

## REQUEST FOR QUOTATION - GOODS (RFQG)

Project Title : Assam Skill University Project  
Source of Funding : 4166-IND/ Assam Skill University Project  
Contract Ref : ASDM/ASUP/GS03a/200/2024  
Date of Issue of Request: 06/06/2024  
Package Id :GS-03a

To :

Sir/Madam:

1. The **Assam Skill Development Mission (ASDM)** hereby requests you to submit price quotation/(s) for the supply of the following items:

SI	Books title	Quantity
1	Pro Git, 2nd Edition, 2023	4
2	Office 365 All-in-One for Dummies, 2019 (Edition 1)	3
3	Google Cloud Platform All-In-One Guide: Get Familiar with a Portfolio of Cloud-based Services in GCP, 2023, Edition 1	10
4	Learning Amazon Web Services (AWS): A Hands-On Guide to the Fundamentals of AWS Cloud, 1st Edition, 2019,	10
5	The Art of Prompt Engineering with ChatGPT: GPT-4, Plugins & DALL.E, 7th Edition, 2023	20
6	Microsoft Azure Fundamentals Certification and Beyond, 2022 (for absolute beginners to pass the AZ-900 exam)	4
7	Head First Python, 3rd Edition, August 2023	1
8	Python in a Nutshell, 4th Edition, January 2023	2
9	Python Data Analytics: With Pandas, NumPy, and Matplotlib, 2nd Edition, September 2018	3
10	Artificial Intelligence: A Modern Approach, 4th Edition (Global)	10
11	Artificial Intelligence, 3rd Edition, 2017	10
12	Applied Machine Learning and AI for Engineers, November 2022	2

13	An Introduction to Statistical Learning: with Applications in Python, July 2023, 1st Edition	2
14	Hands-On Machine Learning with Scikit-Learn, Keras, and TensorFlow, 3rd Edition, October 2022	4
15	Fundamentals of Statistics - SC Gupta - 8th-Ed, 10th November 2023	10
16	Probability and Statistics for Engineers and Scientists, 9th Edition, 2016	10
17	SQL and NoSQL Databases: Modeling, Languages, Security and Architectures for Big Data Management, Edition 2, Published 2023	1
18	Pro Hadoop Data Analytics: Designing and Building Big Data Systems using the Hadoop Ecosystem, Published 2016	2
19	The Big Book of Dashboards: Visualizing Your Data Using Real-World Business Scenarios, Published 2017 (Edition 1)	2
20	Mastering Microsoft Power BI: Expert techniques to create interactive insights for effective data analytics and business intelligence, Published 2022 (Edition 2)	4
21	An Introduction to Statistical Learning: with Applications in Python, July 2023 (Edition 1)	2
22	Fundamentals of Statistics - SC Gupta - 8th-Ed, 2023	10
23	Probability and Statistics for Engineers and Scientists, 9th Edition, 2011	10
24	Fundamentals of Digital Marketing	10
25	Jab, Jab, Jab, Right Hook: How to Tell Your Story in a Noisy Social World	4
26	Youtility	10
27	Epic Content Marketing	2
28	Digital Marketing for Dummies	10
29	Digital Marketing, 3rd Edition	10
30	Digital Marketing, 2 <sup>nd</sup> Edition	10
31	"Welding: Principles and Applications", 8th Ed	1

32	AWS D1.1/D1.1M:Structural Welding Code - Steel, 24th edition	1
33	Welding Metallurgy,3rd edition	1
34	Welding Inspection Technology, 3rd edition	1
35	Gas Tungsten Arc Welding Handbook,7th edition	1
36	Pipe Welding Procedures, 2nd edition	4
37	Welding Engineering: An Introduction, 2nd edition	1
38	Welding Principles and Practices, 5th edition	1
39	The Procedure Handbook of Arc Welding, 12th edition	1
40	Audel Welding Pocket Reference, 32nd edition	4
41	Indian Financial System, Published 2017	10
42	The Indian Financial System: Markets, Institutions and Services 5e	10
43	Indian Financial System: Financial Markets, Institutions and Services   Second Edition	10
44	Securities Markets Foundation, Published, Published 2022	10
45	Derivatives and Risk Management, 2E	10
46	Security Analysis Portfolio Management, 7e	10
47	Financial Markets and Institutions, Published 2017	10
48	Insurance Principles & Practice, Published 2007	10
49	Principles Of Risk Management and Insurance, Published 2016 (Edition 13)	10
50	Insurance laws and practice	10

