

CIPET: CSTS AGARTALA



E-TENDER DOCUMENT FOR

PROCUREMENT OF LIBRARY BOOKS FOR 1ST YEAR DIPLOMA
COURSES

E-TENDER NO.: CIPET/CSTS/AGT/ADMIN/E-TENDER/LIBRARYBOOKS/01/2019-20

Date: 27.02.2020

LAST DATE FOR SUBMISSION OF ONLINE BID: 11.03.2020

CENTRAL INSTITUTE OF PLASTICS ENGINEERING & TECHNOLOGY CIPET: CSTS - AGARTALA

Department of Chemicals & Petrochemicals; Ministry of Chemicals & Fertilizers,
Govt. of India

Rubber Park Area, Bodhjungle, Sub-Div: Mohanpur, Agartala, Tripura (W), Pin: 799008

E-mail: cipetvtcagartala@gmail.com

Website: www.cipet.gov.in

Contact No.: 9587198575/7896445262/9954542542

CIPET: CSTS AGARTALA

INDEX

Sl. No.	Particulars	Page No.
01	Notice Inviting E-Tender (NIT)	3
02	Salient Information About the E-Tender	4-5
03	Introduction – CIPET	6
04	Tender Terms & Conditions	7
07	Technical Bid	8
08	Checklist	9
09	Financial Bid	10-13
11	Declaration by Bidder	14

CIPET: CSTS AGARTALA
Notice Inviting E-Tender (NIT)

Date: 27.02.2020

Tender No: CIPET/CSTS/AGT/ADMIN/E-TENDER/LIBRARYBOOKS/01/2019-20

CIPET: CSTS – Agartala invites E- Tender in two Bid System from reputed Vendor/Agencies/Publisher/Firms/ Contractors/Supplier (henceforth shall be referred as bidders in the Tender Document) having valid registration for “Supply of books for 1st year Diploma Courses”.

Sl. No.	Tender No. & Date	Name of Work	EMD Rs.	Last Date & Time of Bid Submission
1.	CIPET/CSTS/AGT/ADMIN/E-TENDER/LIBRARYBOOKS/01/2019-20 Dated: 27.02.2020	PROCUREMENTS OF BOOKS FOR 1ST YEAR DIPLOMA COURSES”	10,000	11.03.2020 1.30:PM

Interested and eligible bidders may view and download the detailed tender documents from CIPET’s E-Tender portal www.tenderwizard.com/CIPET or www.cipet.gov.in

Estimated cost of the tender is Approx. 4.18 Lakhs

Eligibility Criteria of Bidder for Participation: -

Experience: Similar Experience of supplying books in Education institution.
Annual Turnover: 2 Lakhs during the last financial Year.

Copies of similar purchase order of last 3 Financial years (2016-17 & 2017-18, 2018-19) to be uploaded as proof.

All Bids must be submitted through the online portal www.tenderwizard.com/CIPET only on or before 11.03.2020 up to 1.30. P.M. **EMD will be accepted only online mode.**

Salient information about the E-Tender:

1. Mode of submission: ONLINE ONLY. No offline Tenders will be accepted.
2. Availability of Tender Documents: All Bid formats (Technical & Financial) will be available ONLINE at CIPET’s E – Tender portal www.tenderwizard.com/CIPET or www.cipet.gov.in. The registered vendors can download the Bids from these websites.
3. Who can participate for this e-Tender: The registered vendors of CIPET through www.tenderwizard.com/CIPET can only participate in this tender process.

4. How to register by a vendor:

- a. The prospective bidders have to register with CIPET through the E-tender portal of CIPET at www.tenderwizard.com/CIPET by Online Payment of Approx. Rs. 1,180/-

CIPET: CSTS AGARTALA

(Inclusive Service Tax) to M/S. KEONICS LTD. On completion of the registration process, the bidders will be provided user ID and password. After receipt of User ID & Password, Bidders can log on at our e-Tender portal for downloading & uploading tender documents.

