



University College of Medical Sciences

Dilshad Garden, Delhi-110095

Tel.:22582972-74

E-PROCUREMENT TENDER NOTICE

No.MC-10(03)/Lib/2025

Dated: 24-12-2025

E-tender for Supply of Print Journals and Individual Online Journal

E-tenders are invited under two bid system (Technical and Financial) for the supply of Print Journals and Individual Online Journal to the College Library, University College of Medical Sciences, Dilshad Garden, Delhi-110095 (India) from reputed bidders/vendors/agents. The supply of print journals will be for one calendar year, i.e. from **January 2026 to December 2026.**

Item	Details
Earnest Money Deposit (EMD)	Rs.1,00,000/- (Rupees One Lakh only)
Bid Document Download Starts Date and time	24.12.2025 at 02:00 PM
Online Bid Submission Start Date and time	24.12.2025 at 02:00 PM
Online Bid Submission End Date and time	15.01.2026 at 10:00 AM

Notes:

- (i) All details regarding the subject tender are available on our websites www.ucms.ac.in www.du.ac.in and <https://eprocure.gov.in/eprocure/app>. The Bidders are, therefore, requested to visit our websites regularly to keep themselves updated. Any Addendum/Corrigendum will be displayed on the aforesaid websites only.
- (ii) Manual bids shall not be accepted.
- (iii) For submission of E-Bids, bidders are required to get themselves registered with <https://eprocure.gov.in/eprocure/app>.
- (iv) Clarifications/ queries/ representation, if any, can be addressed to the Principal, University College of Medical Sciences, Dilshad Garden, Delhi-95 and email: principal@ucms.ac.in and library@ucms.ac.in. on or before **31/12/2025**.
- (v) All the bidders are requested to read the entire tender document carefully and check their eligibility as per the tender document. The bidders are also requested to upload only relevant documents to claim their eligibility and participate in the tender.

**Sd/-
PRINCIPAL**

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1. Introduction

The University College of Medical Sciences (UCMS) was established in 1971 as a Constituent College of University of Delhi. It imparts various medical and paramedical courses. Guru Teg Bahadur Hospital is the associated teaching hospital with 2000 beds. UCMS is known for its quality research and has a high National ranking based on the number of publications in PubMed indexed journals. Meritorious/Eminent Faculty on expert groups of UNICEF, WHO, UNAIDS, WORLD BANK, ICMR, NACO, DST and CSIR. College with excellent results. Cater to the health care needs for the East Delhi community and surrounding border areas.

The Principal, University College of Medical Sciences (University of Delhi) invites online tenders from reputed bidders/Vendors/Agents through e- tendering CPP Portal for the supply of Print Journals and Individual Online Journal to the College Library, University College of Medical Sciences, Dilshad Garden, Delhi-110095 (India). The supply of print journals will be for one calendar year i.e. from **January 2026 to December 2026**.

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2. Tender Annexures

E-Tender for Supply of Print Journals and Individual Online Journal

- 1. Annexure (I) : List of Journals**
- 2. Annexure (II) : Technical Bid**
- 3. Annexure (III) : Tender Acceptance Letter**
- 4. Annexure (IV) : Check List**
- 5. Annexure (V) : Undertaking for Blacklisting**
- 6. Annexure (VI) : Financial Bid**
- 7. Annexure (VII) : Specimen of Agreement**

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3. Information & Instructions for Bidders

E-tender for Supply of Print Journals and Individual Online Journal

E-tenders are invited under two bid system (Technical and Financial) for the supply of Print Journals and Individual Online Journal to the College Library, University College of Medical Sciences, Dilshad Garden, Delhi-110095 (India) from reputed bidders/vendors/agents. The supply of print journals will be for one calendar year i.e. from **January 2026 to December 2026**.

