



भा.कृ.अनु.प.–केन्द्रीय उपोष्ण बागवानी संस्थान

पुस्तकालय सूचना एवं सूचीकरण यूनिट
रहमानखेड़ा, डाकघर काकोरी, लखनऊ– 226 101



ICAR-Central Institute for Subtropical Horticulture

Rehmankhhera, PO Kakori, Lucknow-226 101, U.P. (India)

Telephone : (O): 2841022, 2841023, 2841024; Fax : 0522-2841025

www.cish.res.in; e-mail : cish.lucknow@gmail.com

cishlibrary@gmail.com

TENDER NOTICE

F.No.53-2(A)/2019-20/Lib.

Date: 19.08.2019

The sealed tenders in two bids i.e. Technical Bid and Financial Bid for and on behalf of Director, ICAR-Central Institute for Subtropical Horticulture, Rehmankhhera, Lucknow are invited for subscription of under noted item as per the details mentioned below:-

1. **Description of Items** : Journals for the year 2020 (06 e-Journals, foreign and 12 (Print copy) Indian journals)
2. **EMD**: 2% of the value of Journals
3. **Tender value** : 10,50,000 lacks (approx)
4. **Last date for submission of bids**: 27.09.2019, 11:00am
5. **Technical bid opening date**: 27.09.2019, 11:30am

Details and Tender document may be downloaded from the institute website www.cish.res.in and eprocure.gov.in. The ICAR-CISH will not be held responsible for any delay at the part of Post Office. Tenders received late will not be considered. The Director, ICAR-CISH reserves the right to reject any or all tenders without assigning any reason thereof.

Chairman
Library Advisory Committee
cishlibrary@gmail.com



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पत्रांक: 53-2(ए)/2019-20/पुस्तकालय

दिनांक: 19.08.2019

निविदा सूचना

निदेशक, भा.कृ.अनु.प.—केन्द्रीय उपोष्ण बागवानी संस्थान, लखनऊ द्वारा संस्थान पुस्तकालय हेतु वर्ष 2020 के लिये भारतीय एवं विदेशी जनर्ल्स के क्रय हेतु मुहरबन्द निविदायें आमंत्रित की जाती हैं। निविदा का विवरण निम्नलिखित है:—

1. **मद का विवरण:** वर्ष 2020 के जनर्ल्स (06 ई—विदेशी जनर्ल्स और 12 भारतीय जनर्ल्स, प्रिन्ट प्रति)
2. **ई.एम.डी.:** रु 2% मूल्य जर्नल्स
3. **निविदा मूल्य:** 10.5 लाख लगभग
4. **निविदा फार्म जमा करने की अन्तिम तिथि:** 27.09.2019, 11:00am
5. **तकनीकी निविदा खुलने की तिथि:** 27.09.2019, 11:30am

निविदा की शर्तें तथा निविदा प्रपत्र को संस्थान की वेबसाईट <http://www.cish.res.in> एवं eprocure.gov.in से भी डाउनलोड किया जा सकता है। निविदा प्रपत्र को अन्तिम तिथि तक भेजना अनिवार्य है। अन्तिम तिथि के उपरान्त प्राप्त होने वाले निविदाओं को स्वीकार्य नहीं किया जायेगा। निविदाकर्ता को बिना कारण बताये एक या सभी निविदा को स्वीकृत अथवा अस्वीकृत करने एवं नियम और शर्तों में संशोधन करने का अधिकार संस्थान को निहित है।

अध्यक्ष

पुस्तकालय सलाहकार समिति
cishlibrary@gmail.com



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FOR JOURNALS

Tender Document-I

Terms and Conditions for the Subscription of Foreign and Indian Journals

1. Tenders in any other form except on the tender form issued by Institute will not be entertained.
2. The tenders must be submitted in sealed cover containing two sealed envelopes, first sealed cover contains **Technical bid** and the second envelope contains **Financial Bid**. The sealed cover must be superscripted with **Supply of Foreign (Online) and Indian Journals (Print copy)** addressed to the Assistant Administrative Officer, ICAR-Central Institute for Subtropical Horticulture, Rehmankhhera, P.O.Kakori, Lucknow-226 101, U.P. It can be dropped in the Tender Box placed in office of the Library. Tenders received after due date will not be entertained.
3. The selected firm/agency upon receipt of confirmed order shall process Institutional subscription and advance payment shall be made by the ICAR-CISH to the selected firm.
4. Firm has to provide **Subscriber Number allotted by the publisher against journals subscribed.**
5. **The journals available in dual currencies should be billed in the currency by which the converted cost is the lowest in Indian rupees.**
6. The Bid Security (EMD) will not carry any interest on it. The EMD will be refunded in full on receipt after the finalization of tender. The refund of EMD not claimed within three years from the last date of receipt of tender will stand forfeited. However, in case of tender accepted for the supply of journals, the EMD will be refunded only after depositing of the Security Deposit .The intending Firm/Vendor has to deposit Bid Security (EMD) amounting of Rs.21,000/- in the shape of Demand Draft/Pay order/FDR from commercial bank in favour of Director, ICAR-CISH, Lucknow along with the **Technical Bid**.
7. **The successful firm will be required to deposit the security amount at the 100% of the total order value in the shape of Bank Guarantee or fixed deposit which will be released only after completion of supply of issue(s) of Foreign and Indian journal only. No interest will be paid by ICAR-CISH on Security money.**
8. The Firm/Agency has to specify clearly the **Flat discount rate** to be given for the supply of journals keeping in view the total order value. Such discount will be subject to deduction from the bill amount itself.
9. Journals issues so ordered are delivered by hand in the Library, CISH in good condition. **The firm/agency shall procure all the journals subscribed for the Unit's Library from the respective publishers by Air Freight arrangement at no additional cost and supply the same to the Library.**
10. The firm/Vendor has to inform about the availability of free online access to the ordered journals to the Library, CISH.
11. Free online facility of journals where ever it is applicable with the print order has to be I.P. authenticated on the Institute's I.P. Numbers.
12. Activation of online journals has to be done by the firm without charging any additional charges or subscription.
13. The firm/vendor will provide all the facilities of subscription model/license agreement with the publishers where ever applicable.
14. The subscription agency has to send periodical reminders automatically to the publishers concerned for any non-receipt of issues and send copies of reminders to us for our verification and records. Agency/firm should provide web based claim management support so that the order/delivery/claim

status can be checked by Library, CISH as and when required. The company should submit documentary evidence (In the form of website print outs) of such facility and also give website address where this service can be checked.

15. The firm should have last Five years' experience in supply of foreign and Indian journals to ICAR Institute's/SAU, Central universities/other UGC recognized universities. The firm/agency should make an undertaking that it will be in a position to supply the foreign Indian journals as per the list attached.
16. The firm has to pay 2% penalty (up to 10% maximum) against late supply of print/online/journals/periodical. The firm/vendor will refund the proportionate cost/value/amount along with 10% penalty for the not supplied journals/issues in lieu thereof in the form of refund by means of a Demand Draft favouring Director, ICAR-CISH. The firm will refund to Assistant Administrative Officer full amount of subscription of journals along with the penalty which are not supplied within six months from receipt of payment.

The periodicity of journal, its Time limit relaxation period & penalty is as under:-

Periodicity of periodicals/journals	Time limit for supply of journals	Relaxation period	Penalty
Weekly	Within 15 days from date of publications	7 days	2% of the cost of the late supplied Issue each day and maximum of fifteen days from the date of relaxation.
Fortnightly	Within 25 days from date of publication	10 days	2% of the cost of the late supplied issue each day and maximum of fifteen days from the date of relaxation.
Monthly	Within 35 days from date of publications	10 days	2% of the cost of the late supplied issue each day and maximum of fifteen days from the date of relaxation.
Quarterly	Within 45 days from date of publications	10 days	2% of the cost of the late supplied issue each day and maximum of fifteen days from the date of relaxation.
Online version journals if any periodicity	Within 7 days from the date of uploading by the publisher on their website publications	3 days	2% of the cost of the late supplied issue each day and maximum of fifteen days from the date of relaxation.
Any other periodicity	Within 35 days from date of publications	10 days	2% of the cost of the late supplied issue each day and maximum of fifteen days from the date of relaxation.

