



SABANG SAJANIKANTA MAHAVIDYALAYA

P.O. : LUTUNIA, DIST. : PASCHIM MEDINIPUR, (W.B.) PIN : 721166
NAAC Accredited Grade 'B' College

Ref. No. SSM/233/BEUP/03/25.....

Date: ..20.11.2025

TENDER NOTICE (3rd Call)

ReferenceNo.SSKM/233/BEUP/03/25 date 20/11/2025

E-tenders are invited from eligible, reputed and experienced BookSellers/Suppliers/Publishers having adequate financial capability. Intending bidders may download the tender documents from the website <https://wbenders.gov.in>.

Submission of Tenders shall be done online only through the e-tender portal. Both Technical Bid and Financial Bid must be submitted digitally signed, within the time schedule as stated below. Time will be reckoned as per the server clock of the e-tender portal.

The Financial Bid of only those bidders who qualify in the Technical Bid will be opened. The decision of the Tender Inviting Authority (TIA) shall be final and binding on all bidders.

1. Name of Work

Purchase of Books for Different Subjects of Higher Studies and Competitive Examinations for the Central Library of SabangSajanikantaMahavidyalaya, Lutunia, Sabang, PaschimMedinipur, 721166.

Tender Fees: Rs. 250/- (Non-refundable)

Period of Completion: **15** Days

Eligibility: Agencies having all documents as mentioned in the Eligibility Criteria.

2. Time Schedule of the Tender Process

Sl. No.	Particulars	Date & Time
1	NIT Publish Date	24/11/2025 at 10:00 Hours
2	Document Download Start	24/11/2025 at 10:00 Hours
3	Bid Submission Start (Technical & Financial)	24/11/2025 at 10:00 Hours

4	Bid Submission End (Technical & Financial)	20/12/2025 at 16:00 Hours
5	Opening of Technical Bid	22/12/2025 up to 16:00 Hours
6	Uploading of List of Technically Qualified Bidders	22/12/2025 up to 17:00 Hours
7	Opening of Financial Bid	To be notified after Technical Evaluation
8	Financial Evaluation	To be notified after Technical Evaluation

All activities shall follow the e-tender portal guidelines and server time.

3. Eligibility Criteria

To maintain uniformity with tendering practices of Higher Education Institutions and Government-Aided Colleges in West Bengal, the following standard eligibility norms shall apply:

- I. Valid Trade License related to bookselling, publishing, distribution, or general supply.
- II. PAN Card (mandatory for all bidders).
- III. GST Registration Certificate (mandatory). In special cases where GST is under process, an undertaking may be submitted; however, GST must be produced before issuing Work Order.
- IV. MSME/UDYAM registered bidders may avail applicable exemptions under Government norms.
- V. Partnership/Company Documents: Partnership Deed or Memorandum & Articles of Association, if applicable.

Only responsive and technically qualified bidders will be considered for Financial Evaluation.

4. Instructions to Bidders

➤ Tender Application Fees

A non-refundable Tender Fee of Rs. 250/- shall be paid via ECS/Direct Transfer to the designated Bank Account. Proof of payment must be uploaded.

➤ Earnest Money Deposit (EMD)

- EMD must be deposited via DD/Banker's Cheque issued by any Nationalized/Scheduled Bank.
- MSME/UDYAM-registered institutions may claim exemption as per

Government rules.

- L1 bidder must submit all original documents and hard copies upon receipt of LOI.

➤ *Minimum Discount Requirement*

A standard minimum 15% discount on MRP for all Indian and Foreign publications is required, following common practice among academic institutions.

➤ *General Conditions*

- Bidders are encouraged to physically inspect the institution for understanding requirements, though not mandatory.
- Past performance will be considered; however, minor delays in previous work will not disqualify a bidder unless chronic.
- No request for extension of submission time shall be entertained.
- Submission of the bid implies unconditional acceptance of all terms.

5. Financial Bid Conditions

- A detailed Book List required for procurement is attached as Annexure–1 and forms an integral part of this tender document.
- Quoted rates shall be inclusive of all taxes and duties.
- No escalation will be allowed during the contract period.
- Freight and delivery charges shall be borne by the bidder unless specified otherwise.
- All supplied books must be original and in new condition.

6. Special Conditions

- Bids must comply with e-tender norms of the Government of West Bengal.
- Corrigenda or addenda issued on the portal shall be binding on all bidders.
- Any attempt to influence the selection process shall lead to disqualification.
- The Tender Inviting Authority reserves full discretion in final selection.

Sd/-
PRINCIPAL
SabangSajanikantaMahavidyalaya
Lutunia, Sabang, PaschimMedinipur