- 3.1 Bids must be marked as “**Supply of Print Journals and Individual Online Journal**” shall be submitted online at CPP portal <https://eprocure.gov.in/eprocure/app> on or **before 15th January 2026**.
- 3.2 Bidders are advised to follow the instructions provided in the “Instructions to the bidder” for the e-submission of the bids online through the Central Public Procurement Portal for e-procurement at <https://eprocure.gov.in/eprocure/app>.
- 3.3 Bidder who downloads the tender document from the Websites (<https://www.ucms.ac.in> or <https://eprocure.gov.in/eprocure/app>) shall not tamper/modify the tender documents in any manner. If found, tender will be completely rejected and earnest money deposited (hereinafter referred to as EMD) would be forfeited and bidder is liable to be blacklisted.
- 3.4 University College of Medical Sciences (UCMS) will not be responsible for non- receipt of online bids within the specified date and time due to any technical reason.
- 3.5 The offer must be valid at least for a period of 120 days from the date of opening of the technical bid. Any offer falling short of the validity period is liable for rejection.
- 3.6 The procurement shall be made, in conformity with the General Financial Rules (GFR) 2017 strictly.
- 3.7 The bidder should quote the charges in figure (INR) as well as in words in the financial bid. In case of any deviation, the rate quoted in words will be considered. The rates must be quoted clearly without any overwriting/cutting.
- 3.8 Bidder`s offer is non-transferable and should be submitted as per our prescribed format on company`s letter head duly signed by the competent signatory.
- 3.9 The bids will be opened online in the college after closing date.
- 3.10 UCMS will award the contract to the successful bidder who has offered lowest price/highest discount on total journal subscription.
- 3.11 The bidder should quote price for all the journals, whether it is a foreign journal or Indian journal (The list of journals annexed as **Annexure I**).
- 3.12 The bidder must furnish all information in the prescribed proforma only. Each page of the bid and all supporting documents are to be duly signed by the bidder along with seal of the firm. Bids not submitted in the prescribed format will be liable for rejection.
- 3.13 The College reserves all rights to accept/reject/cancel the proposal at any stage without assigning any reason.
- 3.14 Interested Bidders are requested to upload their bids in TWO PARTS, Part I, Technical bid (as per **Annexure II**) as well as Part-II, Financial bid (as per format given at **Annexure – VI**). Online bids must be submitted on or before **15th January 2026** falling which, offer will be liable for rejection.

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4. Minimum Eligibility Criteria

(Mandatory for all bidders)

The agency must be fulfilled the following mandatory minimum eligibility criteria and upload all the supporting documents duly signed by the authorized signatory at the time of bidding failing this will cause disqualification for the bid. The University College of Medical Sciences reserves the right to withdraw/relax/modify eligibility criteria and in such a situation the bidder will be given sufficient time to make suitable changes accordingly.

- 4.1 Bidder must have a minimum Gross Annual Turnover of Rs. One Crore during the last three financial years (**2022-2023, 2023-2024, 2024-2025**) (copy of audited balance sheet must be enclosed).
- 4.2 Bidders must enclose copy of PAN card of the firm/agency, along with latest and valid ITR in the name of the firm for the last three financial years (**2022-2023, 2023-2024, 2024-2025**).
- 4.3 Bidders must provide GST Registration No. (Self-attested copy of the GST registration certificate must be enclosed).
- 4.4 Bidder should have a minimum experience of 3 years in supplying journals (Foreign and Indian) to Government, Quasi-Government, State Government, and to any reputed Indian institutions. Please enclose the copies of supply orders as supporting documents for each of the following years (**2022-2023, 2023-2024, 2024-2025**).
- 4.5 Bidder must provide currently valid membership certificate of Federation of Publishers & Booksellers Association of India (F.P.B.A.I).
- 4.6 Bidder must enclose authorization certificates/letters from at least two of the following major publishers and the authorization certificates/letters should **be valid for the year 2026:- Jaypee, Sage, Springer and Wolter Kluwer.**

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5. Terms & Conditions of Subscription

- 5.1 The successful bidder will be required to deposit Performance Security for an amount of 100% of the total value of order in the form of Performance Bank Guarantee duly marked in favor of the Principal, University College of Medical Sciences, Dilshad Garden, Delhi-110095. Performance Security should remain valid for over two months after the expiry of the period of the contract.
- 5.2 The successful bidder will have to enter in to an agreement on a non-judicial stamp paper of appropriate value i.e., Rs. 100/-, the cost of which shall have to borne by the bidder itself. The proforma for Agreement is enclosed at **Annexure VII**.
- 5.3 The selected bidder upon receipt of confirm order shall process institutional subscription & make advance payment to respective publishers on behalf of University College of Medical Sciences. The bidder shall submit their Invoices duly pre-receipted in the name of the Principal, University College of Medical Sciences within thirty days from date of order along with Remittance proofs, Bank conversion certificate, Agreement & Performance Bank Guarantee.
- 5.4 All subscription must be entered in the name of University College of Medical Sciences in records of the respective publishers.
- 5.5 The bidder must quote annual institutional subscription price of journals (inclusive of airmail charges or any other charges) for the year **2026**. Price quoted for each title, price proofs have to be submitted at the time submission of tender only.
- 5.6 If any Foreign Journals available in dual currencies these should be billed in the currency by which the converted cost lowest in Indian rupees.
- 5.7 The subscription period in case of print journals shall be on calendar year basis i.e. **2026 (January to December)**.
- 5.8 The successful bidder will have to provide publisher's subscription number in case of all printed journals and subscriber ID in those where online access is provided free with print subscription or where only online subscription mode is available. The bidder will have to activate online access to the journals on IP ranges of our institute.
- 5.9 UCMS will reserve the right to reduce the number of titles depending upon administrative and financial constraints at the time of placing the purchase order.
- 5.10 The selected bidder shall supply the Journals (Indian/Foreign) to UCMS, Delhi by Hand/ Registered/Courier Post, at regular intervals within a reasonable time of the publication thereof by the respective publishers.
- 5.11 The successful bidder must supply all the ordered titles, whether it is an Indian or foreign.
- 5.12 The bidder shall procure all the journals subscribed by the UCMS from the respective publishers and supply the same to the library without any additional cost to the UCMS. The bidder will ensure safe delivery of journals to the UCMS along with a Challan/ Delivery Proof in duplicate.
- 5.13 The bidder shall follow-up on those issues of journals which are delayed and/or not

received from the publishers with due intimations to the Library UCMS.

- 5.14 The bidder should have Mechanism to provide regular/monthly supply status of journals to the Library UCMS.
- 5.15 Penalty Clause:-
- 5.15.1 In the event of any of the copies of the said Journals being lost in transit or in the event of the supplier (i.e. successful bidder) failing to supply such copies after their publication for fault on the part of supplier, the supplier shall replace all such copies without any extra charge or refund 150% of the proportionate amount of the non-supplied journal issues'. Further, in cases where no issues were supplied of any particular journal due to the fault on the part of the supplier, in that case the supplier shall have to accept full responsibility and the refund 150% of the subscription amount of that journal. Refund of amount will not be an excuse for non-supply.
- 5.15.2 In an event the journals were not supplied due to non-publication and ceased publication, the supplier will be required to refund the subscription amount paid towards the same along-with documentary proof from the publisher.
- 5.15.3 For any discrepancy in procurement of Journals such as procurement from unauthorized/non-publisher sources shall be considered as an illegitimate procurement and PBG will be forfeited and blacklisting of the supplier for future tenders.
- 5.16 Only original journals will be accepted and no duplicate/defective/photocopies of these shall be entertained. However, if any such instance comes to the notice, the same will be returned on risk and cost of the firm.
- 5.17 Final settlement completion of supply and refund etc. will be done till **June 2027**.
- 5.18 It is compulsory for all bidders to comply with all the Terms and Conditions mentioned above and an acceptance certificate (as per **Annexure III**) to this effect should necessarily be enclosed with the Technical Bid.
- 5.19 College may ask any kind of required documents/record from the bidder at any time during the tender processing.

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6. Bid Submission- Two Bid System

Interested Bidders are requested to upload their bids in TWO PARTS, **Part I, Technical bid (as per Annexure II)** as well as **Part-II, Financial bid (as per format given at Annexure –VI)**.

6.1 Submission of Technical Bid:

The Technical offer should be complete in all aspects and should contain all information asked for in **Annexure-II**, except financial bid. The format for submission of technical offer should be as follows:

- 6.1.1 Tender Acceptance letter as per **Annexure III**
- 6.1.2 Check List as per **Annexure –IV**
- 6.1.3 Undertaking of Blacklisting – **Annexure –V**

6.2 Opening of Technical Bid

- 6.2.1 Evaluation of “Technical Bid” shall comprise of all documents as per **Annexure-II** and bidder shall also enclose **Annexure III, Annexure IV** and **Annexure V** with technical bid.
- 6.2.2 Bidder can send their representations, if any, addressed to the Principal, University College of Medical Sciences, Dilshad Garden, Delhi-110095 and email: principal@ucms.ac.in and library@ucms.ac.in within 48 hours after the update of evaluation status i.e. reject/accept bids on CPP Portal through email and the committee decision on representation will be final. Representations beyond the stipulated time period will not be entertained. The representation sent to any other email address or received from another mode/source will not be entertained/ considered.

6.3 Rejection of Technical Bid: The technical bid submitted shall become invalid/reject: -

- 6.3.1 Manual Bids.
- 6.3.2 The bidder does not fulfill the Minimum Eligibility Criteria as per the tender document and Technical Bid **Annexure-II**.
- 6.3.3 The bidder has not uploaded and submitted requisite documents, certificates, annexures in tender format and EMD details, etc.
- 6.3.4 The uploaded documents are not in consonance with the tender document.
- 6.3.5 The uploaded documents are found not legible.
- 6.3.6 The documents / Certificates / Registrations are found not valid at the last date of submission.
- 6.3.7 If contradictory is found in uploaded documents.
- 6.3.8 Unresponsive Bids.
- 6.3.9 If, the bidder is found ineligible.

