tab at <http://eprocure.gov.in/eprocure/app?page=StandardBiddingDocuments&service=page> and the remaining part is same as above and below.
4. The intending Tenderer, in case of Authorized Distributor/ Authorised Dealer shall possess valid authorized Distributorship /Dealership license from Original Publishers. The tenderer shall enclose the copy of the same as PDF file in Cover-I of the e-tender while submitting the tender.
5. Single bid System – Online submission through <https://www.eprocure.gov.in/eprocure/app> : The single bid system will be followed for this tender. In this system, the bidder must submit their offer in the Micro Soft Excel sheet uploaded as BOQ in the CPPP website
6. THE Earnest Money Deposit(EMD)/Bid Security is ‘NIL’, the bidder has to submit Bid Security declaration as per format specified in Annexure I otherwise bid will be rejected

7. A copy of Certificate of Incorporation, Partnership Deed / Memorandum and Articles of Association / any other equivalent document showing date and place of incorporation, as applicable.
8. ICAR-CTCRI reserves the right to reject the bid if any of the above listed document/s is not submitted.
9. The bid must be submitted on-line. The EMD. must be submitted in person or through post/ courier (ICAR-CTCRI shall not be responsible for any postal delays or any other reason for not submitting the tender fees/ EMD etc. in the specified time and resulting in disqualification / rejection of any bid) so as to reach on or before the due date and time.
10. The firm should be having PAN (Permanent Account No.) / TAN allotted by the Income tax Department, documentary proof of the same has to be enclosed along with the tender.
11. The intending Tenderer, in case of Authorized Distributor/ Authorized Dealer shall possess valid authorized Distributorship /Dealership license from Original Equipment Manufacturers. The tenderer shall enclose the copy of the same as PDF file in Cover-I of the e-tender while submitting the tender.
12. The Firm/Agency should be a regular member of the "GOODS OFFICES COMMITTEE" of the Federation of Publishers and Book Sellers Association of India and a proof has to be enclosed with the offer.

### **13. Bid Security**

The units registered with Micro Small Enterprises(MSEs) as defined in MSE Procurement Policy issued by Dept. of Micro, Small and Medium Enterprises(MSME) or are registered with the Central Purchase Organization or the concerned Ministry or Department or Startups as recognized by Department of Industrial Policy & Promotion (DIPP) shall be exempted from the payment of Bid Security ( Earnest Money Deposit) as defined under Rule 170(i) of General Financial Rules (GFR), 2017. In such case, copy of the certificate showing registration with the above mentioned institutions to be uploaded in Cover - I of the e-tender in PDF format.

## **INSTRUCTIONS TO THE BIDDERS**

### **1. Locations for the Supply**

The entire products as described in Schedule of Requirements must be supplied at ICAR-CTCRI, Sreekariyam, Thiruvananthapuram

### **2. Order Placements:**

The Supply Order shall be released by: ICAR –Central Tuber Crops Research Institute, Sreekariyam- 695 017, Kerala, India Tel No.: 0471-2598551-2598554 e-mail: [director.ctcri@icar.gov.in](mailto:director.ctcri@icar.gov.in),

The payments shall be released by: ICAR –Central Tuber Crops Research Institute, Sreekariyam, Thiruvananthapuram 695 017

3. Eligibility Criteria:

- a. The bidders should submit the required documents / financial instruments as stipulated in
- b. The bidder must not be blacklisted by ICAR-CTCRI or any other Educational/R&D/Govt. organizations. A certificate or undertaking to this effect must be submitted.

**Note: The bidders should provide sufficient documentary evidence to support the eligibility criteria. CTCRI reserves the right to reject any bid not fulfilling the eligibility criteria.**

4. Amendment to Bidding Documents

At any time prior to the deadline for submission of bids, ICAR- CTCRI may, for any reason, whether on its own initiative or in response to the clarification request by a prospective bidder, modify the bid document.

The amendments to the tender documents, if any, will be notified by release of Corrigendum Notice in print media / website. The amendments / modifications will be binding on the bidders.

ICAR-CTCRI at its discretion may extend the deadline for the submission of bids if it thinks necessary to do so or if the bid document undergoes changes during the bidding period, in order to give prospective bidders time to take into consideration the amendments while preparing their bids.

5. Preparation of Bids

Bidder should avoid, as far as possible, corrections, overwriting, erasures or postscripts in the bid documents. In case however, any corrections, overwriting, erasures or postscripts have to be made in the bids, they should be supported by dated signatures of the same authorized person signing the bid documents. However, bidder shall not be entitled to amend/ add/ delete/ correct the clauses mentioned in the entire tender document.

