



भा. कृ. अनु. प. – केन्द्रीय शुष्क क्षेत्र अनुसंधान संस्थान  
 ICAR - Central Arid Zone Research Institute  
 जोधपुर (राजस्थान) 342 003 / Jodhpur (Rajasthan) 342 003  
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F. No. 69(1)2023-2024/Adm. IV/

Dated: 01.02.2024

### **NOTICE INVITING TENDER THROUGH E-PROCUREMENT**

The Director, ICAR-Central Arid Zone Research Institute, Jodhpur invites online bids under Two bid system from the registered firms/authorized dealers/agency for supply of Library Books as per list attached.

#### **Critical Date Sheet**

1.	Date and Time for Issue/Publishing	06.00 PM on 01.02.2024
2.	Document Download / Sale Start Date and Time	06.00 PM on 01.02.2024
3..	Document Download / Sale End Date and Time	02.00 PM on 12.02.2024
4.	Bid Submission start Date and Time	06.00 PM on 01.02.2024
5.	Bid Submission End Date and Time	02.00 PM on 12.02.2024
6.	Date and Time for Opening of technical Bids	02.30 PM on 13.02.2024
7.	Date and Time for opening of Financial Bid	After finalize the Technical Bid
8.	Bid Security (Earnest Money Deposit)	Rs. 3000/-
9.	Bank details	“ICAR Unit- CAZRI, Jodhpur” Payable at State Bank of India, Branch Shastri Nagar, Jodhpur (Rajasthan)
10.	Address for Communication	Director, ICAR-CAZRI, Jodhpur-342003 (Raj.) India

*Note : The tender form and other details are available on CAZRI's website [www.cazri.res.in](http://www.cazri.res.in) & CPPP. The interested Manufacturers/authorized dealer/Agency/firm of repute may download the tender document from above websites and upload the same after completing in all respect in the e-procure.gov.in portal as per guidelines mentioned in the portal by or before the due date & time.*

Encl. : Annexure- I to III (for technical Bid Cover (Cover-I) &  
Annexure- IV (for Financial Bid Cover (Cover-II))

**Asstt. Administrative Officer (S)**  
**for Director**

**F.No. 69(1)2023-2024/Admn.IV**

**IMPORTANT NOTES:-**

- i) Tender Documents can be downloaded from CAZRI website [www.cazri.res.in](http://www.cazri.res.in) or from the Central Public Procurement Portal [www.eprocure.gov.in](http://www.eprocure.gov.in). Bidders should enroll / register in the e-procurement module of Central Public Procurement Portal through the website : [www.eprocure.gov.in](http://www.eprocure.gov.in) for participating in the bidding process. Bidders should also possess a valid DSC for online submission of bids.
- ii) **Bids received on e-tendering portal only will be considered. Bids in any other form sent through sealed cover/email/post/fax etc. will be rejected.**
- iii) ICAR-CAZRI reserves the right to accept / reject any or all the tenders in part /full without assigning any reason thereof.
- iv) ICAR-CAZRI will not be responsible for any delay in enrollment / registration as bidder or submitting /uploading the offer on e-tender portal. Hence, bidders are advised to register in e-tendering website [www.eprocure.gov.in](http://www.eprocure.gov.in) and enroll their Digital Signature Certificate and upload their quotation well in advance.
- v) Any change / corrigendum/ extension of opening date in respect of this tender shall be issued through websites only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit our website for updates.
- vi) The tender form/bidder documents may be downloaded from the website: <https://eprocure.gov.in/eprocure/app> . Online submission of Bids through Central Public Procurement Portal ( <https://eprocure.gov.in/eprocure/app>) is mandatory. Manual bids shall not be accepted.
- vii) Tenderers/bidders are requested to visit the website <https://eprocure.gov.in/eprocure/app> regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.
- viii) In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The Ministry reserves the right to accept or reject any or all the tenders.