- 6.3.10 If, the Financial Bid document/rate quotation document uploaded with Technical Bid Document.

6.4 **Submission of Financial Bid:**

- 6.4.1 The bidder should quote price for all the journals, whether it is a foreign journal or Indian journal (The list of journals annexed as **Annexure I**).
- 6.4.2 The bidder should quote the charges in figure (INR) as well as in words in the financial bid. In case of any deviation, the rate quoted in words will be considered. The rates must be quoted clearly without any overwriting/cutting.
- 6.4.3 The Financial Bid should give all relevant charges information as per **Annexure-VI**. The Bid Form must be filled in all respects, without any errors, erasures or alterations.
- 6.4.4 It should contain charges with detailed break up as per **Annexure-VI**.
- 6.4.5 The taxes and duties as applicable should be quoted separately and clearly. The terms such as taxes and duties as applicable or at actual should not be mentioned in the bid. In the event of an increase in taxes/duties, the extra liability on account of these taxes shall be borne by UCMS. Similarly, in the event of abolition/reduction of taxes/duties, the savings accruing to the bidder shall be passed on to UCMS.
- 6.4.6 The bidder quotes the price in Indian National Rupees (INR). In case of item quoted in foreign currency, converted INR value should be given as on the publication date of NIT, so that, the rates can be compared in a fair manner. The rate proof for that date should be attached.
- 6.4.7 The bidder should also submit the title-wise break-up of the journal price as per the required format (**Annexure VI Part B**). If a group of journals come as a part of a package form the publisher, the bidder should provide the cost of each one of these journals. This information should be provided in the Footnote to **Annexure VI**. The bidder should quote price for all the journals, whether it is an Indian or foreign journal.

6.5 **Opening of Financial Bid**

- 6.5.1 After the evaluation of the Technical bids, the UCMS will open the Financial Bid on a notified date and time of all those bidders who qualified in the technical bid.
- 6.5.2 The date will be intimated subsequently only to the technically qualified bidders or published on the CPP Portal.
- 6.5.3 UCMS will award the contract to the successful bidder who has offered lowest price/highest discount on total journal subscription.
- 6.5.4 Offer quoted should be valid for a minimum period of 120 days from the date of opening of the technical Bid. Any offer falling short of the validity period is liable for rejection.

6.6 **Rejection of the Financial Bid:** The Financial bid submitted shall become invalid: -

6.6.1 Non-responsive financial bid.

6.6.2 Non-submission of the Financial Bid as per required format.

6.6.3 If found non-realistic.

6.6.4 As per the recommendation of the Tender Committee after evaluation of the Financial bid.

6.7 **Modification / Substitution/ Withdrawal of bids:**

6.7.1 No Bid shall be modified, substituted or withdrawn by the Bidder after the Bid 's due Date.

6.7.2 Any alteration/ modification in the Bid or additional information supplied subsequent to the Bid's due Date, unless the same has been expressly sought for by the Authority, shall be disregarded.

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7. General Terms & Conditions

- 7.1 The bidder shall furnish EMD of **Rs.1,00,000/- (Rupees One Lakh Only)** in the form of Demand draft / Pay Order / Fixed Deposit Receipt (FDR) / Bank Guarantee issued from any commercial bank of India, in favour of "The Principal, University College of Medical Sciences", Payable at Delhi and should be valid for 120 days which can be, if required, further renewed for 45 days. **The EMD is payable by all categories of bidders and no exemption is permissible. EMD in the form of cheque /cash will not be acceptable. Technical Bids without EMD shall be rejected.**
- 7.2 EMD should reach the Technical Section, First Floor, College Library, University College of Medical Sciences, Dilshad Garden Delhi-110095, on or before the closing date and time of bid submission i.e. **15/01/2026 upto 10:00A.M failing** which offer will be liable for rejection. Bidders, however, have to attach scanned copies of EMD documents along with the e- tender (technical bid).
- 7.3 EMD of the successful bidder(s) shall be retained with College as bid Security which may be returned (without any interest) only after deposition of Performance Security for an amount of 100% of the total value of order in the form of Performance Bank Guarantee.
- 7.4 The EMD will be returned to the un-successful Bidder as promptly as possible without any interest after finalization of contract.

