



**Office of the
Dy. Director Elementary Education
Sirmour at Nahan, Himachal Pradesh**

Tel. 01702224249 **e-mail-** ddeesirmour123@gmail.com

website "ddeesirmour.blogspot.in)"

State :-Himachal Pradesh

Department:-Education Department Himachal Pradesh

Organization Name:-Elementary Education Department

Office Name:-DeputyDirector of Elementary Education

Tender Document for supply of Library Books

No:ES/SMR/Library Books/2024-25/_____

Sealed tenders are hereby invited up to **02:00 PM** of dated **02/01/2025** for supply library books List enclosed as (**Annexure- A**) for 40 schools (List enclosed as **Annexure- B**)in Sirmour District Nahan, H.P. The tender document can be purchased from the office of the DDEE Sirmour by paying Rs. 1000/- only in the shape of demand draft drawn in favour of DDEE Sirmour payable at Nahan. Details may be seen in the Bidding Document at the website Portal "ddeesirmour.blogspot.in)"Request For Proposal (RFP) for Bid are invited from the eligible bidders on for various Library books as given below :

Description of Services	FOR Destination	Bid Security	Bid form fee	Date & time of start of sale of Tender document	Last Date & time of bid document availability	Last date and time to submit Bid.	Date and time of Bid opening
Various Library Books (enclosed as Annexure- A)	List of Schools (enclosed as Annexure- B)	50,000/-	1000/-	20-12-2024 10:00 AM	02-01-2025 02:00 PM	02-01-2025 5:00 PM	03-01-2025 03:30 PM

BID DATA SHEET (BDS)

Clause No.	Description
1.	Introduction
	ES/SMR/2024-25
	The Procuring Entity is: - < Deputy Director of Elementary Education Sirmour at Nahan >
	The Request for Proposal (RFP) for purchase Library Books
2.	Bidding document
	Bids are invited from eligible Bidders to procure / supply 40 Number of Sets of Books(List Enclosed as Annexure -A) in different 40 schools Libraries (List Enclosed as Annexure -B)
	The price of the tender form Rs. <1000/->
	EMD of Rs. <50000>
	Last date & Time for submission of Bids: - Dated <02/01/2025> up to <02:00 PM>.
	Date & Time of opening of Bids (RFP):-on dated <03/01/2025> at<03:30 PM>.
	Address for Correspondence and Clarifications:-<Deputy Director of Elementary Education Sirmour at Nahan -173001>
3.	Preparation of Bids
	The Bidder shall submit with its RFP the following documents: 1. Bid Security, Tender fee (DD) 2. The average gross annual turnover of the bidder shall be Rs<10,00,000/-> for last three years. Copy of GST return required to be submitted. 3. Declaration by the Bidder Regarding Qualifications 4. Bidders shall have to submit a valid GST Registration Certificate and the 'PAN' issued by the Income Tax Department. 5. Any other required as mentioned in Bid submission letter.
	Alternative Bids are not permitted.
	The currency of the Bid shall be the Indian Rupee.
	The scanned copy of complete Bid document filled and signed on each page as per ITB and other requirements shall be electronically uploaded on website

Clause No.	Description
	Any Authorization to sign on behalf of the Bidder shall consist of Power of Attorney by the Bidder or the change in bidder shall be resolved by the firm / company which shall be immediately communicated to the Council.
4.	Submission and Opening of Bids
	The address of Procuring Entity's :- < Deputy Director of Elementary Education Sirmour at Nahan>
	The deadline for Bid submission is Date: <02/01/2025> Time : <5:00 PM>
	The Bid opening shall take place at: < Deputy Director of Elementary Education Sirmour at Nahan> Technical bids received till the scheduled date and time will be opened by the committee consisting of < Deputy Director of Elementary Education Sirmour at Nahan, Section Officer & Technical members> in the presence of bidders or their authorized representatives wish to be present (if any).
5	Redressal Grievances during Procurement Process
	(1) The designation and address of First Appellate Authority is: - Deputy Director of Elementary Education Sirmour at Nahan (2) The Designation and address of the Second Appellate Authority is Section officer, Deputy Director of Elementary Education Sirmour at Nahan
	Name & Address of the Bidder: Name and Designation..... M/S Telephone No..... Telegram Code Fax No. Mobile No E-mail address

EVALUATION & QUALIFICATION CRITERIA

The lowest evaluated bidder shall have the necessary Qualifications to successfully fulfill its obligation under the contract, with the help of Purchase Committee specified the Qualification Criteria. Minimum acceptable levels with regards to Bidder's experience in delivery of services with comparable technical parameters, its financial capability and other factors are defined.

Sr.No	Basic Requirement	Specific Requirement	Documents Required
1.	Legal Entity	The bidder should be a proprietors / Firm/Company	Copy of Registration Certificate issued by Competent Authority.
2.	Turnover	The Bidder should have minimum average turnover of Rs. <10,00,000> per year in the last any continuous three (3) Financial Years (<2023-2024>). The Bidder should be profit making entity.	Audited Balance Sheets, Profit and Loss Account of last Three years along with CA Certificate with CA's Registration Number and Seal.
3.	Tax Registration Certificates	"The bidder should have a valid registration number of : 1. GST where his business is located. 2. PAN Number The bidder should have cleared his Tax/GST dues, if any to the State Government/Central Government."	1. Copies of registration certificates of GST and PAN. 2. Certified copies of the last return filed for quarter ending Tax Dues/CA certificate stating that no Tax/GST due to the State Government/Central Govt.
4.	Financial Position	Soundness of the Bidder's financial position showing long-term profitability demonstrated through audited annual financial statements (balance sheet, income statement) for the last three years	Audited Balance Sheets, Profit and Loss Account of last Three years along with CA Certificate with CA's Registration Number and Seal.
5.	Mandatory Undertaking	A declaration regarding qualifications of the Bidder as required under Section 7 and Code of Integrity under Section 11 of the Act be given in specified format given in Bidding Forms.	A self-declaration on bidder's letter head as per annexure.
6.	Project Experience	The Tenderer should have required experience Producing or Supply of Library Books like material of Rs. <10,00,000,> in Government/ Institutional/ Corporate in the last 03 financial years as on <2023 to 2024>.	Work Order/ Agreement/ Completion Certificate from the Client.

7.	Non-Blacklisting	The bidder must furnish a certificate confirming non-blacklisting status.	Non-blacklisting affidavit duly attested by notary on Rs. 50/- stamp paper will be provided by the bidder.
8.	Certification	In case of supplier authorization	Certificate from OEM

9.	Sample	Sample shall be inspected and approved by the authority/Technical Committee constituted.	
10.	Supply of Materials	Supply of each item shall be ensured by the Suppliers at 40 Govt. Middle Schools (Annexure-B) and shall be deemed as FOR destination. All suppliers of different items shall be provided with list of schools with enrollment in each BEEO Office after finalization of tender, it shall be the sole responsibility of the suppliers to deliver the items at all block level offices (BEEO Office) after supply order to be placed after completion of tender process.	
12	Relaxation in term & conditions	Any condition quoted in tender document may be relaxed by the DDEE Sirmour at Nahan in consultation with Section Officer (HPFAS) to meet out the requirement of items and felt necessity	
13	Negotiation with firms	If desired, the negotiation may be held with the H-1(Firm with higher % of discount.) firms according to Himachal Pradesh financial rules-2009.	
14	Payment to Supplier	Payment to suppliers shall be made after physical random inspection of the items at different schools. If any ambiguity find in material supplied, payment may be cancelled and that particular firm may be black listed.	
15	Rate per item	Rates quoted in BOQ shall be considered including GST & all other taxes if any with FOR destination.	

Terms and Conditions:

1. Tenders not submitted on prescribed format and in prescribed manner shall not be considered and will be rejected outrightly. Tender without **earnest money** will not be considered.
2. The above quantity is tentative and can be increased or decreased.
3. DDEE reserves the right to reject any or all the tenders without assigning any reason. Conditional / telegraphic tenders will not be accepted.
4. The bidder should have income tax/GST clearance, GST registration etc. as required under the rules. (copy be enclosed in the Financial Bid)
5. The annual turnover of the firm should be at least 10 Lakhs for the preceding three years.
6. Tender fee is non-refundable.
7. H-1 will be decided on the basis of highest discount in percentage (%).
8. Other terms and conditions shall be as per tender document.
9. The Tender form fee Rs. <1000/-> and Bid Security Rs. <50,000/-> in the shape of bank FDR duly pledged /in favour of < Deputy Director of Elementary Education Sirmour at Nahan>.
10. Technical Bids shall be opened at <03:30 PM> on dated <03/01/2025> by DDEE Sirmour at Nahan, in the presence of the bidders or their representatives, who wish to be present.
11. **Financial Bids shall be opened only for those bids, which will be technically qualified.**
12. The bidding process shall be subject to the provisions of the HPFR, 2009 and Himachal Pradesh Procurement Rules made there under.
13. **Past Experience Required for same/similar service is 02 Years Document required from seller/** Experience Criteria, Past Performance, Bidder Turnover, OEM Annual Turnover *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be attached for evaluation by the buyer
14. Since, MRP is mentioned on the books, flat discount on books be mentioned on the MRP, which should be in percentage of MRP.
15. Non-blacklisting affidavit duly attested by notary on Rs.50/- stamp paper be provided by the bidder.
16. Only Publisher of books/ Book Seller can apply for the bid.
17. Each book should have ISBN Number of Govt. of India.
18. Expenditure on Advertisement of Tender in newspaper shall be recovered from successful bidder.
19. The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.
20. The bidder or the OEM of the offered products must have ISO 9001 certification.
21. Bidder's offer is liable to be rejected if they don't submit any of the certificates / documents sought in the Bid document.

22. Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regards. GST reimbursement will be as per actuals or as per applicable rates (whichever is lower), subject to the maximum of quoted GST %.
23. **Bidder Turn over Criteria:** The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
24. The minimum average annual financial turnover of the OEM of the offered product during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the OEM is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria. In case of bunch bids, the OEM of CATEGORY RELATED TO primary product having highest bid value should meet this criterion.

GENERALTERMSANDCONDITIONS

1. ELIGIBILITY

The bidder should have income tax/GST clearance, GST registration etc. as required under the rules and the turnover of the firm should be average Rs. 10 Lakhs for the preceding three years. The firm will have to submit ITR return for these three years.

2. SAMPLE OF BOOKS

Sealed samples of 35 different books (as mentioned in Annexure-A) is mandatory to be deposited by the bidder with store In-charge, which will be evaluated along with financial bid.

3. OTHER TERMS AND CONDITIONS

- i) The offer should be submitted on the forms issued with the tender. The technical bids will be opened in the first instance and the financial bids of only those firms will be opened thereafter, who qualify technically. The address of supplier should be clearly mentioned in the technical bid otherwise the bids shall be rejected.
- ii) Tele graphic and conditional tenders will be rejected. The quantity can be increased or Decreased.
- iii) The acceptance of the tenders will rest with **DDEE Sirmour**,

4 SUBMISSION OF BIDDING DOCUMENTS

Sealed tenders containing Techno- Commercial Bid along with requisite earnest money (i. e. Part –I), Price bid (i.e. Part –II) will be received as per NIT. Techno–Commercial bid i.e. Part –I will be opened in the presence of the tenderers or their authorized representatives who may like to be present. Price bid i.e. Part II will be opened later on after technical and commercial evaluation. Tenders not received on prescribed form / manner and as per terms and conditions stipulated in Tender Notice shall not be considered and will be liable for rejection straightway

5 SEALING AND MAKING OF TENDERS

The bidders shall submit their bids in original and thefollowing manner:

The first envelope (A) must contain the requisite E.M.D. and it must be super scribed as the EMD on the envelope and must be properly sealed.

The second envelope (B) must contain the Technical bid and it must be super scribed as the Technical Bid on the envelope and must be properly sealed.

The third envelope (C) must contain the requisite Price Bid and it must be super scribed as the Price bid on the envelope and must be properly sealed.

All the above three envelopes (A,B,C) must be duly sealed in a single envelope duly marked as the original copy and the duplicate along with date of opening.

Every envelope should contain the name and address of the firm with the Number of the NIT, Technical Bid and Price Bid.

The technical bid in all circumstances should not contain any reference to the prices quoted.

At any time prior to the submission of the tender or prior to the opening of the financial bid, DDEE Sirmour may for any reason, whether at its own initiative or in response to a clarification requested by the tenderer may modify the tender documents.

6. EARNEST MONEY

Tenderer must enclose an **account payee Bank Draft** or duly pledged **FDR of Rs.Fifty Thousand only (Rs.50,000/-)** as EMD in the favour of Deputy Director, Elementary Education, Sirmour payable at Nahan and should be kept in the technical bid. The Earnest money in the shape of Bank Guarantee or any other form will not be entertained. The firm can deposit the EMD through RTGS in DDEE, Sirmour account for which details are given below. No interest shall be payable on the amount of earnest money. The tenders of those manufacturers/firms who do not deposit the earnest money in the prescribed manner will be summarily rejected and tenders will not be opened. The earnest money of successful bidder will be treated as performance security and returned after completion of Two Months from the date of completion of supply.

Name of Beneficiary: DDEE ,Sirmour

Account No :- 55910114234

**Name of Bank: - HP State Co-Operative Bank,
Branch at Nahan, Sirmour, HP**

IFSC Code:- HPSC0000559.

7. VALIDITY OF BIDS

The bid will remain valid for the period of **12 months** from the date of opening of price bid and the same can be extended beyond one year if required with the consent of the suppliers. In case any bidder withdraws its bid within the validity period, or fail to accept the order within validity, the earnest money will be forfeited.

8. BID PRICES

The tenderer shall quote FIRM prices in Indian Rupees as per price bid. The rates must be quoted F.O.R. destination stations under DDEE, Sirmour as per Annexure B inclusive of GST, all taxes, duties and freight & Insurance. Insurance against loss or damage incidental to manufacture or acquisition and transportation shall be included in the prices. Certificate of excise department is required in case of exemption if any. The prices be quoted as per price bid.

9. EVALUATION OF BIDS AND AWARD OF WORK

a. Commercial

No commercial deviation is acceptable. Tenderers will submit No deviation certificate of commercial clauses.

b. Technical

Evaluation will be done on the basis of quoted values of technical particulars, and Past performance/ experience. The bidders are required to quote specific values, merely writing "as per IS or as per specifications, will not be entertained. The work of supply will be awarded to successful bidders whose bid will be determined technically and commercially acceptable on the basis of total FOR cost. DDEE, Sirmour reserves the right to place order upon more than one firm in case it is necessitated to execute the orders in time without seeking any consent of first lowest firm.

10. CONTRACT AGREEMENT

The Firm will have to enter into a Contract Agreement with this Agency for carrying out the aforesaid work, within 30 **days** of the receipt of the supply order. Only the Contractor or his authorized representative of executive level will be allowed to sign the Contract Agreement. In case Contract Agreement is not entered within the stipulated period the supply order will be cancelled without any further notice and the earnest money deposited with DDEE, Sirmour will be forfeited.

11. PERFORMANCE SECURITY

The Earnest Money Deposited by the bidder at the time of bidding shall be adjusted towards the performance security.

12. TERMS OF PAYMENT

The Payment will be made after supply of all books at FOR destination is made and receipt thereof is received at DDEE, Sirmour. Payment will be made after deduction of **02 percent TDS.**

13. DISPUTES & ARBITRATION

All disputes in the consumer protection forums, about the supply of Library books will be in the jurisdiction of Sirmour only

*Note:- If any amendment/clarification is carried out in the technical specifications and bid terms & conditions or any other information, the same will also be uploaded on the website (ddee.sirmour.blogspot.in). It will not be intimated to individual bidder. In case any inconvenience is felt, please contact **01702224249** or by e-mail on address **ddee.sirmour123@gmail.com***

1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of 2/7 quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria,

the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
4. Experience Criteria: In respect of the filter applied for experience criteria, the Bidder or its OEM {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt. Organization / PSU / Public Listed Company for number of Financial years as indicated above in the bid document before the bid opening date. Copies of relevant contracts to be submitted along with bid in support of having supplied some quantity during each of the financial year. In case of bunch bids, the category of primary product having highest value should meet this criterion.
5. OEM Turn over Criteria: The minimum average annual financial turnover of the OEM of the offered product during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the OEM is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
6. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 50% of bid quantity, in at least one of the last three Financial years before the bid opening date to any Central / State Govt. Organization / PSU / Public Listed Company. Copies of relevant contracts (proving supply of cumulative order quantity in any one financial year) to be submitted along with bid in support of quantity supplied in the relevant Financial year. In case of bunch bids, the category related to primary product having highest bid value should meet this criterion.

DISCLAIMER

The information included in this bid document, as well as any additional information provided in written or other forms by or on behalf of the Deputy Director of Elementary Education Sirmour at Nahan, all districts, or any of its employees or advisors, is furnished to the Bidder(s) based on the terms and

conditions outlined in this bid. The Bidder(s) shall adhere to these terms and conditions, including any other terms and conditions under which such information is shared with them.

While the information provided in this bid has been prepared with utmost good faith and offers general details regarding the proposed procurement, it should be noted that the bid does not encompass all the information that the Bidder may need or seek.

Deputy Director of Elementary Education Sirmour at Nahan, its officers, employees, advisors, and consultants shall not be held liable or responsible for the accuracy, reasonableness, or completeness of the information provided in this bid, including any errors, omissions, or misstatements, whether due to negligence or otherwise. They do not make any express or implied representation or warranty regarding the information contained in this bid or the basis upon which this bid is formulated. Additionally, any written or oral information provided or to be provided to the recipients or their professional advisors is done so without any liability or responsibility on their part, and they expressly disclaim any associated liability.

This document does not constitute an agreement, offer, or invitation by Deputy Director of Elementary Education Sirmour at Nahan referred to as the "Procuring Entity") or its representatives to prospective bidders or any other individuals. The purpose of this bid document is to provide interested parties with information to facilitate the formulation of their proposal or offer. The information contained herein is selective and subject to potential updates, expansions, revisions, and amendments.

Each recipient of this bid document is responsible for conducting their own analysis of the information provided. It is advised to identify any inaccuracies within this document and to conduct independent investigations into the proposed procurement, relevant legislative and regulatory frameworks, and any other pertinent matters. Recipients are encouraged to seek their own professional advice regarding the legal, financial, regulatory, and taxation implications of entering into any agreement or arrangement related to the proposed procurement.

This bid document contains statements, estimates, and targets related to the procurement. These statements, estimates, and targets are based on various assumptions made by the management, officers, and employees of the procuring entity. It is important to note that these assumptions may or may not prove to be correct. No representation or warranty is provided regarding the reasonableness of the forecasts or the accuracy of the

underlying assumptions. Therefore, the information in this bid document should not be relied upon as a promise, representation, or warranty.

The bid document and the information contained within are intended solely for those applying for this procurement. The recipient of this document is prohibited from copying or distributing it to third parties or using it as a source of information for any other purpose unrelated to the application for this specific proposed procurement.

The Procuring Entity, its employees, and advisors explicitly state that they make no representation or warranty and assume no liability, under any law, statute, rules, regulations, or tort, principles of restitution, unjust enrichment, or any other legal basis, for any loss, damages, costs, or expenses that may arise from or be incurred or suffered as a result of anything contained in this bid document or otherwise. This includes, but is

not limited to, any inaccuracies, insufficiencies, correctness, incompleteness, or reliability of the bid document and any assessments, assumptions, statements, or information contained therein or deemed to be part of this bid document, or any consequences arising from participation in this bidding process.

The Procuring Entity accepts no liability, whether resulting from negligence or any other cause, arising from the reliance of any Bidder upon the statements contained in this bid document.

The Procuring Entity reserves the right, at its sole discretion and without any obligation, to update, amend, or supplement the information, assessments, or assumptions provided in this bid document.

The issuance of this bid document does not imply any obligation for the Procuring Entity to select a bidder or appoint the Selected Bidder or any bidder for the procurement. The Procuring Entity reserves the right to reject any or all bidders or bids at any stage, without providing any reason whatsoever.

The Bidder is responsible for covering all costs associated with the preparation and submission of their bid. This includes, but is not limited to, expenses related to preparation, copying, postage, delivery fees, and any required demonstrations or presentations requested by the Procuring Entity. All such costs and expenses are the sole responsibility of the Bidder, and the Procuring Entity shall not be liable for any of these costs or any other expenses incurred by the Bidder in relation to the preparation or submission of the bid, regardless of the outcome or conduct of the bidding process.

Any information or documents, including those related to this bid or subsequently provided to the Bidder and/or Selected Bidder, as well as information/documents associated with the bidding process, may not be disclosed as public information/documents if their disclosure is deemed prejudicial, detrimental, or potentially endangering to the implementation of the procurement.

**Dy. Director Elementary Education,
Sirmour at Nahan, H.P.**

Section Officer,
DDEE Sirmour , HP

O.S.D
DDEE Sirmour HP

Superintendent Grade-I,
DDEE Sirmour, HP

Annexure -"A"

मिडिल स्कूल के पुस्तकालयों हेतु चयनित पुस्तकों की सूची

क्र. सं.	पुस्तक का नाम	लेखक	संख्या	मूल्य	अमार्डट
1	उज्ज्वल भविष्य की ओर	अनुपमा	2	70.00	140.00
2	सबसे प्यारी चीज	आनन्द महोन	2	70.00	140.00
3	अकबर भारत	कुन्ताला अग्रवाल	2	60.00	120.00
4	पंचायत राज	चन्द्र प्रकाश	2	50.00	100.00
5	हसना मना है	अनुपमा	2	60.00	120.00
6	तुरन्त उपचार	शकुन्ता देवी	2	50.00	100.00
7	पढ़ो-पढ़ाओ ज्ञान बढ़ाओ	निरुपमा	2	60.00	120.00
8	ग्राम पंचायत	जयदेव	2	50.00	100.00
9	चमत्कारी गोर गैस	रचना भोला यामिनी	2	60.00	120.00
10	तेनालीरामा की ईमानदारी	अभय रायजादा	2	60.00	120.00
11	तेनालीरामा ओर महामूर्ख की उपधि	दिनेश बंसल	2	60.00	120.00
12	झांसी की रानी लक्ष्मीबाई	काजल गुप्ता	2	60.00	120.00
13	वीरता भरी कहानी	अनुपमा	2	60.00	120.00
14	मनु ओर मानो	स्नेह लता	2	60.00	120.00
15	ईदगाह	प्रेमचन्द	2	50.00	100.00
16	नन्हा मुन्ना जिन	मोनिका शर्मा	2	50.00	100.00
17	साहित्यकारों के प्रेरक प्रसंग	विभा गुप्ता	2	60.00	120.00
18	सबक	मीनाक्षी अग्रवाल	2	55.00	110.00
19	राजनीतिज्ञों के प्रेरक प्रसंग	विभा गुप्ता	2	60.00	120.00
20	लक्ष्मीजी और कर्म	पं. उमाशकर दीक्षित	2	55.00	110.00
21	बालगीत मंजरी	डॉ. कृष्णावतार	2	60.00	120.00
22	चोरी पकड़ी गई	संजय भोला	2	70.00	140.00
23	बाल गीतांजली	डॉ. कृष्णावतार	2	60.00	120.00
24	साहस और वीरता की कहानियां	मुकेश नादान	2	350.00	700.00
25	महापुरुषों की शिक्षाप्रद कथाएं	राजेश गुप्ता	2	350.00	700.00
26	वीर बाला लक्ष्मीबाई	मुकेश नादान	2	350.00	700.00
27	वीर बालकों की कहानियां	निरुपमा	2	350.00	700.00
28	पशु पक्षियों की शिक्षाप्रद कहानियां	राजेश गुप्ता	2	350.00	700.00
29	पौराणिक बाल कथाएं	जाहन्वी प्राराशर	2	350.00	700.00
30	मनोरंजक पहेलियां	अर्चना गोयल	2	300.00	600.00
31	आखें वाले अंधे	अंजू पाराशर	2	350.00	700.00
32	महामूर्ख और अन्य मनोरंजक कहानियां	हार्दिक	2	350.00	700.00
33	कहावतों की कहानियां	संजय भोला	2	350.00	700.00
34	शिक्षाप्रद बाल कविताएं	डॉ. सुधाकर	2	350.00	700.00
35	भारत के वीर बालक बालिकाएं	सुभाष अग्रवाल	2	350.00	700.00


 Dy. Director (File Edu.)
 District Education Officer (File Edu.)
 District Education Officer (File Edu.)

36	सांस्कृतिक बाल कथाएं	रचना भोला यागिनी	2	350.00	700.00
37	प्रेरणादायक बाल कथाएं	रचना भोला	2	350.00	700.00
38	अभिमुख्य वध	रांजय भोला	2	350.00	700.00
39	भां कौन	रांजय भोला	2	350.00	700.00
40	महापुरुषों के अनमोल वचन	निरुपमा	2	350.00	700.00
41	चमत्कार	रंजय लता	2	350.00	700.00
42	दो देशों का राजा	मोनिका शर्मा	2	350.00	700.00
43	शिकारी और कबूतर	रचना भोला यागिनी	2	350.00	700.00
44	दान की महिमा	रचना भोला यागिनी	2	350.00	700.00
45	पुत्र की प्रतिज्ञा	विभा गुप्ता	2	350.00	700.00
46	सच्ची दोस्ती	विभा गुप्ता	2	300.00	600.00
47	दुष्ट संगति कभी ना कीजे	माधवी	2	300.00	600.00
48	इमली की पेड़	डॉ. रचना	2	350.00	700.00
49	बाल मन की सतरंगी कविताएं	नवीन डीमरी	2	350.00	700.00
50	ढेला और पत्ता	महावीर रवांल्टा	2	350.00	700.00
51	कर भला हो भला	मृदुला गंप्ता	2	350.00	700.00
52	हाथ जो कल्पतरु हैं	विजय कुमार	2	350.00	700.00
53	नैतिक कथाएं एवं प्रेरक प्रसंग	बृजेश गुप्ता	2	350.00	700.00
54	प्रेरणात्मक प्रसंग	विभा गुप्ता	2	300.00	600.00
55	बच्चों की पंचतंत्र	विजय कुमार	2	350.00	700.00
56	सत्य का चमत्कार	दिनेश पाठक शशि	2	350.00	700.00
57	न्यायधीश की दक्षता	विभा गुप्ता	2	300.00	600.00
58	दो किशोर उपन्यास	डॉ. जगदीश व्योम	2	350.00	700.00
59	सबसे अच्छा उपहार	किशोर श्रीवास्तव	2	300.00	600.00
60	पर्यावरण पृथ्वी और जीवन	मनीष महेशवरी	2	350.00	700.00
61	नकल काफल	किशोर श्रीवास्तव	2	350.00	700.00
62	बदलाव	किशोर श्रीवास्तव	2	350.00	700.00
63	सदाचार का बल	डॉ. रचना	2	350.00	700.00
64	सवरथ तन स्वछ मन	पंकज	2	350.00	700.00
65	बोलने वाली चिड़िया	दिनेश पाठक शशि	2	350.00	700.00
66	स्यामिभक्त नेवला	मृदुला गंप्ता	2	350.00	700.00
67	आओं जानें पक्षियों का	किशोर श्रीवास्तव	2	350.00	700.00
68	चेतन्य की धुन	विभा गुप्ता	2	350.00	700.00
69	प्यासी चिड़ियां	पुनित कुमार	2	350.00	700.00
70	बंदर और हाथी	विमल मित्तल	2	350.00	700.00
71	बुद्धमल	गंगाराम शर्मा	2	350.00	700.00
72	चतुर लोमड़ी	विभा गुप्ता	2	350.00	700.00
73	लोभी ब्रह्मण	विभा गुप्ता	2	350.00	700.00


 Dy. Director (Elu Edu.)
 District Education Office, Nahan (H.P.)

74	गिजूभाई की बाल कहानियां-1	गिजूभाई	2	350.00	700.00
75	गिजूभाई की बाल कहानियां-2	गिजूभाई	2	350.00	700.00
76	मखमल की जूती	माधवी विष्ट	2	350.00	700.00
77	सच्चा लकड़हारा	रवीन्द्र गुप्ता	2	350.00	700.00
78	सच्चा पड़ोसी	विजय कुमार	2	350.00	700.00
79	बच्चे की जिद	अशोक श्रीवास्तव	2	350.00	700.00
80	एकता में शक्ति	विभा गुप्ता	2	350.00	700.00
81	तीन भाई	डॉ. रचना	2	350.00	700.00
82	सच्ची जीत	डॉ. रचना	2	350.00	700.00
83	सर्दी की मिठाई	वृजेश गुप्ता	2	350.00	700.00
84	साधु बना राजा	वृजेश गुप्ता	2	350.00	700.00
85	साधु और चोर	माधवी विष्ट	2	350.00	700.00
86	नट और तेनालीराम	मृदुला गुप्ता	2	350.00	700.00
87	कंजूस व्यापारी	मृदुला गुप्ता	2	350.00	700.00
88	वृद्धिमान व्यापारी	विभा गुप्ता	2	350.00	700.00
89	सुनहरा सेब	विभा गुप्ता	2	350.00	700.00
90	अरबी घोड़े	गंगाराम शर्मा	2	350.00	700.00
91	हवाई महल	गंगाराम शर्मा	2	350.00	700.00
92	पापा मैं तुम्हारे पास आऊंगा	डॉ. संतोष गौड़	2	150.00	300.00


 Dy. Director (Fle. Edu.)
 Distt. Sirmour at Nahan (H.P.)

Annexure - "B"

List of Selected Govt. Middle Schools-Sirmour (H.P.)

No.	GOVT. MIDDLE SCHOOL	BLOCK	DISTRICT
1.	GMS, SURAJPUR	MAJRA	SIRMOUR
2.	GMS, PURUWALA	MAJRA	SIRMOUR
3.	GMS, PALHORI 2	MAJRA	SIRMOUR
4.	GMS, BHAGWANPUR	MAJRA	SIRMOUR
5.	GMS, DHAULAKUAN	MAJRA	SIRMOUR
6.	GMS, MEHRAR MAJRI	MAJRA	SIRMOUR
7.	GMS, SUKHCHAINPUR	MAJRA	SIRMOUR
8.	GMS, SWARA NANDASI	MAJRA	SIRMOUR
9.	GMS, MEHAT	MAJRA	SIRMOUR
10.	GMS, CHIYA MIMYANA	MAJRA	SIRMOUR
11.	GMS, JANOT	SARAHAN	SIRMOUR
12.	GMS, RAMGHAT	SARAHAN	SIRMOUR
13.	GMS, RAMBIYAR BADIYAR	SARAHAN	SIRMOUR
14.	GMS, RAJALG	SARAHAN	SIRMOUR
15.	GMS, BARMANOO KI SER	SARAHAN	SIRMOUR
16.	GMS, DHANGYAR	SARAHAN	SIRMOUR
17.	GMS, TINDU KHARIMU	SARAHAN	SIRMOUR
18.	GMS, BARA CHAKLI	SARAHAN	SIRMOUR
19.	GMS, KILA KALANCH	SARAHAN	SIRMOUR
20.	GMS, KATHANJI	SARAHAN	SIRMOUR
21.	GMS, PREM NAGAR	SARAHAN	SIRMOUR
22.	GMS, SHAMLATI MAJHGAON	SARAHAN	SIRMOUR
23.	GMS, CHANDOG	SARAHAN	SIRMOUR
24.	GMS, LAFYOG TIKKRI	SARAHAN	SIRMOUR
25.	GMS, DABHARA	SARAHAN	SIRMOUR
26.	GMS, MANDI KHARANA	SARAHAN	SIRMOUR
27.	GMS, GHARGON PALASHO	SARAHAN	SIRMOUR
28.	GMS, CHELA BOHAL	SARAHAN	SIRMOUR
29.	GMS, NEHLI	NAHAN	SIRMOUR
30.	GMS, SATTAR BHADON	NAHAN	SIRMOUR
31.	GMS, THANA KASOGA	NAHAN	SIRMOUR
32.	GMS, TIRMALI	NAHAN	SIRMOUR
33.	GMS, BHAMBHI BANOT	NAHAN	SIRMOUR
34.	GMS, SHER BADON	NAHAN	SIRMOUR
35.	GMS, CHABAHAN	NAHAN	SIRMOUR
36.	GMS, KOTRI	NAHAN	SIRMOUR
37.	GMS, BARABAN	NAHAN	SIRMOUR
38.	GMS, KOON	NAHAN	SIRMOUR
39.	GMS, JAMBUKHALA	PAONTA SAHIB	SIRMOUR
40.	GMS, HEERPUR	PAONTA SAHIB	SIRMOUR

RFP Submission Sheet

(To be submitted all Firms' letter head)

Date:

To,

DDEE Sirmour at Nahan,
District, Sirmour (HP)

We, the undersigned, declare that:

1. I/We.....(*Name, Designation and Address of Bidder*).....havi
ng our office at.....(*Address of Firm*)
do declare that I/We have read all
The Terms & C conditions of the bid document of loaded by DDEE Sirmour at Nahan,
District, Sirmour (HP), for the supply of Library books and agree to abide by all the
Terms Conditions set forth therein.
2. I/We declare that we are participating in this bid in the capacity of
(*service*
Provider). I/We enclose valid Dealer and registration of organization.
3. I/We have examined and have no reservation to the Bidding Document of NIB No.....d
ated.....including Addenda/Clarification No.:
4. Our firm, including any subcontractors or Service Provider for any part of the contract, have
nationalities from the eligible countries;
5. I/We are not participating, as Bidders, in more than one Bid in this bidding
process, in the bidding document;
6. Our firm, its affiliates or subsidiaries, including any subcontractors or Service Providers have
not been debarred by the State Government or the Procuring Entity;
7. I/We understand that this Bid, together with your written acceptance thereof included in your
notification of award, shall constitute a binding contract between us, until a
formal contract is prepared and executed;
8. I/We understand that you are not bound to accept the lowest evaluated Bid or any
other bid that you may receive. I/We agree to permit the DDEE Sirmour at Nahan,
District, Sirmour (HP) or its representative to inspect our accounts and records
and other documents relating to the bid submission and to have them audited by
auditors appointed by the DDEE Sirmour at Nahan, District, Sirmour (HP)
9. I/We declare that we have complied with and shall continue to comply with the
provisions of the Code of Integrity for Bidders as specified in the Himachal
Transparency in Public Procurement Act, and this bidding
document in this procurement process and in execution of the contract;
10. I/We accept all the terms, conditions and provisions of this bid document.

Name/Address.....

In the capacity of.....(*Designation*).....

Signed.....

Duly authorized to sign the Bid for and on behalf of.....(*Name of Firm*).....

Date.....

Tel:.....Fax:.....e-mail:.....

(On Firm's letter head)

Annual turnover statement

The Average Gross Annual Turnover of M/s.....(Name of Firm). And address

.....for the past three years (from _____) any three continuous years are given below
and certified that the statement is true and correct:-

Sl.No.	Financial Years	Turnover in Lakhs (Rs)
1.	-	
2.	-	
3.	-	
Total		- Rs. _____ Lakhs
Average of annual turnover		- Rs. _____ Lakhs

Date: Signature of the bidder
Signature of Auditor/Seal Chartered Accountant
(Name & Address.)
Tel. No.
Mob. No.

(Shall be submitted on letter head of firm)

Declaration by the Bidder regarding Qualifications

In relation to my /our bid submitted to DDEE Sirmour at Nahan, District, Sirmour (HP) for procurements of _____ (name of item/service).....in response to their Notice Inviting Bids No..... Dated.....I/We here by declare that:

1. I/We possess the necessary professional, technical, financial and managerial resources and competence required by the bidding document issued by the Procuring Entity;
2. I/We have fulfilled my/our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as specified in bidding document;
3. I/We are not insolvent, in receivership, bankrupt or being wound up, not have my/our affairs administered by a court or a judicial officer, not have my/our business activities suspended and not the subject of legal proceedings for any of the foregoing reasons;
4. I/We do not have, and our directors and officers do not have been convicted of any criminal offence related to my /our professional conduct or the making of false statement or misrepresentations as to my/our professional conduct or the making of false statements or misrepresentations as to my/our qualifications to enter into procurement contract within a period of three years preceding the commencement of this procurement process, or not have been otherwise disqualified pursuant to debarment proceedings;
5. I/We do not have a conflict of interest as specified in the Act, Rules and the Bidding Document, which materially affects fair competition;
6. I / We hereby declare that we shall abide by the Code of Integrity for Public Procurement as mentioned under Para of your Tender document and have no conflict of interest as mentioned under the para of Tender.
7. I/We do not have any debarment by any other procuring entity.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken as per the provisions of the applicable Act and Rules thereto prescribed by Govt. of HP, my/ our security may

Before feinted in full and our bid, to the extent accepted, may be cancelled.

Date:
Place:

Signature of bidder
Name:
Designation:
Address:

*(On Firm's letterhead)***Statement of past services and performance (Documents Enclosed)****(Separate sheet for each item)**I/We.....(*Name of firm.*) do hereby certify that we have supplied

Printing materials per details given below:-

Financial year	Work Order placed by [full address of purchaser / organization with telephone & fax no.]	Work Order No. and date	Description and quantity/ units ordered	Date of completion of delivery/service completion		Remarks indicating reasons for late delivery /service, if any	Has the services been supplied / completed & satisfactory?
				As per contract	Actual		
Total							

- It shall be submitted with RFP and the above information should be verifiable Elmore Levant documents of the bidder.