Asstt. Administrative Officer (S)  
for Director

**Annexure – II**

**F.No. 69(1)2023-2024/Admn. IV**

**TECHNICAL BID**

The Firms are required to furnish / upload copies of the following documents:

- (a) Scanned copy of Firm's registration and GST no.
- (b) Scanned copy of RTGS detail of the firm.
- (c) Scanned copy of list of Government Institutions to which they have supplied books in the last three years along with proof.
- (d) Scanned copy of Bid Security (EMD) /its exemption, if any.
- (e) Undertaking that items shall be supplied as detailed in tender document.
- (f) Scanned copy of document regarding regular member of the "GOODS OFFICES COMMITTEE" of the Federation of Publishers & Books Sellers Association of India.
- (g) The firm/agency is supposed to enclose the documentary evidence of minimum two (2 Nos.) work order of at least the same value of the present supply order each for the subscription of books to be annexed regarding supply of books to ICAR Institute's/SAU Central universities/other UGC recognized universities and IITs. Experience should be for supply of books.
- (h) Scanned copy of an undertaking of firm/agency that the firm have necessary permission to deal with foreign and Indian Books and make necessary payment in currency. Further it should fulfil all statutory requirements as per the enclosed checklist of Technical bid.
- (i) Scanned copy of Terms and conditions for supply of Books in ICAR Unit library duly signed.
- (j) Scanned copy of latest Income Tax Return (Last Three Year).

We agree to supply the above goods and allied services. We confirm that the same will meet the description, specification and other technical details as required in the tender enquiry.

We conform that we agree to all other terms and conditions of your tender enquiry including the terms of delivery, period of delivery and warranty provision.

We have furnished all the information, as required in the tender enquiry and attached the relevant documents.

(In case a tenderer desires to put some additional/modified stipulations, terms and conditions etc. the same may be clearly indicated).

We confirm that our offer will remain valid for acceptance for **15 days** after the date of opening of tenders.

**Term and Conditions for the supply of Library Books**

- GOC terms and conditions to be followed.
- No Postage will be charged.
- All surface mails should be air lifted free of cost.
- Conversion rates for foreign currencies shall be as per the Bank conversion rates at the time of billing.
- No handling cost shall be charged on services rendered to the Institute.
- Supply should be made immediately after receiving the order.
- Willingness to supply only partly will not be considered.

- Damaged books, books with missing pages shall have to accept back by the supplier even after they have been stamped for accessioning.
- In case of cheating by charging more than actual Publisher's Price, the firm can be punished by blacklisting/forfeiting the Bid Security/Performance Security deposit or both.
- The ICAR Unit reserves the right to reject any or all Bids/Offer without assigning any reason or cancel the process at any time.
- The interested Firms {except those who are registered with the Central Purchase Organization & National Small Industries Corporation (valid proof should be mandatory enclosed)} are required to deposit (in original) an Earnest Money Deposit (EMD) @ 5% only in the form of Demand Draft/Banker's Cheque from any of the Commercial Bank in favour of "ICAR Unit - CAZRI, Jodhpur" payable at SBI, Shastri Nagar, Jodhpur. A scanned copy of the DD/BC should be attached in on line bid as mentioned under technical bid. The Bid Security (EMD) of the unsuccessful tenderer shall be refunded after the finalization of the order. No interest shall be paid on EMD.
- Discount rates offered by the firms shall not be linked with the quantum of the purchase order.
- All Books/Annual Reviews/Monographs shall be supplied with an authentic price proof.
- The Supplier shall append the declaration on the bill that –
  - a. Only the latest editions of the books etc. have been supplied.
  - b. The actual prices of Publications have been charged without any handling/postage charges.
  - c. These are not remaindered titles/damaged books with missing pages.
  - d. The Indian/Low priced editions of these publications (if foreign) are not available in India.
- The ICAR Unit- CAZRI, Jodhpur reserves the right to reject any or all Bids/Offer without assigning any reason or cancel the process at any time.
- At least 90% supply (of total numbered books) of order should be made
- Any Supplier found to have cheated by supplying old and remaindered books and defaulted in supplying books even on extended time limit without reasonable grounds, will be liable for blacklisting besides imposition of penalty to the tune ICAR Unit may deem fit.
- The Good Officers Committee (GOC) rates should not be used for exchange rate assist is not a Government entity. On obtaining the proof of RBI/Nationalized bank exchange selling rates having prices in foreign currencies on the date of invoice for (a) books and other monographs, payment will be made against pre-receipted bills after the supply is made against the proper purchase orders issued by the ICAR Unit. Price Proof: Accepted price proof are : (Signed & Stamped by supplier) distributor's invoice to supplier, Printout from the Publisher's catalogue, Photocopy from Publisher Catalogue for some Indian publications, price mentioned on the title Alternatively Library also cross verifies the prices from publisher's website. Such printouts verified and signed by library staff will be accepted as price proof.
- The amount quoted by the bidder in the Financial Bid (Part B) shall mention all levies and taxes, packing, forwarding, freight and insurance in case of material to be supplied.

**Asstt. Administrative Officer (S)  
for Director**

**F.No. 69(1)2023-2024/Admn. IV**  
**TECHNICAL BID**

**i. Terms of delivery:**

**Delivery at site viz.—ICAR-CAZRI, Jodhpur**

**Security Performance: To ensure due performance of the contract, performance security is to be furnished by the successful bidder for an amount of 5% of the value of the goods as fixed by the competent Authority in the form of Account payee Demand draft, fixed deposit receipt, Bankers cheque or Bank Guarantee in favour of the Director, ICAR-CAZRI, Jodhpur payable at Jodhpur to be furnished within 21 days from the date of issue of Purchase order.**

**ii. Delivery period for goods:**

within **30 days** from the date of the purchaser's signing the contract.

**iii. Erection/installation and commissioning (if required, depending on the goods ordered) are to be completed within 20 days of delivery of the goods at site.**

**iv. Terms of inspection by the Purchaser's representative.**

**v. Price structure:**

**a) The tenderer shall quote for the complete requirement of goods and services and for the full quantity as shown against in Annexure – II.**

**b) The rates and prices quoted shall be in Indian Rupees /Foreign currency only.**

**c) All duties, taxes and levies payable by the supplier under the contract shall be included in the quoted price. The purchaser will not pay any such duties, taxes and levies separately.**

**d) The rates and prices quoted by the supplier shall remain firm and fixed during the currency of the contract and shall not be subject to variation on any account, whatsoever, including statutory variations, if any.**

**vii. Receipt of goods and terms of payment:**

**17. Payment term for supply of goods, including erection/installation and commissioning (as and if applicable) :-**

Immediately on receiving the goods at site, the purchaser will verify the quantities of the items supplied as specified in the delivery challan of the supplier and also check for any superficial damage etc. in the goods so supplied and issue a provisional receipt accordingly. If the goods supplied do not require erection/installation and commissioning at site, the purchaser, within three working days of issue of the provisional receipt, will issue acceptance certificate (of the goods) to the supplier, provided the goods supplied are acceptable in terms of the contract. However, if the goods supplied also need erection/installation and commissioning, the purchaser will issue acceptance certificate within two working days, after successful erection/installation and commissioning. The supplier will then send its invoice along with the purchaser's acceptance certificate and other accompanying documents to the paying authority for payment.

The paying authority will release the full payment to the supplier as due in terms of the contract, within fifteen working days of receipt of supplier's invoice, purchaser's receipt certificate and other accompanying documents, provided the same are in order.

After release of payment to the supplier as per sub-para (a) above and after successful completion of training of the operator(s) in terms of the contract, the purchaser will immediately issue a certificate to this effect to the supplier. The supplier will thereafter send its invoice for training charges, along with the above certificate to the paying authority. The paying authority will release the payment to the supplier in terms of the contract within fifteen days of receipt of supplier's invoice provided the invoice and the accompanying documents are in order.

**PAYING AUTHORITY: THE DIRECTOR, ICAR- Central Arid Zone Research Institute, Jodhpur – 342003 (Rajasthan) India.**

**viii Liquidated Damage Clause:**

If any time during the performance of the contract, the supplier encounters conditions hindering timely delivery of the goods, the supplier shall promptly inform the purchaser in writing the fact of the delay and the likely duration of the same. After receipt of supplier's communication, the purchaser shall decide as to whether to cancel the contract for the un-supplied portion after the existing delivery period, or to extend the delivery period suitably issuing an amendment to the contract. If the supplier fails to deliver the goods and/or perform the services within the contractual delivery period for reasons other than circumstances beyond supplier's control (which will be determined by the purchaser) and the purchaser extends the delivery period, the purchaser will also deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% (half per cent) of the delivered price of the delayed goods or unperformed services for each week of delay or part thereof until actual delivery or performance. The maximum limit of such deduction will, however, be 10% (ten per cent) of the contract price of the delayed goods or services.

