

केन्द्रीय प्रौद्योगिकी संस्थान कोकराझार
CENTRAL INSTITUTE OF TECHNOLOGY, KOKRAJHAR
A Centrally Funded Institute under the Ministry of HRD, Govt. of India.
Balagaon, Kokrajhar - 783370 (Assam)

Website : www.cit.ac.in

Limited Tender Inviting

Central Institute of Technology, Kokrajhar (in short – CIT, Kokrajhar) is a Centrally Funded Institute under Ministry of HRD, Govt. of India, imparting Technical Education at Diploma, UG, PG and PhD level. Sealed limited tender are invited for supply of print Newspaper and print Magazine for Central Library, CIT Kokrajhar.

- **Tender Enquiry No.** : **CITK/Library/Newspaper Magazine/100/2023/509**
- **Date of Commencement of Collecting of Bidding Document** : **29.07.2024**
- **Due Date & Time** : **05.08.2024 up to 12:00 Noon**
- **Date of opening the Tender Document** : **05.08.2024 at 12:30 PM**
- **Tender Fee** : **Free of Cost.**

Prospective BIDDERS may submit their offers to The Registrar, CIT, Kokrajhar, Balagaon, Kokrajhar – 783370, BTAD, Assam. The EMD of the successful bidder will be kept with the Institute till the end of the work and unsuccessful bidder shall be returned back within the month from the date of award of work order.

Bids submitted otherwise than the manner prescribed in the Tender document shall be rejected. Tender Calling authority has right to accept or reject the tender (s) without assigning any reason thereof.

Details of the Specifications:

Sl No.	Name of the works	Qty
1.	Print Newspapers Regional and National	5
2.	Print Magazines (Weekly and Monthly)	6

Qualifying Criteria:

1. The vendor must enclose a copy of the certificate from the parent company as being an authorized dealer/distributor of the quoted products. The Quotations received without such valid authorization certificates will be rejected. No sub-authorization will be accepted.
2. Copy of PAN Card.
3. Copy of GSTIN Registration Certificate.
4. Copies of IT Returns in the previous three years.
5. Local vendors from Kokrajhar will get preference for the benefits of daily supply.
6. The vendor must provide supply of experience for the last 03 years.
7. The sample for price bid format must be followed (**as per Annexure-I**).

Terms & Conditions:

1. The tender and supply validity is for one year (2024-25) from the date of purchase order. May be extended for another periods if the service is satisfactory.
2. All Magazines & Newspapers should reach the Central Library daily by 9:00 AM all day of the week (Excluding holidays defined by CIT Kokrajhar). Holiday newspapers may be submitted on the next day. In this regard the vendor has to submit a undertaking on its own official notepad.
3. The vendor should confirm in writing that they will be producing the bill every month.
4. The vendor has to provide a minimal discount from its MRP rates.
5. Security deposits of Rs. 2,000/- in the form of Demand Draft from any nationalized banks in favour of “**CIT Kokrajhar**” payable at Kokrajhar is to be deposited within the 7 days from the date of issue of work order.
6. There should not be a single day delay on supplying the newspapers and three days delay for magazines.
7. CIT Kokrajhar is an academic Institution; the vendor must quote the price keeping in view of the possibility of educational / academic discount (if any).
8. No advance payment will be made for any of the items at any cost.
9. The vendors must submit technical compliance report for the specification of the items quoted. Failing which quotation may be rejected.
10. CIT, Kokrajhar reserves the right to accept or reject any or all quotations without assigning any reasons.

The interested vendors who fulfill above conditions may submit their minimum quotes to the undersigned in a sealed cover by Speed post/ Registered Post or Courier or drop down in the tender box so as to reach this office **on or before 05.08.2024 upto 12:00 PM.**

**Registrar,
CIT, Kokrajhar,
Balagaon, Kokrajhar
Pin-783370, BTAD, Assam**

The envelopes containing quotations must be marked “**Quotation for supply of Newspapers/Magazines for Central Library, CIT Kokrajhar**”.

The sealed tenders will be opened at 12.30 pm on **05.08.2024** in the presence of the bidders or their representatives who wish to be present.

Sd/-
Registrar, CIT, Kokrajhar

Annexure-I

Price bid format

Sl. No	Item/article Name	Specification/ Drawing/other particulars	Quantity per issue	Estimated Cost		Final Cost
				Rate per issue	Offer	
1	News Papers	1. Assam Tribune (ENG) 2. The Times of India(ENG) 3. Asomiya Pratidin (ASS) 4. Bodoso (BODO) 5. Jagaran (HINDI)	1 1 1 1 1			
2	Magazines	1. Pratiyogita Darpan (PD Group publication) 1 no's per month × 12 months	1			
		2. Current Affairs (BG publication) 1 no's per month × 12 months	1			
		3. Competition Refreshers (BG publication) 1 no's per month × 12 months	1			
		4. Digit (Jashubai Gigital Media) 1 no's per month × 12 months	1			
		5. Science Report (CSIR publication) 1 no's per month × 12 months	1			
		6. Economics and Political Weekly (EPWRF) 1 no's per week × 50 weeks	1			
Total cost (excluding GST)						
Total cost (including GST)						

Signature & seal of the bidder