- b. Processing Fees (As applicable as per norms of Keonics) Payable Online separately to M/S. KEONICS LTD.
5. Is there any device requirement for participation in e-Tender: Yes, Bidders should have valid Class 3 Digital Signature Certificate (DSC) device for participating in e-Tender. For integrity of data and its authenticity/non-repudiation of electronic records and to be compliant with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC), also referred to as Digital Signature Certificate (DSC) of Class-III issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA).
6. **Contact details for e-Tender related issue:**

Name of the Service Provider: KEONICS		
Contact Person	Telephone / E-mail	
Telephone no. / Mobile no. (Helpdesk) i) Rakesh Kumar :- ii) Abhijit Sinha :-	i) 9706501633 ii) 9864779970 {between 9:00 am to 6:00 pm}	Remarks: For Vendor registration / any other issue regarding e- Tender Process, please contact: KEONICS as the details given in the previous Columns
E-mail id	cipethelpdesk@gmail.com	

7. Bidders are hereby advised that all the documents to be submitted online are kept scanned to PDF & JPEG format in a separate folder on their computers before starting online submission. The schedule of rate (Excel Format) may be downloaded and rates may be filled appropriately in this format only. This file may also be saved in a separate folder on your computer.
8. While uploading / submitting the documents, it should be ensured that the file name should be the name of the document itself.
9. All pages of Tender documents with Addenda / Corrigenda (if any) must be signed with proper official stamp and date by the Bidders / or authorized power of attorney holders at the lower right hand corner.
10. Bidders are advised to visit CIPET's e-Tender portal regularly for any Addenda / Corrigenda (if any) with regard to the e – Tender, for which no separate paper advertisement will not be published.
11. Last date of online submission of Tender bid: 11.03.2020 up to 1.30 P.M.

CIPET: CSTS AGARTALA

12. EMD must be in paid through online mode only to the below mentioned account:
Account Holder Name: CIPET AGARTALA VTC
Account No: 36114607250, STATE BANK OF INDIA, R. K. NAGAR, I.E. BRANCH
IFSC Code: SBIN0015394
13. Date & Time of Technical Bid Opening: 11.03.2020 at 3.30 PM.
14. Date & Time of Financial Bid Opening: Technically qualified bidders will be intimated about the date & time after technical bid evaluation through the e-Tender portal.
15. Venue for Opening Bids: CIPET CSTS Agartala, Rubber Park Area, Bodhjungnagar, Sub-Div: Mohanpur, Agartala, Tripura (W), Pin: 799008
16. CIPET reserves the absolute right to accept / reject any or all bids at any stage of the tender process without assigning any reason whatsoever.

Deputy Director & Head
CIPET: CSTS Agartala;
Rubber Park Area, Bodhjungnagar,
Sub-Div: Mohanpur, Agartala,
Tripura (W), Pin: 799008

CIPET: CSTS AGARTALA

INTRODUCTION

Introduction:

Central Institute of Plastics Engineering & Technology (CIPET) is a premier Institute under the Department of Chemicals & Petrochemicals, Ministry of Chemicals & Fertilizers, Govt. of India. It was established in 1968 by Government of India with the assistance of United Nations Development Programme (UNDP) at Chennai. The main objective of setting up of the institute was to develop manpower in different disciplines of Plastics Engineering & Technology as no similar institute was in existence in the country. International Labour Organization (ILO) served as the executing agency. During the initial project period between 1968 and 1973, the institute achieved the targets envisaged and was rated as one of the most successful UNDP projects implemented worldwide.

Today CIPET is fully devoted to Skill Development, Technology Support Services, Academic and Research (STAR) in all the domains of plastics which includes Design, CAD/CAM/CAE, Tooling & Mould Manufacturing, Plastics processing, Testing and Quality Assurance. CIPET operates from various locations spread across the country catering the needs of Polymer and allied industries.

In the last four years, CIPET has grown from 23 locations to 42 locations across the country, Agartala is one of its 42 Centers.