No penalty will be charged, if the suppliers provide valid and satisfactory reasons for non supply of the journals with documentary evidence received from the publishers. The documents relating to non-supply of Journals should be submitted well in advance to avoid penalty.

17. No interest would be payable on amount paid by the subscription agent to the publisher on account of delay in payment by the institute.
18. The Firm/agency should give undertaking that the firm have necessary permission to deal with foreign and Indian periodicals subscription and make necessary payment in foreign and Indian currency. Further it should fulfil all statutory requirements.
19. The successful firm will have to enter into an agreement with the Director, ICAR-CISH on a nonjudicial stamp paper of Rs.500/-(Rs. Five hundred only), the cost of which has to be borne by the Tenderer himself.

20. The Institute reserves the right to discontinue the service of the firm on the basis of performance in terms of supply of journals subscribed through them.
21. The Director, ICAR-CISH on behalf of ICAR reserves the right to accept or to reject any or all items(s) if the tender at any stage without assigning any reason. The decision of the Director, ICAR-CISH in this regards will be final and binding.
22. The number of journals to be for the calendar year January to December which may increased or decreased at any stage of the contract by ICAR-CISH.
23. All journals are to be supplied for the calendar year January to December, supply of the periodicals should commence from the issue no.1 of the volume starting during the year unless specified otherwise.
24. **The rates of the journals/titles must be submitted only by charging on current bank exchange rate (IT selling rate).**
25. Initially the contract for supply of journals will be one calendar year i.e. January to December of a year and can be extended for further one year with the approval of Director, ICAR-CISH.
26. Force majeure: Any failure of omission or commission to carry out the provisions of the contract by the supplier not given rise to any claim by either of the party to contract, if such failure of omission such as fire, flood, earthquake, hurricane or any pestilence or from civil strikes, compliance with any statute and /or regulation of the government, lockouts and strikes, riots, embargo or from any political or other reasons beyond the supplier's own control including war (whether declared or not) civil war or state or insurrection, provided that notice of the occurrence of any event by either party to the other shall be given within two weeks from the date of occurrence of such an event which could be attributed to Force majeure conditions.
27. Price Fall Clause: The offer of the rates by the publishers/suppliers will be subject to the price fall clause i.e. if any item is offered by the tenderer on lower rates to some other organization he shall forthwith notify such reduction or sale immediately to the Director, ICAR-CISH and such reduction will automatically applicable to the ICAR-CISH.
28. No gratification clause: The bidders will give an undertaking that they will not try to gratify any person or use any other unfair means involved in the purchase of the quoted books & journals. This will also debar the company for participating in other tenders floated or to be floated by the purchaser and suitable action will be initiated against such defaulters.
29. Validity of bids: For the calendar year and additional six months totalling 18 months e.g. from 01 January, 2020 to 30 June, 2021.
30. The bidders will not form a part of the cartel and put in supporting quotations for some other companies. This will debar the company for participating in other tenders floated or to be floated by the purchaser. The institute can compare the prices of other bidders L2, L3 etc. also the prices quoted in other tenders for same products and in case of discrepancy suitable action will be initiated.
31. Non-black listing-bidders will provide an **affidavit** on non-judicial stamp paper that neither they nor their principal publishers/suppliers have been blacklisted by any State/Central Government State/Central Government departments/other organizations.
32. Discount percentage shall be indicated both in figures as well in words.
33. In case of any dispute arising out of their contract, decision of the Director, ICAR-CISH will be final and binding to both Parties.
34. At the time of awarding the contract, the purchaser reserves the right to increase or decrease by up to 25%, the quantity of goods and services as specified in the List of Requirements, without any change in the unit price or other terms and conditions.

Selection Criteria of Bidders for TECHNICAL BID for the supply of Foreign and Indian Journal the supply of Journals

1	The firm should have financial status in dealing with the supply of the Periodicals. Turnover of the firm during the preceding 3 years should be minimum 5 times of the supply order or any equivalent amount fixed by the ICAR Unit, The documentary proof of this effect in the form of audited balance sheet for each year for the last three years has to be enclosed along with the offer of the tender, failing which the offer will be rejected. (To be enclosed with the technical bid).	Yes/No
2	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 technical bid.	Yes/No
3	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.	Yes/No
4	The firm shall provide web based claim management support so that the order/delivery/claim status can be checked by this institution as and when required. Company should submit documentary evidence (in the form of website printouts) of such a facility and also give website address where this service can be checked.	Yes/No
5	Bid Security (EMD) amounting to Rs. 21,000/- in the form of Demand Draft/Pay order/FDR/Bank Guarantee in favour of ICAR Unit CISH, Lucknow along with the cost of the tender if the same has been down loaded to be enclosed with the technical bid. No interest will be paid on EMD.	Yes/No
6	Technical Bid to be appended along with the offer in a separate envelop marked as Technical Bid.	Yes/No
7	The firm/agency is supposed to enclose the documentary evidence of minimum Two (2 nos.) work order of at least the same value of the present supply order each for the subscription of foreign and Indian journals to be annexed regarding supply of periodicals to ICAR Institute's/SAU Central universities/ other UGC recognized and IITs, (to be enclosed with the Technical Bid). Experience should be for supply of foreign and Indian journals.	Yes/No
8	The Firm/agency should give undertaking that the firm have necessary permission to deal with foreign and Indian periodicals subscription and make necessary payment in currency. Further it should fulfil all statutory requirements as per the enclosed checklist with the technical bid).	Yes/No
9	Terms and conditions for supply of journals in Library Information and Documentation Unit, ICAR-CISH, Lucknow duly signed has to be enclosed with the technical bid.	Yes/No
10	The bidder has to sign each and every page of tender document.	Yes/No

Signature of Tenderer



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Tender Document-II

Selection criteria for TECHNICAL BID for the supply of Foreign and Indian Journal for the year 2020 in the ICAR-CISH Library and Information Centre.

1. The firm should have financial status in dealing with the supply of the periodicals. Turnover of the firm should be minimum Rupees ten lacs fifty thousand only (Rs. 10,50,000/- approx) per annum. The documentary proof of this effect in the form of balance sheet for each year for the last three has to be enclosed along with the offer of the tender, failing which the offer will be rejected. (to be enclosed with the technical bid).
2. 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 technical bid.
3. 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 along with the offer.
4. The firm shall provide web based claim management support so that the order/delivery/claim status can be checked by this institution as and when required. Company should submit documentary evidence (in the form of website printouts) of such a facility and also give website address where this service can be checked for providing online accessibility to the libraries. (to be enclosed with the technical bid).
5. Earnest money deposited amounting to Rs. 21,000.00 (Rs. Twenty one thousand only) in the form of Demand Draft/Pay order/FDR/Bank Guarantee in favour of Director, CISH, Lucknow along with the cost of the tender if the same has been down loaded (to be enclosed with the technical bid). No interest will be paid on EMD.
6. Technical Bid to be appended along with the offer (in a separate envelop marked as Technical Bid).
7. The firm/agency is supposed to enclose the documentary evidence of minimum Two (2 nos.) work order of at least Rs. 5,00,000.00 (Rs. five lacs only) each for the subscription of foreign and Indian journals to be enclosed regarding supply of periodicals to ICAR Institute's/SAU central universities/other UGC recognized universities and IITs and the firm/agency are annual turnover of 10 Lacs only (to be enclosed with the technical bid). Experience should be for supply of foreign and Indian journals.
8. The Firm / agency should give undertaking that the firm have necessary permission to deal with foreign and Indian periodicals subscription and make necessary payment in currency. Further it should fulfil all statutory requirements (to be enclosed with the technical bid).
9. Terms and conditions for supply of journals in CISH library and Information Centre duly signed has to be enclosed (to be enclosed with the technical bid).
10. In case of any dispute arising out of their contract, decision of the Director, ICAR-CISH will be final and binding to both parties. **All legal disputes, if any, shall be subject to Lucknow jurisdiction only.**

Technical Bid

(to be submitted in a separate envelope marked as Technical Bid)

