



KOTSHILA MAHAVIDYALAYA

P.O:–Jiudaru, Dist.–Purulia Estd.-2010

Affiliated to Sidho-Kanho-Birsha University, Purulia

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Ref. No. 994/KOT/e-Tender 01/25-26

Date: 03.01.2026

E-TENDER NOTICE

The Principal, Kotshila Mahavidyalaya, Purulia, invites online e-tenders for the **Supply of Textbooks and Reference Books** (Indian and foreign publications) for various departments, to be delivered to the College Library as per the attached **Book List** with a maximum amount of Rs/- 500000.00 (Five Lakh Only). Bids will be accepted in **percentage discount format** on the printed price (INR only). The tender process will be conducted **only through the Government e-Procurement portal**: <https://www.wbtenders.gov.in>.

Important Dates:

Sl. No.	Particulars	Date &Time
1	Publishing of Tender Documents (online)	03-01-2026 , 3 PM
2	Bid Submission Start Date (online)	03-01-2026 , 4 PM
3	Bid Submission End Date (online)	19-01-2026, 10 AM
4	Technical Bid Opening Date(online)	21-01-2026 , 11 AM
5	Financial Bid Opening Date(online)	To be notified later

Eligibility Criteria:

Bidders must meet the following requirements and upload documents in **PDF format**:

Category	Required Documents
Statutory Documents	Copy of this NIT, digitally signed. EMD payment proof
Legal Documents	GST Registration Certificate. PAN Card. Trade License.
Financial Documents	Income Tax Returns for last three consecutive years. Audited Balance Sheets & P/L statements for last three years.
Experience	Proof of supplying books to one Government or Govt.-aided School/Colleges/Universities/Research Institutes OR 40% supply credential within last three years in the field of Book Publishing, Supplier, Distributor.
Declaration	Signed affidavit declaring: 1. Latest editions of books will be supplied.

Earnest Money Deposit (EMD):

Earnest Money of 10,000/- (Ten Thousand only) is to be deposited online in favour of “Principal, Kotshila Mahavidyalaya , Purulia” via Net banking (in favour of: Principal Kotshila Mahavidyalaya”), A/C No. **34966717245**, **IFSC Code- SBIN0015939** through RTGS/NEFT/CBS system.
EMD of the successful bidder will be converted to a Security Deposit and refunded after 6 months of successful performance. No interest is payable on EMD.

Submission of Bids:

Bids must be submitted online in **two separate folders**:
A. Technical Bid
Upload all eligibility documents listed above, scanned and properly indexed.
B. Financial Bid
Submit **one composite percentage discount rate** on total printed price of latest edition books in BOQ Excel format.
No separate discount per book or extra charges (packing, freight, insurance) will be allowed.

Evaluation Process:

Step1–Technical Evaluation:
Only bidders meeting all eligibility and document criteria will qualify.
Step2–Financial Evaluation:
Among technically qualified bidders, the **highest discount rate (minimum15%)** will be considered successful.

Delivery and Timelines:

Requirement	Details
Delivery Site	Kotshila Mahavidyalaya, Jiudaru, Kotshila, Purulia.
Delivery Period	Within 30days.
Invoice/Challan	Four Copies
Latest Editions	Only latest editions published as on delivery date will be accepted
Defective Books	Must be replaced immediately at supplier’s cost

Payment Terms:

i) Payment will be made **only through e-payment (RTGS/NEFT)** after satisfactory delivery and verification. ii) Invoice must show total printed price minus discount.

Other Key Conditions:

- i) No advance payment will be made.
- ii) Quantity may increase or decrease as per final requirement.
- iii) Tendering authority reserves right to: a) **Accept or reject any bid without assigning reason.** b) Withdraw or modify tender at any stage.
- iv) Validity of discount rate: **120 days** from submission deadline.
- v) Contract validity: **1 year** from award date, extendable if needed.

Documents to Attaches Annexure:

Annexure	Purpose
Annexure I	Booklist (with departments & number of copies)
Annexure II	Technical Bid Application Format

ANNEXTURE-I BOOK LIST

Please check in Tender notice in College Website (www.kotshilamahavidyalaya.ac.in)

Sd/- Principal
Kotshila Mahavidyalaya

ANNEXURE-II
(Proforma for Technical Bid)

Sl. No	Particulars	Information
1	Name of the Firm & Owner:	
2	Type of Organisation (Proprietorship/Partnership/Pvt. Ltd./Limited Company) Month/Year of Establishment	
3	Website of Bidder, if any	
4	Month/Year of Establishment	
5	PAN Nos.	
6	Sales Tax/GST Regd. Nos.	
7	Annual Turnover 2024-25	
8	Whether product(s) offered by the bidders are exactly as per the configuration of kotshila M/V If not, indicate the changes in each product	
9	Validity of Tender	
10	Whether Terms & Conditions issued by Kotshila Mahavidyalaya are acceptable to the Firm	

Date:

Name: Signature of Owner/Authorized Representative
Designation: