

**DIRECTORATE OF MINORITY WELFARE
VIKAS BHAVAN, THIRUVANANTHAPURAM- 695 033**

FORM OF TENDER NOTICE

Tender Number	2790/AD3/2022/DMW
Due date and time for receipt of Tenders	3.00 PM 21.02.2023
Date and Time for opening of Tenders	3.30 PM 22.02.2023
Date up to which the rates are to remain firm for Acceptance	22.02.2023
Designation and address of Officer to whom the Tender is to be addressed	The Administrative Officer, Directorate of Minority Welfare, Vikas Bhavan, Thiruvananthapuram-695 033
Superscription	Books, Rank files and periodicals for the Library in Coaching Centres for Minority Youths

Sealed tenders are invited for the supply of the materials specified in the schedule above. The rates quoted should be for delivery of the articles including the cost of transportation in the locations specified for supply of items in the short tender notice. The entire quantity of books mentioned in the schedule of items shall be procured and distributed to each of the 24 CCMY's mentioned herein. The necessary superscription, due date for the receipt of tenders, the date up to which the rates will have to remain firm for acceptance and the name and address of officer to whom the tender is to be sent are noted above. Any tender received after the time fixed on the due date is liable to be rejected. The maximum period required for delivery of the articles should also be mentioned. Tenders not stipulating period of firmness and with price variation clause and/or 'subject to prior sale' condition are liable to be rejected. The acceptance of the tenders will be subject to the following conditions:

- 1) Acceptance of the tender constitutes a concluded contract. Nevertheless, the successful tenderer must within a fortnight after the acceptance of his tender,

furnish 5% of the amount of the contract as security deposit and execute an agreement at his own cost for the satisfactory fulfillment of the contract, if so required.

- 2) Withdrawal from the tender after it is accepted or failure to supply within a specified time or according to specifications will entail cancellation of the order and purchases being made at the offerers expenses from elsewhere, any loss incurred thereby being payable by the defaulting party.
- 3) No representation for enhancement of price once accepted will be considered during the currency of the contract.
- 4) Any attempt on the part of tenderers or their agents to influence the officers concerned in their favour by personal canvassing will disqualify the tenderers.
- 5) (a) In cases where a successful tenderer, after having made partial supplies fails to fulfill the contracts in full, all or any of the materials not supplied may, at the discretion of the Purchasing Officer be purchased by means of another tender/quotation or by negotiation or from the next higher tenderer who has offered to supply already and the loss, if any, caused to the Directorate shall thereby together with such sums as may be fixed by the Directorate towards damages be recovered from the defaulting tenderer.
(b). Even in cases where no alternate purchases are arranged for the materials not supplied, the proportionate portion of the security deposit based on the cost of the materials not supplied at the rate shown in the tender of the defaulter shall be refunded.
(c) Any sum of money due and payable to the contractor (including Security Deposit refundable to him) under this contract may be appropriated by the Purchasing Officer or any other person authorized by the Minority Welfare Directorate and set-off against any claim of the Purchasing Officer or Minority welfare Directorate for the payment of a sum of money arising out of or under any other contract made by the contractor with the Purchasing Officer or Minority welfare Directorate or any other authorized person authorized by Minority welfare Directorate.

- 6) The prices quoted should be inclusive of all taxes, duties, cesses, etc., which are or may become payable by the contractor under existing or future law or rules of the country of origin/supply or delivery during the course of execution of the contract.
- 7) (a) Ordinarily payments will be made only after the supplies are actually verified and taken to stock.
(b) The tenders shall quote also the percentage of rabate (discount) offered by them in case the payment is made promptly within fifteen days/within one month of taking delivery of stores.
- 8) Any sum of money due and payable to the successful tenderer or contractor from Minority Welfare Directorate shall be adjusted against any sum of money due to Minority Welfare Directorate from him under any other contracts.
- 9) Special conditions, if any, printed on the tender sheets of the tenderer or attached with the tender will not be applicable to the contract unless they are expressly accepted in writing by the purchaser.



REGHUVARAN.S
ADMINISTRATIVE OFFICER

Place: Vikas Bhawan, Thiruvananthapuram
Date: 31.01.2023

Short Tender Notice

No.2790/AD3/2022/DMW

Directorate of Minority Welfare
Vikas Bhavan, Thiruvananthapuram-695 033
 Tel.Phone:0471-2300 523,24,2302090
 Email: director.mwd@gmail.com
 Website: www.minoritywelfare.kerala.gov.in

Sealed Tenders are invited for the supply of **Books, Rank files and periodicals** for the Library in **Coaching Centres for Minority Youths.**

CCMY ലൈബ്രറികളിൽ ലഭ്യമാർഗ്ഗമില്ലാതെ റാങ്ക് സിനാരി വേണ്ടുന്ന പുസ്തകങ്ങൾ

INDIAN HISTORY	
Sl No	BOOK NAME //AUTHOR
1.	PSC Bulletin History Special Issue- 2 Volumes വരൂകുബിലി പതിപ്പ് -
2.	Talent Publication Special Issue കേരള നവോത്ഥാനം(മലയാളം)
3.	Agnihotri IAS - Indian History (UPSC/PSC/KAS)
4.	Krishna Reddy-Indian History(UPSC/PSC/KAS)
5.	Talent Academy Rank file degree level- (2 sets)
6.	Indian History- A Sreedhara Menon
7.	A Short History of Modern India By Rajiv Ahir IPS

ENGLISH	
Sl No	BOOK NAME //AUTHOR
8.	Concise English Grammar - V. K. Moothathu
9.	English Grammar - Wren and Martin
10.	A practical English grammar – A.J Thomson
11.	High School English grammar - Wren and Martin

ECONOMICS

Sl. No.	BOOK NAME / AUTHOR
12.	Economics for UPSC and State Civil Service Examinations – Prepmate
13.	The Indian Economy – Sajiv Varma
14.	Indian Economy – Jobin. S Kottaram

MATHEMATICS

Sl. No.	BOOK NAME / AUTHOR
15.	SSC Mathematics – Kiran Prakash
16.	The Joy of Mathematics – Alfred. S Posamentier
17.	Maths + Mental Ability – Lal Academy
18.	PSC Magic Mathematics – Lekshya Publications

POLITY

Sl. No.	BOOK NAME / AUTHOR
19.	Introduction to the Constitution of India - Durga Das Basu
20.	Constitutional Law – Anil kumar
21.	The Constitution of India – D.D Basu

GEOGRAPHY

Sl. No.	BOOK NAME / AUTHOR
22.	India and World Geography – Majid Hussain
23.	Geography of Kerala - Srikumar Chattopadhyay
24.	ഇന്ത്യൻ ഭൂമിശാസ്ത്രം - ജോബിൻ എസ്. കൊട്ടാരം

MALAYALAM	
Sl. NO.	BOOK NAME / AUTHOR
25.	സാഹിത്യ ചരിത്രം കാലഘട്ടങ്ങളിലൂടെ - എരുമേലി
26.	ചെറുകഥ സാഹിത്യ ചരിത്രം - ഡോ. എം.എം ബഷീർ
27.	കവിതാസാഹിത്യ ചരിത്രം - ഡോ. എം. ലീലാവതി
28.	നാടക സാഹിത്യ ചരിത്രം - ജി. ശങ്കരപ്പിള്ള
29.	നല്ല ഭാഷ - Prof. രാമചന്ദ്രൻനായർ
30.	ശബ്ദതാരാവലി - ശ്രീകണ്ഠേശ്വരം പത്മനാഭപിള്ള
31.	മലയാള വ്യാകരണം - ഭാഷാതിലകം - S.B പണിക്കർ
32.	മലയാള ഭാഷാ നിഘണ്ടു - ഹെർമൻ ഗുണ്ടർട്ട്

COMPUTER SCIENCE & IT	
Sl. NO.	BOOK NAME / AUTHOR
33.	Objective Computer Science and Information Technology – Jushta Jaiswal
34.	Computer Science & IT

BOTANY	
Sl. NO.	BOOK NAME / AUTHOR
35.	College Botany for Degree Students – B.P Pandey ; S. Chand
36.	Botany for Degree Students - B.P Pandey ; S. Chand

ZOOLOGY	
Sl. NO.	BOOK NAME / AUTHOR
37.	Fundamentals of Zoology – Remika Gupta
38.	Hand Book Biology - Arihant
39.	Cell Biology, Genetics, Molecular – Biology Evolution of Ecology ; Dr. P.S Verma & Dr. Agarwal

CHEMISTRY

Sl No	BOOK NAME / AUTHOR
40.	A textbook of Organic Chemistry – Dr. O.P Tandon, Dr. A.K Viramani, G.R Bathla & Sons, Delhi
41.	Principles of Physical Chemistry – Puri, Sharma, Pathania Vishual Publication Co.

PHYSICS

Sl No	BOOK NAME / AUTHOR
42.	Physics for Degree Students - C.L Arora, Scharl & Co Ltd, New Delhi
43.	Concepts of Physics - H.C Verma, Chal Publication, New Delhi

OTHER BOOKS

Sl No	BOOK NAME / AUTHOR
44.	സമഗ്രപഠനശാല - Latest Edition Rank File - Spark Publication
45.	PSC പള്ളിക്കടം ഗണിതം - Prime Publication
46.	Manorama – Year Book
47.	Mathrubhumi - Year Book

RANK FILES

Sl No	BOOK NAME / AUTHOR
48.	KAS – Rank File Paper I – Talent Academy
49.	KAS – Cracker III – IET Publications
50.	PSC 10 th Level Prelims Rank File – 2022; Talent Academy
51.	LGs Main Rank File – Talent
52.	LDC Mains (Advanced) – Lakshya
53.	PSC Degree Level Preliminary Examination Rank File – Prime
54.	Kerala PSC Degree Level Rank File Preliminary & Mains (Vol I & II)
55.	PSC Previous year question and answers (+2, Degree Level)- Best Team
56.	10 th Level Preliminary Rank File -2022; Talent
57.	10 th Level Preliminary Rank File -2022; Lakshya
58.	10 th Level Mains Rank File -2022; Talent

59.	10 th Level Mains Rank File -2022; Lakshya
60.	+2 Level Preliminary Rank File 2022 - Lakshya
61.	+2 Level Mains Rank File 2022 - Talent
62.	Police Main Exam Rank File - Lakshya
63.	Police Main Exam Rank File - Talent
64.	Degree Level Pre/Main Rank File – Lakshya & Talent
65.	Malayalam Grammar – Lakshya
66.	Malayalam Grammar - Talent

PERIODICALS	
SERIAL NO.	DESCRIPTION
67.	Competition Success/Year (130 x 12)
68.	G.K & Current Affairs (Four per year -180 x 4)
69.	PSC Bulletin (24 per year- 30 x 24)

NCERT & SCERT BOOKS	
SERIAL NO.	DESCRIPTION
70.	8 th to 12 th Standard (for 5 subjects)

Locations of Coaching Centre for Minority Youth under Minority Welfare Directorate, Govt of Kerala where the books mentioned in the above schedule of items are to be supplied

CCMY-Name	Address
CCMY Thiruvananthapuram	Coaching Centre for Minority Youth, Samasthalayam, 3 rd Floor, SS. Kovil Road, Mele Thampanoor. Thiruvananthapuram-695001.
CCMY Kollam	Coaching Centre for Minority Youth, Karunagapally, Edakulangara (P.O), Kollam(Dt) – 690523 Coaching Centre for Minority Youth, Arattuvila Complex, Kannanalloor, Kollam
CCMY Pathanamthitta	Coaching Centre for Minority Youth, Thaikkavu School, Petta, Pathanamthitta
CCMY Alappuzha	Coaching Centre for Minority Youth, M.E.S. English

	Medium School Compound, Punnapra P.o, Alappuzha
	Coaching Centre for Minority Youth, Mangaram, Elippakulam P.O, Kayamkulam, Alappuzha-680 001
CCMY Kottayam	Coaching Centre for Minority Youth ,Nainarpalli shopping Complex,1 st Floor, Kanjirappally, Kottayam-686507
CCMY Idukki	Coaching Centre for Minority Youth, Dae-A- Millath College Building Karikode, Thodupuzha East. pin: 685 585,
CCMY Ernakulam	Coaching Centre for Minority Youth, Kareem Estate,Bank Junction, Temple Road,Aluva -1, Ernakulam (Dt.) - 683101
	Coaching Centre for Minority Youth, Yatheemkhana Bazar Road, Mattanchery, Ernakulam -682 002
CCMY Thrissur	Coaching Centre for Minority Youth, Cheraman Juma Masjid, Cheraman Malik Nagar, Kodungallur P.O, Thrissur
CCMY Palakkad	Coaching Centre for Minority Youth, Near Mercy College, Pallipuram post, Palakkad- 678006
	Coaching Centre for Minority Youth, Near Maveli Stor, Malabar Colony, Mele Pattambi P.O, Palakkad- 679 306
CCMY Malappuram	Coaching Centre for Minority Youth, Vengara,Kolappuram (P.O) A.R.Nagar,Malappuram - 676305.
	Coaching Centre for Minority Youth, Mass Commercial Centre, Thrikkavu, Ponnani(P.O), Malappuram - 679577,
	Coaching Centre for Minority Youth, Bypass Bus stand. Perinthalmanna, P.O, - Malappuram -679322
	Coaching Centre for Minority Youth,Alathiyoor-Malappuram
	Coaching Centre for Minority Youth, MESKVM College Campus, Valanchery- 675 973
CCMY Kozhikode	Coaching Centre for Minority Youth, Puthiyara, Kozhikkode - 673004.

	Coaching Centre for Minority Youth, Chembra Road, Perambra, Kozhikode-673 525
CCMY Wayanad	Coaching Centre for Minority Youth, Old Busstand building, Kalpetta, wayanad- 673121
CCMY Kannur	Coaching Centre for Minority Youth, Kunjiraman Adiyodi Smaraka Govt. V.H.S. Campus, Payyannur, Kannur(Dt.) – 670307.
	Coaching Centre for Minority Youth, Qutubi Complex, Kaviyur Road, Chokli, Thalassery, Kannur- 670 672
CCMY Kasargod	The Principal Coaching Centre for Minority Youth, Bustand Terminal, Cherkala, Chengala(Post) Kasargod,-671541,

The envelopes containing the tender should bear the superscription **“Tender for IT Equipment”** and should be addressed to **“The Administrative Officer, Directorate of Minority Welfare.”**

Last date for receipt of tender is 21.02.2023. Late tenders will not be accepted. The tenders will be opened at 3.30 pm on 22.02.2023 in the presence of such of the tenderers or their authorized representatives who may be present at that time. The maximum period required for delivery of the articles should also be mentioned.

Details of the requirements and the conditions governing their supply can be obtained from “The Administrative Officer, Directorate of Minority Welfare”.

Intending tenderers may obtain the requisite tender forms from the Director, Minority Welfare Department, Kerala, Thiruvananthapuram on which the tenders should be submitted. Application for the tender form should be accompanied by cash remittance of 0.2% of the quoted amount plus applicable GST for original copy which is the price fixed for a form/ set of forms and which is not refundable under any circumstances. The tender forms are not transferable. Cheques, Postage Stamps etc. will not be accepted towards the cost of forms, nor will the forms set via VPP.

Duplicate tender forms, if requested will be issued at 0.01% of the quoted amount plus applicable GST per copy.

Applicants for the tender should send along with their tender, an EMD equal to 1% of the total quoted value in the form of DD drawn in favour of the Administrative Officer, Directorate of Minority Welfare, Kerala, Thiruvananthapuram.

Copies of the bidding document shall be sent free of cost of firms that are borne on the list of Registered Suppliers for the stores in question. Such firms are also exempted from furnishing EMD with their tenders.

The Successful bidder will have to produce a security deposit equal to 5% of the total quoted value in any of the following forms:

- i. By Cash
- ii. Demand Draft from Nationalized Banks
- iii. Treasury Savings Bank Deposits.

Performance Security shall remain valid for a period of 60 days beyond the date of completion of all contractual obligations of the supplier including warranty obligations.

The EMD shall be treated as part of Performance Security of the successful bidder and only balance amount of Performance Security shall be called for from the firm.

Tender forms can be collected from the Directorate of Minority Welfare, Kerala, Thiruvananthapuram on all working days from 01.02.2023. Sale of tender form will be closed at 4.00 pm on 19.02.2023. The cost of tender forms should be paid in cash.



REGHUVARAN.S
ADMINISTRATIVE OFFICER

Place: Vikas Bhawan, Thiruvananthapuram

Date: 31.01.2023