The EMD will be forfeited by University College of Medical Sciences on the happening of any one or more of the following events: -

- 7.4.1 If bidder withdraws its bid during the period of tender/bid validity after closing dates.
- 7.4.2 If successful bidder does not honor his commitment after placing the order.
- 7.4.3 If it is found at any stage that information/particulars regarding tendered item(s) is false.
- 7.4.4 If any type of concealment of facts is found on the part of bidders.
- 7.4.5 If the successful bidder fails to commence the contract at the stipulated time in accordance with the terms and conditions of the tender.
- 7.5 Bid should be complete in all respects and incomplete bids will be summarily rejected. No clarification will be given by the University College of Medical Sciences in this regard.
- 7.6 The University College of Medical Sciences, being a public organization dealing in providing education to students, research, and related activities, reserves the right to cancel the tender process without assigning any reason whatsoever, at any stage.
- 7.7 The University College of Medical Sciences reserves the right to reject/accept or withdraw any part or full tender(s) without assigning any reason whatsoever. The decision of The University College of Medical Sciences will be final and binding.

- 7.8 The University College of Medical Sciences reserves the right to award the contract to successful bidders either in full or in parts. The decision of the University College of Medical Sciences will be final and no inquiry will be entertained in this regard.
- 7.9 The University College of Medical Sciences reserves the right to relax/ withdraw any of the terms and conditions mentioned in the tender document so as to overcome any problem encountered during the selection of the bidders and also during the course of the execution of the contract.
- 7.10 Canvassing in any form entails the bidder to be disqualified. If any bidder is found influencing or intimidating other bidders/bid processes, its bid is liable for disqualification.
- 7.11 Please note that any falsification/suppression of information could lead to bidders' disqualification. Bidders are also to ensure that the Tender Documents are filled without any errors or mistakes, failing which, the decision of the University College of Medical Sciences on the subject matter will be final.
- 7.12 Conditional bid will not be accepted.
- 7.13 Each page of the bid document and papers submitted/uploaded, should be numbered, signed, and stamped by the authorized signatory as a token of acceptance of the terms and conditions laid down by the University College of Medical Sciences, otherwise bid will be rejected.

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8. Clarification of Offers

To assist in the scrutiny, evaluation and comparison of offers, purchaser may, at his discretion, ask some or all Bidders for clarification of their offer. The request for such clarifications and the response will necessarily be in writing.

9. Technical Inspection and Performance Evaluation

The evaluation criteria adopted by purchaser would apply uniformly to all Bidders.

10. Verification

Purchaser reserves the right to verify any or all statements made by the bidder in the bid document and to inspect the bidder's facilities, if necessary, to establish to its satisfaction about the bidder's capacity to perform the job.

11. Award Criteria

11.1 Purchaser will award the contract to the respective bidder, who has offered lowest price/highest discount on total journal subscription.

11.2 If the discount offered or rates quoted by two or more bidders are same then the order will be divided maintaining equity in terms of value of the purchase order.

12. Final decision-making authority

Purchaser reserves the right to accept or reject any bid or all bids at any time, without assigning any reason thereof or incurring any liability to the bidders. In such a scenario, no claim whatsoever will be entertained.

13. Rejection of Tender

The tender shall be summarily rejected:

14.1 If the bidder proposes any alteration in or additions to the prescribed form of tender

14.2 If the bidder declines to carry out any work of the tender document.

14.3 If the technical bid submitted is found to be incomplete

14.4 If the financial bid submitted is found to be incomplete

14.5 If any discrepancy is found between the technical bid and financial bid

14.6 If financial bid document is found along with technical bid

14.7 If EMD is not submitted as per terms & conditions of tender.

14.8 If the bidder does not fulfill any of the conditions mentioned in the Tender.

14. Terms of Payments

The 100% payment will be released on submission of the following documents:

- 14.1 Bill in triplicate duly pre-receipted charging Bank Exchange Rates. Bank Exchange Rate prevailing on the date of invoice shall be applicable. (Attach Bank conversion proof in support).
- 14.2 Publishers price proof
- 14.3 Remittance proof
- 14.4 Performance Security for an amount of 100% of the total value of order in the form of Performance Bank Guarantee duly marked in favor of the Principal, University College of Medical Sciences, Dilshad Garden, Delhi-110095. Performance Security should remain valid for over two months after the expiry of the period of the contract.
- 14.5 Agreement on a non-judicial stamp paper of appropriate value i.e., Rs. 100/. The proforma for Agreement is at **Annexure VII**.

15. Force Majeure

- 15.1 If, at any time during the currency of the contract, either party is subject to force majeure, which can be termed as a civil disturbance, riots, strikes, tempest, acts of God, etc. which may prevent either party to discharge the obligation, the affected party shall promptly notify the other party about the happening of such an event. Neither party shall by reason of such event be entitled to terminate the contract in respect of such performance of their obligations.
- 15.2 The performance of the obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist.

