

BID DOCUMENT

E-Procurement

Open Competitive Bid (OCB) for

Purchase of Library Books for RGUKT Ongole Campus

Rajiv Gandhi University of Knowledge Technologies

Proprietary & Confidential



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

Camp Office at RGUKT 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-AP
ONGOLE CAMPUS**

**Camp office at RGUKT 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 Campus, located at RK Valley, Idupulapaya, YSR Kadapa (District), Andhra Pradesh -516330

S. No.	Ref. No.	Description
1	RGUKT-AP/OGL/E-Proc/Lib-Books/T02/2019-20, Date: 12.12.2019	Library Books

Interested bidders can download the document from 12-12-2019, 03:00 PM and submit the bids online from 12.12.2019, 05:00 PM to 27.12.2019 up to 05:00PM 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 tender mentioned above.

Date. 12.12.2019

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

Time schedule of Tender Related Events

Bid calling date	12.12.2019
Bid Document Downloading Start date	12.12.2019 from 03:00 PM
Bid Document Downloading End Date	27.12.2019 till 03:00PM
Pre Bid Meeting at RGUKT ONGOLE	19.12.2019 at 11:00AM
Start date for uploading documents online	12.12.2019 at 05:00 PM
Last date for uploading documents online	27.12.2019 at 05:00 PM
Last date for Submission of documents (hard copies)	30.12.2019 at 05:00 PM.
Technical Bid opening date/time	03.01.2020 at 10:00 AM.
Price Bid opening date/time	03.01.2020 at 03.00 PM
Contact person	Administrative Officer(i/c), IIIT Ongole, RGUKT-AP
Reference No.	Ref. No.: RGUKT-AP/OGL/E-Proc/ Lib-Books/ T02/2019-20, dated: 12.12.2019.

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 18.12.2019.

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 RGUKT 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.: RGUKTAP/OGL/E-Proc/LIB-BOOKS/T02/2019-20,

Dated. 12.12.2019

Subject: Sealed tenders are invited for library books from reputed book original manufacturer (OEM) 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 original manufacturer (OEM) 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 favour of The Director, IIIT RGUKT Ongole payable at SBI, Idupulapaya, Vempalli Mandal, YSR district. (IFS Code:SBIN0021280)
 - 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 favour 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 favour of Managing Director, APTS, Hyderabad towards corpus fund at the time of concluding agreement.
 - d) RGUKT-AP Ongole Campus 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.1,00,000/- (Rupees One Lakh only) (by way of Demand Draft from any Nationalized Bank (in favour of “The Director, IIIT RGUKT Ongole”, payable at SBI (IFS Code:SBIN0021280), 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 favour of The Director, IIIT RGUKT Ongole payable at SBI(IFS Code:SBIN0021280), 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 (BG)	Within 07 days from the date of notification of award
Performance security value(BG)	10% of contract value
Delivery Schedule	Within 45 days from the date of receipt notification of award
Payment terms	90% payment of the contract price shall be paid on receipt of books (when 100% books are supplied against the particular order) in good condition . Balance 10% payment would be made against ‘Final Acceptance Certificate’ of goods to be issued by the consignee subject to recoveries, if any, either on account of non-rectification of defects/deficiencies not attended by the Supplier or otherwise.

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 Tenderer who will be qualified in the Technical Bid.
3. The decision of acceptance of the bid will lie with the competent authority of RGUKT-Ongole campus, 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 after discount 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 RGUKT-AP,

Ongole Campus 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 as well as online shopping. 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. Every bill will have seal with signature. Name must be written in capital letters below the signature.
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 up to 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 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 RGUKT-AP, Ongole Campus 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. 5,000/- in form of Demand Draft in favour of " The Director, IIT RGUKT Ongole". The tender Processing fee is non-refundable, non-adjustable and non-transferable and is payable through a demand draft on any

Nationalized 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 each page of the application should be made. 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, RGUKT-AP, Ongole Campus 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 RGUKT-AP, Ongole Campus 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 RGUKT-AP, Ongole Campus 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, RGUKT-AP, Ongole Campus.
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 (10% 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 are 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 and transportation charges will borne by the bidder.
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 that 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. RGUKT-Ongole Campus 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 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 21 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)
RGUKT Ongole Campus

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)

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	Publisher	Edition/V ol.	Qty.	MRP (Rs.)	Discount	Final Price after discount
	Engineering I yr. II Semester							
	Civil Engineering							
1	Engineering Mechanics	S.Timoshenko& D.H Young	MGH	5 th edn	44			
2	Principles of Engineering Geology	K.V.G.K. Gokhale	BS publications.	1 st edn	50			
3	Textbook of Environmental studies	ErachBharucha,	UGC		50			
4	Environmental Studies	R Rajagopaln	Oxford	3 rd edn	50			
5	GATE Previous year books		Made easy pub.		15			
6	GATE Previous year books		IES Masters pub.		15			
	<u>Indian Engineering Services books</u>		Made easy pub.					
7	Paper-1				10			
8	Paper – II				10			
9	Paper –III				10			
	Chemical Engineering							
10	Chemical Process Principles, Part – I	O.A.Hougen,Wats on& R.A Ragatz,	CBS Pub.	5 Ed	6			
11	Basic Principles and Calculations Chemical Engineers	David M. Himmelblau,	PHI	5 Ed	6			
12	Stoichiometry	B.I Bhatt & S.M.Vora	TMH	4 Ed,	6			
13	Unit Operations of Chemical Engineering	W.L.McCabe, J.C.Smith& Peter Harriot,	MGH	6 Ed	3			
14	Introduction to Fluid Mechanics	Fox and Mc Donald,	John Wiley&Sons Inc,	8 th Ed	6			
15	Transport processes and Unit operations	Christie J. Geankoplis,	PHI, 1993	3 rd Ed	8			
	Computer Science Engineering							
16	Data Structures using C	Reema Thareja	Oxford Higher Edu.	2 Ed	37			
17	Data structures and Algorithm Analysis in C	Narsimha karumanchi	Career monk	2 Ed	40			
18	Programming with Java	E Balaguruswamy	McGraw Hill.		50			

19	Java how to programme	H M Dietel	Pearson	6 th edn	30			
20	Programming in C ++	Ashok N Kamthane	Pearson	6 th edn	70			
21	Object Oriented Programming C++	Joyce Farrell,	Cengage	9 th edn	20			
22	Java The Complete Reference	Herbert Schildt,	McGraw Hill.		18			
23	Programming in C	Reema Thereja,	Oxford Pub,	2 nd Ed	50			
24	C Programme	Balaguruswamy			50			
	<u>Mechanical Engineering</u>							
25	Engineering Mechanics-Statics and Dynamics	Tayal, A. K.		2011	46			
26	Engineering Mechanics	Hibler	P.S.N		46			
27	Materials Science and Engineering	V. Raghavan,	EEE		46			
28	Engineering drawing	N D Butt			46			
	<u>MME</u>							
29	Introduction to Physical Metallurgy	Sidney H. Avner,	TMH	Latest ed.	10			
30	Materials Science and Engineering an Introduction	William D. Callister, Jr.,	JohnWiley&Sons,In c.,	Latest ed.	10			
31	Physical Metallurgy Principles and Practice	Raghavan V,	PHI	Latest ed.	15			
32	Physical Metallurgy	Vijendra Singh,	Standard Pub. Distributors	Latest ed.	15			
33	Materials Science and Engineering	V. Raghavan,	PHI	Latest ed.	15			
34	Material science and metallurgy for engineers	S V Kodgire		Latest ed.	11			
35	Introduction to the Thermodynamics of materials	David R Gaskell	Taylor and Francis,	Latest ed.	15			
36	Textbook of Materials and Metallurgical Thermodynamics	Ahindra Ghosh,	PHI	Latest ed.	15			
37	Engineering Thermodynamics	P K Nag	TMH	Latest ed.	15			
	<u>Electronics & Communication Engineering</u>							
38	Electronic Devices and Circuits	Jacob Milliman, Christos C. Halkias, and Satyabratajit,	McGraw Hill	3 ed.	40			
39	Electronic circuit analysis and design	Neamen	TMH		50			

40	Electronic Devices and Circuits	Thomas L Floyd	Prentice hall		15			
41	Electronic Devices and Circuit theory	Robert	Prentice hall		20			
42	Digital Electronics	Moriss mano	Pearson		20			
43	Digital Electronics	Anil K Maini	wiley pub.		10			
44	Digital Electronics	G Kharate	Oxford		5			
45	Digital Electronics	Thomas L Floyd	Prentice hall		15			
46	Digital systems principles and applications	Ronald J Tocci			20			
47	Solid State Electronic Devices	Ben G. StreetMan, Sanjay Kumar Benerjee,		6 ed.	10			
48	Signals and systems	Alan V Oppenheim, Alan V Willsky, S. Hamid Nawab,	Pearson/PHI		20			
49	Signals and systems	Anand Kumar	MGH	1 ed.	15			
50	Fundamentals of Signals and Systems	Michel Roberts	TMH		10			
51	Network analysis and synthesis	Wadhwa	Newage Pub.		10			
52	Network theory	A Alexander			20			
53	Network Analysis	Valkenburg M.E. Van	Prentice Hall.		11			
54	Network theory and analysis	Hyat	TMH		20			
55	GATE Made Easy		Made Easy pub./2020		10			
56	GATE ECE		ACE Academy/2020		10			
57	IES ECE, Objective		Made Easy pub./2020		10			
58	GATE ECE 10 volumes Set	RK Kanodia	Noida pub./2020		10			
59	GATE ECE		Gate Forum		5			
60	TOEFL and GRE	official guide	TIME PUB.		10			
61	GRE CAT		TIME PUB.		10			
62	UPSC CIVIL Services	Arihant	Arihant Pub.		5			
	Engineering Mathematics							
63	Advanced Engineering Mathematics	ERWIN	Wiley-India,	9 th Ed.	50			

		KREYSZIG					
64	Advanced Engineering Mathematics	Jain&lyengar	Narosa Publishers,	3 rd Ed.	75		
65	Higher Engineering Mathematics	B.S.GREWAL,	Khanna Publishers	43 rd ed.	75		
66	Discrete Mathematics and its Applications	Kenneth H. Rosen,	Tata McGraw-Hill.	7 th ed.	40		
67	Discrete Mathematics with Applications	Thomas Koshy,	Elsevier Academic press.		36		
	Engineering Physics						
68	Oscillations and Waves	Suresh Garg, C.K.Ghosh, Sanjay Gupta	PHI Learning	10 th ed.	50		
69	Engineering Physics	Gaur and Gupta	Dhanpathrai Pub.	1 st ed.	50		
70	Engineering Physics	Hitendra K. Malik and A.K. Singh	Tata McGraw Hill,	2 nd Ed.	50		
71	A Textbook of Engineering Physics	Dr. M.N Avadhanulu, Dr. P.G shirsagar Jan	S. Chand pub.	2014	50		
72	Optics	Ajoy Ghatak	TMH	6 th Ed.	20		
73	Quantum Computing Explained	David McMahan,	Wiley, 2016		20		
74	Laser Fundamentals	William T. Silfvast	Cambridge Uni. press	2 ed.	20		
75	Introduction to solid state physics	Charls Kittel	Wiley Publisher,	7 Ed.	20		
76	Functional Materials: Properties, Performance and Evaluation	Ewa Klodzinska,	Apple Academic Press,		20		
77	Concepts of Physics	HC Verma	Bharat pub.		10		
	Engineering Chemistry						
78	Engineering Chemistry	Pahari A., Chauhan B.,	Firewall Media		50		
79	Engineering Chemistry: Fundamentals and applications	Shika agarwal	cambridge press		50		
80	Engineering Chemistry	R.V.Gadag	I K International		50		
81	Chemical analysis :Instrumentation methods and techniques	francis	wiley		40		
82	Modern Methods of Chemical Analysis	R. L. Pecsok, L. D. Shields, T. Cairns and L.C. Mc William	John Wiley	2 Ed	40		

83	Analytical Chemistry	G. D. Christian	John Wiley	5 Ed	50			
84	Instrumental methods of chemical analysis	Sharma BK	Goel Publishing House	23 ed.	50			
85	Introduction to instrumental analysis	R.D.Broun	McGraw Hill		50			
86	Engineering Chemistry	Jain & Jain	Dhanapatrai pub.		50			
	English							
87	English Grammar	Wren Martin			10			
88	English Grammar	Raymond Murphy			10			
89	Functional English Grammar	R K Gupta			10			
90	Phonetics	Balasubramanian			10			
91	Wings of fire	APJ Abdul Kalam			10			
92	Approaches and methods in language teaching	Jack c Richards	Cambridge Uni.press		10			
93	English Grammar	Richard Hudson			10			
94	Advanced everyday English	Steven collins			10			
95	Word Power made easy	Norman Lewis			10			
96	Basic english grammar	Stacy A Hagen			10			
97	IELITS reading and writing training	Dr Kiranpreet Kaur			10			
98	Practical english usage	Michael C Swan			10			
99	Technical communication principles and practice	Meenakshi Raman	Oxford Uni.press		10			
100	Technical English	Dr M Sambaiah	Wiley pub.		10			
101	Communication Skills	Meenakshi Raman	Oxford Uni.press		10			
102	Effective english communication	Krishna Mohan			10			
103	A course in listening & speaking book I & II	G Rajagopal			10			
104	Corporate english & personality dynamics	Sunil Ranjan	Upkars		10			
105	Technical writings made easier (JNTUA)	Bernherd			10			
106	The autobiography of Benjiman franklin				10			

107	Advanced grammar in use	Martin Hewings	cambridge pub.		10			
108	English vocabulary in use	Michael Mc carthy	cambridge		10			
109	Objective general English	S P Bakshi	Arihanth		10			
110	Objective english for competitive examinations	H M Prasad			10			
111	Descriptive English	S J Thakur			10			
112	Objective general English	Dr R Sagarwal	S Chand		10			
113	Communication Skills	Sanjay Kumar	Oxford		10			
114	Personality development and soft skills	Barun K Mitra			10			
115	A Textbook of English for engineers and Technologists				10			
116	Basics of communications in English	Francis	Trinity		10			
117	TOEFL English	Gear	Cambridge Uni. press		10			
118	GRE English	Princeton Review			10			
	<u>Engineering II yr. II Sem.</u>							
	<u>Civil Engineering</u>							
119	Design of Reinforced concrete Structures	S.Unnikrishna Pillai &Devdas Menon,	TMH		50			
120	Design Reinforced concrete structures	N Subramanian	Oxford Pub.		50			
121	Design of steel structure	S.K. Duggal,	TMH		50			
122	Design of Steel Structures	N Subramanian,	Oxford Press		50			
123	Comprehensive Design of Steel structures	B.C. Punmia Ashok Kumar Jain	Laxmi Pub.		50			
124	Highway Engineering	Khanna& Justo,	Nem Chand & Bros, Roorkee,	5 th ed.	50			
125	Principles and Practice of Highway Engineering	Dr. L.R. Kadiyali& Dr. N.B.Lal, P	Khanna Pub.		50			
126	Traffic Engineering	L.R.Kadiyali, T	Khanna Pub.	7 th ed.	50			
127	Foundation Engineering	P.C.Varghese,	PHI		50			
128	Principles of Geotechnical Engineering	Braja M. Das.	Thomson learning Inc		50			

129	Soil mechanics and Foundations	B.C. Punmia Ashok Kumar Jain	Khanna Publication.	21 st ed.	50			
130	Environmental Engineering	Howard S.Peavy	McGraw-Hill		50			
131	Environmental Engineering	N N Basak	McGraw-Hill		50			
	<u>Chemical Engineering</u>							
132	Chemical Reaction Engineering	O. Levenspiel,	John Wiley & Sons,	3rd ed	6			
133	Elements of Chemical Reaction Engineering	H.S. Fogler	PHI	2nd ed.	3			
134	Chemical Engineering Kinetics	J.M. Smith,	McGraw-Hill,	3rd ed.	3			
135	Separation Process Principles	J Seader and E J Henry.			3			
136	Mass transfer operations	R.E. Treybal	Mc Graw Hill..	3rd ed.	3			
137	Diffusion: mass transfer in fluid system	E. L. Cussler.			3			
138	Transport processes and unit operations	Christie J. Geankoplis			3			
139	Principles of mass transfer and separation processes,	B.K. Dutta,	PHI, JF Pergamon Press		3			
140	Chemical Engineering: Vol.6	Coulson J.M.			3			
141	Process Equipment Design	M.V. Joshi			3			
142	Process Equipment Design-Vessel Design:	Brownell L.E.,	Wiley Eastern Ltd.		3			
143	Introduction to Chemical Equipment Design-Mechanical Aspects:	Bhattacharya B.C.	CBS		3			
144	Transport Phenomena	R Byron Bird, Warran E Steward	John Wiley & Sons,		4			
145	Transport Phenomena	Robert S Brodkey and Harry C Hershey,	Mc Graw Hill		3			
146	Transport Phenomena for Engineers	Louis Theodore	International Text- book Company,		3			
147	Transport Phenomena	W.J. Book and K.M.K. Multzall	John Wiley & Sons		3			
148	Fundamentals of Momentum, Heat and Mass Transfer	Mames R Welty, Charles E Wicks	John Wiley & Sons		3			

149	Fluid Dynamics and Heat Transfer	James G Knudsen and Donald L. Katz	Mc Graw Hill		3			
150	Process modelling simulation and control for chemical engineers	W L Leyben	Mc Graw Hill	2nd ed.	4			
151	Numerical methods for engineers	S K Gupta	Wiley Eastern Ltd.		3			
152	Numerical methods for engineers and scientists	S S Rao			3			
	Computer Science Engineering							
153	Software Engineering	Pressman	McGraw Hill.	7 th edn	60			
154	Software Engineering	Rajiv Mann	PHI	4 th edn	30			
155	Cloud Computing	GautamShroff,	Cambridge Uni. Press;	1 st edn	30			
156	Cloud Computing	Elsenpeter	McGraw Hill.	1st edn	30			
157	Cloud Computing	Dimitrif N		1st edn	30			
158	Cloud Computing	Chorafas			30			
159	Computer Networks	Andrew S.Tanenbaum,	Pearson Education.		60			
160	Computer Networks	Behrouz A. Forowzen	Tata McGraw Hill.		30			
161	Artificial Intelligence	Peter Norvig	Pearson Education.		90			
162	Mobile Application Development	Scott Gowell	Wiley india pvt.ltd		45			
163	Mobile Application Development	Reto Meier			45			
	Mechanical Engineering							
164	Work shop technology volume-2	Hajra Chowdary	Media Promoters	Vol.II	25			
165	Manufacturing Technology,metal cutting & Machine tools	P N Rao	McGraw-Hill		25			
166	Internal combustion engines	V Ganeshan	McGraw-Hill		25			
167	Refrigeration and air conditioning	C P Arora	TMH		25			
168	Internal combustion engines fundamentals	B Heywood	TMH		25			
169	Design of machine elements	V B Banari	TMH		25			

