

BID DOCUMENT

E-Procurement

Open Competitive Bid (OCB) for

Purchase of Library Books for IIT-Ongole,

Rajiv Gandhi University of Knowledge Technologies

Proprietary & Confidential



**RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES-AP
IIT- Ongole,**

Camp Office at IIT R K Valley,

Idupulapaya, Vempalli (M), YSR Kadapa Dist., A.P-516330

Phone No: 08588-283622

Proprietary & Confidential

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News paper advertisement

E-Procurement Tender Notice



**RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES
RGUKT – ONGOLE
Camp office at IIIT RK Valley, Idupulapaya,
Y.S.R. Kadapa District, Andhra Pradesh-516330**

Online tenders are hereby invited from original manufacturer(OEM)/ authorized representative of a OEM/whole sale dealer for supply of the following items to the students of the RGUKT-Ongole, located at RK Valley, Idupulapaya, YSR Kadapa (District), Andhra Pradesh -516330

S. No.	Ref. No.	Description
1	IIIT/ ONG/RGUKTAP/E-Proc/Exam Cell/Booklets/ T04/2019-20, Date:05-10-2019	Answer Booklets
2	IIIT/ONG/RGUKTAP/E-Proc/Lib/Books/T05/2019-20, Date: 05.10.2019	Library Books

Interested bidders can download the document from 07-10-2019, 01:00 PM and submit the bids online from 07.10.2019, 05:00 PM to 21.10.2019 up to 06:00PM through <https://tender.apecurement.gov.in> (AP Portal). For further details please visit our website: www.rguktong.ac.in or <https://tender.apecurement.gov.in> (Andhra Pradesh Portal)

Interested bidders are informed to submit a separate bid, tender processing fee, EMD for each tender mentioned above.

Date. 05.10.2019

**Sd/-
Administrative Officer (i/c)**

Time schedule of Tender related events

Bid calling date	07.10.2019
Bid Documents Downloading Start date	07.10.2019 from 01:00 PM
Bid Document Downloading End Date	21.10.2019 till 03:00PM
Pre Bid Meeting at IIIT ONGOLE	15.10.2019 at 02:00PM
Start date for uploading documents online	08.10.2019 at 10:00 AM
Last date for uploading documents online	21.10.2019 at 05:00 PM
Last date for Submission of documents (hard copies) along with samples certificates	24.08.2019 at 05:00 PM.
Technical Bid opening date/time	29.10.2019 at 10:00 AM.
Price Bid opening date/time	30.10.2019 at 10.00 AM
Contact person	Administrative Officer(i/c), IIIT Ongole, RGUKT-AP
Reference No.	Ref. No.: RGUKT/OGL/E-Proc/Tender 05/Lib-Books/2019-20

Note: The dates stipulated above are firm and under no circumstances they will be relaxed unless extended by an official notification or happen to be Public Holidays. For the assistance in the online submission issues, the bidder may contact the help desk of M/s. VUPADHI (<https://tender.apecurement.gov.in>) at their e-mail address: contact@vupadhi.com, Phone: 08645-246370/71/72/73/74.

CLARIFICATIONS:

i. Queries if any can be made through e-mail only on ao.ongole@rgukt.in on or before 10.10.2019.

Queries received via any mode other than e-mail id mentioned above will not be entertained. The queries should only be sent in following format on the official letter head of the company.

S. No.	Page No. (Tender Ref)	Clause (Tender Ref.)	Description (Tender Ref.)	Query

ii. The addendum/corrigendum if any shall be published on IIIT - Ongole's website i.e. www.rguktong.ac.in as well as on e-procurement, platform, <https://tender.apecurement.gov.in>.

iii. The Bidders are requested to submit the bids after issue of clarifications duly considering the changes made if any. Bidders are totally responsible for incorporating/complying the changes/ amendments issued if any.

**SECTION - I
INVITATION FOR BIDS**

Ref No.: IIIT OGL/RGUKT/E-Proc/LIB-BOOKS/T05/2019-20,

Dated. 05.10.2019

Subject: Sealed tenders are invited for library books from reputed book suppliers/ distributors for supply of books for the library of the institute as per the list-given.

Sir/Madam,

- 1) Bids are invited on the e-procurement platform from the reputed book suppliers/ distributors for supply of books for the library of the institute. The details of bidding conditions and other terms can be downloaded from the electronic procurement platform and the bidders have to register on the e procurement market place of **Government of Andhra Pradesh i.e. <http://tender.apecurement.gov.in>**
- 2)
 - a) The participating bidder/s will have to pay non-refundable tender processing fee Rs.5000/- in the form of Demand Draft drawn from any Nationalized Bank, in favor of The Director, IIIT Ongole payable at SBI, Idupulapaya, Vempalli Mandal, YSR district.
 - b) Further the bidder/s shall furnish the Bid security amount as specified in the Section-II of Tender Document.
 - c) All the participating bidders who submit the bids have to pay an amount @ 0.03% of their final bid value online with a cap of Rs. 10,000/- for quoted value of purchase up to Rs.50 crores and Rs.25000/-if the purchase value is above Rs.50 crores &service tax applicable @ 15.00% as levied by Govt. of India on transaction fee through online in favor of MD, APTS. The amount payable to APTS is non refundable. Corpus Fund: Successful bidder has to pay an amount of 0.04% on quoted value through demand draft in favor of Managing Director, APTS, Hyderabad towards corpus fund at the time of concluding agreement
 - d) IIIT-Ongole, RGUKT will not accept the tenders from blacklisted companies or undependable Suppliers whose past performance with RGUKT was found to be poor due to delayed and/or erratic supplies, frequent product failures, and also against whom there have been adverse reports of sub-standard quality as defined in the other parts of the Bidding document.

NOTE:

After uploading the documents, the copies of the uploaded technical bid documents along with original Demand Drafts in respect of Bid Security and Bid document fee have to be submitted. Physical submission of price bids will not be entertained.

For any clarification and further details on the above tender please contact ao.ongole@rgukt.in

Sd/-

Administrative Officer (i/c)

SECTION-II

STATEMENT OF IMPORTANT LIMITS/VALUES RELATED TO BID

Item	Description
EMD	Rs.100000/- (Rupees One Lakh only) (by way of Demand Draft from any Nationalized Bank (in favor of “The Director, Dr. A. P. J. Abdul Kalam IIIT-ONGOLE, RGUKT-AP”, payable at SBI, Idupulapaya) or by way of Irrevocable Bank Guarantee from any Nationalized Bank, no interest will be payable. DD/BG from other than Nationalized Banks will not be accepted)
Tender Processing Fee	Rs.5000/- in the form of Demand Draft drawn from any Nationalized Bank, in favor of The Director, IIIT Ongole payable at SBI, Idupulapaya, Vempalli Mandal, YSR district.
Bid Validity Period	365 days from the date of opening of commercial bid
EMD Validity Period	120 days from the date of opening of commercial bid
Variation in quantities	± 10 %
Period of signing the order Acceptance	Within 07 days from date of receipt of notification of award
Period for furnishing performance security	Within days from the date of notification of award
Performance security value	5% of contract value
Delivery Schedule	Within one month from the date of receipt of notification of award
Payment terms	100% of the payment will be made after successful delivery of the items as per requirement of the Dr. A. P. J. Abdul Kalam IIIT-ONGOLE. 10% Performance security would be paid after getting Award of Contract after 12 months of delivery.

SECTION –III
TERMS AND CONDITIONS TO THE BIDDER

1. The Sealed Technical bid Envelop of all bidders will be opened first. Only the Commercial bids of those who have furnished all the valid documents will be opened. In case, any bidder encloses the financial bid within technical bid, the same shall be rejected summarily.
2. Financial Bid will be opened only of the Tenderers who will be qualified in the Technical Bid
3. The decision of acceptance of the bid will lie with the competent authority of IIIT-Ongole, RGUKT, who does not bind himself to accept the highest discounts offered and who reserves the right to himself to reject or partially accept any or all bids received, without assigning any reason.
4. Vendors/Suppliers should provide details of maximum discount offered for supply of different categories of books.. The Institute may, finally, contract only those bidders meeting the criteria and highest discounts offered.
5. The tender document shall be submitted by the vendor with seal and signature on every page. The bidder may keep a photocopy of the same for their own records.
6. Any legal/ financial complication on account of infringement of any Patent/ Copyright/Trademark, etc. or on account of any other factor, due to an act of commission or omission on the part of the Tenderer/Firm shall be the sole responsibility of the Tenderer/Firm and the Institute shall be indemnified from any such pecuniary loss. A certificate to this effect should be mandatory provided.
7. **Language:** The language of the Tender shall be in English.
8. All Books/Annual Reviews/ Monographs shall be supplied with an authentic price proof
9. The Supplier shall append the declaration on the bill that—
 - a) Only the latest editions of the books etc. have been supplied.
 - b) The actual prices of Publications have been charged without any handling/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.
10. The Supplier shall supply all the ordered books within the period (45 days for Indian Publication and 90 days for Foreign Publication) from the date as specified in the purchase order. If the supply is not received within the stipulated time, the IIIT-Ongole, RGUKT 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.

11. Damaged books, books with missing pages shall have to accept back by the supplier even after they have been stamped for accessioning.
12. Price Proof: Accepted Price Proof are :(Signed & Stamped by supplier) distributor's invoice to supplier, Printout from the Publisher's catalogue, Photocopy from Public price mentioned on the title. Alternatively, Library also cross verifies the prices from publisher's website. Such printouts verified and signed by library staff will be accepted as price proof.
13. Payment of the bills will be made only after complete supply of the ordered books upon submission of pre-receipted bill in triplicate. All statutory taxes will be deducted from the payments, as per rules.
14. Canvassing directly or indirectly in connection with the bid is strictly prohibited and the bids submitted by the Tenderer who resort to canvassing will be summarily rejected.
15. The security deposit will be returned after adjusting for any dues or recoveries when the empanelment is discontinued.
16. Quantity of items may increase or decrease or may be cancelled upto any extent. Firm shall be solely responsible for defective supplies and losses caused to Institute on account of defective supply.
17. The availability of latest edition of book is shown against each title in the same order as the list is provided to you.
18. The supplier shall replace the books or take them back if found damage, misprint, and not properly bound. Books must be in good condition with good paper quality.
19. All disputes are to be settled in the ongole Jurisdiction.
20. Eligible Tenderer will be considered for the award of the contract. If after awarding the contract, the Vendor /Supplier fails to supply the order the vendor/supplier will be blacklisted and security deposit will be forfeited, in addition to recourse to other penal measures. No grievance will be entertained on this.
21. **Price Certificate**
A price certificate required to be incorporated in each and every bill stating that ***the price charged in this Invoice/Bill is/are the correct catalogue price o supplied are not remaindered titles.*** In case there are special price offers by the publisher, the same should be communicated to the Library and billed accordingly.
22. The tender Document can be downloaded from the website of IIIT, Ongole as well as AP e-procurement website i.e. www.rguktong.ac.in and <http://tender.apecurement.gov.in> . The Technical bid must accompany with the tender processing fee of Rs. 2,000/- in form of Demand Draft in favor of the Director, RGUKT- Ongole. The tender Processing fee is non-refundable, non-adjustable and non-transferable and is payable through a demand draft on any scheduled bank.
23. The Tenders should be typewritten or handwritten but there should not be any

overwriting or cutting. Correction, if any, shall be made by neatly crossing out, initialling, dating and rewriting. The name and signature of bidder's authorized person on each page of the application should. All pages of the tender document shall be numbered and submitted as a package along.

24. Tenders received without Tender Fee and EMD amount by way of demand draft in favour of Director, IIIT-Ongole will not be considered at all.
25. Refund of Earnest Money Deposit: The EMD submitted by unsuccessful bidders shall be returned to them without any interest whatsoever, within 15 to 90 days after conclusion of the contract with successful bidder. The EMD submitted by successful bidders shall be returned to them after the successful bidder deposits the performance security according to conditions stipulated in the bid document.
26. Bidders may note that if the date of tender opening given in this Tender Document is declared to be a gazette holiday, the tender shall be opened on the next working day at the same timing.
27. Late/delayed tenders received in IIIT-Ongole due to any reason whatsoever will not be accepted under any circumstances.
28. At any time prior to date of submission of tender, Tender Inviting Authority may, for any reason, or decision, modify the terms & conditions of the tender document by a corrigendum displayed on the website of IIIT-Ongole as well as E-procurement Website (www.rguktong.ac.in and <http://tender.apecurement.gov.in>). In order to provide reasonable time to take the amendment into account in preparing their bid, Tender Inviting Authority may or may not, at his discretion, extend the date and time for submission of tenders.
29. The firm / agency must have requisite trade and other licenses to do the business of Book Supply for which the bid is being made.
30. **Earnest Money Deposit:** Tender must be accompanied with form "Earnest of Money Demand Draft, as mentioned in the Notice Inviting Tender.
31. **Forfeiture of Earnest Money:-**
 - a) If the Bidders withdraw their Bids after opening of the same or the successful bidders withdraw their Bids after approval of their rates.
 - b) Eligible Tenderer will be considered for the award of the contract. If after awarding the contract, the Vendor /Supplier fails to supply the order the vendor/supplier will be blacklisted and security deposit will be forfeited, in addition to recourse to other penal measures. No grievance will be entertained on this.
 - c) If the successful bidders fails supply or refused either partial or total offer (Acceptance) made by the Director, IIIT -Ongole.
32. **Return of Earnest Money :-**
 - a) After finalization of the Tender, the deposited Earnest Money will be returned back to the unsuccessful bidders.

- b) On receipt of Security Deposit, the deposited Earnest Money will be returned back to the successful Bidders.
33. **Deposition of Security Money:** - The Selected bidders must deposit the requisite amount of Security Money (5% of the approximate value of accepted items) within the stipulated date specified in the acceptance letter.
34. **Forfeiture of Security Money :-**
- a) In the event of failure to supply of Books as per Purchase Order within the stipulated period, the security deposit may be forfeited.
 - b) In that event, supply of the said Books may be taken from the next lowest bidder vide the same Purchase Order at vendors risk and cost without any farther reference, so that the loss incurred would be recoverable from the Security Deposit of the said Vendor or from any sum due of which may become due to the contractors.
 - c) If any books is damaged by the approved firm, cost of the same will be deducted from the deposited Security money of the contractor.
35. **Refund of Security Deposit** - After successful completion of entire supply Security Deposit will be refunded within the six months if not extended for further period.
36. Necessary proof as to the financial status of the individual and firm tendering is to be attested and submitted.
37. Tender Form with all the relevant papers in details shall be essential part of the Tender.
38. Before submission of the Tender, the bidder shall sign each page of his Tender and all of its relevant papers with date. The additional alternative and or subtractive clause (if any) shall also to be signed by the bidder.
39. Delivery: Delivery period for all item will be 45 days from the date of issue of supply order. At least 90% of ordered quantity must be supplied by the vendor.'
40. **Liquidated Damage:**
- a) In the event of the Supplier's failure to submit etc. as specified in this contract, the Buyer may at his discretion, withhold any payment until the completion of the contract. The Buyer may also deduct from the Seller as agreed, liquidated damages to the sum of 0.5% of the contract price of the delayed/undelivered, stores/services mentioned above for every week of delay or part of a week, subject to the maximum value of the Liquidated Damages being not higher than 10% of the value of delayed stores.
 - b) At least 90% of ordered books (as per title) must be supplied by the vendor failing which the same percentage of amount will be deducted from the bill value by which percentage of supplied quantity falls short. Amount deducted will only be paid to the vendor on completion of at least 90% supply.
41. **Payment:** - Payment shall be made subject to recoveries, if any, by way of liquidated damages or any other charges as per terms and conditions of contract in the following manner. Payment shall be made in Indian Rupees as specified in the

contract in the following manner:

a) On delivery:-

- i. 90% payment of the contract price shall be paid on receipt of books in good condition and upon the submission of the following documents:
- ii. Four copies of supplier's invoice showing co price and total amount;
- iii. Consignee Receipt Certificate in original issued by the authorized representative of the consignee;
- iv. Two copies of packing list identifying contents of each package;
- v. Affidavit stating that all the books supplied are of latest edition and original (not pirated).
- vi. Inspection certificate issued by the nominated person/committee/agency, if any.

b) On Acceptance: -

Balance 10% payment would be made against 'Final consignee subject to recoveries, if any, either on account of non-rectification of defects/deficiencies not attended by the Supplier or otherwise. Or 100% after acceptance of goods along with the documents quoted above.

42. **Validity of Price:** - Minimum up to one year from date of tender submission and it should be extendable.
43. Acceptance of highest quoted discount is not obligatory.
44. IIIT-Ongole reserves all rights to accept or reject any Tender without showing any reason.
45. The Tender, submitted by the firms who have already been declared as Black Listed or whose contract was terminated for dissatisfactory supply.
46. Submission of the Tender by a bidder shall be taken to signify his acceptance of the above terms and conditions. Alterations, overwriting or erasures of any terms and conditions are not permitted.
47. Canvassing in any form is strictly prohibited and the bidders who are found canvassing are liable to have their tenders rejected out rightly.
48. Penalties for non-performance: The penalties to be imposed, at any stage, under this tender are;
 - a) Imposition of liquidated damages,
 - b) Forfeiture of EMD/performance security,
 - c) Termination of the contract,
 - d) Blacklisting/debarring of the bidder
49. **Period of Contract:** The consolidated discounts offered by the bidder must be valid for the period of one year from the date of award/signing the contract. The period of contract may be extended by the institute based on satisfactory performance of the bidder on mutual consent.
50. **Termination of Contract**
 - a) Termination for default: - The Institute, without prejudice to any other contractual rights and remedies available to it (the Institute), may, by written notice of default sent to the successful bidder, terminate the contract in whole or in part, if the successful Bidder fails to deliver any or all of the goods or fails to perform any other contractual obligation(s) within the time period specified in

the contract, or within any extension thereof granted by the Institute.

- b) In the event of the Institute terminates the contract in whole or in part, the Institute may procure goods and/or services similar to those cancelled, with such terms and conditions and in such manner as it deems fit and the successful bidder shall be liable to the Institute for the extra expenditure, if any, incurred by the Institute for arranging such procurement.
- c) Unless otherwise instructed by the Institute, the successful bidder shall continue to perform the contract to the extent not terminated.
- d) Termination for insolvency: If the successful bidder becomes bankrupt or otherwise insolvent, the Institute reserves the right to terminate the contract at any time, by serving written notice to the successful bidder without any compensation, whatsoever, to the successful Bidder, subject to further condition that such termination will not prejudice or affect the rights and remedies which have accrued and or will accrue thereafter to the Institute.
- e) Termination for convenience: - The Institute reserves the right to terminate the contract, in whole or in part for its (Institute) convenience, by serving written notice on the successful bidder at any time during the currency of the contract. The notice shall specify that the termination is for the convenience of the Institute.

The notice shall also indicate inter alia, the e contract is terminated, and the date with effect from which such termination will become effective.

51. Resolution of disputes:-

- a) If dispute or difference of any kind shall arise between the Purchaser/Consignee and the supplier in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations.
- b) If the parties fail to resolve their dispute or difference by such mutual consultation within twenty- one days of its occurrence then, either the Purchaser/Consignee or the supplier may give notice to the other party of its intention to commence arbitration.

Administrative Officer (i/c)
IIIT-Ongole

I/We submit this tender after reading the tender notice, instruction of terms and conditions contained herein and accepted by me/us.

Dated:

Address: Signature of the bidder
Mobile Number: (with seal)

PRICE BID

S.No.	Number of Books	Cost (Rs.)	Discount (%) (Rs.)	GST (Rs.)	Final Price after discount & GST (Rs.)
	6253				

ANNEXURE- 1

Bidder Information

1	Name of the organization		
2	Year of establishment		
3	Complete postal address		
4	Name & Designation Of Authorized person		
5	Phone No.'s		
6	Fax No.		
7	Email		
8	Nature of the firm		
9	Bank Details of the Agency:		
	Bank Name		
	Bank Address		
	Bank Account Number		
	IFSC Code		
10	PAN No.		
11	GST No:		
12	Total No. of branch offices in Andhra Pradesh		
13	Bid Processing Fee	Amount Rs.	
	(Non refundable)	DD No. DD Date Issuing Bank & Branch :	
14	EMD	Amount Rs. : DD No.	
		: DD Date : Issuing Bank & Branch :	
15	Details of certificates enclosed.		

ANNEXURE- II

Schedule of Requirement

S.No.	Title	Author	Published	Edition	Qty.	MRP (Rs.)	Discount (%)	Final Price after discount
	<u>PUC-I</u>							
	Telugu							
1	Andhra Mahabaratham		TTD		02(Sets)			
2	Telugu Sahitya Charitra	Dwana Sastry	Pragati Pub.		4			
3	Telugu Sahitya Sameeksha Part-1&2	Nagaiah	Visalandra		4			
4	Adunikandra Kavivvam Sampradayalu- Prayogalu	C.Narayanareddy	Visalandra		4			
	English							
5	English Vocabulary in Use Upper-Intermediate with CD-ROM, 2nd Edition	Michael McCarthy Felicity O'Dell	CUP		25			
6	ENGLISH VOCABULARY IN USE ADVANCED WITH CD-ROM	Michael McCarthy Felicity O'Dell	CUP		25			
	Mathematics							
7	Thomas Calculus 13/ED	Thomas	PEA	12 ed.	100			
8	A Textbook of Mathematics (Intermediate) 1A (E.M)	AP	Deepthi Pub.		40			
9	A Textbook of Mathematics (Intermediate) 1B (E.M)	AP	Deepthi Pub.		40			
10	A Textbook of Mathematics (Intermediate) 2A (E.M)	AP	Deepthi Pub.		40			
11	A Textbook of Mathematics (Intermediate) 2B (E.M)	AP	Deepthi Pub.		40			
	Physics							

12	University Physics	Sears and Zemansky	PEA		10			
13	PRINCIPLES OF PHYSICS 10 th ED	D.Halliday, R.Reskin&J.Walker	WI	6 ed.	10			
	Chemistry							
14	Physical Chemistry	PW Atkins	OUP	9 ed.	7			
15	Organic chemistry	I.L.Finar	PEA	6 ed./Vol.I	7			
16	Consize Inorganic chemistry	JD Lee	OUP	5 ed.	7			
17	Vogel's Quantitative Chemical Analysis	J Mendham Denney	PEA	6 ed	5			
	Information Technology							
18	CBSE XI Standard Computer Science Textbook Textbook of Computer Science (for Class XI)	Bhatnagar Seema	PHI		100			
19	Fundamentals of computers (AICTE)	Reema Tereja	OUP		100			
20	Introduction to Programming Using Python, 1/e	Y.Daniel Liang	PEA		20			
	Reference books							
21	Oxford Advanced learners dictionary	Margaret Deuter			5			
22	Oxford students learners dictionary				5			
23	Sankaranarayana English english telugu dictionary	Sankarnarayana			5			
24	Manorama year book 2018				5			
25	ROGET's Thesaurus	George Davidson			5			
26	Britannica reference encyclopaedia	Dale H.Holberg			5			
	PUC-II							
	English							
27	Hornbill- Textbook in english for class XI		NCERT		150			
28	Snapshots – Supplementary reader in english for class XI		NCERT		150			
29	Owoen words - English Lit. –Textbook in English for Class XI		NCERT		50			
30	High School English Grammar (Multicolour Edition), 1/e	Wren & Martin	SCH		20			
	Mathematics							
31	Mathematics 12 th standard (Part-1)		NCERT		150			
32	Mathematics 12 th standard (Part-2)		NCERT		150			

33	Thomas Calculus 13/ED	Thomas	PEA	13	75			
34	A Textbook of Mathematics (Intermediate) 1A (E.M)	AP	Deepthi Pub.		40			
35	A Textbook of Mathematics (Intermediate) 1B (E.M)	AP	Deepthi Pub.		40			
36	A Textbook of Mathematics (Intermediate) 2A (E.M)	AP	Deepthi Pub.		40			
37	A Textbook of Mathematics (Intermediate) 2B (E.M)	AP	Deepthi Pub.		40			
	Physics							
38	Physics part- I, Textbook for Class XII		NCERT		250			
39	Physics Part-II, Textbook for Class XII		NCERT		250			
	Chemistry							
40	Elementary Organic Spectroscopy (Multicolor)	YR Sharma	SCH	5 ed.	10			
41	Fundamental of Organic Chemistry	Nafis Haider S		16 ed.	10			
42	A textbook of organic chemistry	Bhal Arun&Bhal B.S	SCH	22 ed.	10			
43	Organic spectroscopy: Principles and Applications	Jag Manohar	NBD		10			
44	Vogel's Quantitative Chemical Analysis	J Mendham Denney	PEA	6 ed.	5			
45	Chemistry PART-I FOR CLASS XI		NCERT		250			
46	Chemistry PART-II FOR CLASS XI		NCERT		250			
47	Intermediate chemistry (E.M) 1 ST YEAR		Telugu Academy		50			
48	Intermediate chemistry (E.M) 2ND YEAR		Telugu Academy		50			
	Information technology							
49	Python Programming Using Problem Solving Approach	Reema thereja	OUP		200			
50	CBSE Class XI Python Programming				100			
51	Programming Problem Solving with Python	Ask N.Kamthane	Mcgraw Hill		100			
52	The Complete Reference Python	Martin V.Brown	Mcgraw Hill		20			
	Engineering I yr.I sem.							

	Mechanical Engg.							
53	Engineering Drawing	N.D.Bhatt	CHA	53 ed.	40			
54	Vector Mechanics for Engineers statics and Dynamics	Beer Johnston	MHE	9 ed.	40			
	MME							
55	Material science and engineering an introduction(MME, Mech, Civil)	William D.Callister	WI	2 ed.	40			
56	Material science and engineering	V.Raghavan	PHI	2 ed.	7			
57	Introduction to Physical Metallurgy (MME, Mech)	Sidney H.Avner	MHE	2 ed.	15			
58	Metallurgy and material science (MME, Mech)	I.Pakkirappa	Durga Pub.		25			
59	Material Science and metallurgy (MME, Mech)	C.Daniel Yesudian	Scitech pub.		20			
	Chemical Engineering							
60	introduction to chemical engineering	S.K.Ghosal, S.K.Sanyal&S.Datta	MHE		6			
61	Unit operations in chemical engineering	W.L.McCabe, JC.Smith&Peter Harriott	MHE	7 ed.	6			
62	Introduction to chemical engineering	Walter L.Badger&Julius T.Bancharo	MHE		6			
63	Mass transfer operations	Robert E.Treybal	MHE	3 ed.	6			
64	Introduction to chemical engineering Thermodynamics	J.M.Smith	MHE		6			
	Civil Engineering							
65	Engineering Drawing	N.D.Bhatt	CHA	53 ed.	40			
66	A Textbook of Engineering Graphics	K.Venugopal	NA		50			
67	Engineering Graphics	K.V.Natarajan	DHA	28 ed.	10			
68	Engineering Graphics	Agrawal	MHE		40			
	Computer Science Engineering							
69	Programming in C (ECE Civil, Mech) AICTE	Reema Thereja	OUP	2 ed.	60			
70	Programming in ANSI C	E.Balagurusamy	MHE	8 ed.	40			
71	The C Programming Language (ECE, ME, Civil)	W.Kernighan & M.Ritchie	PEA		50			
72	Let us 'C' (ECE, ME, Civil)	Yeswanth Kanetkar	BPB	16/ED	70			
73	Introduction to Information Technology	ITL Education	PEA		30			
74	Latex Companion	Leslie Lampost	PEA		30			

75	IT Essential PC Hardware & Software Companion Guide	David	CIS	3 ed.	30			
76	PC Hardware and A+ Handbook	Kate J.Chase	PHI		30			
77	Data structure using 'C'(ECE, Civil, Mech)	Reema Thereja	OUP	2 ed.	40			
	Electronics and Communication Engineering							
78	Fundamentals of electrical circuits	Charles Alexander & Mathew Sadiku	MHE	5 ed.	25			
79	Engineering Circuit Analysis	William H. Hayt, Jack Kemmerly, Steven M. Durbin	MHE	8 ed.	12			
80	Electric machinery	E Fitzgerald, Charles Kingsley,	MHE		12			
81	Basic Electrical Engineering	DP Kothari & I.J.Nagrath	MHE	3 ed.	46			
82	Electrical engineering fundamentals	Vincent Del Toro	PEA	2 ed.	12			
83	Electrical and Electronic Technology	Hughes	PEA	10 ed.	12			
84	Basic electrical and electronics engineering	DP Kothari & I.J.Nagrath	MHE	2 ed.	30			
85	Principles of electrical and electronics engineering	V.K.Mehta	SCH		15			
	Engineering Mathematics							
86	Advanced Engineering Mathematics	Erwin Kreyszig	Wiley India pub.	10 ed.	30			
87	Calculus	Tom M.Apostal	Wiley India pub.	2 ed./Vol.II	50			
88	Advanced Engineering Mathematics	R.K.Jain & Iyengar	Narosa Pub.	3 ed.	30			
89	Higher Engineering Mathematics	B.S.Grewal	Khanna Pub.	42 ed.	50			
	Engineering Physics							
90	Engineering Physics	S.K.Nayak & Bhuvana,K.P	MHE	i ed.	40			
91	Introduction electrodynamics	David J.Griffiths	PEA	3 ed.	30			
92	Principles of engineering physics-1	Md.N.Khan&S.Panigrahi	CUP		30			
93	Oscillation & Waves	S.Garg, C.K.Ghosh & Gupta.S	PHI	10 ed.	30			
94	Engineering Physics	Gour&Gupta	DR	1 ed.	25			

