

# **NATIONAL LAW UNIVERSITY DELHI**

**Sector-14, Dwarka, New Delhi**

## **Quotation for Supply of Books, Journals and other Related Documents**

**Last Date: 10 April 2017**

Quotations are invited among reputed Books Suppliers/Vendors intending to enlist a penal for supply of Law, Social Science and General Books/Journals/Other Documents for five years (1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2022), who fulfill the following conditions:

1. The vendor having experience of minimum Seven years in supply of law books to at least ten National Law Universities of India along with other premier reputed Law Institutes only need to apply or send quotations.
2. Quotations must be clearly stated offer in the form prescribed for Law books and for Social Science Books, Journals and other Documents.
3. Vendor must be direct importer of reputed international law publishers as certified by the Foreign Law/ Social Science Publishers.
4. Vendor must have a good business record in supply of law/Social Science Books and must not be debarred by any university, institution or college due to any reason for supply of books and other documents.
5. Vendor must be financially sound and capable to handle transactions.

The detailed terms and conditions for submission of quotations are attached with the prescribed quotation format.

The vendors fulfilling the above mentioned terms and conditions may submit sealed quotations in the prescribed format to “The Registrar, National Law University, Delhi Sector-14, Dwarka, New Delhi-110078 by Registered Post or by hand before the closing hours (4 p.m.) on 10 April 2017. The quotation should be super scribed as “Quotation for Law Books, Journals & Other Documents” within fifteen days from the date of publication of this notice

S/d-  
Registrar

To

The Registrar,  
National Law University Delhi,  
Sector-14, Dwarka, New Delhi-78

Sub: **Quotation for Supply of Law, Social Science and General Books/Journals/Other Documents**

Sir,

I/we have read, understood and signed the eligibility and general terms & conditions for submitting the quotations for Supply of Law, Social Science and General Books/Journals/Other Documents to the National Law University Delhi attached as Annexure-1. I/we agree to abide by the terms and conditions of the quotations. Further it is certified that I/We fulfill the eligibility criteria for submitting the quotation.

I/We quote the following rate of discount on supply of Law Books, Journals and other documents to the National Law University, Delhi.

S.no.	Type of Document	Discount (%)
1.	<b>Law Books</b> (Indian Publications including Indian Reprints of International Publications and Books published by Foreign/International Publications in INR in India)	
2.	<b>Law Books</b> (Foreign Publications liable to import from outside India excluding the books covered in 1)	
1.	<b>Law Reports (Bound Volumes)</b> (Supreme Court/ High Courts/ Subject Specific Indian Reports published by Indian Publishers)	
2.	<b>Law Reports (Bound Volumes)</b> (Foreign Courts/ International Courts published by Foreign Publishers)	
3.	<b>Legal Academic Journals, Encyclopedias &amp; Law Reviews</b> (Published by Indian Publishers)	
4.	<b>Legal Academic Journals, Encyclopedias &amp; Law Reviews</b> (Published by Foreign Publishers)	
5.	<b>Social Science Books</b> (Indian Publications including Indian Reprints and International Publications)	
6.	<b>Social Science Books</b> (Foreign Publications)	
7.	<b>General Books</b> (Indian Publications, Indian Reprints and International Publications)	
8.	<b>General Books</b> (Foreign Publications)	
9.	<b>Government Publications</b>	

<b>10.</b>	<b>Institutions/Universities Publications &amp; Reports</b>	
<b>11.</b>	<b>Any other (Please Specify)</b>	

Conversion Rate to be followed in case of foreign books\_\_\_\_\_

It is certified that the undersigned is authorized to sign and submit the quotation on behalf of the publisher/supplier.

Date\_\_\_\_\_

Signature\_\_\_\_\_

Name of the signatory \_\_\_\_\_

Seal of the firm \_\_\_\_\_

**(To be submitted on Letter Head)**

**Terms and conditions for submission of Quotations for Supply of Law, Social Science and General Books/Journals/Other Documents**

**Last Date: 10 April 2017**

**ELIGIBILITY CONDITIONS FOR PUBLISHERS/SUPPLIERS**

1. The vendor having experience of minimum Seven years in supply of law books to at least ten National Law Universities and other premier reputed Law Institutes only need apply.
2. Quotations must be clearly stated offer in the form prescribed for Law/ Social Science/ General Books, Journals and other Documents.
3. Vendor must be direct importer of reputed international law publishers as certified by the Foreign Law/ Social Science Publishers.
4. Vendor must have a good business record in supply of law/Social Science Books and must not be debarred by any university, institution or college due to any reason for supply of books and other documents.
5. Vendor must be financially sound and capable to handle transactions.

**GENERAL TERMS AND CONDITIONS FOR QUOTATIONS**

1. The percentage of discount on books/journals should be mentioned in the quotation. The quotation deficient in any manner shall stand rejected without any prior notice or further communication.
2. Quotation shall be filled in clearly. No cuttings/alterations/ over-writings shall be made in the quotation. Correction, if any, be done clearly and attested with signatures.
3. No conditional quotations will be accepted/ entertained. It will be summarily rejected. No condition other than those mentioned by the University will be entertained;
4. In case of International publications, the conversion rate to be followed may be clearly mentioned.
5. The enlistment of supplier shall be based on their status determined from the information furnished with the quotation and also by confirming the authenticity and suitability. The decision of the University regarding enlisting of the publishers/suppliers shall be final.
6. As soon as the acceptance of the quotation is communicated to the successful publisher/supplier, the contract shall be binding on him.

7. If the publisher/supplier backs out or fails to supply the books, the security deposited will be forfeited besides any other penal action, the University may take as per rules.
8. The Books/journals shall be delivered at National Law University, Sector-14, Dwarka, New Delhi-78 duly packed in perfect condition. The supplier if so desires may insure the goods against loss or theft, destruction, damages by the natural calamity loss by exposure to weather or otherwise. The insurance charges will have to be borne by the supplier and the University shall not pay such charges;
9. In Case, the defective books/ Journals or other documents are supplied, the vendor shall be liable to replace the same at the earliest. The decision of the accepting authority shall be final and binding on the publisher/supplier. The Books/Journals not found as per approved specifications shall be rejected. The loss caused due to rejection of the supplies shall be entirely borne by the publisher/supplier. The rejected Books/Journals shall be lifted by the supplier immediately after rejection. The University shall in no case be responsible for any loss or damage that may occur to the rejected Books/Journals while these are in the premises;
10. Any dispute arising out of this will be resolved amicably with use of ADR methods. If both parties fail to resolve the dispute, thereafter a last resort, the courts located in Delhi will be approached.
11. The University reserves the right to reject any or all the quotations without assigning any reason.
12. The Quotation should be submitted on the letterhead of the firm/company duly signed by the authorized person.

I/we representative(s)/proprietor(s) of the firm/joint venture for which the quotation is being submitted, do hereby abide that the terms and conditions mentioned above have been read and shall be agreed to bound.

Signature of publisher/supplier  
With seal