

TENDER ENQUIRY

PURCHASE OF LIBRARY BOOKS, NEWSPAPERS & MAGAZINES

AT

CENTRAL HINDI DIRECTORATE

WEST BLOCK-07, RK PURAM

NEW DELHI-110066

TENDER NO. 1-6-2025(पुस्त.)पार्ट-1

DATE OF ISSUE OF TENDER: 10 .07.2026

DATE OF CLOSING: 20 .07.2026

Tender value: 2,00000/Rs.

Bid Opening Place : At the room of administrative officer central Hindi directorate west block-07, Rk Puram, New delhi-66.

Central Hindi Directorate invites sealed techno-commercial tenders towards "PROVIDING OF NEWSPAPER AND MAGAZINES" ON DAILY BASIS, MONTHLY AND QUARTERLY BASIS from contractors/firms who have experience in executing works of similar nature and magnitude. (Micro and Small Enterprises Bidders are exempt in experience criteria)

1. Last date/time for submission of bids is 20.07.26 at 15:00 hours. The bids are to be submitted on manually at the office of Admin officer Central Hindi Directorate.
2. In case of any holiday or unforeseen closure of the Directorate on the scheduled day of opening of the bids, the bids will be opened on the next working day at the same time, but the deadline for submission of bids remains the same as indicated above.
3. Bids received after the above mentioned date/time shall not be considered conditional bids will be rejected outright.
4. The responsibility of submission of the bids on or before the last date shall rest with the tender. The Directorate will not hold no responsibility for the non- receipt of the bids or for the bids received after the date/time specified. Any bid received after the bid submission deadline prescribed by the Directorate, shall not be considered.
5. The Directorate will respond to any request for clarification of the Tender Document that are received up to THREE (03) days prior to the deadline for submission of bids prescribed. For this purpose, the prospective Bidder(s) requiring clarification shall notify/contact the Directorate in writing at the registered address. The contractor agency should aware of the project requirement and operational conditions prior to the submission of the tender documents and no claims will be entertained after submission of the contract.

## BoQ

हिंदी तथा अंग्रेजी समाचार, पत्र-पत्रिकाओं की सूची।

### समाचार-पत्र/ NEWSPAPER

क्रम सं. /S.No.	शीर्षक/Title	प्रतियाँ/Copies
1.	आजकल (मासिक)	1
2.	आरोग्यधाम (त्रैमासिक)	1
3.	चंपक (पाक्षिक)	1
4.	करेंट अफेयर टुडे (मासिक)	1
5.	गृहलक्ष्मी (मासिक)	1
6.	हंस (मासिक)	1
7.	इंडिया टुडे (साप्ताहिक)	1
8.	कथादेश (मासिक)	1
9.	कुरुक्षेत्र (मासिक)	1
10.	महकता आंचल (मासिक)	1
11.	मेरी सहेली (मासिक)	1
12.	नवनीत (मासिक)	1
13.	निरोगधाम (त्रैमासिक )	1
14.	आउटलुक (पाक्षिक)	1
15.	पांचजन्य (साप्ताहिक)	1
16.	प्रतियोगिता दर्पण (मासिक)	1
17.	रोजगार समाचार (साप्ताहिक)	1
18.	साहित्य अमृत (मासिक)	1
19.	सामान्य ज्ञान दर्पण (मासिक)	1
20.	कारवां (त्रैमासिक)	1
21.	स्पीडी करेंट अफेयर	1
22.	सरिता (पाक्षिक)	1
23.	सक्सेस मिरर (मासिक)	1
24.	तहलका (पाक्षिक)	1
25.	वनिता (मासिक)	1
26.	विज्ञान प्रगति (मासिक)	1
27.	योजना (मासिक)	1
28.	पाखी (मासिक)	1

29.	परिकथा (त्रैवार्षिक)	1
30.	आलोचना	1
31.	वर्तमान साहित्य	1
32.	नया ज्ञानोदय (द्विमासिक)	1
33.	प्रगतिशील वसुधा	1
34.	अलाव	1
35.	वागर्थ	1
36.	तद्भव	1
37.	वसुधा	1
38.	Champak (Fortnightly)	1
39.	Competition Success Review (Monthly)	1
40.	Discover India (Monthly)	1
41.	Employment News (Weekly)	1
42.	Frontline (Fortnightly)	1
43.	General Knowledge (Monthly)	1
44.	National Geographic (Monthly)	1
45.	Organizer (Weekly)	1
46.	Pratigyogita Darpan (Monthly)	1
47.	Reader's Digest (Monthly)	1
48.	Swamy News (Monthly)	1
49.	Yojana (Monthly)	1

### **Instructions to Bidders including Terms and Conditions**

**1. Scope of Bid**

**Procurement of English / hindi newspapers, magazines as per the specifications.**

**2. Cost of Bidding**

2.1. The Bidder shall bear all costs associated with the preparation and submission of its bid and the Directorate shall in no case be responsible or liable for those costs regardless of the conduct or outcome of the bidding.

**3. Amendment in the Tender Document**

3.1. At any time prior to the deadline for submission of bids, the Directorate may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Tender Document by way of amendment(s).

