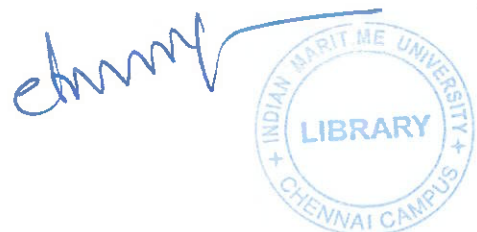


**NOTICE****Inviting quotation for the Purchase of Text Books and Course Materials for IMU Chennai  
Campus 2024-25**

The Indian Maritime University! Chennai Campus proposes to purchase of **Book Bank Books and Course Materials for the students of B.Sc (Nautical Science), Diploma in Nautical Science, and B.Tech (Marine Engineering)**. Hence, invites quotations from eligible publisher's /book sellers to send the quotations in sealed cover. List of books is attached as an **Annexure - I**

**Terms and Conditions for the quotation to be followed:****A) General Conditions**

1. Latest editions of books with good condition.
2. Wherever the books are available in both hardbound and Paperback, the price is applicable for paperback should be quoted.
3. The rate of the books is to be kept in a confidential manner and have to be sent in a sealed envelope.
4. The quotation received through email 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.
6. The supplier should quote the rates as per specifications given enclose **Annexure – I**. The quote given other than the format the will be rejected.
7. IMU Chennai Campus at its discretion may increase or decrease the quantity of books to be supplied according to the requirement. In particular, the quantity for supply may vary up to 25% more or less. In case of requirement repeat order may also be placed for full (or) part quantity.
8. IMU Chennai Campus reserves the right to procure the books whole or a part and also split the order as per the requirements of IMU Chennai Campus.
9. Part supply of books ordered may be accepted if it is in ready stock with supplier and remaining books shall be supplied within specified time given in the purchase order.



10. In case of any variation with respect of author, title, edition, etc., the supply should be made after obtaining appropriate clarification from the Competent Authority of IMU Chennai Campus.
11. Indian editions of books, unless specified otherwise.
12. Also send the document supporting that Vendor is a member of **Federation of Publishers and Book sellers Association in India (FPBSA)** and State level book trade associations.
13. IMU Chennai Campus reserves the right to extent the last date of receipt of quotation if required.

**B) Evaluation of Quotations:**

1. Book wise evaluation of bids will be done and the lowest price quoted by the suppliers/vendors for each book shall be considered as L1.
2. For converting foreign currency to Indian currency, the latest conversion rate as announced by the **Reserve Bank of India (RBI)** on the date of quotation opening shall be used.
3. In case the lowest price quoted for a particular title is the same by more than one supplier, order would be shared equally among the vendors/suppliers.

**C) Cancellation of Quotation:**

1. Not with standing anything specified in this quotation, Purchaser/IMU Chennai Campus at their sole discretion, un-conditionally and without assigning any reasons, reserves the rights.
  - 1) To accept or reject lowest quotation
  - 2) To accept any quotation in full or in part
  - 3) To reject quotation, offer not confirming to the terms

**D) Terms of Delivery**

1. The firms furnishing the quotation should be able to supply the stated quantity within 30 days for Indian edition books and 45 days for foreign edition books.
2. 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.



7. No advance payments shall be made and payment shall be released after the receipt of supplies and report of committee/librarian.
8. The payment will be released only after the entire supply has been received to the satisfaction of the Assistant Librarian, IMU - Chennai Campus.



**F) Penalty**

1. In case of delay of supply of books by the supplier beyond the time period stipulated in the Purchase Order, IMU Chennai Campus reserves the right to deduct an amount equivalent to 0.05% of the price of the delayed books for each week of delay or part thereof until the actual delivery of the books subject to a maximum of 10%.