170	Heat and mass transfer	D S Kumar	Katson		25		
171	Heat and mass transfer	A Cengel	TMH		25		
172	Engineering Metrology	R K Jain	TMH		25		
173	Mechanical measurements and control	D S Kumar			25		
	<u>MME</u>						
174	Principles of Foundry Technology.	Jain.P.L.	Tata McGraw- Hill	Latest ed.	8		
175	Principles of Metal Casting.	Heine, R. W. Loper, C.R	Tata McGraw Hill	Latest ed.	10		
176	Foundry Technology	O P Khanna		Latest ed.	8		
177	Extraction of Non-Ferrous Metals	HS Ray, KP Abraham		Latest ed.	8		
178	Non Ferrous Extractive Metallurgy	G B Gill John	Wiley & Sons	Latest ed.	10		
179	Elements of X-ray diffraction	BD Cullity		Latest ed.	12		
180	X-Ray diffraction: a practical approach	C. Suryanarayana,		Latest ed.	11		
181	Welding Technology	O P Khanna	Dhanapat Rai	Latest ed.	12		
182	Welding process and technology	R S Parmar	Khanna	Latest ed.	10		
183	Welding engineering and technology	R S Parmar		Latest ed.	12		
184	Welding and welding technology	Richard Litte	Tata McGraw- Hill	Latest ed.	10		
185	Polymer science	Vasant R. Gowariker,	Newage	Latest ed.	9		
186	Polymer science & technology	P. Ghosh		Latest ed.	9		
187	Engineering Chemistry	Jain	Dhanapat Rai	Latest ed.	9		
	<u>ECE</u>						
188	Digital Communications	Simon Haykin	Wiley India Edition		30		
189	Digital Communications systems	George Kennedy			15		
190	Digital Communications	Proakis,	McGrawHill,		15		
191	Digital Communications fundamentals and applications	Bernard	Printice	2 nd edition	10		
192	Fundamentals of digital communications	Upamanyu	cambridge		10		
193	Control system Engineering	I.J.Nagrath and M.Gopal	New Age International	5 th edition	20		

194	Control system Engineering	Mathew			20			
195	Automatic Control systems	B.C.Kuo	John Wiley	8 th edition	20			
196	Modern Control Engineering	K.Ogata	Prentice Hall of India Pvt.Ltd	5 th edition	10			
197	Control Engineering	Norman	Wiley India Edition		15			
198	Control systems	Nagoor kani			5			
199	Digital Communications	langlove	Prentice Hall of India Pvt.Ltd		15			
200	Digital Signal Processing	Andreas Antoniou	TATA McGraw Hill,		15			
201	Digital Signal Processing	A Anand Kumar	Pearson Education / PHI	2nd edition	10			
202	Digital signal processing: A computer base approach	Sanjit K Mitra	Tata McGraw Hill,	4 th edition	10			
203	Digital Signal Processing	Ramesh Babu	Wiley India Edition		15			
204	Microprocessors and Interfacing	Douglas V. Hall	Mc-Graw Hill,	2nd Edition	35			
205	Advanced Microprocessors and peripherals	A K Ray	Tata McGraw Hill,		15			
206	The 8051 Microcontroller and Embedded systems	Muhammad Ali Mazidi, Janice GillispieMazidi,	PEARSON	2nd Edition	10			
	English							
207	Cambridge english pronouncing dictionary	Jones D	cambridge		10			
208	Oxford advanced learners dictionary	Hornby			10			
209	Oxford students learners dictionary				10			
210	Sankaranarayana English telugu dictionary				10			
211	Manorama year book				10			
212	Rogets thesaurus				10			
213	Cambridge advanced learners English dictionary				10			
			Total		4627			

ANNEXURE- III

PRICE BID

S.No.	Number of Books	Cost (Rs.)	Discount (%) (Rs.)	GST (Rs.)	Final Price after discount & GST (Rs.)
1	4627				

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, RGUKT-AP Ongole Campus, 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,
RGUKT- Ongole campus, RGUKT

In consideration of, the Director, RGUKT-AP Ongole Campus [hereinafter referred to as RGUKT-Ongole campus, 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, IIIT Ongole Campus 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 Campus 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, IIIT Ongole Campus an amount not exceeding Rs. _____ (Rupees _____) on the demand made by The Director, IIIT Ongole Campus 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, IIIT Ongole Campus 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 Campus 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 Campus under or by virtue of the said order have been fully paid and its claim satisfied or discharged or till The Director, RGUKT- Ongole Campus 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 Campus 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 Campus 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 Campus 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 Campus or any indulgence by The Director, RGUKT- Ongole Campus 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 Campus.

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

Signed on the _____ day of _____

**Signature
For the Bank**

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

Annexure-VI
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 bearing signature and firm seal on all the pages	

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