16. Settlement of Disputes

Any dispute, difference, or disagreement between the University College of Medical Sciences and the agent/vendor to whom this contract has been awarded, concerning the existence, validity, interpretation, performance, termination, or breach under this Contract, shall be amicably resolved in good faith. Failing which, the matter shall be referred for settlement by arbitration and the venue and jurisdiction of the arbitration shall be New Delhi. The arbitration award shall be final and binding on both Parties.

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17. Annexure I

LIST OF JOURNAL TITLES FOR SUBSCRIPTION FOR THE YEAR 2026	
S.No.	TITLE
1	Case Reports in Clinical Radiology
2	Clinical Rhinology
3	Health and Population: Perspectives and Issues
4	Indian Dermatology Online Journal
5	Indian Journal of Anaesthesia
6	Indian Journal of Anatomy
7	Indian Journal of Clinical Biochemistry
8	Indian Journal of Dental Research
9	Indian Journal of Dermatology, Venereology and Leprology
10	Indian Journal of Endocrinology and Metabolism
11	Indian Journal of Hematology and Blood Transfusion
12	Indian Journal of Medical Biochemistry
13	Indian Journal of Medical Ethics
14	Indian Journal of Medical Microbiology
15	Indian Journal of Medical Research
16	Indian Journal of Ophthalmology
17	Indian Journal of Orthopaedics
18	Indian Journal of Otolaryngology and Head & Neck Surgery
19	Indian Journal of Pathology and Microbiology
20	Indian Journal of Pediatrics
21	Indian Journal of Pharmaceutical Education and Research
22	Indian Journal of Pharmacology
23	Indian Journal of Psychiatry
24	Indian Journal of Radiology and Imaging
25	Indian Journal of Social Psychiatry
26	Indian Journal of Surgery
27	Indian Journal of Urology
28	Indian Pediatrics
29	Indian Pediatrics Case Reports
30	International Journal of Clinical Pediatric Dentistry

31	International Journal of Diabetes in Developing Countries
32	International Journal of Infertility & Fetal Medicine
33	International Journal of Yoga
34	Journal of Anaesthesiology Clinical Pharmacology
35	Journal of Anatomical Sciences
36	Journal of Current Glaucoma Practice
37	Journal of Family Medicine and Primary Care
38	Journal of Forensic Medicine & Toxicology
39	Journal of Indian Academy of Forensic Medicine
40	Journal of Indian Orthodontic Society
41	Journal of Indian Society of Pedodontics and Preventive Dentistry
42	Journal of Obstetrics and Gynecology of India
43	Journal of the Association of Physicians of India
44	The Indian Journal of Nutrition and Dietetics
45	The National Medical Journal of India
46	The New England Journal of Medicine (NEJM)+NEJM Evidence Bundle (Online Only)Subs. Period April 2026-March 2027

18.ANNEXURE II
TECHNICAL BID

NAME OF THE WORK: SUPPLY OF PRINT JOURNALS AND INDIVIDUAL ONLINE JOURNAL

TECHNICAL BID (On bidder's Letter Head)			
Name & Address of the Bidder			
Email ID, Telephone and Fax Numbers			
Year of Establishment			
Name and designation of the person authorized to make commitments to the College			
PAN No. (Copy to be enclosed)			
GST No. (copy to be enclosed)			
Gross Annual turnover of Rupees One Crore (Copies of ITR must be enclosed for last three Financial Years (2022-2023, 2023-2024, 2024-2025) (copy of audited balance sheet must be enclosed)	2022-23	2023-24	2024-25
Experience of 3 years in supplying journals to Government, Quasi- Government, State Government, and to any reputed Indian institutions. Please enclose the copies of supply orders as supporting documents for each of the following years (2022-2023, 2023-2024, 2024-2025)			
Latest Membership certificate of Federation of Publishers & Booksellers Association of India (F.P.B.A.I) valid upto			
Authorization certificates/letters valid for 2026 from at least two of the following major publishers: Jaypee, Sage, Springer and Wolter Kluwer.			
Details of EMD		EMD Amount <u>Rs. 1.00.000/-</u> DD No..... Dated..... Drawn on.....,	

We hereby certify that information submitted by us is true and in case of acceptance of the bid, we shall comply with all the terms and conditions of the contract.