6. The successful bidder, on award of contract / order, must send the contract/ order acceptance in writing, within 7 days of award of contract/ order, failing which the EMD will be forfeited and the order will be cancelled.

The EMD may be forfeited:

- o If the bidder withdraws the bid during the period of bid validity specified in the tender.
- o In case a successful bidder, fails to furnish the Performance Bank Guarantee.
- o If the bidder fails to furnish the acceptance in writing, within 7 days of award of contract/order.

7. Period of validity of bids

Validity of bids: For one year. A bid valid for a shorter period shall stand rejected.

Submission of Bids- Online PDF format only. The Bid documents shall be neatly arranged. They should not contain any terms and conditions, printed or otherwise, which are not applicable to the Bid. The conditional bid will be summarily rejected. Insertions, postscripts, additions and alterations shall not be recognized, unless confirmed by bidder's signature.

8. Deadline for Submission of Bids – Online Only.

Bids must be received by ICAR-CTCRI before the due date and time at the address specified in the tender document.

ICAR-CTCRI may extend this deadline for submission of bids by amending the bid documents and the same shall be suitably notified in the media.

9. Late Bids

ICAR-CTCRI shall not be responsible and liable for the delay in receiving the bid for whatsoever reason.

10 Bid Opening & Evaluation of Bids

- The bids will be examined based on eligibility criteria stipulated to shortlist the eligible bidders.
- Only the short listed eligible bidders shall be evaluated
  - a) The duly constituted Tender Evaluation Committee (TEC) shall evaluate the bids. The TEC shall be empowered to take appropriate decisions on minor deviations, if any.
  - b) The bidder's name, bid prices, discounts and such other details considered as appropriate by ICAR-CTCRI, Thiruvananthapuram will be announced at the time of opening of the bids.

11. Comparison of Bids

Only the short-listed bids from the bid evaluation shall be considered for commercial comparison.

The bid will be evaluated on the basis of percentage of discount. The contract will be awarded to the party who has quoted the highest discount rate.

12. Award of Contract

ICAR – CTCRI, Thiruvananthapuram shall award the contract to the qualified bidder who has quoted the highest percentage **of discount**.

ICAR – CTCRI, Thiruvananthapuram, reserves the right to increase or reduce the Quantity to be procured to the extent of +/- 10%.

If more than one bidder happens to quote the same discount, ICAR – CTCRI, Thiruvananthapuram reserves the right to decide the criteria and further process for awarding the contract, decision of CTCRI shall be final for awarding the contract.

13 Purchaser's Right to amend / cancel

ICAR – CTCRI, Sreekariyam- 695 017 reserves the right to amend the eligibility criteria, commercial terms & conditions, Scope of Supply, technical specifications etc.

ICAR –CTCRI, Thiruvananthapuram, reserves the right to cancel the entire tender without assigning any reasons thereof.

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1. Bidders are requested to submit their response in two parts clearly indicating the Tender No. & Date. Firms not adhering to this will not be considered for further processing of their proposals.
2. The tender document should contain covering letter, Bidders profile on the prescribed format and the requisite fee.
3. Bid of the tender document should mention the flat discount rate offered by the bidder and should be duly signed and stamped by the bidder.
4. The amount quoted by the bidder should mention all levies and taxes, packing, forwarding, freight and insurance in case of material to be supplied.
5. The Tender Document shall be submitted by the vendor with seal and signature on every page. The bidders may keep a photocopy of the same for their own records.
6. The supplier must attach a list of Government Institutions to which they have supplied books in the last three years along with proof.
7. Quotations received late, improperly sealed or with overwriting/corrections in the quotation document shall be rejected.
8. The firm should submit a Bid Security (EMD) **declaration form** with their quotation otherwise bid will be summarily rejected.
9. The application should be signed by an authorised signatory of the vendors bearing his/her full name and status clearly indicated below the signature along with the official seal of the firm.
10. Incomplete and conditional bids will not be considered.
11. Check list may please be completed (see Annexure-I, II &III) which is mandatory.