51	Digital Banking, 2019 Edition	5
52	Financial Services Marketing	10
53	FinTech for Managers : A Handbook	10
54	FinTech: The Technology Driving Disruption in the Financial Services Industry	5
55	FINTECH FUTURE: The Digital DNA of Finance, Published 2020	10
56	CNC Machining Handbook: Building, Programming and Implementation	4
57	CNC Programming: Principles and Applications	10
58	CNC Control Setup for Milling and Turning	1
59	CNC Trade Secrets: A Guide to CNC Machine Shop Practicces, 3rd edition	1
60	CNC Programming using Fanuc Custom Macro B	1
61	Elements of Workshop Technology, Vol. I (Manufacturing Processes)	10
62	Elements of Workshop Technology, Vol. II (Machine Tools)	10
63	Manufacturing Technology, Vol. II (Metal cutting & Machine Tools)	5
64	CAD/CAM: Principles and applications	5
65	CNC Tips and Techniques: A Reader for Programmers	1
66	Engineering Metrology	10
67	A text book of Metrology	10
68	Engineering Drawing	10
69	Machine Drawing	10

70	Workshop Manual	10
71	Introduction to basic Manufacturing Process & Workshop Technology	10
72	Material Science and Engineering (A First Course)	10
73	Manufacturing Technology, Vol. I (Foundry, Forming, Welding)	10
74	NSQF Level 4 Welder Theory	10
75	Welding Processes and Technology	10
76	Highway Engineering (Paperback- Revised 10th Edition)	10
77	Bituminous Road Construction in India (Paperback- Second Edition)	10
78	Pavement Analysis & Design (Paperback-2nd edition)	10
79	Highway Material Testing and Quality Control (Paperback-2019 edition)	10
80	Highway Materials and Pavement Testing (Paperback-2013 edition)	10
81	Pavement Evaluation & Maintenance Management System (Paperback-2014 edition)	10
82	Manual on Pavement Evaluation Techniques (Paperback-2022 edition)	10
83	Principles of Transportation Engineering (Paperback- 2nd edition)	10
84	Estimating and Costing In Civil Engineering Theory And Practice (Paperback- Revised 28th edition)	10
85	Pavement Engineering: Design, Construction, Maintenance (Paperback- 2022 edition)	10
86	Economy of Design of Bituminous and Concrete Pavements: A Design Reference Book (Paperback-2018 edition)	10
87	Road Safety Management: Issues and Perspectives (Paperback-2010 edition)	1
88	Pavement Engineering: Principles and Practice (Hardcover- Fourth Edition)	1

89	Concrete Pavement Design, Construction, and Performance (Paperback- Second Edition)	1
90	Ministry of Road Transport and Highways (MoRTH)- Specification for Roads and Bridge Works	2
91	Ministry of Shipping and Transport (Roads Wing)- Manual for Maintenance of Roads	4
92	Rural Roads Manual (IRC SP 20)	2
93	Code of Practice for Construction of Jointed Plain Concrete Pavements (IRC 15)	4
94	Standard Specification and Code of Practice for Water Bound Macadam (IRC 19)	4
95	Specifications for Bituminous Macadam (IRC 27)	4
96	Specifications for Bituminous Concrete (Asphaltic Concrete) for Road Pavement (IRC 29)	4
97	Recommended Practice for Construction of Earth Embankments and Subgrade for Road Works (IRC 36)	4
98	Guidelines for the design of flexible pavements (IRC 37)	4
99	Guidelines for the design of Plain Jointed Rigid Pavements for Highways (IRC 58)	4
100	Code of Practice for Road Signs (IRC 67)	4
101	Guidelines for Design and Construction of Cement Concrete Pavements for Low-Volume Rural Roads (IRC SP 62)	4
102	Guidelines for the Design of Flexible Pavements for Low Volume Rural Roads (IRC SP 72)	4
103	Guidelines for Strengthening of Flexible Road Pavements using Benkelman Beam Deflection Technique (IRC 81)	4
104	Guidelines for Traffic Calming Measures in Urban and Rural Areas (IRC 99)	4

To assist you in the preparation of your price quotation we enclose the necessary **Supply and Delivery Schedule (Attachment 1)**, **Technical Specifications (Attachment 2)**, **Form of Quotation** and draft **Contract**.

