

**TERMS AND CONDITIONS FOR SUBSCRIPTION TO JOURNALS FOR CENTRAL  
LIBRARY, SHRI JAGANNATH MEDICAL COLLEGE & HOSPITAL, PURI FOR  
THE YEAR 2022-23**

(A):

1. Journals on order are to be supplied within **30 days** after its publication. Failing which the purchase order will stand automatically cancelled. The EMD will be forfeited. Part supply will not be entertained.
2. Journals are to be supplied in good condition. Only original prints are to be supplied. No prints of photocopy shall be acceptable.
3. Prices of the journals are to be charged correctly in accordance with the publisher's latest catalogue price.
4. The selection of the firm will be made on the basis of highest discount @% rate and fulfilling the terms & conditions of the Tender.
5. A copy of the recent publisher's catalogue of the supplied journals is to be submitted along with the triplicate copy of journal invoices. Internet price proof if needed by the library will also be supplied.
6. For Foreign Journals the conversion rate should be charged on the date of issue of the purchase order as per latest GOC Circular.
7. Supplied journals if any found damaged/misprint/page missing is subject to replacement at the cost of the supplier.
8. The subscription agency/firm(s) will have to replace the lacking/missing issues of journals if any, on receipt of claims.
9. Prices of the journals charged in the journal invoices are subject to recovery if any excess found later on.
10. Journals are to be sent by Speed Post/ Registered Post/ Courier Post by the Publisher/ Supplier/ Agency addressing – To The **Dean & Principal, Shri Jagannath Medical College & Hospital, At-Samangara, P.O.-Baliguali, Puri-752004, Odisha** at the supplier's own cost.
11. No advance payment will be made. The approved subscription agency/firm will have to deposit the cost of the journals to respective publishers in favour of Shri Jagannath Medical College & Hospital, Puri, Odisha after receipt of the confirmed order from this end. The payment will be made to the agency only after receipt of the remittance proof of payment to the publishers by the approved firm/agency.
12. Rate of discount (flat discount) once offered in the Tender papers cannot be changed by the firm/agency after opening of the Tender papers at any cost. The firm will be approved for the financial year 2022-23, but coverage of supply of journal issues will span the period from January to December 2023, and the approved firm will have to supply cost and publication details of the journals as per requirement from time to time.
13. Journal invoices are to be submitted in triplicate (typed/computerized) mentioning the full title of the journal, publisher, year, volume, frequency, price in Indian currency etc.
14. The approved firm will have to provide the subscription ID of the journals after getting order and to provide the user ID to access online free journals.
15. The approved firm is requested to furnish the photocopy of the PAN Card so as to enable this office to deduct **2% TDS** from the net payment to the firm.
16. The photocopy of the Pass Book of Savings Bank Account / Current Account is to be submitted along with the Tender in order to facilitate online payment to the said Account Numbers of the firm.

17. GOC Membership Certificate of the firm to be submitted.
18. The firm should submit supporting documents relating to supply of journals to 3 (three) premier institutions in last three years.
19. The firm should have Publisher Authorization Certificate.
20. The firm should not be blacklisted in any Government / PSU organization and an affidavit to this effect is to be submitted by the bidders.
21. The firm should submit the statement of IT Return of last three years.
22. Bank Solvency Certificate is to be submitted from the bank with required amount.
23. Total cost of journals would be around Rs.8,00,000/- (**Rupees eight lakh**) approximately.
24. Any legal dispute in this regard will be settled within the Puri jurisdiction only.
25. Earnest Money Deposit for Rs.30,000/- (**Rupees thirty thousand**) only in shape of Demand Draft from any nationalized bank in favour of the **Dean & Principal, Shri Jagannath Medical College & Hospital, Puri, payable at SBI, Main Branch, Puri, Odisha** is to be submitted along with the Tender Papers.
26. Those who will download the tender documents from the website should enclose a DD for Rs.1000.00 + GST @18% towards cost of Tender paper in favour of the **Dean & Principal, Shri Jagannath Medical College & Hospital, Puri, payable at SBI, Main Branch, Puri, Odisha** along with the Tender documents.
27. The Dean & Principal, Shri Jagannath Medical College & Hospital, Puri, Odisha reserves the right to reject any or all the tender papers without assigning any reason thereof.

(A) Whether the journal Vendor/Supplier

Has agreed to all terms and conditions

YES / NO

As mentioned above (A)

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(B) **Undertaking/ Declaration/ Agreement:**

I / We M/s \_\_\_\_\_

(Name of the Agency/ Vendor/ Supplier) \_\_\_\_\_, hereby declare that the facts furnished by us are correct & I/ We hereby agreed upon all the library terms & conditions mentioned above.

Signature of the Journal Publisher/ Supplier/ Agency (with seal)

*MPadh*  
18/1/23

Dean & Principal

Shri Jagannath Medical College & Hospital, Puri