

EMPANELMENT OF VENDORS FOR SUPPLY OF MAGAZINES FOR IIIT BHUBANESWAR CENTRAL LIBRARY

TENDER SCHEDULE

Tender Ref. No.	:	IIIT-Bh/14030/
Date of Publication of Advertisement in Print Media	:	30 th June 2025
Publication of Tender Documents in the website	:	30 th June 2025
Deadline of Submission of Bids	:	By 2.00PM of 16 th July 2025
Opening of Bids	:	4.00 PM on 16 th July 2025

Email: cpsd@iiit-bh.ac.in

Phone: (0674) 2653402



IIIT BHUBANESWAR

GOTHAPATNA, MALIPADA, BHUBANESWAR - 751003

WEB - WWW.IIIT-BH.AC.IN



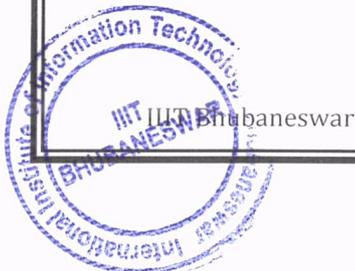
IIIT Bhubaneswar

International Institute of Information Technology Bhubaneswar (IIIT Bhubaneswar), a non-affiliating University by an act of the Odisha State Assembly, invites quotations for empanelment of the vendors / suppliers for supply Magazines to Central Library for the period of three (03) years from the date of empanelment that can be extended further on satisfactory performance.

The vendors/suppliers, willing to be empaneled may submit their quotations for empanelment in the desired format (Annexure-I) with all supporting documents to "The CPSD, IIIT Bhubaneswar, Gothapatna, Malipada, Bhubaneswar – 751003, Odisha latest by **16.07.2025 till 14:00** hrs. Detailed terms and conditions for empanelment of vendors/suppliers to Supply Magazines for IIIT Bhubaneswar Central Library are as follows:

Terms and Conditions for Empanelment

1. Interested Vendors/Suppliers must submit their quotations for empanelment and application form along with all required details and documents. The application form should be duly filled, signed and submitted within the stipulated deadline.
2. Interested Vendors/Suppliers should submit the enclosed application form in a sealed envelope super scribing "Application for Empanelment of Vendor/Supplier for Supply of Magazines" to The CPSD, IIIT Bhubaneswar, Gothapatna, Malipada, Bhubaneswar – 751003, Odisha latest by **16.07.2025**.
3. The Vendors/Suppliers must have experience of minimum three years in supplying of Magazines to the Government Institutions/ Autonomous Institutions/ Public Sector Undertaking Institutions/ Educational Institutions.
4. The vendors/Suppliers must submit a copy of the last three years Income Tax Return Certificate annexed along with the application form in the sealed envelope.
5. A photocopy of the current year membership certificate of any agency and supplier association or federation and a photocopy of PAN and GST registration must be attached.
6. An undertaking duly signed and stamped must be provided for Non-blacklisting by any Government/Autonomous/PSUs Institutions.
7. IIIT Bhubaneswar reserves the right to cancel the order or return the Magazines at any stage, if the information is not found correct, no claim of the Vendors/Suppliers will be accepted in this regard.
8. The application forms will be scrutinized and shortlisted by the Competent Authority of IIIT Bhubaneswar. The shortlisted Vendors/Suppliers will be informed through an email, upon which they will have to send their acceptance through e-mail. Local vendors shall be preferred.
9. This empanelment will be valid initially for three years and can be extended depending upon the satisfactory performance of the empaneled supplier/vendor at the sole discretion of the Competent Authority of IIIT Bhubaneswar.



10. Vendors/Suppliers may please go through the attached list of required Magazines (Annexure-II). The quoted price shall be valid for one year. For the 2nd and 3rd year a new price list shall be submitted at the beginning of the year accordingly a new order shall be placed.
11. The selection will be based on price and discount offered by the vendors, past supply records in reputed institutions, agency annual turnover etc., and the shortlisted vendors/suppliers are required to strictly agree to supply the Magazines as per the terms and conditions stated herein in the quotation.
12. The vendors/suppliers shall ensure the uninterrupted supply of Magazines once the supply order is placed.
13. The vendors/suppliers must deliver all ordered Magazines in good condition and on timely manner at the Central Library.
14. **No advance payment will be made. The approved vendor/firm will have to deposit the cost of the Magazines to respective publishers in favour of International Institute of Information Technology Bhubaneswar after receipt of the confirmed order from this end. The payment will be made to the agency only after receipt of the remittance proof of payment to the publishers by the approved firm/vendor.**
15. The supplier shall replace free of charge any defective magazines supplied by them due to faulty printing or pagination, soiled copy or due to any other reason.
16. RTGS/NEFT details need to be furnished by the vendors/suppliers with the proposal on the letter head of supplier/firm/agency.
17. IIIT Bhubaneswar reserves the right to any changes in the terms and conditions in future.

Signature of Proprietor / Head with Rubber Stamp



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Annexure-I

**PERFORMA FOR EMPANELMENT OF SUPPLIERS/VENDORS FOR SUPPLY OF
MAGAZINES AT IIIT BHUBANESWAR CENTRAL LIBRARY**

1. Name of the Firm/Agency:
2. Year of Establishment:
3. Annual Turnover:
4. PAN No.:GST No.:
5. Address of the Firm/Agency:
.....
6. Name of the Contact Person:
7. Telephone:Mobile No.:
8. Membership of any registered trade agency/organization (If Yes, Name of the Organization with registration number):
.....
9. Attach documentary proof of Income Tax Return filing /Certificate for last three years.
10. NEFT/RTGS Details: (Name of the Bank and Branch with IFS Code and Bank Account Number)
.....
.....

Declaration

The information provided above is true to the best of my knowledge and belief. I shall be liable to action for any incorrectness found at any time. I have carefully read the terms and conditions for empanelment and supply of newspaper to IIIT Bhubaneswar Central Library. I am fully aware that my application is liable to be summarily rejected if the application is incomplete and/or without proper supporting documents.

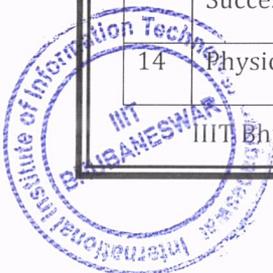
Signature of Proprietor / Head with Rubber Stamp



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Annexure-II**List of English Magazines required for Central Library**

Sl. No.	Title of Magazine	Name of the Publisher	Number of Issues in a year	Term (Year)	Amount	Discount (%)	Net Amount
1	Reader's Digest	Trusted Media Brands	12	1			
2	India Today	Living Media India Ltd.	52	1			
3	Business Today	Living Media India Ltd.	26	1			
4	Digit	Nine point Nine Group Pvt. Ltd.	12	1			
5	Open Source for You	EFY Enterprises Pvt. Ltd.	12	1			
6	Electronics for You	EFY Enterprises Pvt. Ltd.	12	1			
7	Out Look	Outlook Publishing India Pvt. Ltd.	36	1			
8	Outlook Money	Outlook Publishing India Pvt. Ltd.	12	1			
9	PC Quest	Cyber Media India Ltd.	12	1			
10	The Week	Malayala Manorama Company Pvt. Ltd.	52	1			
11	Time	Meredith Corporation	25	1			
12	Science Reporter	CSIR	12	1			
13	Engineering Success Review	Competition Review Pvt, Ltd.	12				
14	Physics for You	MTG Learning	12	1			



Empanelment for Supply of Magazines

		Media Pvt. Ltd.					
15	Chemistry Today	MTG Learning Media Pvt. Ltd.	12	1			
16	Mathematics Today	MTG Learning Media Pvt. Ltd.	12	1			
Total Price excluding GST (Rs.)							
Add: GST (Rs.) if any							
Total Price of all including GST (Rs.)							

Signature and seal of the agency



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