



**OFFICE OF THE CHIEF EXECUTIVE OFFICER
SHRI MATA VAISHNO DEVI SHRINE BOARD, KATRA**

Central Office, Jammu Road, Katra (J&K) – 182301.

e-mail: nes_purchase @maavaishnodevi.net, aceog@maavaishnodevi.net

No.: CO/Pur/NE/615-II/3981

Dated: 21.02.2026

Request for Inviting Quotations (RFIQ)

For and on behalf of Shri Mata Vaishno Devi Shrine Board; through Chief Executive Officer (herein after referred as SMVDSB), offers are hereby invited from the publishers / firms registered with the Federation of Publishers & Book-Sellers association of India for supply of Medical Books for the SMVDIME, Medical College, Kakryal (Katra), J&K annexed as Annexure-A.

Terms and conditions:

1. **Document to be submitted:**

- a) The firm should be registered with the Federation of Publishers & Book-Sellers Association of India (documentary proof).
- b) Minimum of two (02) work / supply orders of having supplied Books / Journals to any Government Medical College / Hospitals.
- c) Average Annual turnover of the firm should be more than **Rs. 10 Lakh** for the last three financial years (**2022-23, 2023-24 & 2024-25**) as per the annual audited balance sheet and profit & loss account of the relevant period duly authenticated by a Chartered Accountant (The turnover of the sister concern firms / subsidiaries shall not be considered by Shrine Board). Further, in case the final accounts i.e. Profit & Loss, Balance Sheet for FY- 2024-25 is under audit process, the bidder may attach the P&L, Balance Sheet for F. Y. 2020-21.
- d) The firm must attach a self-declaration about his Net Worth being positive in the last three financial years.
- e) The firm should be an Income Tax Payee (ATR of last three financial years to be attached).
- f) Copy of Earnest Money Deposit amounting to Rs. 10,000/-.
- g) Pan card
- h) Publishers' Distributer Certificate / Authorized Dealership Certificate.
- i) **Declaration Certificate:** Declaration Certificate that no case is pending with the police / court against the firm / firm / company / Agency and not been suspended / blacklisted by any PSU / Government Department / Financial Institution / Court etc. (**as per annexure B**).
- j) **No Deviation Certificate:** - No Deviation Certificate as per format enclosed at **Annexure – C**.

2. **Validity:**

The validity of quotation should be 45 days from the last date prescribed for submission.

3. **Rates:**

The rates should be NET inclusive of GST / **taxes / costs and F.O.R. site (Medical College, Kakryal)**.

4. **Delivery:**

The successful firm has to execute all the supplies within the stipulated time frame (75 days in case of Foreign Books and 30 days in case of Indian Books) from the issue of each Supply Order.

5. **Earnest Money Deposit (EMD):**
Participating firm has to submit Earnest Money Deposit in the shape of CDR/FDR amounting to **Rs. 10,000/- (Rupees Ten Thousand only)** pledged to Accounts Officer, SMVDCS, Katra or transferred in the official account of Shri Mata Vaishno Devi Charitable Society, Branch J&K Bank Katra in Account No. 50100417566279, IFSC – HDFC0002344 (in IFSC Code “0” stands for Zero). The EMD shall be returned to all un-successful firm after the issuance of Purchase Order. However, the EMD of the successful firm(s) shall be retained as Security Deposit till the entire supply.
6. Furnishing of EMD for an amount less than the stipulated amount mentioned in the RFIQ quoting the exemption as Small-Scale Industries or any other reason shall not be entertained and the quotation / offer submitted by the firm shall be rejected outrightly.
7. The quotation will be considered of only those firms who had submitted requisite EMD.
8. **Release of EMD of successful bidder:**
EMD will be released after all contractual obligations by the supplier are over. The same can be withheld / forfeited, in full, or in part, in case the supply order is not executed satisfactorily, within the stipulated period as per the terms & conditions.
9. The conditional, illegible, ambiguous quotation(s) and quotation(s) received after the stipulated date and time shall be outrightly rejected.
10. The conditional, illegible, ambiguous quotation(s) and quotation(s) received after the stipulated date and time shall be outrightly rejected.
11. The Board reserves the right to establish reasonability of rates, to negotiate with the L-1 firm for each item or to bifurcate the Purchase Order amongst more than one firm (on L-1/negotiated rates).
12. The rates of the firms shall be considered on L-1 basis against each book.
13. Any changes/corrigendum/extension of closing / opening dates in respect of this RFIQ shall be issued through **SMVDSB's website only** and no **press notification will be issued in this regard. The bidder(s) are therefore requested to regularly visit SMVDSB's website** for updates.
14. The quantity of items mentioned in Annexure-A may increase / decrease while placing the order.
15. In case of rejection of the bid(s) due to incomplete information or not meeting the terms & conditions mentioned in RFIQ, the competent authority's decision will be final and the party shall not be entitled to any compensation for non-issue of work.
16. In case any document attached is found forged/tampered, the bidder (s) is likely to face legal action under rules including forfeiture of their earnest money and debarment to participate in the future dealing with SMVDSB for a period of 03 years.
17. No banned book(s) should be supplied even if the same is ordered and if any such book is supplied, it would be forfeited.

18. Damaged books or books with missing pages shall under no circumstances be accepted by SMVDSB and should be taken back by the successful bidder even after they have been stamped for accessioning at its own expenses.
19. The latest paperback editions should always be supplied unless otherwise mentioned. Indian reprints/editions, if available should be supplied. Librarian of SMVDIME Medical College should be consulted beforehand if successful bidder intends to supply hardback editions, if the ordered paperback edition is not available.
20. Only Paper Back edition would be supplied, wherever available. If "Paper Back editions are not supplied a certificate would be submitted stating that "No paperback edition for the book(s) [mentioned name of title(s)] is/are available." **The Books must be of latest edition.**
21. **The bill must mention the following:**
 - i. The latest edition/ordered edition of the books have been supplied. No "Remaindered" title is supplied.
 - ii. Ref. No & Date/ ISBN/ Author/ Title/ Publisher/ Currency / Qty / Price / Gross / Dis. (%) / Net Amount.
 - iii. The bill must contain the item number of the order against the title supplied.
22. **Inspection / lifting back of rejected supplies:**
 - i. The supplied books shall be checked / inspected by the team nominated by the authorities and if found defective or not as desired, the same shall be rejected.
 - ii. The rejected material shall have to be lifted by the supplier at his own risk and cost within a week's time, failing which storage charges per day as may be deemed fit shall be levied.
 - iii. In case supplies are rejected, same shall be lifted back by the supplier within 07 days from the date of intimation from this office, failing which the penalty @ 2% of the total value of rejected supplies per day shall be imposed against the supplier for a period of one week which shall be doubled in subsequent weeks and the rejected material in the stores shall be at the risk of the firm. Beyond one month the material shall be auctioned and storage charges shall be recovered from the supplier @2% per day. The amount acquired on account of auctioning shall be deposited to SMVDSB Account.
23. **Rights reserved by SMVDSB:**

The Competent authority of SMVDB reserves the right:

 - i. To cancel/ terminate the RFIQ / Purchase Order during the period of its validity without assigning any reason thereof.
 - ii. To forfeit the EMD of defaulter supplier.
 - iii. Debarring any defaulter firm from any further dealing with Shrine Board for a period of three years.
 - iv. Grant of extension with or without imposing penalty, as deemed fit.
 - v. To split the demand among two or more firms.
24. **Penalty:**

Following penalties shall be imposed for delay beyond the prescribed delivery period, subject to acceptance by the Competent authority of SMVDSB: -

 - a) upto 7 days @ 0.5%
 - b) From 8th day to 15th day @ 1%
 - c) From 16th day to 22nd day @ 1.5% and
 - d) From 23rd day to 30th day @ 2% shall be imposed on each pending item as per the approved rate/quantity mention in the purchase order of the value of the pending supplies.

e) In case of incomplete supply received, an amount equal to 2% of the total value of non-supplied material shall be deducted from the due payment of the supplier.

25. **Payment:**

No Advance payment shall be made. The payment shall be made after receipt and inspection / acceptance of complete material against a Purchase Order, at the Engineering Store, Banganga within a period of 20 days from the date of issuance of GR.

26. **Debarring:**

In case, the order is not supplied even after the lapse of penalty period of 30 days, the purchase order deemed to have been cancelled and the firm shall be debarred from any further dealing with SMVDSB for a continuous period of 03 years alongwith the forfeiture of EMD.

27. All disputes arising hereto are subject to Jurisdiction of the Courts of Law at Katra / Reasi.

28. This is just a RFIQ and not a Purchase Order.

29. The broad terms and conditions have been included. However, other standard terms and conditions of supply may be incorporated in the Purchase Order to be issued in due course.

30. **Force Majeure:**

Any failure or omission to carry out the provisions of the order shall not give rise to any claim by one party against the other, if such failure or omission arises from an "Act of God" which shall include all acts of Natural Calamities such as fire, flood, earthquakes, hurricanes, pandemics or any pestilences or from civil strikes, compliances with any statute or regulations of the Government lock outs and strikes, riots, embargoes or from any other reasons beyond the control of the parties.

31. **Procedure for submission of Bid:**

Bidders are required to submit their bids under a **Two-Bid System**, comprising:

- **Cover-I: Technical Bid**
- **Cover-II: Price Bid**

A. Cover-I (Technical Bid):

The technical bid shall include all supporting documents as per Clause 1 of this RFIQ document.

B. Cover-II (Price Bid):

- The **Price Bid** must be submitted **as per Annexure "A"**.
- The Price Bid must be **absolute and unconditional**.
- **Conditional bids** shall be **summarily rejected**.
- The **Price Bid will only be opened** for bidders who have qualified in the **technical bid evaluation**.
- Rate must be **quoted strictly as per the prescribed format** without any deviation.

C. Submission Method:

- Both the **Technical Bid (Cover-I)** and the **Price Bid (Cover-II)** must be **sealed in separate envelopes superscribed as "quotation for the supply of Medical Books for the SMVDIME, Medical College, Kakryal"**

against RFIQ No. CO/Pur/NE/615-II/3981 dated 21.02.2026”, and submitted in-person at the office of SMVDSB, Katra by **3:00 PM (1500 hrs) on 04.03.2026** or sent via **Registered Post / Speed Post / Courier** addressed to:

**Asstt. Chief Executive Officer (G)
Shri Mata Vaishno Devi Shrine Board
Central Office, Jammu Road, Katra (J&K)-182301**

- **Bids received after the due date and time will not be considered under any circumstances.**
32. All such offers, along with the terms and conditions duly signed, and enveloped as described above, must be submitted in person in the office of the SMVDSB, Katra by 3:00 PM (1500 hrs) on **04.03.2026**. Alternatively, the sealed offer may be sent by Registered Post /Speed Post/ Courier addressed to the office of the Chief Executive Officer, Central Office, Jammu Road, Katra (J&K) - 182301 so as to reach by 3:00 PM (1500 hrs) on **04.03.2026** The offer(s) received after the due date and time shall not be considered under any circumstance.
33. The quotations shall be opened by the Committee constituted, at the Office of Chief Executive Officer, SMVDSB, Katra in the presence of the firms who may choose to be present.
34. The Shrine Board shall not be responsible for any postal delay. Any conditional offer OR offers which are not appropriately sealed as per the format, as explained above, OR offers received after the stipulated date and time, shall not be entertained. Any cutting or overwriting in the Documents will also make the bid liable for rejection.

**Sd/-
Dr. Gopal K Sharma
Asstt. Chief Executive Officer**

Seal and Sign of the firm

Please read terms & conditions carefully before submitting the quotation

(On the letter head of the firm)PRICE BID

To,

The Asstt. Chief Executive Officer (G),
Shri Mata Vaishno Devi Shrine Board, Katra.

Subject: Quotation for Supply of Medical Books

RFIQ No: CO/Pur/NE/615-II/3981

Dated: 21.02.2026

Sir,

I, _____ representative / proprietor from M/s _____ hereby submit my following rates as per the UOM / requirement of Shrine Board, **NET rates inclusive of GST and other taxes / charges, FOR Non- Engineering Store, Banganga / Medical College, Kakryal:**

S. No	Name of Book	Edition	Author	No of Copies	Net rate per Unit inclusive of GST and F.O.R.
Anatomy					
1	Gray's Anatomy the Anatomical Basis of Clinical Practice	43 rd	Susan Standring R. Shane Tubbs	2	
2	Grant's Atlas of Anatomy	1 st	Wolters Kluwer	2	
3	AK Dutta's essential of human Anatomy (vol – 1,2&3)	6 th	D Dutta	1	
4	Anatomy of Head & Neck for Medical & Dental students	A. Halim	2 nd	1	
5	Temporal bone Anatomical dissection & surgical approaches	Mario Sanna		1	
6	Netter's concise Orthopaedic Anatomy	Jones C Thomson		1	
Physiology					
1	Hutchisons Clinical Methods	25 th	Michael Glynn William M Drake	2	
2	Concise Textbook of Medical Physiology for Undergraduates	4 th	Indu Khurana	2	
3	Pocket Companion of Guyton and Hall: Textbook of Medical Physiology	14 th South Asian Edition	Guyton and Hall	2	
4	Best & Taylors Physiological basis of Medical Practice	O.P. Tandon		1	
Community Medicine					
1	DK Taneja's Health Policies & Programmes in India		Bratati Banerjee	2	
2	Public Health & Preventive Medicine- THE RED BOOK by AFMC, Pune in collaboration with WHO India Office, New Delhi		AFMC & WHO, India	2	