**2. The Quotation shall comprise the following:**

- a) Form of Quotation

- b) Technical Specifications: confirmation that the offered books and Related Services conform to the required specifications.
  - c) Complete address and contact details of the Bidder having the following information:
    - Name of Firm:
    - Firm Representative Name:
    - Address for communication:
    - Mobile No.:
    - Electronic Mail Identification (E-mail ID):
  - d) GST Registration Certificate
  - e) Up-to-date valid Trade License.
  - f) PAN card.
  - g) Bank details.
3. If you/your firm, however, falls under any of the following conditions, your proposal shall not be considered:
- (a) you/your firm are/is not a citizen/national of an ADB member country, or
  - (b) you/your firm have/has been associated with the firm that prepared the design and specifications, or engaged in the preparation of the Project for which the contract that is subject of this request for quotations was identified, or
  - (c) you/your firm are/is owned by the Purchaser, or
  - (d) you/your firm are/is currently sanctioned or temporarily suspended by the Asian Development Bank for a violation of its [Anticorruption Policy](#) (1998, as amended to date), or
  - (e) the importation of goods or services from your country or any payment to persons or entities in your country is prohibited in compliance with a decision of the United Nations Security Council under Chapter VII of the Charter of the United Nations.
4. **Qualification of the Bidder:**
- a. The bidder should be either Authorized Dealer/ supplier/distributor/firm.
  - b. The bidder must be registered with the Book Seller's Federation (Nation/State) and should be in operations in India for minimum 3 years (Please enclose certificate).
  - c. To be qualified, you must have experience as an authorized supplier of the books covered by this **Request for Quotation** and, as evidence, you must also attach a document of your experience as supplier in at **least two contract** in the last 5 years F.Y (i.e. FY 2018-19, 2019-20, 2020-21, 2021-22,2022-23 ) of **Contract amount not less than INR 6.5 Lakh (Rupees Six lakh fifty thousand only ) each** similar to the items in the supply schedule of this contract.

- d. The bidder should have average annual financial Turnover during the last three years of **INR. 20 Lakh** (Please submit audited CA certified turnover certificate for the last three years)
  - e. To be qualified bidder has to submit manufacturer authorization/Distributorship Certificate of at least any three from the following book publisher
    - 1. McGraw Hill Education, India
    - 2. Pearson Education, India
    - 3. Prentice Hall India
    - 4. Oxford University Press, India
    - 5. Khanna Publisher
  - f. Price Quotation should contain the price for all items. If the price quotation is missing any item, then the quotation will be rejected.
5. Your quotation should be submitted in accordance with the following instructions, procedures, and the terms and conditions of the **Contract**.

### **Preparation of Quotations**

- (a) Your price quotation/(s) shall be for all the items as described in attached documents and submitted only in the attached **Form of Quotation** with the priced **Supply, Delivery and Price Schedule**. The currency of quoted prices and payment shall be **Indian Rupees (INR)**.
- (b) The prices should be quoted for supply and delivery to Assam Skill University, Interim Campus, Rehabari, Guwahati 781008 and should be accompanied by adequate technical documentation and other printed material or pertinent information (in English language) for each item quoted.
- (c) Your quotation must be signed by you or your authorized representative. Without a signature in your **Form of Quotation**, your quotation will not be considered further.
- (d) Your quotation(s) should be valid for a period of **60** days from the deadline for submission of the quotation/(s) as indicated below. If you withdraw your quotation during the validity period and/or refuse to accept the award of a contract when and if awarded, then you will be excluded from the list of Suppliers for the project for three years.

### **Submission and Opening**

- (e) Electronic bidding submission procedures shall be:  
The RFQ documents will be uploaded in the E-Tendering portal (<https://assamtenders.gov.in>) and will be visible to all viewers. Intended bidders can login to the portal with their already registered ID's and can download the Bidding documents. They will then upload/submit the quotations with the signed



and scanned copy of required documents mentioned in the bidding document in the in PDF format except the “PRICE SCHEDULE” (i.e. BOQ document), which is required to be filled by bidders in templates available in Excel format in addition to signed & scanned copy in pdf format.

- (f) Your **Form of Quotation** with the priced **Supply and Delivery Schedule** should be submitted by **20/06/2024 at 2.00 PM** with the required documents.
- (g) Electronic bid opening procedure shall be as follows:  
Quotations Opening- Concerned/designated officials of ASUP will login to E-Tendering portal with their respective DSC's. Once all the designated officials complete their login procedure, then the Bid is considered to be opened. There after the submitted quotations would be downloaded for evaluation.
- (h) Quotations shall be opened electronically, in the presence of participating suppliers' representatives who choose to attend, on **20/06/2024 at 2.30 PM** and at the following address.

O/o of the Chief Executive Officer  
Assam Skill University Project (ASUP),  
3<sup>th</sup> Floor, DECT Building, Guwahati 781008

### **Evaluation and Comparison**

- (i) Quotations determined to be substantially responsive to this **Request for Quotation** will be evaluated by comparison of their offer prices. A quotation is not substantially responsive if it contains material deviations or reservations to the terms, conditions, and specifications in this **Request for Quotation**.
- (j) In evaluating the quotations, the Purchaser will adjust for any arithmetical errors as follows:
  - I. where there is a discrepancy between amounts in figures and in words, the amount in words will govern; and
  - II. where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern.

If you refuse to accept the correction, your quotation will be rejected.

### **Award of Contract**

- (k) The Purchaser shall award the contract to the Supplier whose quotation has been determined to be substantially responsive to this **Request for Quotation** and who has offered the lowest price quotation. Accordingly, award will be given to only one supplier.
- (l) The Supplier whose quotation has been accepted will be notified by the Purchaser within **42 days** (Forty-Two Days) from the date of submission of quotation through the return of a copy of the **Form of Quotation** with **Acceptance** signed by the

authorized representative of the Purchaser.

(m) The successful Supplier shall sign the **Contract** governed by the **Contract Terms and Conditions**.

6. Further information can be obtained from:

Name : O/o the Chief Executive Officer  
Address : PMU, Assam Skill University Project (ASUP),  
3<sup>rd</sup> Floor, DECT Building, Rehabari  
E-mail : asup.assam@gmail.com

7. The Purchaser has received funds from the **Asian Development Bank (ADB)** for eligible payments under the **Contract** resulting from this **Request for Quotation**.

8. Under [ADB's Anticorruption Policy](#) (1998, as amended to date), suppliers shall observe the highest standard of ethics during the procurement and execution of such contracts. ADB may reject a proposal for award, and may impose sanctions or other remedial actions on parties involved, if it determines that the supplier recommended for award or any other party, directly or through an agent, has engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices or other integrity violations in competing for, or in executing, the Contract. At the time of submission of your quotation, you should not be in ADB's sanctions list. A firm/individual shall not be eligible to participate in any procurement activities under an ADB-financed, -administered, or -supported project while under temporary suspension or debarment by ADB pursuant to its Anticorruption Policy, whether such debarment was directly imposed by ADB, or enforced by ADB pursuant to the Agreement for Mutual Enforcement of Debarment Decisions.

9. You/your firm, joint venture partners, associates, parent company, affiliates or subsidiaries, including any subcontractors or suppliers for any part of the Contract, are not, or have never been, temporarily suspended, debarred, declared ineligible, or blacklisted by the purchaser's country, any international organization, and other donor agency.

If so debarred, declared ineligible, temporarily suspended, or blacklisted, please state details (as applicable to each joint venture partner, associate, parent company, affiliate, subsidiaries, subcontractors, and/or suppliers):<sup>1</sup>

(a) Name of Institution: \_\_\_\_\_

(b) Period of debarment, ineligibility, or blacklisting (start and end date): \_\_\_\_\_

(c) Reason for the debarment, ineligibility, or blacklisting: \_\_\_\_\_

10. You/your firm's, joint venture partners', associates', parent company's affiliates' or subsidiaries', including any subcontractors' or suppliers', key officers and directors have not been [charged or convicted] of any criminal offense (including felonies and misdemeanors) or infractions/violations of ordinance which carry the penalty of imprisonment.

If so charged or convicted, please state details:<sup>2</sup>

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<sup>1</sup> Any such disclosure shall be forwarded by the Purchaser to ADB.

<sup>2</sup> Any such disclosure shall be forwarded by the Purchaser to ADB.

- (a) Nature of the offense/violation: \_\_\_\_\_
- (b) Court/Area of jurisdiction: \_\_\_\_\_
- (c) Resolution (i.e. dismissed; settled; convicted/duration of penalty): \_\_\_\_\_
- (d) Other relevant details:

- 11. You/your firm understands that it is your obligation to notify ADB should you/your firm, joint venture partners, associates, parent company, affiliates or subsidiaries, including any Subcontractors or Suppliers, be temporarily suspended, debarred or become ineligible to work with ADB or any other multilateral development banks, the purchaser's country, international organizations, and other donor agencies, or any of your key officers and directors be charged or convicted of any criminal offense or infractions/violations of ordinance which carry the penalty of imprisonment.
- 12. Any misrepresentation that knowingly or recklessly misleads, or attempts to mislead may lead to the automatic rejection of the quotation/bid or cancellation of the contract, if awarded, and may result in remedial actions, in accordance with ADB's Anticorruption Policy (1998, as amended to date) and Integrity Principles and Guidelines (2015 as amended from time to time).
- 13. A bidder shall not have a conflict of interest. All bidders found to have a conflict of interest shall be disqualified.
- 14. The purchaser reserves the right to accept or reject any Bid, and to cancel the Bidding process and reject all bids, at any time prior to the awards of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligations to inform the affected Bidder or Bidders of the grounds for the purchaser's actions.

Sincerely,

**SD/-**

Chief Executive Officer,  
Assam Skill University Project