

**EXPRESSION OF INTEREST
TO SUPPLY BOOKS TO CENTRAL LIBRARY, NITK SURATHKAL**

Dear Sir/Madam,

SUB: Call for the Expression of Interest to supply Books TO Central Library for the period of 2 years during 2020 & 2021.

As you may be aware, Central Library, National Institute of Technology Karnataka, Surathkal is an esteemed library for teaching, learning and research in the field of engineering and technology. We are in the process of empaneling Book suppliers for the period of next TWO years during 2020 & 2021.

In this regards, you are requested to submit your "**Expression of Interest**". We follow a system of flat discount rate for supply of books. Kindly inform us the best flat rate of discount that you can offer us.

General Terms and Conditions:

You are required to adhere to the below mentioned terms and conditions:

1. **Discount/ Special Offers:** All the books carry a flat discount (for both Indian and Foreign) as per the agreement
2. **Conversion Rates:** In case of BOOKS with price in foreign currency, 'STATE BANK OF INDIA' (SBI) conversion rates prevailing on the date of remittance to respective publishers.
3. **Order Acknowledge:** The order should be acknowledged within 7 days from the date of order.
4. **Editions of Books:** Only latest editions to be supplied. If available, always paperback/ Indian reprint editions will be supplied unless otherwise mentioned.
5. **Paperback/Hardback:** If paperback edition is not available, then consult library beforehand if you intend to supply hardback editions.
6. **Book Supply Time:** The maximum time limit for supplying Indian books is 30 days and foreign books is 60 days.
7. **Blacklisting Vendor:** In case of non-supply of books within the stipulated time for successively three times, the vendor will be removed from the empanelment and blacklisted for future supply, unless the vendor communicate the reason for the delay in supply with valid proof.
8. **Order Cancel:** This order would be treated as cancelled, if the books are not supplied or no report as to availability or otherwise is received within this period.
9. **Price Proof:** Enclose valid price proof certified by you along with the invoice

10. **Transportation Charges:** Books must be supplied to the Library with No Transportation charges and No other/extra charges are admissible.
11. **Payment:** The final payment shall be made in Indian Rupees within 45days from date of receipt of the invoice, by a crossed check/Demand Draft/NEFT/RTGS in favour of your agency as per your invoice/s. The Final Invoice/s in triplicate shall be submitted along with the Proof of Remittance/s, Publishers Price Proof, SBI proof of conversion rates as on the date of remittance/s, and a Photocopy of your agency's PAN card/GST details for the payment.
12. **Remittance Proofs:** Your final invoice for payment should be supported with the 'proof of remittance/s', made to the respective publishers in this regard in case of BOOKS with price in foreign currency.
13. **Replacement Copy:** In case of BOOKS, if any, received in mutilated/ torn condition shall be replaced with a fresh copy.
14. **Document Enclosures:** Last 3 years turnover statement and 3 Reference letters from Reputed CFTI institutes like IISc/IITs/NITs/IISERs/IIMs etc.
15. The court of Mangalore alone will have the jurisdiction to try any dispute between the bidders and the Institute arising out of this service. It is specifically agreed that no court outside and other than court in Mangalore shall have jurisdiction in the matter.
16. NITK, Surathkal reserves the right to modify/change/delete/add any further terms and conditions prior to issue of agreement.
17. Arbitration- All dispute and differences which may arise between the NITK, Surathkal and the Book Supply Agency shall be referred to Director, NITK, Surathkal whose decision shall be binding on all concerned.
18. **Contact Details:** Our mailing address for all correspondences shall be as follows:

Librarian
Central Library
National Institute of Technology Karnataka, Surathkal
P.O. Srinivasanagar, MANGALURU 575 025
Ph: 0824-247 3061 / 4062

All the vendors who accepts the above terms and conditions may submit their Expression of Interest (EOI) on best flat discount rate for supply of books and must be sent to the above address in a sealed envelope **on or before 15th November, 2019 at 5:00 p.m.** with "**Expression of Interest for Supply of Books to Central Library, NITK Surathkal**" written on it. The EOI received after the due date and time mentioned above will not be entertained under any circumstances. Incomplete and unsigned EOI or the EOI not in prescribed format (ANNEXURE - I) will be rejected without assigning any reason.

ANNEXURE - I

(On office letter head)

Date: _____

To

The Librarian
Central Library
National Institute of Technology Karnataka, Surathkal
P.O. Srinivasanagar, MANGALURU 575 025

Sub: EoI for Supply of Books to Central Library, NITK Surathkal - Regards
Ref: Tender No. – NITK/2019-20/ / dated :

Dear Sir,

With reference to the above, I am/ We are enclosing our Expression of Interest for the supply of books to the Central Library, NITK Surathkal for the period of next TWO years during 2020 & 2021.

I / We hereby reconfirm and declare that I / We have carefully read and understood the above referred Tender document including instructions, terms & conditions and all the contents stated therein and all subsequent corrigendum published on Institute website.

Thanking you.

Yours faithfully,

(Signature of the Authorized Person)

Name _____

Seal

Mobile No. _____