Pharmacology					
1	Pharmacological classification of Drugs: with doses and preparations		K.D. Tripathi	4	
2	Clinical Pharmacology, International Edition,	12th	Brown (Bennett)	4	
3	Pharmacology for Undergraduates (an exam preparatory manual)		Padmaja Udaykumar	4	
4	Medical Pharmacology	8TH	Padmaja Udaykumar	4	
5	Pharmacology for Medical Graduates	5TH	Sanbhag	4	
6	Experimental Pharmacology for Undergraduates & Postgraduates		J Sujatha Devi	4	
7	Competency based logbook for 2nd professional MBBS		Saumya Singh	4	
8	KD Tripathi's Mcqs in Pharmacology		Prasan R Bhandari	4	
9	Case Based learning in Pharmacology	Sindha Mishra		1	
10	Textbook of Pharmacovigilence	SK Gupta	2nd	1	
Microbiology					
1	District Laboratory Practice in tropical countries part 2	Monica Cheesebrough	2nd	2	
2	Lippincott's Illustrated Review of Microbiology	Sumathi Muralidhar	2nd	2	
3	Competency Based Questions & Answer in Microbiology	Pooja Rao Sevitha Bhat	1st	2	
4	Jawetz, Melnick and Adelberg's Medical Microbiology (Lange)	Stefan Riedal	28th	2	
5	Essentials of Hospital Infection Control	Apurba S Sastry	1st	2	
6	Essentials of Microbiology for Post Graduates Vol 1 & 2	Apurba S Sastry	1st	2	
7	Essentials of Antimicrobial Stewardship	Apurba S Sastry	2nd	2	
8	Larone's Medically important Fungi	Lars F. Westblade	7th	2	
Medicine					
1	Harrison's Principles of Internal Medicine Vol1 & Vol 2			2	
2	Marino's ICU Book			2	
3	Mandell duglas & Bennett's Principles & Practice of Infectious disease			2	
4	Davidson's Principles & Practice of medicine			2	
5	Textbook of medicine for Undergraduates			2	
6	PJ Mehta's Practical Medicine			2	

7	Mcleod's Clinical Examination			2	
8	Kumar & Clark's Clinical Medicine			2	
9	Kundu's Practical Medicine			2	
10	Brener & Rector's Kidney Diseases			2	
11	Bates Guides to physical examination & history taking			2	
12	Practical guidelines on fluid therapy	Dr. Sanjay Pandya	3 rd	1	
13	Airway Management	Rashid M Khan	9 th	1	
14	Harrisons Principles of Internal Medicine Self Assessment and Board Review	Wiener	20 th	1	
Obstetrics & Gyneacology					
1	Practical Manual of Obstetrics		Amitarva Pal	2	
2	Shaw's Gyneacology		Beack S	2	
3	D.C Dutta	11 th		2	
4	Speroffs clinical Gyneacologic Endocrinology and infertility	Rendiyan Natrajan	1 st	1	
Dentistry					
1	Wheeler's, Dental Anatomy Physiology and occlusion	11 th		2	
2	Orbans, Oral Histology and Embryology	15 th		2	
3	Shafers Textbook of Oral pathology	10 th		2	
4	Essentials of public health dentistry-	7 th	Charu Mohan Maurya	2	
5	Churchills Pocketbook Clinical Dentistry	4		2	
Surgery					
1	Washington manual of surgery			2	
2	Bailey's and Love Essential Clinical Anatomy	1 st		2	
3	Sabiston Textbook of surgery			2	
4	Maingoti Textbook of Abdomind Operations	13 th		2	
5	Surgical management in snoring and sleep disordered breathing	Rodolfo Lugosaldana		1	
Forensic Medicine					
1	Forensic Medicine & Toxicology	6 th	Gautam Biswas	2	
2	Singhal's Forensic Medicine & Jurisprudence	6 th		2	
3	Modern Medical Toxicology	5 th	V.V. Pillay	2	
4	DiMaio's Forensic Pathology	3 rd	DiMaio & Molina (2021)	2	
5	Forensic Odontology: An Essential Guide		Catherine Adams et al.	2	
6	Color Atlas of Forensic Medicine and Pathology	2 nd	Charles A. Catanese & Charles	2	

