



TENDER NOTICE

The librarian, University Library, Navsari Agricultural University, Dandi Road, Navsari-396450 Gujarat invites **books/ e-books / journals / e-journals suppliers / vendors / publishers for the empanelment to supply books/e-books/journals/e-journals of the agricultural and allied sciences during 2025-26 to 2029-30 (Five Years)**. Detailed terms and conditions including required documents are available on the University website www.nau.in under Tender Section "**Empanelment Books / E-Books / Journals / E-Journals suppliers / vendors / publishers**". Interested parties must send non-refundable DD of Rs.2500/- as a processing fee and Security Deposit (Refundable) of Rs. 1,00,000/- (One lakh only) with signed copy of Terms & condition on letter head before date: **17/12/2025**.

Dt.03-12-2025

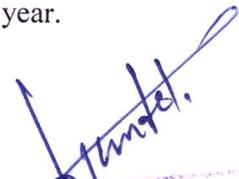
University Librarian

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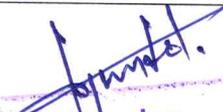

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Required Documents for the Empanelment of Book/E-Books/Journals/E-Journals
suppliers / vendors / publishers

- (1) The minimum compulsory documents mentioned below :
- (A) A Copy of membership certificate issued by Good Offices Committee/ The Federation of Publishers' and Book Sellers Association of India.
- (B) Income – Tax Return of Assessment year 2023-24, 2024-25, 2025-26 with copy of PAN Card of firm / proprietor.
- (C) Certificate of Three Agricultural University Libraries / Educational University Libraries in which the party had supplied Book / E-Books / Journals / E-Journals during the last five years
- (D) One order of Rs.20 lakhs, two orders of Rs.10 lakhs each or four orders of books / e-books / journals / e-journals of Rs. 5 Lakhs each should be supplied to the Agricultural University libraries / Educational University Libraries during the last three years.
- (E) GSTIN Copy
- (F) An affidavit on Rs.300 Non-Judiciary stamp paper mentioning that
- (i) Name of Three Agricultural University libraries / Educational University Libraries in which the party had supplied Books / E-Books / Journals / E-Journals during the last five years
 - (ii) Declaration that supplier is not a black listed party.
 - (iii) Declaration to supply 90% of ordered books during the year.


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<u>Terms and Condition:</u>	
(1)	Book/ E-Book Suppliers will have to provide books/ e-books related to Agricultural and Allied Sciences (Agriculture, Information Technology, Rural Studies, Zoology, Biotechnology, Environment, Microbiology, Horticulture, Food Science, Pharmacy, Mathematics, Forestry, Agriculture Engineering etc.) with 23% discount for print books / 20% discount for e-books and books related to literature (Novels, Literature, Life oriented etc.) with 28% discount. The exceptions would be Government publication / Institutions Publications.
(2)	Suppliers will arrange for exhibition of print books in the University library their own cost. The suppliers will have to bring print books published during the last five years (i.e. Latest edition) only.
(3)	Every supplier must non-refundable deposit processing fee of Rs. 2500/- and Security Deposit for five years (Refundable) of Rs. 1,00,000/- for books /e-books in the form of DD in favour of "Librarian, University Library, NAU, Navsari" Account payable at NAU, Campus branch, to qualify for possible empanelment in NAU with all terms and conditions.
(4)	The books will be selected by University Teaching staff, Scientists, Librarian, Assistant librarian and students after display / exhibition made in the University Library and the decision and rights of purchasing books /e-books will be with University Library only. If recommendations not received from NAU employee, books / e-books will not be purchased.
(5)	Successful suppliers / vendors / publishers require to pay security deposit amounting Rs.1,00,000 (One lakh rupees.) withhold till the requisite supply of books / e-books.
(6)	The Party must have to supply the books recommended by library users based on catalogue, syllabus recommended books/e-books by ICAR, Government of India / Gujarat etc., internet tools and other books/ e-books selection tools, if not displayed/ exhibited in the library.
(7)	The Foreign conservation Rate will be applied as per RBI Rate on date of billing.
(8)	Minimum 90% of the ordered books shall be supplied by party, In case the books are out of print, a valid proof of the same will have to be submitted to the University library, failing the same security deposited will be forfeited.
(9)	The supply will accompany a price proof in the form of a copy of the publishers / importers/ distributors invoices or publishers catalogue of the supplied books. <u>The Stickers price proof will not be accepted.</u>
(10)	The Supplied print books will be verified and the payments released only if they are not defective and in good condition.
(11)	Based on the performance of selected supplier(s) during the years 2025-26, 2026-27, 2027-28, 2028-29, 2029-2030 (Five Years) this contract can be extended further with mutual consent, if need arise for one year with prior permission of the library committee.
(12)	The librarian reserves all the rights to cancel all or any empanelment tender notice without assigning any reasons.
(13)	If any legal dispute arises, its jurisdiction will be Navsari, Gujarat.


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**Other Terms and Condition for the Foreign Print Journal /
E-Journal**

1. Pan Card / GSTIN Photocopy.
2. The successful suppliers / vendors / publishers must furnish a Security Deposit@100% of purchase order which will be refunded / returned only after satisfactory completion of supply period. The Security Deposit should be in the form of Demand Draft, Fixed Deposit Receipt or Bank Guarantee (18 Months) from any nation bank and on which no interest will be paid.
3. Service or handling charges shall not be paid in any case.
4. Quote your lowest (after discount) net price in Indian rupees F.O.R. University Library, N.A.U. Navsari
5. Quote your latest price in year of quotation demand. Old price not accepted and supplementary bill not be paid in any case. If after finalization of the tender, the selected firm expresses its inability to supply the foreign journal at the quoted rates, thus failing in fulfilling the stipulated terms and condition for award of the contract, then the security deposit amount is liable to be forfeited in total.
6. The rates of the journals / titles must be submitted only by charging on current RBI bank exchange rate. Validity of rates should be during the period of contract from the date of opening of inviting tender. The payment will be made in Indian currency only.
7. The supplier (Indian agent) will have to make necessary arrangements to provide online access of the journals on internet wherever made available by the publishers free of cost with print version. The vendor shall develop link to such online journals on webpage of institute to enable online access through the same. If the firm fails to arrange to provide online access of such journals(s) to the university, the firm will be held responsible for the same and a sum equivalent to 10% of the cost of journal(s) would be charged as a penalty from the firm.
8. The supplier has to enter into an agreement for supplying the journals. In case of failure in supplying of any issue(s) of a particular volume(s) of the title(s), the supplier will be required to refund the proportionate amount of the non-supplied issue(s) volume(s) along with a penalty of 10% thereof.
9. The Librarian reserves all the rights to reject all or any quotations without assigning any reason.
10. Based on the performance of selected supplier(s) during the years 2025-26, 2026-27, 2027-28, 2028-29, 2029-2030 (Five Years) this contract can be extended further with mutual consent, if need arise for one year with prior permission of the library committee.
11. If any legal dispute arises, its jurisdiction will be Navsari, Gujarat.


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