1. Name of the Firm:
2. Head Office Address :
.....
.....Pin.....
Branches:
3. (a) Telephone no.....
(b) Fax no.....
(c) e-mail:.....
(d) Web site, if any.....
4. Kind of proprietorship:
 - (i) If Limited corner, name and address of Directors and Managing Directors
.....
.....
 - (ii) If single owner, name and address of the proprietor and Manager
.....
.....
 - (iii) If partnership, name and addresses of partners:
.....
.....
5. Does the firm has a turnover of supply of journals over minimum Rs.10,50,000/- (Ten lacks fifty thousand only approx)?. If so have you attached a documentary proof in the form of balance sheet for the last three years? (Annexure-I) The firm should have financial status in dealing with the supply of the Periodicals. Turnover of the firm during the preceding 3 years should be minimum 5 times of the supply order or any equivalent amount fixed by the ICAR-CISH. The documentary proof of this effect in the form of balance sheet for each year for the last three years has to be enclosed along with the offer of the tender, failing which the offer will be rejected. (To be enclosed with the technical bid). YES/NO
6. Whether firm is Income tax payee? if so have you attached the copy of ITCC (Annexure-II) YES/NO
7. Are you a member of “Good Offices Committee” of the Federation of Publishers and Booksellers Association of India? If so attach the copy of the membership certificate? (Annexure-III) YES/NO
8. Have the firm has infrastructure providing online accessibility and provide web based claim management support so that the order/delivery/claim status can be checked by CISH as and when required and given website address where this service can be checked along with technical bid? (Annexure-IV) YES/NO
9. Have you attached work orders of two (2nos.) ICAR/SAU Libraries/recognized Institutions/ Universities, with documentary evidence of order for foreign and Indian journals of at least Rs.1 crore each? (Annexure –V) YES/NO
10. Have you attached the draft of Earnest money Deposit of Rs. 21,000.00 (Rs. Twenty one thousand only) along with the cost of the tender if downloaded with the Technical Bid? If yes (mention the Bank Draft no.....dated.....issuing Bank YES/NO
Banker’s details (a certificate issued by the banker’s may be attached).
Banker’s name and address
Bank A/C No..... YES/NO

11. Have the firm PAN (Permanent Account Number)/TAN allotted by the Income Tax Department, Documentary proof of the same has to be enclosed? YES/NO
12. Flat Discount of journals that will be offered to the CISH, Library as per (Financial Bid) attached. YES/NO
13. The Firm/agency should give undertaking that the firm have necessary permission to deal with foreign and Indian deal with foreign and Indian periodicals subscription and make necessary payin foreign currency. Further it should fulfil all statutory requirements .Have you attached the certificate? YES/NO
14. Have you signed the terms and conditions for supply of Foreign and Indian journalism CISH, Library and Information Centre?
YES/NO

Declaration:

- A. I/we _____ (name of partners/proprietors/share-holders) do hereby declare that the entries made in this application form are true to the best of our knowledge and that we shall be bound by the acts of duly constituted attorney. It is certified that all the information furnished by me/us is correct. In case if it is found incorrect, I/we have no objection if my/our if my/our bid is rejected or cancelled by CISH, Library and Information Centre and I/we agree to abide by the terms and conditions mentioned above.
- B. Mr. _____ whose signatures are given below, is an authorized representative of this firm.
- C. I/we also undertake the responsibility to communicate all subsequent changes in the constitution or working of firm, affecting the accuracy of the facts, stated above.

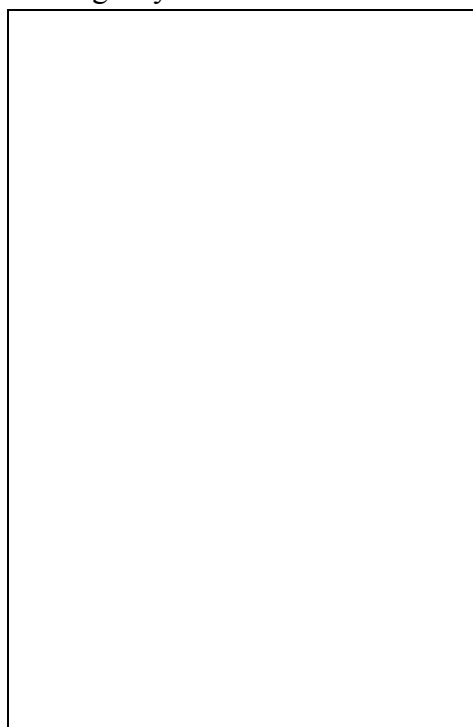
SIGNATURE OF THE PROPRIETOR WITH
ALL PARTNERS FIRM'S OFFICIAL SEAL

FINANCIAL BID

Description.....

1. Supply of 06 e-Foreign Journals and 12 Indian Journals
in ICAR-CISH Library and Information Centre (List enclosed)

Flat discount offered by the
agency for the Year 2020



Signature of the Bidder with official seal



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F.No.53-2(A)/2019-20/Lib.

Date:...../08/2019.

To,

.....
.....
.....
.....
.....

Subject: Limited Tender Documents of 06 e-Foreign Journals and 12 Print copy of Indian Journals subscription in ICAR-CISH Library and Information Centre for the year 2020.

Sir,

Tender Notice of 06 e-foreign and 12 Indian Journals (print copy) for the year 2020 in CISH Library and Information Centre, Terms and Conditions, List of journals, Technical bid and financial bid Performa are enclosing herewith.

T.R.No.

Dated:

Chairman
Library Advisory Committee
cishlibrary@gmail.com

1. List of subscription e-Foreign Journals for the year 2020

Sl.no.	Name of Journals	Publishers
1	Hort Science	The Business Executive, American Society for Horticultural Science, 113, South West Street, Suite 200, Alexandria, Virginia, 22314-2851, U.S.A.
2	Hort Technology	
3	Journal of American Society for Horticultural Science	
4	Acta Horticulture	M/s International Society for Horticultural Science, ISHS Secretariate – Pastoriestraat, 2-3360 Korbeek Lo – Belgium
5	Journal of Horticultural Science & Biotechnology	M/s The Business Executive, Headley Brothers Limited, The Invicta Press, Queen's Road, Ashford, Kent TN24 8HH, U.K.
6	Horticulture Science abstract (DATA BASE)	CABI, Nosworthy Way, Wallingford Oxfordshire OX10 8DE, UK

2. List of subscription Indian Journals (Print copy) for the year 2020

S/No.	Name of Journals	Publishers
1	Journal of Eco-friendly Agriculture	Doctor's Krishi Evam Bagwani Vikas Sanstha, A-601, Sector-4, Indra Nagar, Lucknow – 226 016
2	Kheti	Directorate of Knowledge Management in Agriculture (DKMA), ICAR, Krishi Anusandhan Bhawan-I, Pusa, New Delhi - 110012
3	Phal Phool	
4	Indian Horticulture	
5	Indian Food Packer	Journal of All Indian Food Processors' Association, 206, Aurobindo Place Market, Aurobindo Marg, Hauz Khas, New Delhi – 110 016, India
6	Journal of Applied Horticulture	Journal of Applied Horticulture, Society for Advancement of Horticulture, A-859, Indranagar, Lucknow-226 016, Uttar Pradesh
7	Processed Food Industry	The Computype Media, 208-209, Inderjeet Singh Place, X-320, Delhi Gate Bazar, New Delhi, India
8	Physiology & Molecular Biology of Plant	Springer (India) Private Limited, 7 th Floor Vijaya Building, 1 Barakhamba Road, New Delhi – 110 001
9	Agricultural Research	Springer (India) Private Limited, 7 th Floor Vijaya Building, 17, Barakhamba Road, New Delhi – 110 001
10	Indian Journal of Horticulture	The Horticultural Society of India, F1, National Society's Block, NASC Complex, DPS Marg, New Delhi – 110 012, India
11	Progressive Horticulture	Diva Enterprises Pvt. Ltd., B-9 Basemant, A Block, Local Shopping Complex, Narian Vihar, Ring Road, New Delhi- 110028
12	Current Horticulture	Society for Horticultural Research and Development, MM (P) College, Modinagar, Ghaziabad – 201 104, India

Detail of Bid Security: FDR/Bank Guarantee/DD

No. _____ dated _____ Rs. _____.

Firm's Company seal may be fixed on the reverse of FDR/Bank Guarantee/DD.

Name of the Bank _____