



THE TAMIL NADU Dr. AMBEDKAR LAW UNIVERSITY
"POOMPOZHIL", No: 5, Dr. D.G.S. Dinakaran Salai
CHENNAI - 600 028.



Tmt. Jeyanthi Krishnamoorthy
Registrar i/c

N.No. 017/Lib/Bks Supply - Quotation/2018 dated 29.06.2018

NOTIFICATION

Sub: Inviting quotation for supply of Books for the University Library - Reg.

Sir/Madam,

The Tamil Nadu Dr. Ambedkar Law University, Chennai proposes to purchase Books for the University Library, hence who are approved vendors of Federation of Publishers and Booksellers Association in India (FPBSA) and vendors of State level book trade associations are requested to send their quotation for the same.

The Percentage of Discount for Supply of Books

S.No.	Nature of Books	Percentage of Discount
1	Indian Books	
2	Foreign Books	

Terms and condition for the quotation to be followed:

- 1) Latest editions of books should be supplied.
- 2) Paperback editions of books should be supplied.
- 3) Indian editions of books, should be supplied.
- 4) The quotation received through e-mail or open envelop will be rejected.
- 5) In the case of short/no discount titles (such as Central and State/ Government publications/Society Publications) attach the proof for the same with quotation.
7. The rate should be quoted in a detailed manner with Currency, Price, Unit Rate (INR), Discount Percentage, Unit Price after Discount (INR) and Total Amount in (INR).
7. Attach the document supporting that Vendor is a member of Federation of Publishers and Booksellers Association in India (FPBSA) and State level book trade associations.
8. The firms furnishing the quotation should be able to supply the Books within 15 days for Indian edition books and 30 days for foreign edition books.
9. "Ordered books" shall be supplied along with authentic price proof, only of Publisher's Catalogue in case of foreign books, and in case of Indian books where the price is not printed on the book, submit an authentic document/s in support of price verification. .
10. Damaged books with missing pages, pages partly damaged, pages not readable, etc. shall have to be accepted back by the supplier, even though they have been stamped and vendor will bear the cost of return of the books, otherwise the cost of the book will be deducted from the rest of the order value.

11. The delivery shall be through registered/Book Post/Parcel/Courier/in person on their own risk & responsibility of the firm on Door delivery basis. No freight/ transportation charges, loading and unloading charges, postage, Insurance or any other charges whatsoever shall be paid extra.
12. Booksellers shall submit their pre-receipted bill/bills on revenue stamp in Triplicate, duly supported by the necessary documents after satisfactory completion of the order.
13. No advance payment shall be made and payment shall be released after the receipt of supply of books after approval of bill payment.
14. The original currency should be mentioned in the bill in case of foreign publication.
15. The bill is to be raised by the supplier at the RBI conversion rate prevailing on the date when the books are finally invoiced against order or procured from abroad for foreign currency denominated books.
16. The payment will be released only after the entire supply has been received to the satisfaction of the University Librarian, The Tamil Nadu Dr. Ambedkar Law University, Chennai.
17. The bill should bear the certificate from the supplier that books supplied are latest editions and that the prices have been charged correctly and in accordance with the latest publishers catalogue/invoice or importer/distributors invoice.
18. The supplier has to give undertaking that the books supplied are of latest edition, not reminder copy and original books published by the publisher.
19. All books of foreign origin, priced in foreign currency will be procured on the Bank Exchange rates adopted by RBI/SBI bank on TT Selling rates on the date of receipt of books along with the bill in triplicate. The vendor shall support the exchange rates charged in every bill with the copy of the exchange conversion rates issued by the bank.
20. Indian Books Percentage of discount should be mentioned and for Foreign Books Percentage of Discount should be mentioned.

The quotation shall be sent in sealed envelope superscribing "Quotation for Supply of Books for the University Library, The Tamil Nadu Dr. Ambedkar Law University, Chennai" addressed to The Registrar, The Tamil Nadu Dr. Ambedkar Law University, "Poompozhi Campus", No: 5, Dr. D.G.S. Dinakaran Salai, Chennai - 600 028. The sealed quotation should reach the above address on or before 31.07.2018. Quotation received after this date will be summarily rejected.

[Handwritten Signature]
29/06/18

REGISTRAR i/c