



**REQUEST FOR PROPOSAL (RFP)
FOR OUTSOURCING OF PUBLICATION OF TECHNICAL BOOKS IN INDIAN
LANGUAGES COVERING AICTE MODEL CURRICULA FOR ENGINEERING
DEGREE AND DIPLOMA COURSES**

RFP NO. 03/AICTE/FDC/TBW/2022-23

**ALL INDIA COUNCIL FOR TECHNICAL EDUCATION (AICTE)
(A Statutory Body of Government of India)
Nelson Mandela Marg,
Vasant Kunj, New Delhi-110 070.**

All India Council for Technical Education, New Delhi (AICTE)

e-Bids, valid for a minimum period of 180 days from the date of opening, are invited by AICTE through Central Public Procurement Portal (CPPP) for “**OUTSOURCING OF PUBLICATION OF TECHNICAL BOOKS IN INDIAN LANGUAGES COVERING AICTE MODEL CURRICULA FOR ENGINEERING DEGREE AND DIPLOMA COURSES**”

BID DATA SHEET

	Description of event	Date
1	Start date of issuance of RFP document	22 nd April 2022
2	Last date for Online Submission of e-bids	19 th May 2022
3	Date for opening of Technical e-bids	20 th May 2022
4	Validity of the Proposal	Three Years from award of contract to the successful bidder

Please Note: All clarifications/queries by bidders can be sent in email tbwdip@aicte-india.org at least 72 hours before the closing date of bid submission.

Member Secretary

SECTION I

1. ABOUT AICTE

- a) The AICTE was set up by an Act of Parliament in 1987 and is responsible for proper planning and coordinated development of the technical education and management education in India.
- b) The AICTE has its headquarters in New Delhi on the Nelson Mandela Road, Vasant Kunj, New Delhi, 110070, which has the offices of the Chairman, Vice-Chairman and the Member Secretary. Additionally, it has Regional Offices at Kanpur, Chandigarh, Mumbai, Bhopal, Kolkata, Guwahati, Bangalore, Hyderabad, Chennai and Thiruvananthapuram.

2. ABOUT TECHNICAL BOOK WRITING

- (a) Learning in mother tongue is found to be most effective in all parts of the globe. The language communication in India is vital for effective developmental action. According to Census of India, 122 major languages and 1599 other languages out of which 30 languages are spoken by over a million native speakers in different parts of India. The National Education Policy (NEP) 2020 emphasizes on providing higher education including technical education in Indian languages. Therefore, a need has arisen to promote original book writing as well as translation of books with latest developments in technical subjects incorporated therein in all Indian languages.
- (b) To promote use of 'Indian Languages in Technical Education, AICTE is promoting initiative for developing Technical Books through AICTE's "Technical Book Writing" (TBW) Scheme in Indian Languages for Under-graduate and Polytechnic courses covering AICTE Model Curriculum.
- (c) Initially AICTE desires to publish books in 12 Indian Languages viz., Hindi, Tamil, Telugu, Kannada, Bangla, Odiya, Gujarati, Punjabi, Assamese, Malayalam, Marathi and Urdu (number may increase or decrease).

SECTION II

1. INVITATION OF BIDS

- (a) E-bids are invited from eligible, reputed, technically sound and financially capable publishing firms for publishing and printing the new Technical Books (both digital and hard copy format) in Indian languages as per Model Curriculum of the AICTE for Second, Third and Fourth years of Under Graduate (UG) Engineering courses and Second & Third year of Diploma courses. AICTE will provide manuscripts (In MS Word Format) in English and in other required Indian languages. AICTE reserves the right to give work

order in as many languages as required based on number of translated books and demand for starting courses in states in different languages.

(b) This invitation to e-bid is open to all bidders meeting the criteria for technical evaluation as mentioned in the RFP document.

(c) Bidders are required to download RFP document from website of the AICTE at **www.aicte-org.india.com / www.eprocure.gov.in** and go through the RFP document carefully and seek details and clarification from AICTE in case of any doubt.

(d) As per Rule 161 (iv) of GFR, no cost of bid document is payable for the bid documents downloaded by the bidders.

(e) The bids shall be invited for publishing books in 12 or more Indian languages. All work proposed for execution by contract will be notified in the form of invitation of bid through publication in Newspapers or/and posted on website as the case may be. This bid will state the work to be carried out, as well as the date for submitting and opening bid and the time allowed for carrying out the work by the successful bidder.

(f) In the event of bid being submitted by a firm, it must be signed by each partner thereof or in the event of the absence of any partner, it must be signed on his behalf by a person holding a power of attorney authorizing him to do so. Such power of attorney to be produced with the bid, and it must disclose that the firm is duly registered under the **Indian Partnership Act 1952**.

(g) Keeping into consideration the uniqueness and quantum of work through this bid as per provisions of NEP 2020, the AICTE reserves the right to offer complete / partial work as deemed fit to one / more than one successful publisher qualifying in the technical bid (at the rates quoted by the L1 bidder).

(h) The officer inviting bid or his duly authorized official will open bids in the presence of any intending bidder or publishers who may be present at the time.

(i) There shall be earnest money of Rs. 10 Lakhs to be submitted in the form of Bank Draft in the name of **AICTE** payable at **New DELHI**. However, if selected tenderer(s) fail to execute the order, then the **earnest money deposited shall be forfeited and tenderer shall not be allowed to participate in the re-tendering process of the work**.

(j) On acceptance of the bid, the name of the accredited representative(s) of the bidder or publisher who would be responsible for taking instructions from the Officer-in-Charge shall be communicated in writing to the Officer-in-Charge.

(k) GST or any other tax applicable in respect of inputs procured by the bidder or publisher for this contract shall be payable by the Bidder or publisher and Government will not entertain any claim whatsoever in respect of the same. However, component of GST at time of supply of service (as provided in CGST Act 2017) provided by the contract shall be varied if different from that applicable on the last date of receipt of bid including extension if any.

(l) The Bidder or publisher shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his bid for the works and of the rates and prices quoted in the Schedule of Quantities. The rates and prices shall, except as otherwise provided, cover all his obligations under the Contract and all matters and things necessary for the proper completion of the works.

SECTION III

1. SUBMISSION PROCEDURE OF PROPOSALS

(a) Online Submission

- i. Bidders are required to enrol on the e-Procurement module www.eprocure.gov.in.
- ii. As part of the enrolment process, the bidders shall be required to choose a unique username and assign a password for their accounts.
- iii. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the Portal.
- iv. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (DSC) - Class II or Class III certificates with signing key usage, issued by any certifying authority recognized by CCA India with their profile.
- v. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- vi. The system allows uploading of bid in terms of packets as follows:

Packet No.	Documents to be Uploaded	Format
1	Technical Proposal	PDF
2	Financial Proposal	PDF

- vii. The bidder must ensure that the bid is digitally signed by the authorized signatory of the bidding firm and has been duly submitted (frozen) within the submission timeline. AICTE will in no case be responsible if the bid is not submitted online within the specified timelines.
- viii. All the pages of the proposal document must be sequentially numbered and must contain the list of contents with page numbers. Any deficiency in the documentation may result in the rejection of the Bidder's Proposal.

(b) Bidder's Authorized Signatory

A proposal should be accompanied by an appropriate board resolution or power of attorney in the name of an authorized signatory of the Bidder stating that he/she is authorized to execute documents and to undertake any activity associated with the Bidder's Proposal. A copy of the same should be uploaded under the relevant section / folder on the e-Procurement portal. Furthermore, the bid must also be submitted online after being digitally signed by an authorized representative of the bidding entity.

(c) Proposal Preparation Cost

The Bidder shall be responsible for all costs incurred in connection with participation in the RFP process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings / discussions / presentations, preparation of proposal, in providing any additional information required by vendor to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to the bid process. The AICTE will in no event be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

(d) Amendment of the RFP document

At any time prior to the deadline for submission of bids, the AICTE, may, for any reason modify the Bid Document by an amendment. All the amendments made in the document would be informed to all the participating agencies through e-mail and will also be displayed on AICTE's website and CPPP portal. The Bidders are advised to visit the AICTE website and Central Public Procurement Portal on regular basis for checking necessary updates. The Department also reserves the rights to amend the dates mentioned in this Bid Document for bid process. The Department may, at its discretion, extend the last date for the receipt of Bids.

(e) Bid Validity Period

- i. Bid shall remain valid for the time mentioned in the Bid Data Sheet.
- ii. The AICTE may request the Bidder(s) for an extension of the period of validity.

The request and the responses thereto shall be made in writing or by Email.

(f) Rights to Terminate the Process

The AICTE may terminate the RFP process at any time and without assigning any reason. The AICTE makes no commitments, express or implied, that this process will result in a business transaction with anyone. This RFP does not constitute an offer by AICTE. The bidder's participation in this process may result in AICTE selecting the bidder to engage in discussions and negotiations toward execution of a contract. The commencement of such negotiations does not, however, signify a commitment by the AICTE to execute a contract or to continue negotiations. The AICTE may terminate negotiations at any time without assigning any reason.

(g) Language of Bid

The Bids prepared by the Bidder and all correspondence and documents relating to the bids exchanged by the Bidder and AICTE, shall be written and communicated in English language.

SECTION IV**1. CRITERIA FOR TECHNICAL EVALUATION OF BIDS**

- (i) The vendor should have Minimum 10 years of experience in Publishing Industry (Certificate of incorporation/ inception of the entity/ firm/ company must be attached)
- (ii) The vendor should have published minimum of 10 titles (in total) **in at least 3 Indian languages** apart from English by 31st March 2022 (Title, Language, ISBN Number, Year of Publication, Number of Pages must be attached)
- (iii) The firm should have annual financial turnover of **at least Rs. 50.00 Lakhs each year during the preceding 3 financial years. (Copies of the balance sheet and ITR (Income Tax Return) of the vendor/ bidder for the last 3 consecutive financial years must be attached)**
- (iv) Minimum of 25 Indian authored technical books of Under Graduate (UG) & Post Graduate (PG) level published by Vendor, which have been recommended as Textbook/ Reference Books as per AICTE Model Curriculum in Engineering & Technology for UG & PG courses. (Title, Language, ISBN Number, Year of Publication, Number of Pages, Level (UG/PG).

2. DOCUMENTS TO BE UPLOADED (ENCLOSED)

- (i) Filled in Annexure 1.(Technical bid) & Annexure 2.(Financial bid)
- (ii) Related documents in support of Technical bid as per Annexure 1. & Financial Bid as per annexure 2.
- (iii) Copy of Trade License/Excise Registration.
- (iv) Copy of Income Tax Permanent Account Number.
- (v) Copy of Memorandum and Article of Association, Certificate of Incorporation, Partnership Deed, Registration Certificate issued by the Registrar of Firms etc.
- (vi) Copy of Authorization for Participation in subject bid (not required in case of Proprietorship firm).
- (vii) All pages of bid document including various sections shall be signed and

uploaded by bidder.

- (viii) Bids will be singular in nature (Joint submission is not permitted).
- (ix) Copy of DD of earnest money, original DD is to be deposited in AICTE before last date

3. TIME ALLOWED

The vendor must complete the printing work, to the satisfaction of AICTE, within 60 days from the date of issue of Letter of Intent (LOI).

4. TECHNICAL & FINANCIAL BIDS

- (i) The Technical Bids shall be evaluated by a Committee of experts to be appointed by the AICTE for this purpose.**
- (ii) The financial bids will be opened in respect of those bidders who qualify in the Technical Bid.**

SECTION V

1. SPECIAL CONDITIONS OF CONTRACT(SCC)

The special conditions of Contract are to be kept in mind by bidder while finalizing the financial component of this bid.

(i) Indemnification

The successful bidder is solely liable to fully indemnify and keep AICTE indemnified against all losses/penalties/awards/decrees arising out of litigation/claims/application initiated against the AICTE on account of acts of omission/commission attributable to the Bidder or publisher and which are punishable under the provisions of various Central Labour and Employment Acts including the Acts as amended from time to time.

2. MINIMUM NUMBERS OF BOOKS TO BE PUBLISHED

The approximate number of books to be published shall be on an average of 500 books in each title and per language (may increase or decrease) for all three consecutive years (2nd, 3rd and 4th year of UG program and 2nd and 3rd year of Diploma program).

3. REVISED EDITIONS

The work of revision of book will be the responsibility of publisher at no additional cost to AICTE.

4. PENALTIES FOR VIOLATION OF TERMS AND CONDITIONS OF AGREEMENT

Any violation in condition of rates while selling books OR compromise with quality parameters with publication parameters may result in immediate withdrawal of rights of publishing authorised by AICTE and even black listing of publishing house.

5. RESOLUTION OF DISPUTE AMICABLY/THROUGH ARBITRATION:

- (i) Any dispute between the parties arising in connection with the performance of this contract shall be resolved amicably between the representatives nominated by both the parties through the process of negotiation . In case the dispute is not resolved, then it shall be referred to the Chairman, AICTE and the Chief of the opposite party for settlement.
- (ii) If the dispute is not resolved, then it shall be referred to the Sole arbitrator who shall be appointed with the consent of both the parties. The arbitration proceedings shall be conducted as per the provisions contained in the Indian Arbitration and Conciliation Act, 1996(as amended from time to time and in force at the time when the reference is made). The Sole Arbitrator shall be appointed within a period of 30 days from date of receipt of written notice/demand of appointment of arbitrator from either party. The decision of the Arbitrator shall be binding on both the parties. The seat and jurisdiction of the arbitration proceedings shall be at New Delhi. The arbitration proceedings shall be in English language. The cost of the arbitration proceedings shall be borne equally by both the parties as per Arbitration Rules.
- (iii) If any dispute still remains unsettled, in that case, the same shall be adjudicated by the Courts of Law at New Delhi"

Annexure 1**Details of Parameters for Technical Bid**

S. No.	Particulars	Details (Number etc)
1	Number of Years of Experience in Publishing Industry (Certificate of incorporation/ inception of the entity/ firm/ company must be attached separately)	
2	Number of titles (in total) Published in Indian languages apart from English by 31st March 2022 (Title, Language, ISBN Number, Year of Publication, Number of Pages must be attached separately)	
3	Annual financial turnover during the preceding last 3 consecutive financial years (Copies of the balance sheet and ITR (Income Tax Return) of the vendor/ bidder for the last 3 consecutive financial years must be attached separately)	
(i)	2020-21	
(ii)	2019-20	
(iii)	2018-19	
4	Number of Indian Authored Technical Books published by Vendor, which have been recommended as Textbook/ Reference Books as per AICTE Model Curriculum in Engineering & Technology for UG & PG courses. (Title, Language, ISBN Number, Year of Publication, Number of Pages, Level (UG/PG) alongwith Letter of Recommendation must be attached separately)	

Date:

(Signature of Authorised person)

Place :

Name:

Designation:

Stamp:

Note: Non submission of the above details along with related documents will lead to rejection of bid.

Annexure 2

Financial Bid

Performa for quoting rates based on parameters given therein:

Sr. No.	Description of item	Unit	Rates in figures	Rates in words
1	<p><u>Specification</u> Printing and publishing of Technical Text Books in different Indian Languages (in specified language) with following specifications:</p> <p>(i) Size of the book shall be crown size (ii) Preparation/ designing of the manuscript shall be in professional publishing software/ Adobe InDesign (iii) Inner Paper shall be minimum 58 gsm (For comparison of rates, book shall be considered to be of 250 pages which actual number of pages in the book may vary) (iv) Outer Cover be minimum 250 gsm(2 pages) (v) Inner Printing shall be clear and easily readable (in black ink) (vi) Outer Cover printing shall be multi-colored (vii) Outer Cover shall be paperback (viii) Binding shall be stitched binding (ix) (a) Font Size English: Maximum 10.5 (b) Indian Language (Hindi, Odia etc): Maximum 12.5</p>			
2.	<p><u>Rate for Publishing (As per specification in point No. 1)</u> For Print</p> <p>(i) Rate for outer cover</p>	1 page		
	<p>(ii) Rate for inner paper</p>	1 page		
3.	Rate for Publishing of One book consisting of 2 Outer Pages & 250 Inner Pages [2(i) X 2 + 2(ii) X 250] (*)	1 Book		
4.	Rates for E-Publishing (10% of cost of book)			

Date:

(Signature of Authorised person)

Place :

Name:

Designation:

Stamp:

- (*) This is purely for comparing the rates to decide for the purpose of evaluation, comparison shall be on the basis of 2 pages of multicolour outer cover and 250 pages of inner content.
Actual cost of book shall be on the basis of actual number of pages in the book of a particular language.**

Terms and Conditions:

- i. The rates quoted shall be inclusive of all Taxes including GST.
- ii. The rates quoted shall be inclusive of minimum 10% discount as per Good offices committee.
- iii. The rates quoted shall be inclusive of work to be done in professional publishing software/ Adobe InDesign/ any other associated work.
- iv. The rates quoted shall remain applicable for entire period of one year. No request for variation in rates due to variation in input costs shall be entertained.
- v. In case of any ambiguity while ascertaining the quoted rates, Rates quoted in words will supersede that in figures.
- vi. AICTE may or may not purchase any book.
- vii. The rates approved by AICTE shall be binding on the publishing industry for sale in the open market for printed and digital edition.
- viii. Publishing industry is not required to pay any royalty to AICTE or any author.
- ix. The contract will be valid for one year extendable to three years based on performance.
- x. Non submission of the Annexure1 & 2 along with related documents will lead to rejection of bid.
- xi. Copy right of the books will be with AICTE.