

TENDER DOCUMENT

FOR

**SUBSCRIPTION OF E-JOURNALS/ MAGAZINES
& HARD COPY OF JOURNALS**

DECEMBER, 2022



**BABA BANDA SINGH BAHADUR ENGINEERING COLLEGE,
FATEHGARH SAHIB (Pb) 140407**

TENDER DETAILS:

Issue of Tender: 04.12.2022

DUE DATE: 14.12.2022

DATE OF TIME OF OPENING: Will be communicated to tenderers later on

NAME AND ADDRESS OF TENDER ISSUING AUTHORITY:

The Principal, Baba Banda Singh Bahadur Engineering College Fatehgarh Sahib- 140407

Tender can be downloaded from the Internet (<http://www.bbsbec.edu.in/tenders/>) or can be procured from college free of the cost on any working day).

Subscription of E-Journals & hard copies of journals / Magazines:

The BBSBEC FGS proposes to subscribe e-journals & hard copies of journals/magazines for the year 2023-24. The college is looking for vendors who have experience in this field. Sealed tenders under two bid systems (Technical and commercial bid) are invited from reputed companies and their accredited/ authorized sole selling agents in India for subscription of e-journals & hard copies of journals/magazines.

Terminology and Abbreviations

- (i) BBSBEC / College (Meaning: Baba Banda Singh Bahadur Engineering College, Fatehgarh Sahib)
- (ii) Tender, Bid (Meaning: offer received from a supplier)
- (iii) Tenderer (Meaning: an entity who seeks to supply goods by sending tender/bid)
- (iv) Tender Document (Meaning: a detailed document issued by the purchaser specifying his needs and the requirements that a potential tenderer must meet).
- (v) Notice Inviting Tenders (Meaning: advertisement containing brief details of the requirement).
- (vi) Earnest Money Deposit (Meaning: monetary guarantee furnished by the tenderer along with its tender).

Procedure for submission of Tender / Bids

It is proposed to have a Two Cover System for this purchase

- (a) Technical Bid in one cover.
- (b) Commercial Bid in one cover.

The Technical Bid and Commercial Bid of the Tender should be covered in a separate sealed cover super scribing the wordings "**Technical Bid**" & "**Commercial Bid**" respectively. Commercial Bid should only indicate prices and must mention every type of the cost involved in the subscription of e-journals & hard copies of journals/magazines. Both the documents viz. Technical Bid Cover and Commercial Bid Cover prepared as above are to be kept in a single sealed cover super scribed with "**Tender Bid for E-journals & journals/magazines**". The cover thus prepared should also indicate clearly the name and address of the bidder to enable the Bid to be returned unopened in case it is declared "late".

GENERAL TERMS AND CONDITIONS

1. Tender should carry Letter of Authority in the name of Principal BBSB Engineering College, Fatehgarh Sahib from the reputed companies to quote the Tender, Technical Specifications offered, Literature and Compliance Certificates.
2. Tenderer should have at least three years' experience in executing such projects for reputed organizations (Proof required) and shall supply the list of such clients.
3. Tenderer should not have been blacklisted for any reason by any government institution / department in the past three years.
4. Tenderer is advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid. Tenderer should stick strictly to the required specifications and should not quote vaguely and ambiguously. Such tenders will be rejected immediately without citing any reason. No change in tender document will be allowed once it is submitted. All pages of the Bid document must be numbered and duly signed by the tenderer along with the seal of the company.
5. The technical evaluation committee will evaluate the technical bids and non-compliant tender would be rejected. The commercial/price bid of only those tenderers would be opened who qualify the pre-qualification/Technical bid.
6. Mention GST or any other tax applicable. No tax should be mentioned "as per actual". Taxes/Levies if any should be clearly quoted in price.
7. If the order is not executed within 30 days after placement of order, legal action/penalty may be initiated against the bidder.
8. Tenders received late, improperly sealed or incompletely or with overwriting/corrections in tender documents are liable to be rejected. The college reserves the right to place order for full quantity or part thereof as considered necessary.
9. Validity: 60 days from the opening of the tender.
10. On acceptance of tender, the date of execution of the work order as mentioned in purchase order should be strictly adhered to otherwise; BBSBEC reserves the right not to accept the subscription of e-journals in full or in part. In case the order is not executed within the stipulated period, BBSBEC will be at liberty to make purchases through other sources.
11. The term of work order / contract is initially for a period of 1 year.
12. Termination for Default
 - The college management may, without prejudice to any other remedy, for breach of agreement in whole or part, terminate the contract.

- The agreement will be terminated if
 - The company fails to provide any or all of the services for which it has been assigned within the period(s) specified in the agreement, or within any extension period thereof if granted by the college pursuant to conditions of the agreement **or**
 - In the judgment of the College, the company is engaged in corrupt or fraudulent practices in competing for or in executing the agreement. **or**
 - The company fails to follow instructions, guidelines, submission of reports, lists, data. **or**
 - The company is found to be involved in or associated with any unethical, illegal or unlawful activities. The agreement will be summarily suspended by the College without any notice and thereafter the agreement may be terminated after giving a show cause notice and considering its reply, if any, received within 10 days of the receipt of the show cause notice.
- 16. Matters regarding any dispute shall be referred for arbitration to any Officer appointed by the Head of BBSBEC, whose decision shall be binding and final. Any dispute whatsoever will be subjected to the jurisdiction of Fatehgarh Sahib Courts only.

TECHNICAL SPECIFICATIONS FOR SUBSCRIPTION OF E-JOURNALS:

BBSBEC invites tenders for the purchase of subscription of full-text e-journals and hard copies of the journals/magazines as per AICTE guidelines laid in the latest AICTE Approval Handbook for Engineering and Management courses at UG & PG Level.

- The tenderer must clearly specify the numbers, names and publishers of the e-journals & hard copies.
- The journals must be indexed in SCOPUS / Web of Science.
- The subscription must include the Indian & International e-journals.
- There must be unlimited access from the whole campus.
- The hard copies of the journals published in India are also required.
- The e-resources in accordance with those provided by the E-Shodh Sindhu as per AICTE guidebook for research databases, e-journals, magazines, subscription, e books and discovery service to the library are also considered.