The quotation shall be sent in a sealed envelope super scribing “**Quotation for the Text Books and Course Materials for IMU Chennai Campus**” addressed to

**“The Director,  
Indian Maritime University, Chennai Campus  
(A Central University, Government of India)  
East Coast Road, Uthandi, Chennai – 600119”**

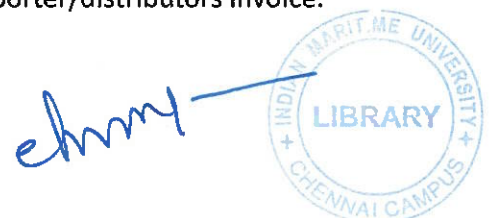
**The sealed quotation should reach the above address on or before 23<sup>rd</sup> September 2024 at 17:00 hrs. Quotation received after this date will be summarily rejected.**

  
  
**Assistant Librarian  
IMU Chennai Campus**

3. The delivery shall be through registered/Book Post/Parcel/Courier/in person on the risk & responsibility of the bidder on Door delivery basis. Freight/ transportation charges, loading and unloading charges, postage, Insurance or any other charges whatsoever shall not be paid extra.
4. The suppliers have to make the supplies of ordered books in totality. Keeping in view the issues like out of print /non availability etc. the supplier should be able to supply at least 90% of the ordered books.
5. The Books are to be delivered to  
**“The Director,  
Indian Maritime University, Chennai Campus  
(A Central University, Government of India)  
East Coast Road, Uthandi, Chennai – 600119”**

**E) Price Schedule and Payment Terms**

1. 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.
2. The books shall be supplied along with price proof (as per publishers’ catalogue in case of foreign books) and in the case of Indian books where the price is not printed on the book, the supplier shall submit an authentic document in support of verification of price.
3. The original currency should be mentioned in the bill in case of foreign publication.
4. The exchange rate as notified by the **Reserve Bank of India** as on the date of opening of the quotation shall be taken for the purpose of considering conversion rate for Foreign Currency to Indian Rupees.
5. 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.
6. 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 publisher’s catalogue/invoice or importer/distributors invoice.



INDIAN MARITIME UNIVERSITY, CHENNAI CAMPUS

List of Text Books and Course Materials

Annexure - I

Sl. No	Author	Title	Publisher	Year	Qty (A)	Currency	Price	RBI Conversion Rate	Unit Rate in Rs.	Discount %	Net Price After Discount in Rs. (B)	Total Amount in Rs. (AxB)	Remarks
1	D. J. House	Seamanship Techniques: Shipboard & Maritime Operations, 5th ed.	Routledge		80								
2	Theraja, B. L.	Textbook of Electrical Technology, Vol.1	S. Chand		80								
3	Kumar Sanjay and Pushp Lata	Communication Skills: a workbook	Oxford University Press		80								
4	Edrich Fernandes	Bridge equipment & watchkeeping notes			65								
5	D. J. House	Seamanship Techniques: Shipboard & Marine Operations, 5th ed.	Routledge		120								
6	Theraja, B. L.	Textbook of Electrical Technology, Vol.1	S. Chand		120								
7	V.K. Mehta, Rohit Meta	Principles of Electronics, ed.7	S. Chand		90								
8	Capt. A. G. Bhatia	Bridge Equipment & Watchkeeping	Gopilata Education Hub		120								
9	Capt. Errol Fernandes	Safety Emergencies & Environmental Protection	Marinez Publication		120								
10	Capt. Subroto Khan	Introduction to Marine Environment Protection, 2nd Ed.	Prathamesh Agencies		120								
11	Veera Senthil Kumar and Capt.Mihir Chandra	Basic of Electronic Aids for Surface Navigation	Bhandarkar Publications		100								
12	J. K. Dhar	Basic Marine Engineering, 12th ed.	G-Maritime Publications.		95								
13	N. Krishnamurthy, P. Vallinayagam, D. Madhavan	Engineering Chemistry	PHI Publications		40								
14	M Ashraf Rizvi	Effective Technical Communication	McGrawHill		80								
15	A. K. Thereja, B.L. Thereja	A Textbook of Electrical Technology - Volume. 1	S. Chand		50								
16		"Stability Tables" Trim & Stability Particulars of M.V. Hindship	Bhandarkar Publications		200								
17		Selected Pages from the Nautical Almanac 2008	Vijaya Publication		200								
18		Selected Pages from Norie's Nautical Tables revised edition			200								
					<b>Total</b>							<b>1960</b>	

