



राष्ट्रीय पुस्तक न्यास, भारत

शिक्षा मंत्रालय, भारत सरकार

NATIONAL BOOK TRUST, INDIA

Ministry of Education, Government of India

Nehru Bhawan, 5 Institutional Area, Phase-II,

VasantKunj, New Delhi - 110 070

Tel.: 011-26707700-756/868

Website: www.nbtindia.gov.in, E-mail: ad.admn@nbtindia.gov.in

TENDER NOTICE

National Book Trust, India (NBT), Ministry of Education, Government of India invites sealed Tenders from Reputed logistics/shipping firms in the prescribed Tender Form for **empanelment as a shipping partner of NBT's Small/Mid-Size retail consignments through Limited Tender.**

Tender form can be obtained from the Supdt.(Admin.), National Book Trust, India, Nehru Bhawan, 5, Institutional Area, Phase-II, Vasant Kunj, New Delhi-110070 on any working day till 24.11.2020 by 05 PM, the tender documents can be downloaded from NBT website www.nbtindia.gov.in . The Tender Document is also available in e-procurement portal www.eprocurement.gov.in.

Sale of Tender Document	: From date of release of advertisement up to 24.11.2020 (by 05 pm)
Tender Fee	: Rs. 590/- (Including 18% GST)
Earnest Money Deposit	: Rs. 5000/-
Last date of Receipt	: 25.11.2020 upto 2.00 PM
Date of opening of Tender	: 25.11.2020 upto 2.30 PM

Director, NBT reserves the right to accept/ reject any or all the bids without assigning any reason whatsoever.



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No.F.Admin/Dispatch/courier/2020

Date: __/__/2020

To,

Sub: Reputed logistics/Shipping firms are requested to submit lowest bid for empanelment as a shipping partner of NBT's small/mid-size retail consignments through Limited Tender.

National Book Trust, India (NBT) an autonomous organization of the Government of India, Ministry of Education. In order to reach its customer base in faster way we are looking forward to delivery options (Hyper local, Local and National) of consignments of shipping charges (origin to destination) for NBT Book parcels.

These consignments can be picked up from our bookshops/ stores in Delhi, Bangalore, Mumbai, Chennai, Hyderabad, Patna, **Guwahati, Agartala, Cuttack ,Kochi.**

Taking into account the above details, it is requested that the best competitive rate may be quoted in a sealed envelope as per form prescribed in Annexure-I. Last date for submission is 25.11.2020 by 02 PM.

Yours Faithfully

(Mayank Surolia)
Deputy Director (Admin & Estt.)

Encl: As above

Eligibility Criteria

1. The bidder may be a reputed logistics firm (proprietary firm, partnership firm, Limited Company, Corporate body legally constituted) who possess the required licenses, registrations etc as per law valid at least for 12 months from the date of the opening of tender. Copy of certificate should be attached.
2. The Courier Service provider Agencies shall have an all India network.
3. Firm must have their Warehouse in Delhi.
4. The Bidder shall have experience of providing Courier Services in logistics and distribution of documents and parcels on all over India basis for last 02 years.
5. Specimen Signature, name, address, contact number, designation/ capacity of the person signing the tender document on letterhead are required to be enclosed.
6. Copy of Audited Profit & Loss Account and Balance Sheet for the last 3 financial years i.e. 2017-18, 2018-19 & 2019-20.
7. Certified Copy of Income Tax Returns for last three financial years 2017-18, 2018-19 & 2019-20.
8. Copies of GST Return for Financial year 2019-20 & 2020-21 (upto September 2020) & Self-attested copy of GST Registration.
9. Demand Draft for Tender Fee Rs. 590/- including 18% GST.
10. Performance Security will be 10% of the value of contract.
11. Demand Draft for Earnest Money Deposit of Rs. 5,000/-.
12. Financial Turnover during the last 02 years should be at least Rs. 1 crore. Documentary evidence to be provided duly attested by the Agency.
13. The bidder should not be involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this tender. An undertaking in this regard may please be submitted.
14. There should be no case with the police/Court against the proprietor /Firm/Partner or the Company.
15. The Bidder to submit notarized affidavit that they have not been blacklisted or suspended by any other PSU/Central or state Govt. Departments and have not been held guilty by any court of law for any offense involving fraud dishonest and moral turpitude.
16. The bidders shall have the following Registrations and details of the same be provided:-
 - a. Registration with the various statutory bodies as necessary for carrying out the business.
 - b. GST Registration
 - c. PAN No.
17. Tender shall award to that firm which will fulfil all the eligibility criteria and preference will be given:
 - i) to the firms which provides service on credit (30-60 days)
 - ii) which provides integrated dashboard for scheduling trading and payment related information.

Commercials for - SURFACE

Particular	(Zone-A)	(Zone-B)	Metro - Metro (Zone-C)		Rest of India (Zone-D)		Zone-E	
	Within- City	Within Region	N1	N2	N1	N2		
Delivery Time	1Day	3 Days	2days		4 days		7 days	
Upto 500gms Consignment • Every additional 500gms (upto 3kgs)								
Return Order on Non-Delivery to customer (every 500gm)								
Reverse Shipment- After Delivery (500gms) • Every additional 500gms								
25 to 35 Kgs Consignment • Every additional 1Kg (upto 50kgs)								
Cash on Delivery(Weekly Remittance)								
Insurance coverage for the Goods supplied • Insurance Charges (if Additional)								
Any other charge per consignment • GST/Taxes								

Volumetric Formulae:

- Calculation of Weight: Absolute weight or Volumetric formula: $\{(L(\text{cm}) \times W(\text{cm}) \times H(\text{cm})/4000)\}$ whichever is lower.

Zone	Definition
Zone A	Delhi, Mumbai, Kolkata, , Chennai, Bengaluru, Kochi, Hyderabad, Patna, Cuttack , lucknow, Guwahati, Bhopal, Agartala
Zone B	List attached. (NRO/SRO/WRO/ERO)
:National -1 (Metro to Metro)	Origin to destination between 501-1400Kms (Metro to Metro)
National -2 (Metro to Metro)	Origin to destination between 1401-2500Kms (Metro to Metro)
National -1 (Metro to other /Others to Other)	Origin to destination between 501-1400Kms(Metro to other /Others to Other)
National -2 (Metro to other /Others to Other)	Origin to destination between 1401-2500Kms(Metro to other /Others to Other)
Special Zones	J & K, Ladakh with union territories & Origin to destination>2500kms

1. **Distance Calculated as per shortest route on Google Maps/ GSI India Maps**
2. **Please attach list of India Post city names with Pin codes to be provided against each slab (Zone).**
3. **List of non serviceable areas to be provided separately as Annexure.**
 - **Payment will be released by Regional Offices within 15 days from receipt of monthly invoice along with acknowledgement receipt.**
 - **Empanelment valid upto 31st March 2022, extendable by one more year**

Name:

Signature.....

Seal of the Firm with
Name, Address and Contact Numbers

Date:

Place: