

AMDANGA JUGAL KISHORE MAHAVIDYALAYA

Sadhanpur-Uludanga, Amdanga, North 24 Parganas – 743221

Accredited Grade B by NAAC ::: Affiliated to West Bengal State University

Website: www.ajkm.ac.in

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E-mail: amdangacollege@gmail.com

Ref. AJKM/PRINCIPAL/eNIQ01/2025-26 2nd call

Date: 13/12/2025

This NIQ is published in consonance and compliance with notification no. **643-HED-17011(23)/1/2025-CS SEC**, dated 29.08.2025, issued by **CS Branch, Department of Higher Education, Govt. of West Bengal**. Bidders are advised to read this e-Tender notice together with the said govt. notification. Rules, laws and conditions therein shall be binding over and above the clauses, terms and conditions mentioned in this e-Tender notification. Bidders are requested to note that **Work / Purchase Order** shall be issued after availing required **Administrative Approval** from the concerned department and payment shall be made in full once the required **Fund** is released to the end of College authority by concerned department of the govt. of West Bengal. The college authority shall not be held liable under any circumstance for unanticipated delay in the post-procurement payment procedure.

Principal, Amdanga Jugal Kishore Mahavidyalaya, Amdanga, North 24 Parganas, West Bengal, hereby invites E-Tender through website: <https://wbtenders.gov.in> for the works detailed in the table below (Submission of bid through online only):

Item Sl. No.	Name of the work (1)	Estimated Amount in Rs. (2)	Earnest Money in Rs. (3)	Completion Period (4)	Name of the Concerned Officer (5)
1	Purchase of Books, published by Govt. / Govt. Agencies	19018	Rs. 10000/-	15 Days	Principal, Amdanga Jugal Kishore Mahavidyalaya
2	Purchase of Books, published by State / National Publishers	498545 (Approx)			
3	Purchase of Books, published by International Publishers	81061			

1. In the event of e-tendering, intending bidder may download the tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. EMD should be paid online as per Rule of Govt. of West Bengal.
2. The **Financial Bid must be in the format of a consolidated PROFORMA INVOICE**, stating percentage (%) of discount offered as per table above and total price after discount separately against each Sl. No., duly digitally signed, in the website <https://wbtenders.gov.in>
3. Tender documents may be downloaded from website and submission of both Technical and Financial Bids should done as per Time Schedule stated in Sl. No. 30.
4. The FINANCIAL OFFER of the prospective bidder will be considered only if the bidder fulfils all other criteria / requirements. The decision of the Principal, Amdanga Jugal Kishore Mahavidyalaya will be final and absolute in this respect.
5. **Credentials:** The agency should have adequate work experience in supplying of similar items of at least **40% of Tendered value** to college /research institute

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/University/Laboratory/Govt. Organization/PSU etc. Necessary documents (work order and completion certificate) should be furnished.

6. **The total amount after discount shall include all taxes, any dues payable to Govt. of West Bengal, delivery charges, and other levies / taxes (if any). No Extra amount will be paid beyond the quoted amount.**
7. Quotations should be given serially – strictly according to Item Serial No. under separate heading.
8. Retention money: 5% of the cost of work or supply will be retained for a maximum period of six months along with earnest money (if any).
9. The rate should be quoted in figures only.
10. **The quantity of books and total amount put in tender against each item are subject to change which would depend upon Requirement & Budget.**
11. **Bidders are advised to peruse the list of books well against each item serial no. and ensure availability of all books.**
12. **Bidders are free to bid against all items or any one or any two. Purchase order shall be allotted to the lowest bidder against each serial no.**
13. **Acceptance of the lowest bidder is not obligatory and the Principal reserves the right to accept or reject any or all the bidders in part or full without assigning the reason whatsoever and also to split up the tendered work to more than one contractor / bidder in the interest of scheme of execution.**
14. In case any provision of the above mentioned Tender clauses found violated, the College Authority shall have the right to reject the submitted bid.
15. No extension of time will be allowed.
16. No tender will be accepted after the stipulated date and time.
17. Payment will be made in favour of the selected bidder as per Govt. guidelines on successful completion of the works and observation of necessary formalities as the authority deems fit from time to time as per Govt. norms.
18. Any supplementary work (if necessary) will be allowed on written order from the office of the undersigned in consultation with the Governing Body and payment for the same will be made at par with the quoted rate.
19. **Payment shall be made through NEFT / RTGS as per Govt. rules or as shall be directed / suggested by the concerned department of the govt. Successful bidder has to produce firm details and bank account details in prescribed format.**
20. Required following documents (self attested copy) should be submitted by the bidders without having required documents tender will be summarized as rejected :
 - GSTN Registration certificate.
 - Trade License
 - P.Tax and its latest challan
 - Pan Card
 - Last three years Income tax Return
 - Registered Proprietorships documents (for Proprietorship Firm only) along with Power of Attorney to be submitted along with application.
 - Registered Partnership Deed (for Partnership Firm only) along with Power of Attorney to be submitted along with application.
 - Registered Unemployed Engineers' Co-operative Societies/ Unemployed Labour Co.-Op. Societies are required to furnish valid Bye Law, Current Audit Report, Valid Clearance Certificate from A.R.C.S. for the last three years along with other relevant supporting papers.

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- The prospective outside bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 5 (five) years. Such abandonment or rescission will be considered as disqualification towards eligibility. (*A declaration in this respect through self-declaration has to be furnished by the prospective bidders without which the Technical Bid shall be treated non-responsive.*)
- The contractor who have been de-listed or debarred by any Government Department shall not be eligible in any way. *An undertaking in this respect should be given stating thereby that the Firm has not been de-listed or debarred or penalized for any reasons out of work by any Government Department.*
- Sub-letting of contract is strictly prohibited.
- Duly filled up PRE-QUALIFICATION APPLICATION Form-I.
- Duly filled up Organization details Form-II
- 21. Conditional bid or bid with clause or price variation will be rejected.
- 22. No mobilization /secured advance will be allowed.
- 23. Bids shall remain valid for a period not less than 120 (one hundred and twenty) days from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.
- 24. The Prospective Bidder shall have to supply and installation all the materials in such a manner so that appropriate service level of the materials is being maintained as desired by the tendering authority. If any defect / damage is found during the period of supply / installation, the supplier shall change the same good at his own cost as per the supplied specification. On failure to do so, penal action against the supplier will be imposed by the College as deem fit. The contractor may quote his rate considering the above aspect.
- 25. Agencies shall have to arrange for delivery all the materials into the campus of Amdanga Jugal Kishore Mahavidyalaya at their own cost and responsibility.
- 26. The Prospective Bidder shall have to produce the required documents along with contact details for each of the materials for the purpose of claim the warranty within the period of warranty before releasing the final payment, failure which the payment will be withheld.
- 27. **Earnest Money:** Earnest money: Specified EMD amount against each item serial no. will have to be submitted through online payment system in the form of Net Banking or RTGS / NEFT as per order no.- 3975 F(Y) dated 28.07.2016 in e-Procurement portal of the Government of West Bengal <http://wbenders.gov.in>., The E.M.D. of the unsuccessful Bidder will be returned after finalization of Bid.
- 28. **Release of Earnest Money:** Earnest money of successful bidders will be refunded after 06 (Six) months from the date of supply of the equipment, subject to observation of performance of the equipment satisfactorily and Earnest money of *unsuccessful bidders* will be released automatically as per the procedure vide Finance Order No. 3975-F(Y) Dated 28-7-16.
- 29. **Security Money:** The entire earnest money amount shall be retained as Security Deposit money. The Security Deposit money will be refunded after 06 (Six) months from the date of supply of the books, subject to observation of no defects in the supplied books.

30. Date and Time Schedule:

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Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	15/12/2025 after 11:00 AM
2	Documents download/sell start date (Online)	15/12/2025 after 11:00 AM
3	Documents download/sell end date (Online)	10/01/2026 upto 2:00 PM as per available server slot
4	Bid submission start date (On line)	15/12/2025 after 11:00 AM
5	Bid Submission closing date (On line)	10/01/2026 upto 2:00 PM as per available server slot
6	Bid opening date for Technical Proposals (Online)	12/01/2026 upto 2:00 PM as per available server slot
7	Date of uploading list for Technically Qualified Bidder(online)	To be notified later
8	Date for opening of Financial Proposal (Online)	To be notified later

31. Agencies shall have to arrange supply, transportation etc. at their own cost.

32. Books shall be received only if they are found in good condition. Any torn or defective books shall not be received. Books should be of the latest publication only.

33. Other Relevant informations:

- ✓ **The intending bidders are required to quote the rate *online in BOQ*.**
- ✓ During scrutiny, if it comes to the notice of the tender inviting authority that credential or any other paper is incorrect / manufactured / fabricated, the concerned bidder will not be allowed to participate in the tender and the concerned application will be rejected.
- ✓ The Principal, Amdanga Jugal Kishore Mahavidyalaya, reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim of loss by bidders in this respect will be entertained.
- ✓ Before issuance of the supply order, the tender inviting authority may also verify the credential and other documents of the lowest bidder, if necessary.
- ✓ After verification if it is found that the documents submitted by the lowest bidder is either manufactured or false in that case work order will not be issued in favour of the said bidder under any circumstance.
- ✓ Escalation of Price or request for consideration of other involved costs, if any, on any ground and consequent cost overrun shall not be entertained under any circumstance. Rates should be quoted accordingly.

Date: 13.12.2025

Place: Amdanga, N-24 Pgs

(Dr. Anandi Mohan Roy)

Principal

Amdanga Jugal Kishore Mahavidyalaya

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Form —II

[To be furnished on Firm's Letter Head]

To
The Principal
Amdanga Jugal Kishore Mahavidyalaya,
Amdanga, North 24 Pgs

Dear Sir,

Date:

I, the under-signed

1. Do certify that all the statements made in the attached documents are true and correct. In case of any information submitted, proved to be false or concealed the application may be rejected and no-objection / claim will be raised by the under-signed.
2. also hereby certify that neither our firm M/S. Nor any of constituent partner had been debarred to participate in any tender by any Government Organization / Undertaking during the last 5 (five) years prior to the date of this NIT.
3. Would authorize and request any bank, person, firm or corporation to furnish pertinent information as deemed necessary and / or as required by the College to verify this statement.
4. Understands that further qualifying information may be requested and agrees to furnish any additional information as required by the College.
5. Certify that I have applied in the tender in the capacity of individual / as a partner of a firm / Director of the company / Chairman of the corporation and I have not applied separately for the same supply.

Signed by an authorized officer of the firm

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Title of the Officer

Name of the Firm with Seal Date:

Seal Date:_____

Form —III

STRUCTURE AND ORGANIZATION

1. Name of Applicant:_____

2. Office Address: _____

Telephone/Mobile No._____

Email: _____

3. Name and address of Banker:

IFSC Code: _____

MICR Code:_____

4. Brief description of the firm

Note: Application covers Proprietary firm, Partnership, Limited Company, LLP or Corporation.