## **Terms and conditions for vendors for purchase of books**

### **General**

1. Director, ICAR- CTCRI reserve the exclusive right to reject any or all quotation without assigning any reason whatsoever. Further Director, ICAR-CTCRI reserves the right to delete any or all vendors from the empanelled list based on the unsatisfactory performance
2. Empanelment means just eligibility of a book seller to receive order for supply of books if selected for purchase by ICAR- CTCRI, Thiruvananthapuram
3. ICAR- CTCRI, Thiruvananthapuram may empanel more than one supplier/ publisher and shall be free to purchase books through any one or more of them. However the act of empanelment shall not deprive ICAR- CTCRI, Thiruvananthapuram of its right to purchase books directly without routing them through empanelled agencies
4. Discount rates offered by the firms shall not be linked with the quantum of the purchase order.

### **Security Deposit and Agreement**

5. The successful bidder will be required to enter into an Agreement with ICAR- CTCRI, Thiruvananthapuram by submitting an instrument of Agreement on a Non judicial stamp paper of Rs.100/-. Also the firm shall have to deposit a bank guarantee of 3% of the value of supply order as performance security. The Bank Guarantee Documents will be returned after the successful performance of the concerned firm during the contract period. However in case of unsatisfactory service provided by the supplier the Performance Security is liable to be forfeited.
6. The period of agreement will be one year However during the period of agreement, there can be no change to the terms and conditions of the contract.

### **PRE-ORDER INQUIRY**

7. The Library will send a pre-order inquiry by e-mail to all the empanelled vendors for the required list of books to know the following details, in accordance with the approved “terms and conditions”.
  - (a) Availability
  - (b) Shipping time
  - (c) Unit price
  - (d) Validity period of price information provided
8. The successful bidder have to respond with the details inquired for, within 3 working days from the date of receipt of the pre-order inquiry, by email only.
9. All the details inquired for must be provided. If any field is left blank, the response will not be considered.

### **Purchase order**

Purchase orders will be placed with the bidder based on the shortest turn around time as committed by the vendor against the pre-order inquiry placed by the library, also keeping in view their past performance and their links with the publishers and distributors as finalised by library

Supply of books has to be made by the agency strictly against purchase orders.

Sending an acknowledgement of the receipt of purchase order within 7days , which is taken as an acceptance of the purchase order is mandatory, by email only.

Any clarification/qery regarding the purchase order should be sought from the library within seven (07) days of receipt of order.

**Time of supply**

The Supplier shall supply all the ordered books within the period as specified in the purchase order. If supply is not received within the stipulated time, The ICAR unit-CTCRI, Thiruvananthapuram reserves the right to cancel either the entire order or part thereof without any further notice/reminder. In case the supplier needs some more time for supply, he/she should seek in writing on sound grounds, further time from the concerned officer at least four days before supply date expires. Supply should be free of freight charges

**Price Proof**

All books/monographs shall be supplied with an authentic price proof.

Accepted price proof are (signed and stamped by supplier)

- Distributor's invoice to supplier,
- Printout from publisher's catalogue,
- Photocopy from publishers catalogue'
- Price mentioned on the book.

**Invoicing and conversion rate**

Payment will be made against pre receipted bills after the supply is made against the proper purchase orders issued by the ICAR unit - CTCRI, Thiruvananthapuram

The prices in the invoice should be indicated in original currencies.

The Good Offices Committee (GOC) rates should not be used for exchange rate. RBI/ Nationalized bank exchange selling rates as applicable on the date of invoice for books should only be followed and also be clearly indicated in the invoice.

**Discount**

Based on practical and realistic percentage of discount quoted by the bidders; evaluated and finalized by the institute's competent authorities shall remain in force during the currency of empanelment. It may be specifically noted that no changes in the accepted rates shall be allowed during currency of empanelment. Discount will be fixed on the basis of technically qualified bidders' quote.

**Undertaking**

The supplier shall append the declaration on the bill that

- a) Only the latest editions of the books have been supplied
- b) The actual prices of publications have been charged without any handling or postage charges
- c) These are not remaindered titles/damaged books with missing pages
- d) The Indian/Low priced editions of these publications (If foreign) are not available in India

**Payment**

Payment will be made ICAR-CTCRI within 45 days after receipt and acceptance of books in good condition with bill, at CTCRI, Thiruvananthapuram .

## **Termination of tender**

The Institute shall be at liberty to terminate the tender(s)/supplier(s) without any prior notice and drop the said firm from its panel and will result in forfeiture of the security deposit in case of occurrence of any of the following events:

(i.) In case of breach of any terms of agreement, or unsatisfactory / inefficient working on the part of the vendor.

(ii.) If the vendor fails to deliver at least 75% of the supply (in terms of number of titles ordered) during a year.

(iii.) If at any time, found that the information provided by the empanelled vendor in any form about publications, services and related matters are incorrect and result in losses in any form to the Institute.

The Institute shall also reserve the right to claim the amount of loss incurred by the Institute, based on the available invoices submitted by that tenderer(s)/supplier(s).

The Institute 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 tenderer(s)/suppliers may find the update(s), on ICAR-CTCRI website (<http://www.ctcri.org>), in this regard.

All disputes and differences arising out or concerning the work shall be subject to the sole arbitration of Director, ICAR-CTCRI or his nominee. The decision of the arbitration shall be final & binding on both the parties. The empanelment will be interpreted under Indian Laws and disputes adjustable within the jurisdiction of court of law of Thiruvananthapuram, Kerala

DETAILS TO BE FILLED AND UPLOADED ALONG WITH THE BID AS PDF.

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.) Wed-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. Are you member of Good Office Committee (G.O.C.)? Yes/No. If Yes, attach self-attested copy of the Membership Certificate -----

6. Are you a Member of Federation of Publisher's and Bookseller's Association of India (FPBI)? Yes/No. If yes attach self-attested copy of the Membership Certificate -----

7. Are you s distributor/dealer/stockiest/exclusive/preferred Agent? If so tick mark the appropriate one's and attach the self-attested copy of authority letter (s) issued by the publishers in support of your claim-----

8. Year of starting of the firm with Registration Number/date-----

(Self-attested copy to be enclosed)

9. PAN/TAN No.-----

( Self-attested copy of the certificate to be attached)

10. GSTNo. -----(

Attach Self-attested copy to certificate)

11. The vendor or their suppliers must not be blacklisted/suspended/debarred by any of the Govt. Department or Organization. A certificate to this regard is to be submitted by the owner/Director's/Partners of the firm.

12. The supplier must attach a list of government institution to which they have supplied books in the last three years along with proof

13. Bid Security Declaration as per Annexure I

14. Tender Acceptance letter as per Annexure II

15. Undertaking in regard to Blacklisting as per Annexure III

16. Price bid as BOQ

**DECLARATION**

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 our knowledge and that we shall be bound by the acts duly constituted attorney.

I/we also hereby declare that all matters related to ICAR-CTCRI shall be treated as confidential and no information shall be passed on to any unauthorized person without written permission of the Competent Authority.

Mr. \_\_\_\_\_, whose signature are appearing below, is/are the authorized representative(s) of the firm.

I/We assure that if award the contract, the firm will serve the Institute for a minimum period of one year.

I/We have read and understood all the “Terms and Condition” of ICAR-CTCRI as mentioned in this document and consciously agree to abide by them.

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

Date:

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

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

**Stamp of the Applicant Firm**

**Scanned copy of the following documents to be uploaded at the time of bid submission. Bid will not be considered in absence of these documents.**

<b>Sl. No.</b>	<b>Documents</b>	<b>Yes</b>	<b>No</b>
1.	Pan No.		
2.	Registration No. of GST		
3.	Company Registration No.		
4	Bid security declaration form- Annexure I		
5	Copy of undertaking that they have not black-listed by any State/Central Gov. Depts/Organizations		
6	Membership Certificate of G.O.C.		
7	Membership Certificate of FPBAI		
8	Signed copy of tender documents		
9	Authorised Distributorship/Dealership license from original publisher		
10	List of government Institution to which they have supplied books in the last three years along with proof		
11	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>		
12	Tender Acceptance letter in Annexure II		
13	Undertaking in regard to Blacklisting Annexure III		
14	Price bid as BOQ		

**Date with seal of the Firm**

**Signature**

**BID SECURING DECLARATION FORM**

Date : \_\_\_\_\_ Tender No : \_\_\_\_\_

To(insert complete name and address of the purchaser)

I/We, the undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid-Securing Declaration.

I/We accept that I/we may be disqualified from bidding for any contract with you for a period of one year from the date of notification, if I am/we are in a breach of any obligation(s) under the bid conditions, because I/We;

- a) Have withdrawn/modified/amended, impairs or derogates from the tender, my/our bid during the period of bid validity specified in the form of Bid; or
- b) Having been notified of the acceptance of our bid by the purchaser during the period of bid validity (i) fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the instructions to bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed \_\_\_\_\_ (insert signature of person whose name and capacity are shown)  
in the capacity of \_\_\_\_\_ (insert legal capacity of person signing the Bid Securing Declaration)

Name : \_\_\_\_\_ (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on \_\_\_\_\_ day of \_\_\_\_\_ (insert date of signing)

Corporate Seal(where appropriate)

(Note : In case of a joint venture, the bid securing declaration must be in the name of all partners to the joint venture that submits the bid)



**TENDER ACCEPTANCE LETTER**  
(To be given on Company Letter Head)

Date:

To,

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

Sub: Acceptance of terms and conditions of tender.