Further, during such delayed period of supply and/or performance, the supplier shall not be entitled to any increase in price and cost, whatsoever, on any ground. However, the purchaser shall be entitled to the benefit of any decrease in price and cost on any ground, whatsoever, of the goods and services, supplied during the period of delay.

**ix) Dispute Resolution Mechanism**

If any dispute or difference arises between the purchaser and the supplier relating to any matter connected with the contract, the parties shall make every effort to resolve the same amicably by mutual discussions. However, if the parties fail to resolve the dispute or difference by such mutual discussion within 30 days, either the purchaser or the supplier may give notice to the other party of its intention to refer the same to arbitration. The arbitration shall commence thereafter. The arbitration shall be conducted by a sole arbitrator, who will be appointed by the Secretary, ICAR and the procedure to be followed in this respect will be as per the Indian Arbitration and Conciliation Act, 1996. The venue of the arbitration shall be the place from where the contract is issued.

- 4. You are also required to fulfil the following conditions and furnish the details as indicated in subsequent paragraphs.**
5. At the time of awarding the contract, the purchaser reserves the right to increase or decrease by up to 25%, the quantity of goods and services as specified in the list of requirements, without any change in the unit price or other terms and conditions.

6. Please furnish a certified copy your later ITCC (INCOME TAX CLEARANCE CERTIFICATE).
7. Please indicate if you are currently registered with any Govt. organization and if registered, furnish all relevant details.
8. Please state whether business dealings with you presently stand banned by any Government organization and, if so, furnishes relevant details.
9. The supplier shall at all times indemnify the purchaser, at no cost to the purchaser, at no cost to the purchaser, against all third party claims of infringement of patent, trademark or industrial design rights arising from the use of the goods or any part thereof, with respect to the goods quoted by the supplier in its offer.
7. The contract shall be governed by the laws of India and interpreted in accordance with such laws.
8. **The quotation/offer shall remain valid for acceptance for a period not less than 180 days after the specified date of opening of the offers.**
9. Notwithstanding the above, the purchaser reserves the right to accept or reject any quotation or annul the tendering process and reject all quotations at any time prior to award of the contract, without assigning any reason, whatsoever, and without incurring any liability or obligation, whatsoever, to the affected tenderer or tenderers.
10. **The Successful Bidder shall have to deliver the performance security either by a Bank Guarantee or a Bank Draft in favour of the Director, ICAR Unit -CAZRI, Jodhpur for an amount of 5% contract value, valid upto 60 (sixty) days after the date of completion of all contractual obligations by the Supplier, including the warranty obligations.**

#### **Terms and conditions for Vendors**

- a. All books carry a discount as per the agreed terms.
- b. This order should be acknowledged within 7 days from this date.
- c. If a book is ordered from abroad, we should be informed accordingly before sourcing it.
- d. The latest paperback editions should always be supplied unless otherwise mentioned. Indian reprints/editions, if available should be supplied. Librarian of ICAR Unit-CAZRI, Jodhpur should be consulted beforehand, if vendors intend to supply hardback editions, if the ordered paperback edition is not available.
- e. The Supplier shall supply all the ordered books within the period (20 days for Indian Publication and 90 days for Foreign Publication from the date or as specified in the Purchase Order.
- f. 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.
- g. Librarian should certify on the invoice that the prices quoted there in are the publisher's current prices. And, enclose the stamped price proof along with the invoice.
- h. Payment will be made within 45 days from date of receipt of the invoice.

**ASSISTANT ADMINISTRATIVE OFFICER (S)**

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**Annexure - IV****F.No. 69(1)2023-2024/Admn. IV****TECHNICAL BID****List of Books Compiled from Indents Received from Faculty members**

