

**Indira Gandhi National Forest Academy**

**IGNFA Library  
P.O. New Forest, Dehradun -248006**

**TENDER NOTICE**

Academy Library would like to purchase books for library purpose around Rs.5-7 lacs for the year of 2019 -2020. Sealed tenders are invited from leading/reputed suppliers & publishers for supply of books for the Academy Library during the year 2019-2020. Details of the terms and conditions for supply of books (Annexure – I), Performa for submission about discount (Annexure – II) and certificate of acceptance of terms and conditions (Annexure –III) are enclosed herewith for your kind information. The details of terms and conditions for the supply are available in the tender document, on the IGNFA website, The tenders should reach this office on or before **26.12.2018** up to **14.30** hrs., which will be opened on the same day at 15.30 hrs in the office Chamber of the Chairman of Library Committee in presence of the tenderers or their authorized representatives who may like to be present.

**Note:** Tender Notice & Terms and Conditions are available on our **website:** [www.ignfa.gov.in](http://www.ignfa.gov.in)

**Library & information Officer  
Indira Gandhi National Forest Academy  
P.O. New Forest, Dehradun**

**Certificate of Acceptance of Terms & Conditions**

1. I/We have read and fully understood all the terms and conditions (Annexure-I) governing the quotation Notice. I/We agree to abide by the same.
  
2. I/We undertake to replace the defective material, if any, at our cost.
  
3. I/We have duly signed all pages of the quotation document.
  
4. I am/We are also enclosing as Annexure the following documents (Up-to-date) in fulfillment of the conditions laid down in the quotation document. (Please tick mark your option).

Annexure:-

1. Dealer ship/Distributor Certificate on the letter Head.
2. Attested Copy of Income Tax Clearance Certificate/PAN No.
3. Total turnover of the suppliers and provide audit report

Stamp & Signature of the Authorised Signatory of the Tender/ quotation Party.

Name .....

Complete Address.....

.....

.....

.....

Phone No.....

Dated:

**Indira Gandhi National Forest Academy  
IGNFA Library  
P.O. New Forest, Dehradun -248006**

**Proforma for submission of Information about supply of books**  
(Separate Sheets may be used wherever necessary)

1. Name (s) of Indian and Foreign publishers whose exclusive representative you are  
(please provide documentary proof)

---

---

---

2. Name (s) of Indian and foreign publisher(s) whose stockiest you are

---

---

3. What discount you will offer on the published price of the following types of books:

(a) English language books published in India

(b) English language books published by foreign publishers outside India

(c)Govt. / Society Publications

(d)Hindi language books

(e)Any other relevant information you want to mention

---

(Signature, name Address and Seal of Firm)

Indira Gandhi National Forest Academy Library New Forest, Dehradun is planning to select reputed supplier(s) for the purchase of books during financial year 2019-2020 on the terms and conditions mentioned below.

**Terms and conditions**

1. The ordered books will have to be supplied within three months for foreign books and 45 days for Indian books of placement of the orders,
2. All the ordered books will have to be supplied. In case the books are out of print, a proof for the same will have to be submitted;
3. In case of books published outside India and whose price are given in foreign currency, the rate prevailing on the date of raising of bill will be considered for making the payment;
4. The supplier will submit a certificate from the bank about the conversion rate of the foreign currency prevailing on the date of raising of invoice;
5. The supply will accompany a price proof in the form of a copy of the publishers / importers / distributors invoices or publishers catalogue of the supplied books;
6. The supplier will supply the latest edition of the ordered books, unless specified clearly in the order, and not the remaining titles;
7. The supplied books will be verified and the payments will be released only if they are found to be non-defective;
8. The supplier will submit an income tax permanent account no.;
9. The bidders should submit the details of the publishers, etc. whom they represent along with the discount they plan to offer on the published price of books in a proforma annexed as annexure –II
10. The quotation should accompany the earnest money in the form of demand draft for Rs. 25,000/-(Twenty Five thousand) issued in Favour of the **Director, Indira Gandhi National Forest Academy**, payable at **Dehradun** which will be retained, if the offer is accepted by the IGNFA, Dehradun and returned upon satisfactory Completion of supply. However, the earnest money would be forfeited if the selected supplier(s) fail to supply the ordered books satisfactorily. The earnest money of the unaccepted bids would be returned;
11. The Director, Indira Gandhi National Forest Academy, Dehradun reserves the right to accept or reject any of the tenders without assigning any reason;
12. Disputes, if any, would be subject to jurisdiction of Dehradun Courts.

## **List of Addresses of Book's Suppliers/ Publishers**

1	M/s. Bishen Singh Mahendra Pal Singh 23-A, New Connaught Place, P.O. Box 137, Dehradun-248001 (Uttarakhand)	2	M/s. International Book Distributors 9/5, Rajpur Road, Dehradun-248001 (Uttarakhand)
3	M/s. Prashant Book Agency 4263, A/3 Ist Floor, Ansari Road Darayaganj New Delhi-110002	4	M/s. Viva Books Private Limited 4262/3, Ansari Road, Darayaganj New Delhi-110002
5	M/s. Concept Publishing Company A/15-16, Commercial Block, Mohan Garden, New Delhi-110059	6	M/s. Manas Publication 4402, 5-A, Opposite HDFC Bank Main Ansari Road, Darayaganj New Delhi-110002
7	M/s. Bhatt Brothers, Bhatt Block, Johar Complex, Tilak Road, Rishikesh-249201	8	M/s. Researchco Books & periodicals Pvt. Ltd.4735/2, 2 <sup>nd</sup> Floor, Prakash Deep Building (Near PNB), Ansari Road, Darayaganj, New Delhi-110002
9	M/s. Daya Publishing House 4760-61/23, Ansari Road, Darayaganj New Delhi-110002	10	M/s. Book World 10-A, Astley Hall, Dehradun- 248001 (Uttarakhand)
11	M/s. Scientific Publishers (India) 5-A, New Pali Road, P.O. Box 91, Jodhpur-342001	12	M/S. Bhartiya Sahitya Bhavan 4382/4B, Ansari Road, Darayaganj, New Delhi-110002
13	M/s. Cambridge University Press 4764/2A, 23, Ansari Road Darayaganj New Delhi-110002	14	M/S. Natraj Publishers 27, Rajpur Road, Dehradun-248001 Uttarakhand
15	M/S. Oxford University Press India 2/aa, Ansari Road, Daryaganj, New Delhi-110002	16	M/S. D.P. S. Publishing House 4598/12-B, Gola Cottage Ansari Raod, Daryaganj, New Delhi-11000