95	Engineering Physics	H.K.Malik&A.K.Singh	MHE		25			
96	A Textbook of engineering Physics	M.N.Avadhanulu &P.G.Shirsagar	SCH		20			
97	Solid state physics : Structures and Properties of Materials	M.A.Wahab	NBD	3 ed.	25			
98	Engineering Physics	S.Lkakani&Subadra kakani	CBS	3 ed.	10			
99	INTRODUCTION TO SOLID STATE PHYSICS	Arunkumar	PHI		10			
100	Principles of Quantum Mechanics	Iswar singh Tyagi	PEA	1 ed.	7			
101	Semiconductor Physics and Devices (SIE)	Donald Neamen	MHE	4ED	7			
102	The Physics of Vibrations and Waves	H.J.Pain	WI	6 ed.	10			
103	Physics for scientists and engineering with modern physics	Sarway & Jewett	PEA	8 ed.	7			
104	Optics	Ajay Ghatak	TMH	7ED	7			
105	Engineering Physics	M.Armugam & Anuradha	ANU		7			
106	Quntum computing Explained	David Mc.Mohan	WI		10			
107	Laser fundamentals	William T.Silfvast	CUP	2 ed.	6			
108	introduction solid state physics	Charles Kittel	WI	7 ed.	6			
109	Functional Materials Properties, Performance and Evaluation	Charles Kittel	APA		10			
	Engineering Chemistry							
110	Engineering Chemistry	Jain & Jain	DR	16 ed.	30			
111	Principles of Physical Chemistry	PURI/SHARMA	VIS		30			
112	Chemical Kinetics	Laidler KJ	PEA	2 ed	7			
113	Physical Chemistry	Peter Atkins & Julia de Paula	OUP	9 ed.	15			
114	A Textbook of Engineering Chemistry	Shasi Chawla	DR	1 ed.	15			
115	Advanced Physical chemistry	Gurdeep Raj	KRI		7			
116	A Textbook of Organic Chemistry VOL:1	I.L.Finar	PEA	Vol.1	5			
117	A Textbook of Organic Chemistry VOL:2	I.L.Finar	PEA	Vol.2	5			
118	Fundamentals of Molecular Spectroscopy	Colin Banwell,	MHE	4 ed.	7			
119	Organic Chemistry	OP Agrawal	GOEL		7			
120	Nanomaterials	AK Bandopadhya	NA	2 ed.	8			
121	Engineering Chemistry	RV Gadag &	IKI		15			

		Nityanandasetty						
122	Vogel's Quantitative chemical analysis	J.Menoram, Denney	PEA	6 ed.	6			
123	Vogel's Qualitative Inorganic Analysis, 7/e	G.Svehla	PEA	7 ed.	6			
124	Vogel's Textbook of Practical Organic Chemistry, 5/e	Furniss	PEA	5 ed.	5			
125	Practical Engineering Chemistry	K. Mukkanti	BSP		10			
126	Laboratory manual of engineering chemistry-II		VGS		5			
127	Chemistry Practical Manual		LOR		5			
128	MARCH'S ADVANCED ORGANIC CHEMISTRY 7/ED	Michal B.Smith	WI	7 ed.	5			
129	A Tex Book of organic chemistry PART-1	OP Tondon	GRB		15			
130	A Tex Book of organic chemistry PART-2	OP Tondon,	GRB		10			
131	A Text Book of PHYSICAL chemistry PART1	OP Tondon,	GRB		10			
132	A Text Book of PHYSICAL chemistry PART2	OP Tondon,	GRB		10			
133	A Tex Book of Inorganic chemistry PART-1	OP Tondon	GRB		10			
134	A Tex Book of Inorganic chemistry PART-2	OP Tondon,	GRB		10			
135	Physical & Organic Chemistry	OP Tondon,	GRB		10			
136	ORGANIC CHEMISTRY	Paul Bruice	PEA	7 ed.	5			
	English							
137	Objective English	Edger Thorpe & Showick Thorpe			100			
138	English for Engineers and technologists		Orient Black Swan		100			
139	Non-detailed textbook: Panorama A course on reading		Oxford Uni.Press		100			
	Engineering II year I sem.							
	Chemical Engineering							
140	Introduction to chemical engineering and thermodynamics	J.M Smith & Vanness	MHE	6 ed.	5			
141	Chemical engineering thermodynamics	Pradeep	PHI		5			
142	A textbook of chemical engineering thermodynamics	KV Narayanan	PHI		5			
143	Chemical Reaction Engineering, 3rd	Levenspiel	WI	3 ed.	5			
144	Elements of chemical reaction engineering	H.Scott Fogler	PEA	4 ed.	5			
145	Separation process principles	J.Seader and Henry	WI		5			

146	Mass transfer operations	Treybal	MHE	3 ed.	5			
147	Diffusion: Mass transfer in fluid systems	EL Cussler	CUP		5			
148	Transport Processes and Separation Process Principles (Includes Unit Operations)	CJ Geankoplis	PEA		3			
149	Principles of mass transfer and separation processes	Dutta, BK	PHI		3			
150	Dryden's outlines of chemical technology	M.Gopalrao & Sitting	EWP	3 ed.	5			
151	Principles of industrial instrumentation	PATRANABIS	MHE		3			
152	Industrial instrumentation	Donald P Eckman	CBS		5			
153	Chemical process control	G.Stephanophotous	PEA		5			
154	Process Systems analysis and control	Coughanowr	MHE	2 ed.	5			
	Civil Engineering							
155	Structural analysis	RC Hibbler	PEA	6 ed.	20			
156	Theory of structures VOL:1	SP Gupta & Pandit	MHE		20			
157	Theory of structures VOL:2	SP Gupta & Pandit	MHE		20			
158	Basic structural analysis	CS Reddy	MHE		20			
159	Flow in open channel	Subramanyam	MHE		20			
160	HYDRAULICS AND FLUID MECHANICS:INCLUDING HYDRAULIC	Modi & Seth	STD		20			
161	Hydrology and water resource engineering	S.K.Garg	KP		30			
162	Irrigation and water power engineering	Punmia & Jain	LP		30			
163	Soil Mechanic and foundation engineering	KR Arora	STD		30			
164	Principles of Geotechnical engineering	BM Das	CL	9ED	30			
165	Geotechnical engineering	C.Venkataramaiah	NA		25			
166	Building planning and drawing	S.S Bhavakatti	IKI		20			
	Computer Science Engineering							
167	Introduction To Algorithms	Cormen	PHI	5 ed.	15			
168	Distributed Systems: Principles and Paradigms, 2/e	Tanenbaum	PEA	2/ED	20			
169	OPERATING SYSTEM CONCEPTS, 9TH ED, ISV	SILBERSCHARTZ	CBSWI	9/ED	20			
170	NETWORK SECURITY ESSENTIALS	STALLINGS	PEA		10			
171	Probability Theory and Stochastic Processes	Mallikarjun reddy	OBS	4/ED	20			
172	Computer Networks, 5/e	Tanenbaum	PEA	5/ED	20			