Place:

Date:

Signature of Bidder with Seal

(ON ANONJUDICIALSTAMP PAPER OFRS.100/-)

Declaration

I/We M/s. represented by
 itsProprietor/managing Partner/Managing Director/ Partner having its Registered Office at
andits workshops/officesat dodeclare
 ThatI/wehavecarefullyreadalltheconditionsofbidno.....Dated.....includingalltheamendmentsin.....R
 ef.forsupply/servicesofquoteditemsforlibrary booksandaccepts
 allconditionsofbidincloudingamendments, if any.

I/We agree that the Rs 50.000/- may forfeit bid security and or
 performancesecurityanddebarme/usforaperiodspecifyinginorders,ifanyinformation/documentfurnishedbyusispro
 vedtobefalse/fabricatedatthetimeofinspectionandnotcomplyingwiththetermsandconditions ofthebid document as
 presented in bid, GCC/SCC and otherrelevant documents.

**Signature & Seal of
 bidderName Address:**

(Appeal form)

(Himachal PublicProcurementAct)

AppealNo.....of.....

Before the. (First/SecondAppellateAuthority)

1. Particularsofappellant:-

- (i) Nameofthe appellant:
- (ii) OfficialAddress,if any:
- (iii) Residentialaddress:

2. Nameandaddressof the respondent(S):

- (i)
- (ii)
- (iii)

3. Number and date of the order appealed against and name and designation of the officer/ authoritythatpassedtheorder(enclosecopy),orastatementofadecision,actionoromissionoftheProcurin gEntityin contravention tothe provisions of theAct by which theappellant is aggrieved:

4. If the Appellant proposes to be represented by a representative, the name and postal address of therepresentative:

5. Numberofaffidavitsanddocumentedclosedwiththe appeal:

6. Groundofappeal:.....
.....
.....

Supported by affidavit)Prayer:

Place.....

Date.....

Appellant'sSignature

(On the letterhead of firm and notarized)

Authoris action of Bidder by the Firm

TO, DDEE Sirmour at Nahan,
District, Sirmour (HP)

Dear Sir,

Subject:
Regarding
authorization of
Bidder by the
Firm. Ref.: Your
dated

Name of items. Library Books as per list mentioned in scope of work.

I/we.....(Name).....for M/s.....
...(Name of firm).....

who are proven and reputable workshops/firm.....(Name of item). having

Workshop/office at.....(.Address of Factory/Office)..... hereby authorize
Mr.....(Name & Designation of Bidder). To submit a Bid, process the same further
and enter into a contract with you against your requirements as contained in the above referred Bid documents/NIB
for the above goods/work/ service delivered by us.

I/we obtain the approval of Board of Directors of our Firm in the meeting got. held
On dated.....at Agenda No.....

I/we further confirm that no individual other than Mr.....(Name & Designation of Bidder), is authorized
to submit a Bid, process the same further and enter into a contract with you against your requirements as contained
in the above referred Bid documents for the above goods/services delivered by firm.

I/we also hereby extend our full guarantee, CMCA as applicable to the Bid conditions of Contract, read with
modifications/addendum, if any, in the General/Special Conditions of Contract for the goods and services
offered for supply by the authorized Bidder/Signatory against this Bid document.

I/we also hereby confirm that we shall also be responsible for the satisfactory execution of contract placed
on the authorized Firm.

This authorization shall be valid till the completion of the rate contract period and related services ie.
Guarantee and Comprehensive Maintenance obligations if applicable etc., whichever is after.

The attested photocopy of photo ID/Voter ID/Driving License/Any other equal document for authorised person
is enclosed here.

Yours faithfully,

(Name & Signature of

For M/s

AUTHORISED SIGNATORY OF FIRM/BIDDER

Accepted by the authorized person Mr.....(Signature, Name & Address).....

(Shall be submitted on letterhead of firm)

Verification

I/we.....S/o.....

Aged.....year residing at
Authorized

Bidder/Proprietor/Partner/Director of Firm/s
confirm that the contents of bidding documents, its bidding forms BF-I to BF-VIII and other information
submitted for NIB
are true and correct to the best of my knowledge and nothing has been concealed
therein.

Verify and
no.....

Signature of Bidder.....
....

Name:.....
....

Address:.....
....

Mobile
No.....

E-mail

Financial Bid

For supply of Library books at 40 stations

SNo.	Description	Sr.No. of Govt. Middle School under Block as per list attached	Qty.	Total FOR cost in Rs.	Discount in percentage (%)
1	Library books total in number (92 x 2 =184) will form one quantity (list of books attached as Annexure –A), FOR of each quantity will be designated library in the School (List of Places of Schools is attached as Annexure –B)	Sr. No. 1 to 10 Sr.No. 11 to 28 Sr.No. 29 to 38 Sr.No. 39 to 40	10- BEEO Majra 18- BEEO Sarahan 10 - BEEO Nahan 2- BEEO Paonta Sahib		
2	Total	40	40		

Note:- The FOR cost including all applicable taxes and duties of H.P. be quoted for above items.

(Signature of Tenderer)

With designation

The FOR cost including all applicable taxes and duties of H.P. be quoted for above items.