Date:

For and on behalf of the Firm

Place:

(Firm's Name & Address)

(Signature of Authorized Signatory with Seal)

19. ANNEXURE III
TENDER ACCEPTANCE LETTER
(On bidder's letter head)

To,

The Principal,
University College of Medical Sciences
Dilshad Garden, Delhi – 110095

Tender Reference No: _____

Date:- _____

Sub: Acceptance of Terms & Conditions

Sir,

1. I/We hereby certify that I/we have read the entire terms and conditions of the tender document (including all documents like annexure(s), schedule(s), etc.), which form part of the agreement and I/we shall abide hereby by all terms / conditions/ clauses contained therein.
2. The corrigendum(s) issued from time to time by the College have also been taken into consideration, while submitting this acceptance letter.
3. I/we hereby unconditionally accept the tender conditions of above-mentioned tender document(s)/corrigendum(s) in its totality/entirely.
4. I/we certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/ untrue or found violated, then the Colleges shall without giving any notice or reason therefor or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

Date:

For and on behalf of the Firm

Place:

(Firm's Name & Address)

(Signature of Authorized Signatory with Seal)

**20. ANNEXURE IV
CHECK LIST**

Name of Work:

Name of Prospective Bidder:

Sr. No.	Description	Yes/No	Page No.in the bid document	Remarks
I	Have you enclosed the technical bid as mentioned in Annexure II			
II	Have you enclosed the covering/acceptance letter as per Annexure III?			
III	Have you enclosed copy of PAN No.?			
IV	Have you enclosed valid GST Registration Certificate?			
V	Have you enclosed copy of Income tax Return along with copy of audited balance sheet for last three financial years? (2022-2023, 2023-2024, 2024-2025)			
VI	Have you enclosed experience of 3 years in supplying journals to Government, Quasi- Government, State Government, and to any reputed Indian institutions. Please enclose the copies of supply orders as supporting documents for each of the following years 2022-2023, 2023-2024 and 2024-2025.			
VII	Have you enclosed the latest membership certificate of Federation of Publishers & Booksellers Association of India (F.P.B.A.I)? Valid upto.....			
VIII	Have you enclosed authorization certificates/letters valid for 2026 from at least two of the following major publishers Jaypee, Sage, Springer and Wolter Kluwer.			
IX	Have you enclosed EMD of required amount for the quoted bid?			
X	Have you enclosed the Undertaking for Blacklisting as per Annexure V?			

N.B.

1. All pages of the bid should be numbered and indexed.
2. The prospective bidders may go through the checklist and ensure that all the documents/confirmations listed above are enclosed in the tender and no column is left blank. If any column is not applicable, it may be filled up as NA.
3. It is the responsibility of prospective bidder to go through the Tender to ensure furnishing all required documents in addition to above, if any.

Yours faithfully,

Date:

For and on behalf of the Firm

Place:

(Firm's Name & Address)
(Signature of Authorized Signatory with Seal)

21. ANNEXURE-V
Undertaking for Blacklisting
(To be submitted with Technical Bid)

To,
The Principal,
University College of
Medical Sciences
Delhi- 110095

Sir,

We, the undersigned bidder, have carefully read and examined in detail the Terms and Conditions and all tender documents of each page regarding the supply of print journals and individual online journal at the University College of Medical Sciences. We accept all the terms & conditions mentioned in the tender document and do hereby declare:

That we have not been blacklisted/debarred by CBI or any law enforcement agencies/Government organization/Department/Autonomous Bodies/Public Sector or no any case of blacklisting etc. in pending against the firm at the time of submission of Tender.

That the tender submitted by us is properly prepared, and signed so as to prevent any subsequent alteration and replacement.

That the University College of Medical Sciences is not bound to accept the lowest or any bid that it may receive.

If I/We fail to commence the specified service or fail to furnish the Bank Guarantee as per the terms and conditions of the contract, if selected, I/We agree that the UCMS, without prejudice to any other right or remedy available to the UCMS, be at liberty to forfeit the said EMD absolutely and reject the tender as per the terms and conditions contained or referred in the Tender Document.

For and on behalf of the firm

(Firm's Name & Address)

(Signature of Authorized Signatory with Seal)

Name:

Date:

Designation:

E-Mail:

Place:

Phone no.:

22. ANNEXURE-VI

Financial bid

Proforma for submission of Financial Bid for supply of print journals and individual online journal

1. Details of Bidder: -

Name of the Bidder:

Address of the Bidder:

Cell/phone Number:

Email Address:

2. Quoted Price:

PART A

(TOTAL SUBSCRIPTION COST OF ALL JOURNALS)

Sr. No	Particulars	Price Quoted (INR)	Discount, if any (%)	Taxes/any other charges, if any	Net Price (inINR)* (C-D+E)
(A)	(B)	(C)	(D)	(E)	(F)
1.	Supply of Journals for the year 2026 (as per Annexure I)				

*Amount in Column (F) will be considered for determination of price evaluation.

PART B

(TITLE WISE BREAKUP OF THE JOURNALS AS PER ANNEXURE I)

Sr. No	Title of Journals	Name of Publisher	Base Price	Bank Conversion Rate* (i.e. as on publication date of NIT)	Price Quoted (INR)	Discount, if any (%)	Taxes/ any other charges, if any	Net Quoted Price (INR)

*In case price quoted in foreign currency, converted INR value should be given as on the publication date of NIT

Checklist-

Bank rate proof for that date attached	YES/NO
Title-wise breakup of the journals as per the required format	YES/NO
Please specify if online access with the print journal subscription is available for subscribers free of cost.	YES/NO
Publishers price proofs for each journal quoted	YES/NO

Date:

Place:

For and on behalf of the firm
(Firm's Name & Address)
(Signature of Authorized Signatory with Seal)

23. ANNEXURE VII

Specimen of Agreement

This agreement is made this _____ day of _____ 20 between the Principal, UCMS (hereinafter called 'The College') of the one part and the _____ (Name of the Supplier) _____ (Address of the supplier) (hereinafter called 'The Supplier') of the other part.

And whereas the supplier have agreed to supply to the Principal, UCMS such Periodicals and Journals.

1. The supplier shall supply to The Principal, University College of Medical sciences, Delhi copies of all issues of Journals details of which are given in the list annexed here to as Annexure I within a reasonable time of the publication thereof by the respective publishers.
2. The supplier shall make advance payment for annual subscription of the said journals to the respective publishers on behalf of University College of Medical Sciences and submit the remittance proof, remittance details duly certified by the banker along with the Bill/Invoices duly supported by Publisher's price proof, Bank conversion certificate and Performance Bank Guarantee as per terms and conditions of the order letter.
3. The supplier is supposed to submit bill in triplicate, duly pre-receipted, charging Bank Exchange Rates in the name of The Principal, University College of Medical sciences, Dilshad Garden, Shahdara, Delhi-110095.
4. In the event of any of the copies of the said Journals being lost in transit or in the event of the supplier (i.e. successful bidder) failing to supply such copies after their publication for fault on the part of supplier, the supplier shall replace all such copies without any extra charge or refund 150% of the proportionate amount of the non-supplied journal issues'. Further, in cases where no issues were supplied of any particular journal due to the fault on the part of the supplier, in that case the supplier shall have to accept full responsibility and the refund 150% of the subscription amount of that journal. Refund of amount will not be an excuse for non-supply.
5. In an event the journals were not supplied due to non-publication and ceased publication the supplier will be required to refund the subscription amount paid towards the same along-with documentary proof from the publisher.
6. For any discrepancy in procurement of Journals such as procurement from unauthorized/non-publisher sources shall be considered as an illegitimate procurement and PBG will be forfeited and blacklisting of the supplier for future tenders.
7. Only original journals will be accepted and no duplicate/defective/photocopies of these shall be entertained. However, if any such instance comes to the notice, the same shall be returned on risk and cost of the supplier.
8. All the journals will be received at supplier end on the behalf of UCMS and the delivery of these shall be through courier/in person. No postage or any other charges whatsoever shall be paid extra.
9. The supplier shall deposit Performance Security for an amount of 100% of the total

value of the order in the form of Performance bank Guarantee duly marked in favor of the Principal, University College of Medical Sciences, Dilshad Garden, Delhi-110095. Performance Security should remain valid for over two months after the expiry of the period of the contract. No interest shall be paid to the supplier on the same.

10. The supplier will have to provide publisher's subscription number in case of all printed journals and subscriber ID in those where online access is provided free with print subscription or where only online subscription mode is available. The supplier will have to activate online access to the journals on IP ranges of our institute. (It should be verifiable that the subscription is in the name of our Institution and not in the name of an individual).
11. Final settlement completion of supply and refund etc. will be done till June **2027**.
12. If the college decides not to subscribe any one or more of the aforesaid journals the college shall give to the supplier one month's notice in the case of foreign journals in writing intimating to the supplier such intimation of the college and the supplier shall on the expiry of the said notice refund to the college proportionate amount of the subscription for unexpired period.
13. The college shall be entitled to terminate this agreement on one month's notice in writing to the supplier without assigning any reason whatsoever and on such termination the supplier shall refund to the college all the proportionate amount of the subscription for the period which may remain unexpired.
14. In the event of any question, dispute or differences, the same shall be referred to the sole arbitration of the Principal, University College of Medical Sciences, Dilshad Garden, Delhi. The decision of the arbitrator shall be final and binding on the parties to this agreement. The venue of the arbitration proceedings will be such place as the sole arbitrator may decide.
15. In witness whereof, the parties hereto have set their hands the day and the year first above written.

Signed by the above named Supplier in the presence of

(Name of the witness)

(Signatures of the Supplier and his address)

Signed by the _____

(Name and Designation of the officer subscribing to the journal)

On behalf of the College, in the presence of

(Name of the witness and his address _____)