173	Compilers, 2/e	Aho	PEA	2/ED	20			
174	Graph theory	Deo	PHI		20			
175	Programming in C (ECE Civil, Mech) AICTE	Reema Tereja	Oxford Uni.Press		35			
176	Programming in C (ECE Civil, Mech) AICTE	Balagurswamy			10			
177	Datastructures using C	Reema Tereja	Oxford Uni.Press		35			
178	Speech Recognition	Jurfsky			5			
179	Machine learning	MITCHELL	MHE		5			
180	Data Mining	HAN	ELS	3 ed.	5			
181	Software Engineering	Pressman	MHE	8/ED	5			
182	Operating Systems	STALLINGS	PEA	5 ed.	25			
183	The complete reference JAVA	Herbert Schildt	MHE		50			
	Electronics and Communication Engineering							
184	PRINCIPLES OF ELECTROMAGNETICS, 6E	Mathew N.O Sadiku	OUP	6 ed.	35			
185	Engineering Electromagnetic	William H.Hayt	MHE	8 ed.	25			
186	ELECTROMAGNETIC WAVES AND TRANSMISSION LINES	RS RAO	PHI	6 ed.	25			
187	Digital and analog communications systems	K. Sam Shanmugam	WI		25			
188	Analog & Digital Communication	SHARMA	SKK		25			
189	Communication systems	Simon Haykin	WI	5/ED	35			
190	Modern digital analog communication systems	B.P.Lathi	OUP		25			
191	Fundamentals of Digital Logic with VHDL Design with CD-ROM	BROWN	MHE		35			
192	Basic VLSI Design	PUCKNEL	PHI		35			
193	Digital Systems Design with FPGAs and CPLDs	Ian Grout	ELS		25			
194	Microelectronic Circuits,	Sedra A. S. and K. C. Smith	OUP	5 ed.	35			
195	Electronic Circuit Analysis and Design	Neamen D.,	MHE	3 ed.	25			
196	Introduction to Electronic Circuit Design,	Spencer R. R. and M. S. Ghausi,	PEA		25			
	Mechanical Engineering							

197	Theory of Machines.	S. S. Rattan	MHE		20			
198	Kinematics of analysis and synthesis of mechanism	Malik & Ghosh	TMH		20			
199	Design of Machine Elements	Bhandari	MHE		15			
200	HYDRAULICS AND FLUID MECHANICS:INCLUDING HYDRAULIC	P.N.Modi and Seth	STD		10			
201	HYDRAULICS AND FLUID MECHANICS:INCLUDING HYDRAULIC	Cengel	TMH		20			
202	A Textbook of Fluid Mechanics and Hydraulic Machines	Bansal R.K.	LP		15			
203	Manufacturing TechnologyVOL:1: Foundry, Forming and Welding	Rao PN	MHE	5/ED	20			
204	Manufacturing Process for Engineering Material	Kalpakjian	PEA		10			
205	Machine Drawing	K.L Narayan	NA	6/ED	40			
	MME							
206	Heat treatment principles and technique	TV Rajan	PHI	2 ed.	8			
207	AN INTRODUCTION TO MODERN STEEL MAKING	KV Tupkary	KP		8			
208	Corrosion engineering	FONTANNA	MHE		8			
209	Mechanical metallurgy	Dieter	MHE	3/ED	8			
210	Non-destructive testing	JF Hinsley	MHE		8			
211	PRACTICAL NON-DESTRUCTIVE TESTING 3RD E/D	Baldevraj	NBD		8			

ANNEXURE- IV

**AFFIDAVIT
(On Non-Judicial Stamp paper of Rs. 100)**

I, _____ Son/ Daughter/Wife of Shri _____ resident of _____ proprietor/ Director authorised signatory of the agency / firm (M/S _____), do hereby solemnly affirm and declare as follows:

1. I am authorized signatory of the agency/firm and is competent to sign this affidavit and execute this tender document;
2. I have carefully read and understood whole tender document including all the terms and conditions of the tender and undertake to abide by them;
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
4. I/We further undertake that no case/enquiry/investigation is pending with the police/court/vigilance or any government body against the Proprietor/Partner/Director or the Company (Agency).
5. I/We further undertake that none of the Proprietor/Partners/Directors of the Agency/agency was or is Proprietor or Partner or Director of the Agency with whom the Government have banned /suspended/blacklisted business dealings. I/We further undertake to report to the Administrative Officer, IIIT Ongole, RGUKT immediately after we are informed but in any case not later 15 days, if any Agency in which Proprietor/Partners/Directors are Proprietor or Partner or Director of such a Agency which is banned/suspended in future during the currency of the Contract with you.
6. I/We further undertake that our firm/company is fulfilling all the terms and conditions/eligibility criteria obvious/explicit or implied/implicit recorded anywhere in the tender document. If at any time including the currency of the Contract, any discrepancy is found relating to our eligibility or the process of award of the contract criteria, this may lead to termination of contract and/or any other action deemed fit by the Institute.

Date:

Place:

(Signature of the Bidder)

Name:

Designation

Seal of the Agency Address:

I/We do hereby solemnly declare and affirm that the above declaration is true and correct to the best of my knowledge and belief. No part of it is false and nothing has been concealed therein.

Deponent

ANNEXURE- V

FORMAT FOR BANK GUARANTEE TOWARDS PERFORMANCE SECURITY

(To be executed by any scheduled bank, on a non-judicial stamp paper under bank's overing letter mentioning address of the bank)

**To,
The Director,
IIIT- Ongole, RGUKT**

In consideration of, the Director, IIIT Ongole [hereinafter referred to as IIIT Ongole, RGUKT, which expression unless repugnant to the context and meaning thereof shall include its successors and assigns] having agreed to exempt M/s _____ [hereinafter referred to as 'supplier /contractor' which expression unless repugnant to the context and meaning thereof shall include its successors and assigns] from depositing with The Director, RGUKT- Ongole a sum of Rs. _____ (Rupees _____) towards security / performance guarantee in lieu of the said contractor having agreed to furnish a bank guarantee for the said sum of Rs. _____ (Rupees _____) as required under the terms and conditions of contract / work order no dated _____ [hereinafter referred as the order'] placed by The Director, RGUKT- Ongole on the said supplier /contractor.

We, _____ the bank [hereinafter referred to as 'the bank' which expression shall include its successors and assigns] do hereby undertake to pay The Director, RGUKT- Ongole an amount not exceeding Rs. _____ (Rupees _____) on the demand made by The Director, RGUKT- Ongole on us due to a breach committed by the said supplier /contractor of the terms and conditions of the contract /order.

1. We _____ the bank hereby undertake to pay the amount under the guarantee without any demur merely on a demand from The Director, RGUKT- Ongole stating that there is a breach by the supplier / contractor of any of the terms and conditions contained in the order or by the reasons of the supplier's / contractor's failure to comply with the terms and conditions as stipulated in the order or amendment(s) thereto. The demand made on the bank shall be conclusive as to the breach of the terms and conditions of the order and as regard to the amount due and payable by the bank under this guarantee, notwithstanding any dispute or disputes raised by the said supplier / contractor regarding the validity of such breach and we agree to pay the amount so

demanded by The Director, RGUKT- Ongole without any demur. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____ (Rupees _____).

2. We, the bank further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said order and that it shall continue to be enforceable till the dues of The Director, RGUKT-Ongole under or by virtue of the said order have been fully paid and its claim satisfied or discharged or till The Director, RGUKT- Ongole certifies that the terms and conditions of the order have been fully and properly carried out by the supplier / contractor and accordingly discharge the guarantee.
3. We the bank, undertake to pay to The Director, RGUKT- Ongole any money so demanded notwithstanding any dispute or disputes raised by the said supplier /contractor in any suit or proceedings pending before any court or tribunal relating thereto as our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the said supplier / contractor shall have no claim against us for making such payment.
4. We _____ the bank further agree that The Director, RGUKT- Ongole shall have full liberty, without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and conditions of the order / contract or to extend time of performance by the said supplier / contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the Director, RGUKT-Ongole against the said supplier / contractor and to forbear or enforce any of the terms and conditions relating to the order and shall not be relieved from our liability by reason of any such variation or extension being granted to the said supplier / contractor or for any forbearance, act or omission on the part of the Director, RGUKT- Ongole or any indulgence by The Director, RGUKT- Ongole to the supplier / contractor or by any such matter or thing whatsoever which under the law relating to sureties would but for this provisions have effect of so relieving us.
5. Our liability under this guarantee is restricted to Rs. _____ (Rupees _____) and shall remain in force up to _____ unless demand or claim under this guarantee is made on us in writing within 6 months from the date of expiry viz. _____. We shall be discharged from all liabilities under this guarantee thereafter.
6. This guarantee will not discharge due to change in the constitution in the bank or the said supplier / contractor.

7. The bank hereby agrees to address all the future correspondence in regard to this bank guarantee to The Director, RGUKT- Ongole.

8. We, _____ the bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Director, RGUKT- Ongole in writing.

Signed on the _____ day of _____

**Signature
For the Bank**

**Witness: Name(s) & Designation(s)
Name & Address**

CHECK LIST

Important:

The Bidder must ensure that the following details in the check list are furnished along with the bid document. The bidder must also carefully go through all the contents of the BID Document and any additional information/documents, required more than the items listed in the check list below, also shall have to be furnished. Non-furnishing of any required information/document as per the Tender Document will lead to rejection of the bid.

S. No	Details	Serial No of Document (Page No.)
1	Tender Processing Fee (DD)	
2	EMD/Bank guarantee from Nationalized Bank	
3	Name of the firm and Firm Registration certificate	
4	Bidder Letter Form	
5	Bidder Information	
6	Declaration For Fair Business By The Bidder	
7	The bidder should have minimum annual turnover of Rs.20 lakhs per each year in the last two financial years i.e FY 2017-18 and FY2018-19 on the subject material. A Certificate indicating the Turn Over value details (in Rupees) of subject material, during the above said financial years from a Firm of Chartered Accountants must be enclosed (in original) as a proof for Turnover. The Turn Over of the Subject Material must be separately indicated in the certificate	
8	Proof of experience of supplying Library Books in any one financial year in the last three financial years i.e., FY16-19 to government agencies/universities/government education institutions/ hospitals/autonomous bodies etc.,	
9	Proof of satisfactory Performance Certificate from the parties concerned to whom bulk supplies were effected, in case such supplies were made.	
10	Proof of GST registration	
11	PAN card copy	
12	TAN card copy	
13	Income Tax Return filed (FY16-17, FY17-18)	
14	Annexure I-V	
15	Copies of documents defining the constitution or legal status, place of registration, and principal place of business of the bidding firm/entity; written power of attorney of the signatory of the Bid to commit the Bidder.	
16	Power of Attorney, wherever applicable	
17	All other information/documents that are required in the Bid documents.	
18	Bid document baring signature and firm seal on all the pages	

NOTE: All pages of the bid documents must be serially numbered and signed.