<b>S. No.</b>	<b>Title of Book</b>	<b>Author</b>	<b>Publisher</b>	<b>Year of Publication</b>	<b>ISBN</b>
1	Agronomic Terminology	A.R. Sharma, B. Gangaiah	Indian Society of Agronomy		
2	Modern Concepts of Agronomy	D.S. Rana, P.K. Ghosh, Y.S. Shivay, Gurbachan Singh	Indian Society of Agronomy		
3	Text book of Plant Nutrient Management	Rajendra Prasad, Dinesh Kumar, D.S. Rana, Y.S. Shivay, R.K.Tewatia	Indian Society of Agronomy		
4	Climate Resilient Agronomy	B. Venkateswarlu, G. Ravindra Chary, Gurbachan Singh, Y.S. Shivay	Indian Society of Agronomy		
5	Principles of Agronomy	T. Yellamanda Reddy, G.H. Sankara Reddy	Kalyani Publishers		
6	Principles of Agronomy	S.R. Reddy	Kalyani Publishers		
7	Weed Science : Basics and Applications	Das T. K.	Jain Brothers		
8	Weed Management : Principles and Practices	O.P. Gupta	Agro-bios		
9	Introductory Soil Science	Dilip Kumar Das	Kalyani Publishers		
10	Soil Science Treatise	Sathyanarayana, Hanuman	Jaya Publishing		

		Jatav, Manchala Kumar	House		
11	Textbook of Soil Science	T. Biswas, S Mukherjee	McGraw Hill Education		
12	Soil Fertility and Fertilizers	John L. Havlin, Samuel L. Tisdale, Werner L. Nelson, James D. Beaton	Pearson Education India		
13	Irrigation : Theory and Practice	A.M. Michael	Vikas Publishing House Pvt Ltd		
14	Irrigation Agronomy	SR Reddy, GK Reddy	Kalyani Publishers		
15	Agronomy Treatise	P. D. Chaudhary, R.S. Bana	Surahee Publications		
16	Agronomy Facts for Competitions	Ram Swaroop Meena, Sandeep Kumar Sihag	Jain Brothers		
17	Principles and Practices of Agronomy	Balasubramaniyan P and Palaniappan SP.	Agrobios	2001	9788177542110
18	Principles of Crop Production	Reddy SR.	Kalyani Publ.	2000	
19	Principles of Agronomy	Sankaran S and Mudaliar TVS.	The Bangalore Printing & Publ.	1997	
20	Principles and Practices of Agronomy	Singh SS.	Kalyani.	2006	
21	Forage Crop Production. Principles and Practices	Chatterjee BN and Das PK	. Oxford & IBH.	1989	
22	The Grass Cover in India	Dabadghao PM and Shankaranarayan KA.	ICAR	1973	
23	Organic Farming - Theory and Practice	Palaniappan SP and Annadurai K.	Scientific Publ.	2006	
24	Recent Strategies on Crop Production	Gururajan B, Balasubhranian R and Swaminath V.	Kalyani Publishers.	2013	

Tedner ID : 2024\_DARE\_793237\_1

25	Fundamentals of Genetics	B.D. Singh	Medtech Science Press/ Kalyani Publication		
26	Cytogenetics	P.K gupta	Rastogi publications		
27	Introduction to Cytogenetics	Ganesh Prasad	Kalyani Publications		
28	Elements of Biometrical Genetics	A.R. Dabholkar	Concept Publishing Co.		
29	Molecular genetics	Phundan Singh	Kalyani Publications		
30	Plant Breeding-Principles and Methods	B.D Singh	Medtech publications/ Kalyani Publications		
31	Biometrical Techniques in Plant Breeding	Phundan Singh and S.S Narayanan	Kalyani Publications		
32	Economic Botany and Plant genetic resources	Amit kumar, Anubha, Upendra kumar, Tegbir singh dhaka	Sharma Publishers and Distributors		
33	Essentials of Plant Breeding	Phundan Singh	Kalyani Publications		
34	Principles and Procedures of Plant Breeding, Biotechnological and Conventional Approach	G.S. Chahal & S.S. Gosal	Alpha Science International		
35	Plant Physiology	Frank B Salisbury and Cleon W Ross	Wadsworth Publishing Company	1992	
36	Plant Physiology	Devlin Robert M	Willard Grant Press	1975	
37	Handbook of Agricultural Extension	ICAR	ICAR	2020	
38	Fundamentals of Mathematical	S. C. Gupta (Author), V. K.	Sultan Chand and	2020	9351611736

	Statistics	Kapoor	Sons		
39	Fundamentals of Applied Statistics	S. C. Gupta (Author), V. K. Kapoor	Sultan Chand and Sons	2014	978-8180547058
40	Applied Multivariate Statistical Analyses	Johnson/Wichern	Pearson Education India	2015	8179928144
41	Programmed Statistics (Questions-Answers)	B L Agarwal	New Age International	2023	978-9389802825

**\* Note Two Copy of Each Book.**