



- iv. 'Envelope II' should contain the discount structure wherein the vendor will have to quote the rate of maximum permissible discount in percentage (%) as per the table given below.

Sl. No.	Description	Rate of discount in %
a.	Foreign Journals	

2. The suppliers or vendors or their authorized representatives have to sign on every page of the documents submitted by them with seal of the firm/agency concerned.
3. The firms are required to furnish the requisite documents /information in a sealed Master Envelope and send it to *The Chief Librarian, Central Library, OUAT, Bhubaneswar-751003* by speed / registered post only within the date and time specified.
4. Incomplete and conditional Tenders will be rejected. The decision of the authority will be final in this regard.
5. If, at any point of time, any of the documents furnished by the vendors/suppliers is found to be false, it would be deemed to be a breach of terms of contract, making the firm concerned liable for legal action besides termination of selection/contract.
6. Any tender received after due date and time will not be considered.
7. All the duties and taxes and all charges for supply of journal issues payable by the supplier under the contract shall be included in the bid.
8. Custom clearance if any is to be done by the supplier.
9. A copy of publishers invoice as a price proof with the RBI conversion rate is mandatory. Every price proof and currency conversion proof should contain authorized signature with seal of the vendor.
10. The prices in the invoice should indicate both original currencies and Indian currencies. Reserve Bank of India (RBI) currency conversion rate as applicable on the date of the purchase order should also be provided along with the invoice.
11. The selected vendor has to supply 100% of Purchase Order within 2 months after publication of journal issues otherwise the EMD will be forfeited.
12. The supplier has to deliver original, undamaged journal issues at the Central Library, OUAT, Bhubaneswar at their own cost, during office hours within fifteen to thirty days of post publication. The defective issues if any shall have to be replaced by the firm free of cost.
13. Payment norms: We would prefer to pay in advance through INR immediately after supply of bills in triplicate, price proof, agreement and other required documents.
14. No bidders will be allowed to withdraw after submission of bids/opening of the Tender. Violation/deviation of any terms and conditions of this order, the bidding vendors are liable to be black-listed by the institute.
15. The authority reserves right to cancel or change the Tender without mentioning the reason thereof.
16. In the event of any dispute of difference arising under or out of it, in connection with supply of journals or any other matter regarding rights, duties or liabilities of the parties shall be referred to the sole arbitration of any person appointed by Chief Librarian, Central library, OUAT, Bhubaneswar.
17. In the event of any dispute of difference, arbitration and the legal matter arises, the matter will be decided within the jurisdiction of Bhubaneswar Court only.

**Sd/-**  
**Chief Librarian**