			Catanese		
7	Parikh's Colour Atlas of Medicolegal Postmortems and Forensic Pathology: Guidelines for Crime Investigation, 4th Edition (2026)			2	
8	Atlas of Adult Autopsy: A Guide to Modern Practice		S. Kim Suvarna	2	
9	Forensic Firearms in Criminal Trials: Legal, Investigative, and Scientific Aspects		J.K. Sinha (2024)	2	
Transfusion Medicine					
1	Standard Operating Procedures & Regulatory guidelines Blood Banking		GP, Saluja	2	
2	Handbook of blood banking & transfusion medicine		Jagannathan Rao	2	
3	WHO manual on the management, maintenance & use of blood cold chain equipment			2	
4	APHERESIS Principles & practice	3rd	AABB Press	2	
Pathology					
1	Biopsy interpretation of Bladder	Jonathan Epstein MD	3rd	2	
2	Biopsy interpretation of prostate	Jonathan I. Epstein	6th	2	
3	Hepinstall's pathology of the kidney	J. Charles jennette, Vivette d. d'Agati	8th	2	
4	Muscle Pathology	J. Bathleum		2	
5	Autopsy Pathology: A manual and atlas	Andrew		2	
6	ABC of CBC: Interpretation of complete blood count and histograms	DP Lokwani	2nd	2	
7	Churchill Livingstone Manual and Atlas of F.N.A.C	Svanier orell, Gregory F. Strerret, Max.ni walters	5th	2	
8	Atlas of Cerebrospinal fluid	Hans Wolfgang Kolmel	5th	2	
9	Lever's dermatopathology	Lever	12th	2	
10	The Bethesda System for Reporting Cervical Cytology	Ritu Nayer, David C. Wilbur.		2	
11	Recent advances in haematology	Colenberg and Brain		2	

12	Robbins and Kumar basic pathology	Robbins, Vinay kumar	11th	2	
13	Willams Hematology	Marshall A. Lichtman	10th	1	
14	The Bethesda System for Reporting Cervical Cytology	Ritu Nayar		1	
15	The Bethesda System for Reporting Thyroid Cytopathology	Syed Z. Ali		1	
16	William hematology (International Edition)	Kaushansky		1	
ENT					
1	Surgical Solutions for Conductive Hearing Loss	Mirko Tos	-	1	
2	Oral and maxillofacial surgeon	Niall Mh McLeod		1	
Psychiatry					
1	Guide to extra peramoidal symptoms of antipsychotic drugs	DG Cunningham	2nd	1	
Radiology					
1	Principles and Practices of Radiation Oncology	Perez and Brady	7th	1	
2	Khans the Physics of Radiation therapy	John P Gibbons	6th	1	
Anaesthesia					
1	Cottrell and Patels Neuro Anesthesia	James E. Cotrell	7th	1	
2	Paediatric Anesthesia	Rebecca Jacob	4th	1	
3	Textbook of Anesthesia	Smith and Aitkenhead	7th	1	

Notwithstanding anything mentioned in our price bid, we hereby accept all the terms and conditions mentioned in the RFIQ which are being signed in token of my acceptance. We hereby undertake and confirm that I/we have understood the specifications properly and shall deliver the material as per the required specifications to SMVDSB.

I further affirm that in case, I fail to abide-by the conditions or upto the entire satisfaction of the Shrine Board; I shall be liable to the penalties under rules. I further hereby declare that my firm is not blacklisted.

Yours faithfully,

Seal & Signature _____ M/s _____

Full Address _____ Contact Person: _____

Contact No: _____ E-mail Id: _____

***The price to be quoted / offered on the letter head of the firm only as per the price bid format. ***

(ON THE LETTER HEAD OF THE FIRM)

DECLARATION

I / We hereby declare that no case is pending with the police / court against the bidder / firm / company (Agency). Also, I / We have not been suspended / blacklisted by any PSU / Government Department / Financial Institution / Court etc.

Seal and Signature of the bidder

Place:

Date:

(ON THE LETTER HEAD OF THE FIRM)

NO DEVIATION CERTIFICATE

Notwithstanding anything mentioned in our bid, we hereby accept all the terms and conditions mentioned in the RFIQ. I/We hereby undertake and confirm that we have understood the requirement properly and shall supply the medical books to SMVDIME.

Seal and Signature of the bidder

Place:
Date: