



Indian Institute of Information Technology Pune

A/P: Sadumbre, Tal: Maval, District: Pune- 412109

Dr.B.B.Ahuja
Mentor Director

Website: www.iiitp.ac.in
Phone: 020-25507001

email: director@coep.ac.in
Fax: 020-25507299

Ref No: IIITP/Lib/Inquiry/Books/2017-18/ 256

March 2018

Subject: Quotation for Supply of Books to "Indian Institute of Information Technology Pune".

Last Date for Submission of Quotation	26th March 2018 up to 4:00 pm
Date of Opening Quotation	28th March 2018
Location to submit quotation	Inward Section, College of Engineering, Pune
Quotation to be superscript on sealed cover as	"Quotation for Supply of Books in IIITPune"

With reference to above cited subject, Indian Institute of Information Technology Pune invites quotations in **sealed covers** from eligible vendors who will execute the purchase order as per below mentioned terms and conditions.

" It is mandatory to submit quotations in Inward Section, College of Engineering Pune (COEP), Wellesley Road, Shivaji Nagar, Pune-411005. Quotations submitted in Indian Institute of Information Technology Pune will not be accepted."

Format for Quotation

S.No	Title of the Book with latest edition	Name of Author	Name of Publisher	Printed Price(Rs)	Maximum Discount (%)	Net Price	Remark
1	2	3	4	5	6	(5-6) 7	8

Terms and conditions:

- Books shall be delivered at Library and Information Center, at Indian Institute of Information Technology Pune, A/P Sadumbare, Taluka: Maval, Dist: Pune without any type of charges.
- Distributors/Vendors must be in the field of books business minimum for five years with minimum annual turnover of Rs. fifty Lakhs.
- Distributors/Vendors shall be serving National/State level education and research institutes.
- The decision of Mentor Director, Indian Institute of Information Technology Pune will be final in accepting/rejecting submitted quotations.
- Minimum 90% of inquired titles should be quoted. Only latest editions shall be quoted. Quoted prices should be current publisher's prices and shall be valid for three months from the date of opening quotation.



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6. Vendors having books with latest edition in their ready stock as per inquired titles have to be responded by quoting titles available with number of copies and earliest time period to supply these books.
7. By default Indian/Paperback editions should be quoted for the inquired titles even though titles inquired with foreign edition.
8. Indian titles require to be supplied within four weeks and foreign titles within eight weeks. After this period purchase order automatically stands cancelled.
9. Discount rates quoted shall not be allied with quantity of books enquired.
10. The accepted prices are FD/FOR IIITP with transportation, freight and insurance charged and to be borne by the distributors/Vendors only
11. While submitting invoices for payment towards books supplied by your firm, as a proof of the true cost of books vendors must submit the invoice of publishers/Distributors from whom the respective books have been ordered.
12. To make the quotation competitive vendors should provide maximum discount on publisher's prices. The order will be decided on the basis of quoted price of the books and its discount structure.
13. Distributors/Vendors should send completed sealed quotations with necessary documents to Mentor Director, Indian Institute of Information Technology Pune and submit at Inward Section, **College of Engineering Pune**, Wellesley Road, Shivajinagar, Pune, Maharashtra 411005
14. Last date to submit quotation will be 26th March 2018.

Mentor Director
Indian Institute of Information Technology