CIPET works in close liaison with industries to implement its initiatives in the areas of Polymer and allied industries in accordance with the environmental policies of the country. CIPET's sustained efforts in creating awareness on environmental issues towards plastics and plastics waste management has been very well received by the industry.

CIPET: CSTS AGARTALA

Tender Terms & Conditions

1. E-Tenders are invited from experienced, resourceful and reliable Bidders for “Supply of Books for 1st year Diploma Courses”.
2. The firm should also have similar experience of supplying of Books to National Level Institutions i.e. IITs /NITs /Any Engineering College /CIPET/University / PSU/ or any reputed Organization.
3. CIPET will deduct income tax on bills and payment shall be released within 10-15 days of submission of the Bills.
4. All the statutory provisions / obligations as issued by the Govt. shall be observed / followed by the Agency.
5. The Bidder should attach copy of audited balance sheets for last three Financial Years.
6. All pages of tender form along with all enclosures are to be sealed and signed by the bidder prior to submission.
7. Incomplete tender form without all relevant documents and efforts to conceal information and will be summarily rejected.
8. The tender will be opened in the presence of Tenderers or their authorized representative or in absence. No separate information would be given for attending the tender opening.
9. An **Earnest Money Deposit (EMD) of Rs. 10,000** in the form of Demand Draft drawn as stated above shall be paid through online, as mentioned above.
10. Resolution of disputes: In the event of any dispute arising out of or in connection with this contract, whether during the subsistence of the contract or thereafter, the matter shall be referred to the Deputy Director & Head, CIPET: CSTS – Agartala. His decision in this regard shall be considered final and binding.
11. The bidder shall strictly not lease or sub-contract the whole or any part of the contract to anybody without prior written permission / approval of CIPET.

NOTE: CIPET reserves the right to relax any or all of the aforementioned conditions in case adequate number of bids not received within stipulated time.

CIPET: CSTS AGARTALA
TECHNICAL BID

Sl. No.	Particulars	Description
1	Name of the contractor / Firm/Agency/ Publisher/Supplier	
2	Type of Firm	
3	Telephone No./Mobile No	
4	Name of Contact person & Email ID	
5	Firm / Agency Registration No.	
8	PAN No.	
9	GST No. (If applicable)	
10	Supplying of Books to National Institute i.e. IITs/NITs/Engineering College, CIPET/University/PSU/or any reputed Organizations. Please enclose copy of Purchase order of last 3 financial years.	
11	Income Tax Returns (ITR) – Last 03 financial years. (2016-17 & 2017-18, 2018-19)	
13	EMD – Rs. 10,000 (Attach /Upload Proof) Online Mode only.	

Date:

Signature of Bidder(s) / Authorised
Person with Stamp

CIPET: CSTS AGARTALA

CHECK LIST

1. Technical Bid
2. Financial Bid
3. EMD Demand Draft: - Please pay through online mode only.
4. Registration certificate of the firm
5. PAN
6. GST Certificate
7. Similar Purchase Order
8. Income Tax Returns (Last 3 Financial Years)
9. Declaration by the Bidder

Date:

Signature of Bidder(s) / Authorised
Person with Stamp

CIPET: CSTS AGARTALA

FINANCIAL BID

Name of Agency:

Description of work: PROCUREMENTS OF LIBRARY BOOKS FOR CIPET CSTS AGARTALA.

Books	Name of the book	Text/ Reference	-	Total Quantity Required (Nos)	Per Book Amount in Rs.	Total Amount in Rs.
Communi- cation English - I	Communication Skills for Engineers by Mishra, 1st Edition Pearson Longman	Reference	1	5		
	The Advanced Learners dictionary of Current English, A.S. Hornby, Oxford University Press, 2004	Reference	1	5		
	High school English Grammar and Composition, by Wren and Martin. S.Chand & ., Ltd.	Text	1	130		
	Essential English Grammar, by Raymond Murphy, Cambridge University Press, 1990.	Reference	1	5		
	Basic English Usage, by Michael Swan, EBS/OUP, 1989.	Reference	1	5		
	Common Errors in English, by M.Thomas, Lotus Press, New Delhi, 2006.	Reference	1	5		
	Learn Correct English, by Shiv K Kumar & Hemalatha Nagarajan, Pearson Longman.	Reference	1	5		
Workshop Mathematics	ITI Workshop Calculations by B R Das	Text	1	130		
	Applied workshop calculations by W A J Chapman	Reference	1	5		
	Senior Workshop calculation by W A J Chapman	Reference	1	5		
	Mathematics of the shop by J McMackin & Others	Reference	1	5		
	Applied mathematics for Polytechnic by H.K. Das	Reference	1	5		
Engineering Chemistry	Text book of Engineering Chemistry - Jain & Jain, Dhanpat Rai & Co. New Delhi.	Text	1	70		
	Text book of Organic Chemistry - Bahl – Arun Bahl.	Text	1	5		
	Essential topics in Physical Chemistry - Bhal, Tuli & Madan, Sultan Chand & Co., New Delhi.	Reference	1	5		
	Engineering Chemistry, P C Jain	Reference	1	5		

CIPET: CSTS AGARTALA

	A Text book of engineering chemistry – M.M. Uppal , Khanna publishers Delhi.	Reference	1	5		
Computer & Information Technology	Computer Fundamentals – 6th edition – Pradeep K Sinha, Pritisinha	Text	1	70		
	Computer Fundamentals and programming in C by Pradip Dey	Reference	1	5		
	Fundamentals of computer programming and IT by V. K. Jain	Reference	1	5		
	Computer fundamentals by Anita Goel	Reference	1	5		
	Fundamentals of computers – 4th edition – V Rajaraman	Text	1	5		
Environmental Sciences	Environmental Science and engineering – Benny Joseph, Tata McGraw-Hill, New Delhi 2006	Reference	1	5		
	Introduction to environmental engineering and science – Gilbert M Masters 2nd edition, prentice hall 2003.	Reference	1	5		
	Environmental Science, Cengage Learning India 2014 – G.Tyler Miller and Scott.	Reference	1	5		
	A text book of environment studies – Shashi Chawla	Text	1	70		
Engineering Physics	Engineering Physics, by R.K.Gaur and S.L.Gupta, Dhanpat Rai Publications (All Units)	Text	1	70		
	PHYSICS VOL - I--- by Resnick	Reference	1	5		
	PHYSICS VOL - 2 --- by Resnick	Reference	1	5		
	Engineering Physics , by S. Mani Naidu	Reference	1	5		
Electrical & Electronics Engineering	Principles of Electronics, Mehta V K, S.Chand& Company Ltd,(1994).	Ref	1	5		
	Fundamentals of Electrical and Electronics Engineering, B.L. Theraja, S.Chand& Co.	Text	1	70		
	Fundamentals of Electrical and Electronics Engineering, by T. Thiyagarajan, Scitech a. Publicatiuons (India) Pvt.ltd.	Reference	1	5		

CIPET: CSTS AGARTALA

	Electrical Design Estimating and Costing, Edn. 6, by KB Raina & S.K.Battachariya, Tata McGraw Hill Publishing Co., 7, West Patel Nagar, New Delhi 110 008.	Reference	1	5		
	Automation, Production System and Computer Integrated Manufacturing, Edn. 2, Mikell P. Groover, Published by Pearson Education (Singapore) Pte. Ltd., Indian Branch, 2842 F.I.E., Patparganj, Delhi 110 002, India.	Reference	1	5		
	Electrical Technology Vol. I & II, Edn. 23, by B.L.Theraja & A.K. Theraja, Published by S.Chand & Co. Ltd., Ram Nagar, New Delhi 110 055.	Reference vol-1	1	5		
		vol 2	1	5		
Development of Life skills	Soft skills for every one, Cengage learning, New Delhi 2015 –n by Butterfield Jeff	Reference	1	5		
	Life skill Education by Dr.K.Ravikanth Rao	Reference	1	5		
	Life skill Education by Prof. Bhagyashree A. Dudhade	Text	1	70		
Engineering Mathematics	Engineering Mathematics - Dr.P. Kandasamy & Others, schand & co Ltd., New Delhi.	Text	1	130		
	Mathematics for Polytechnic Colleges (First Semester) - by P.Krishnamurthy, N.Thangasamy.	Reference	1	5		
	Mathematics Class XII vol 1 & 2 by R. D.Sharma	Reference	2	5		
	All In One Mathematics CBSE class 11, Arihant experts	Reference	1	5		
	All In One Mathematics CBSE class 12, Arihant experts	Reference	1	5		
	Higher Secondary Mathematics - First Year - Tamil Nadu Text Book Cooperative Society	Reference	1	5		
Applied Mechanics & Strength of Materials	Strength of Materials – R.K. Rajput.	Reference	1	5		
	Strength of Materials – Dr. R.K.Bansal.	Reference	1	5		
	Strength of Materials – R.S. Khurmi.	Text	1	5		
	Applied Mechanics – R.S. Khurmi.	Reference	1	5		
Engineering Metrology	Engineering Metrology, 2005, by M.Mahajan, Dhanpatrai & Co.,New Delhi.	Reference	1	5		
	Industrial Maintenance, Reprint 2002, by Garg.H.P, S.Chand & Co. Ltd., New Delhi	Reference	1	5		
	Engineering Metrology, 2002, by R.K.Jain, Khanna Publisher, New Delhi.	Text	1	5		

CIPET: CSTS AGARTALA

	Engineering Metrology & Instrumentation, 4th Edition 2004, by R.K.Rajput, S.K.Kataria & Sons, New Delhi	Reference	1	5		
Machine Shop Technology - I	Workshop Technology, Volume I & II - B.S. Raghuwanshi.	vol 1	1	5		
		vol 2	1	5		
	Production Technology - Dr. R.K. Jain.	Reference	1	5		
	Mechanical & Industrial Measurements - R. K. Jain, Khanna Publishers.	Reference	1	5		
	Production Technology - P.C. Sharma Pub: S. Chand and Co.	Reference	1	5		
	Workshop Technology, Volume I & II – W.A.J Chapman.	vol 1	1	5		
		vol 2	1	5		
Elements of workshop Technology, Volume – II – S.K.Hajra Choudhury & A.K Hajra Choudhury.	Text vol 2	1	5			
Engineering Drawing	Engineering Graphics, Julyes Jai Singh.	Reference	1	5		
	Engineering Drawing – K.V. Natarajan.	Reference	1	5		
	Engineering Graphics – K. C. John.	Reference	1	5		
	Engineering Graphics – P. I. Varghese.	Reference	1	5		
	Engineering Drawing – Venugopal.	Reference	1	5		
	Engineering Drawing – N.D. Bhatt , Charotar Publishing House.	Reference	1	5		
	Machine Drawing – Lakshminarayan & Mathur , Jain Brothers .	Reference	1	5		
Total			70	1110		
Discount if Any (In percentage Only)						
Total Amount after Discount						

* Prices shall be quoted including GST.

NOTE:

1. TDS or any applicable taxes shall be deducted as per Govt. of India norms.

Date:

Signature of Bidder(s) / Authorised
Person with Stamp

CIPET: CSTS AGARTALA

Declaration by the Bidder

To,
The Deputy Director & Head
CIPET CSTS Agartala

Sir,

I Shri / Smt. (Name of Proprietor / Authorised Person) of
M/S..... (Name of firm / agency as applicable) declare to state
that the information provided herewith in connection to my / our participation in the Tender no.
CIPET/CSTS/AGT/ADMIN/E-TENDER/LIBRARYBOOKS/01/2019-20 dated 18/02/2020 for
“SUPPLY OF BOOKS FOR 1ST YEAR DIPLOMA COURSES” is true to the best of my
knowledge. In the event of any wrong information provided I shall be fully responsible and will
be liable for facing the consequences as per the clauses outlined in the aforementioned Tender
Document.

Date:

Signature of Bidder(s) / Authorised
Person with Stamp