

FORE SCHOOL OF MANAGEMENT NEW DELHI

EMPANELMENT OF BOOK SUPPLIER AND INVITATION / EXPRESSION OF INTEREST / QUOTATION TO OFFER DISCOUNT RATE TO LIBRARY ON SUPPLY OF BOOKS.

The Booksellers, Vendors, or Book stores interested in supplying books to the Fore School of Management (FSM) Library during the financial year commencing from 1st April 2020 to 31st March, 2021 are requested to apply for registration of their firm with FSM.

Sealed quotations/tenders are invited for the financial year of 2020-2021 from the reputed book suppliers based on the publisher to offer the highest rate of discount to the library on the supply of books as per the FSM Library terms and conditions.

The quotation is invited in two following categories separately:

- A) For supply of up to 5 copies of any title for Indian & Foreign Publications.
- B) For supply of more than 5 copies of any title for Indian & Foreign Publications.

1. Prescribed Performa to quote the rate of discount is available at the end of this document.
2. Please submit your quotations within the stipulated time; the quotations will be opened in front of Library Committee (LC) members in the next LC meeting.
3. In the case of Proprietary Documents / Items, the concerned firm/aggregator may communicate with us to appear for negotiation in the LC meeting.
4. Once the rate of discount offered by the book supplier is accepted by the FSM, the supplier cannot back out, and he has to submit an undertaking regarding the supply of library documents as per the library terms & conditions.
5. The rates of discount with other terms & conditions will be applicable for one financial year. It may be extended further with the mutual agreement if required.
6. In case any discrepancy is noticed at any stage; (intentionally or unintentionally by the supplier), the LC reserves the right to reject their quotations or blacklist their names.
7. The quotes received after due date and time or incomplete shall be rejected outrightly.
8. The FSM does not bind itself to accept the highest quotation and reserves the right to reject any or all quotations without assigning any reason thereof. The FSM reserve the right to accept or reject the quote in part or entirely.
9. The book supplier shall not decrease the rates of discount for any reason whatsoever during the agreement period. However, in any genuine case, it may be considered by the authority.
10. The book supplier should have at least five years' experience in the field. A list of reputed organizations where the bidder had given such service should be attached.

11. A certificate that your firm has not been debarred/blacklisted for any reason/period by any Central/State Govt. Dept./Institute/Organisation, etc. If so, particulars of the same may be furnished. Concealment of facts shall not only lead to cancellation of the order for the supply of books but may also warrant legal action/ debar/blacklist which deemed fit.
 12. The book supplier shall deliver the books/documents to FSM Library premises at his expenses. The Library shall pay no freight for to and fro transportation. If freight for to and fro transportation etc. is applicable, it should be communicated in writing in advance.
 13. The book supplier shall deliver all ordered books in one lot within the time limit specified in the supply order. The supply order can be extended by the Librarian only in exceptional cases on written request giving reasons/explaining circumstances due to which delivery period could not be adhered to.
 14. The book supplier has to supply the new books in good condition and shall be responsible for a misprint, defected piece from the publisher, and any damaged books due to any reasons during transportation, etc. If any book/s found damaged, the recovery for the same will be adjusted from outstanding payment / pending bills of the book supplier.
 15. The book supplier has to submit the bill along with the supply of books, or within 15 days of supply. On delay of any payment, no claim of interest or any charge will be entertained by the library.
 16. The Appeal against any terms & conditions shall, however, lie with the Director, FSM whose decision shall be final. The dispute, if any, shall be subject to the jurisdiction of Courts at New Delhi. Any other jurisdiction mentioned in the quotations or invoices of the book supplier shall be invalid and shall have no legal sanctity.
 17. In case any other information/clarification is required, the Librarian may be contacted at Telephone No. 011- 41242485 on any working day (Monday to Friday) from 09:00 a.m. to 05:00 p.m.
 18. The quotation shall be submitted in sealed envelope and shall have the **superscription. "QUOTATION TO OFFER DISCOUNT RATE TO LIBRARY ON SUPPLY OF BOOKS"**.
 19. The sealed quotations, complete in all respects, should be dropped in tender box located at the security gate at **Fore School of Management, New Delhi "Adhitam Kendra"** B-18, Qutub Institutional Area, New Delhi - 110 016 latest by 25.02.2020 by 15.00 hours. Quotations shall be opened in the next LC meeting.
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Performa for Rate of Discount - 2020-21

Sn.	Name of Publishers	up to 5 Copies	more than 5 Copies	Sn.	Name of Publishers	up to 5 Copies	more than 5 Copies
1	Academic Fo.			51	National Book Trust		
2	Academic Press			52	New age,		
3	Affi. East West			53	New Century		
4	Aleph Book Company			54	Notion Press		
5	Ane Books			55	Om Books International		
6	Atlantic Pub.			56	Oriented Long.		
7	Apress			57	O'reilly Media		
8	Bharat Law House			58	Oxford IBH Pub.		
9	Biztantra			59	Oxford Uni.Prees		
10	Bloomsbury India			60	Packt Publishing		
11	Book Well			61	Pearson India		
12	BPB			62	Pearson Intl.		
13	Business World			63	Penguin book		
14	C.P .H.Allahab			64	Penguin Classics		
15	Cambridge Pub.			65	Performance Factory		
16	Cambridge Uni.			66	Prentice Hall India		
17	CBS			67	Princeton University Press		
18	Cengage Lear.			68	Random House		
19	Corporate Law Adviser			69	Richard McKnight & Associates		
20	Create space Independent Publishers			70	Routledge		
21	Deep &Deep			71	Rupa & Co.		
22	Edward Elgar Publishing			72	SAS Publishing		
23	Elsevier Pub.			73	S.Chand		
24	ERMSTTP, LLC			74	Sage Intl.		
25	Excel Books			75	Sage Pub.		
26	Foreign pub.			76	Sagment book		
27	Galgotia			77	SAP Press		
28	Global Vision P			78	Simon & Schutter		
29	Gower Publishing			79	Shroff Publishers		
30	Govt. Publication			80	Skylark		
31	H B S			81	Springer		
32	Harvard University Press			82	Standerd Pub.		
33	Harper Collins India			83	Sultan chand		
34	Himalaya			84	Sweet & Maxwell		
35	IFRS Foundation			85	Taylor & Francis		
36	Int. Book Ho.			86	Taxmann		
37	Kanishka Publishers			87	Techmedia		
38	Jaico			88	Thomas Dunne Books		
39	Juggernaut Books			89	Thomson Press		
40	Jain Book Agency			90	Times Group		
41	Kogan Page			91	TMH		
42	Krishna Prakasan			92	UBS		
43	Laxmi Pub.			93	Universal Law Pub		
44	Lawrence Erlbaum Ass.			94	Vikas		
45	MacMillan India			95	Viva book pvt.ltd.		
46	Manning Publications			96	Wiley & Sons		
47	Mayfield Publishing Com,			97	Wiley Dreamtech		
48	McgrawHill			98	Wisdom Tree		
49	Metropolitan			99	World Scientific		
50	Narrosa			100	W.W.Norton & Company		

If you want to quote other publishers rate which are not included in the above list, please attach a separate sheet.

Signature of owner/proprietor.