Tender Reference No :

Name of tender/work\_\_\_\_\_

Dear Sir,

1. I/We have downloaded/obtained the tender documents for the above mentioned Tender/work from the web site(s) namely:

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

As per your advertisement, given in the above mentioned website(s).

2. I/We hereby certify that I/We read the entire terms and conditions of the tender documents from Page No \_\_\_\_ to\_\_\_\_\_(including all documents like Annexure(s), Schedules(s) etc..) which form part of the contract agreement and I/we shall abide hereby the terms/conditions/clauses contained therein.

3. The corrigendum(s) issued from the time by your department/organization too have also been taken into consideration, while submitting this acceptance letter.

4. I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirety.

5. I/We do hereby declare that our Firm has not been blacklisted/debarred by any Govt. Department/Public Sector Undertaking.

6. I/We certify that all information furnished by the our Firm is true and correct and in the event the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,  
(Signature of the Bidder, with Official Seal)

**Undertaking in regard to Blacklisting**

I/We undertake that the dealings of our firm never blacklisted or stop dealings or tempering ban by any Govt. Organizations/Institutions/Departments. In case if it is found incorrect or guilty at any stage,our Contract will be terminated immediately further dealings will be stopped with the firm.

Signature of Authorised Signatory  
With seal of the firm

**Consolidated list of Library Book indents to be purchased during 2021-22-Annexure IV**

Sl No	Title	Author/Editor	Edition/Vol	Year	Publisher	ISBN
1.	Tropical Tuber Starches: Structural and Functional Characteristics	S. N Moorthy, M S Sajeev,R.P.K Ambrose	Latest	2021	CABI	978-1786394811
2.	Post-harvest Handling of Horticultural Crops	Raju L. Bhardwaj, Yogesh Kumar Sharma and Latika Vyas	1st	2021	CRC Press	9781032199559
3.	Food Formulation Novel Ingredients and processing techniques	Shivani Pathania, Brijesh K. Tiwari	1st	2021	Wiley	978-1-119-61474-6
4.	Functional food ingredients and nutraceuticals:processing technologies	John Shi	2nd	2015	CRC Press	9780367267728
5.	Confectionery science and technology	Richard W. Hartel	1st	2018	Springer	3319617400
6.	Tropical Root and tuber crops: cassava,sweetpotato,yams and aroids	Vincent Lebot	2nd	2020	CABI	9781789243369
7.	Fundamentals of electrochemistry (Hard cover)	M Sylvin	Latest	2009	Sarup and sons	978-8176259507
8.	Recent advances in root and tuber crops	Sanket.J.More, Namrata Ankush Giri,Suresh Kumar J, Visalakshi Chandra C and Sirisha Tadigiri	1st	2021	Brillion Publishing	978-93-90757-44-2
9.	Impact Evaluation in Practice	Paul J. Gertler, Sebastian Martinez , Patrick Premand, Laura B. Rawlings , Christel M. J. Vermeersch	Second Edition	2016	World Bank Publications	978-1464807794

10.	Environmental Impact Assessment: Theory and Practice	<u>Anji Reddy Dr. Mareddy</u>	1st edition	2017	Butterworth-Heinemann	0128111399
11.	Genomics in the cloud:using Docker,GATK,and WDL in Terra	Geraidine A Van der Auwera Brain D.O connor	1st	2020	O'Reilly Media	978-1491975190
12.	Introduction to Bioinformatics	Arthur Lesk	5th	2019	Oxford University Press	978-0198794141
13.	Hand book of Agricultural entomology	H F Van Emden	Latest	2013	Wiley Blackwell	9780470659137
14.	Agricultural acarology:introduction to integrated mite management	Marjorie A Hoy	Latest	2011	CRC press	9781439817513
15.	Essential cell Biology	Bruce Albert, Karen Hopkin,Alexander. D. Johnson,David Morgan,Martin Raff	5th	2018	W.W.Norton & Company	9780393679533
16.	The insects :structure and function	R. F. Chapman	5th	2012	Cambridge University Press	9780521113892