**7. Financial bid:**

- The bidder shall quote the rates and amount in the format prescribed at Annexure I.
- Price shall be inclusive of all taxes.

## **OTHER TERMS AND CONDITIONS**

1. **Period of Validity of Bids:** Bids shall remain valid for a period of 10 days after the date of deadline for submission of bids prescribed by the Directorate.

2. **Deadline for submission of Bids**

The Directorate may, at its discretion, extend this deadline for submission of bids in which case all rights of the Directorate and all obligations of the Bidders will thereafter be subject to the deadline as extended.

3. **Opening and Examination of Bids**

a. The bids will be opened on the prescribed date and time as mentioned in the Bid document. Bidders or their representative may be present during the time of opening of bid, if they wish to be present

b. The Directorate will evaluate the bids as per the terms of the tender. Those bids, fulfill the technical requirements and responsive to the tender requirements will be considered. Those bids which found to be either non-responsive, not satisfying the technical requirements or both will not be considered and will be rejected.

c. The Directorate will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required security has been furnished, whether the documents have been properly signed and whether the bids are generally in order.

d. If there is a discrepancy between words and figures, the amount in words shall prevail. If a Bidder does not accept the correction of errors, the bid will be rejected and its EMD may be forfeited.

e. The Directorate may waive any minor nonconformity or irregularity in a bid that does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

f. Prior to the detailed evaluation the Directorate will determine whether each bid is complete and is substantially responsive to the Tender Document. For purposed of this determination, a substantially responsive bid is one that conforms to all the terms, conditions and specifications of the Tender Document without material deviation, exceptions, objections, conditionality or reservations. A material deviation, exception, objection, conditionality, or reservation is:

(a) One that limits in any substantial way the scope quality, or performance of the equipment;

(b) One that limits, in any substantial way that is inconsistent with the Tender Document, the Directorate's rights or the successful Bidder's obligations under the Contract: and

(c) One that the acceptance of which would unfairly affect the competitive position of other Bidders who have submitted substantially responsive bids.

(d) If a bid is not substantially responsive, it shall be rejected by the Directorate and may not subsequently be made responsive by the Bidder by correction of the non conformity. The Directorate's determination of bid responsiveness will be based on the contents of the bid itself and any written clarifications submitted by the Bidder.

4. **Clarification of Bids:** During the bid evaluation, the Directorate may, at its discretion, ask the Bidder for a clarification of its bid in writing/e-mail and the bidder has also required providing the clarification in writing. No change in the price or substance of the bid shall be sought, offered or permitted.

5. **Evaluation of Responsive Bids:** The Directorate will evaluate the bids that have been determined to be substantially responsive.

6. **Contacting the Institute**

a. From the time of bid opening to the time of Contract award, if any Bidder wishes to contact the Directorate on any matter related to the bid, it shall do so in writing.

b. If a Bidder tries to directly influence the Directorate or otherwise interfere in the bid evaluation process and the Contract award decision, his bid shall be rejected.

7. **Award Criteria**

Directorate will award the contract to the Bidder whose bid has been determined to be substantially responsive and the Lowest Quoted Evaluated Bid.

8. **Right to Accept/Reject/Modify Bids**

a. The Directorate reserves the right to accept or reject any bid or to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the Bidders.

b. The Directorate reserves the right to negotiate with the Bidder having the Lowest Evaluated Bid.

9. **Award of Work Order**

a. Prior to the expiration of the period of bid validity, the Directorate will issue the Letter of Intent/Work Order to the successful Bidder in writing.

b. The work order will constitute the foundation of the Contract.

10. **Contract Agreement**

Within **Seven (07)** days of receipt of the Work Order, the successful Bidder shall execute an agreement with the Institute which will be framed as per the terms and conditions of the tender and work order.

11. **Contract Documents**

a. All documents forming part of the contract (and all parts of these documents) are intended to be correlative, complementary and mutually explanatory. The contract shall be read as a whole.

*Soumya*  
*08/07/2022*

b. The order of precedence of the Contract documents will be as follows:

- (i) Contract Agreement
- (ii) All other Forms
- (iii) Contractor's Bid
- (iv) Tender Document

**12. Terms of Payment**

Payment will be made on monthly basis only after completion of work.

**13. Governing Law:** The Contract shall be governed by and interpreted in accordance with the laws of India.

**14. Settlement of Disputes:** Any dispute or claim arising out of/relating to this Contract or the breach, termination or the invalidity thereof, shall be settled by the Hon'ble Courts of Justice at New Delhi.

**15.** The page number should be marked in all pages serially (including all supporting documents enclosed with the tender document) and the declaration for the same shall be submitted by the bidder as **Annexure III**.

**16. Directorate reserves the right to accept or reject any or all the tenders in part or whole or may cancel the tender at its sole discretion without assigning any reason what so ever. No further correspondence in this regard will be entertained.**

*Saapik Vams*  
081071220

केंद्रीय हिंदी निदेशालय  
(पुस्तकालय)

हिंदी तथा अंग्रेजी समाचार पत्र-पत्रिकाओं की सूची

समाचार-पत्र / NEWSPAPER

क्रम सं. /S.No.	शीर्षक/Title	प्रतियाँ/Copies	राशि (₹.)/Amount (Rs.)
1.	अमर उजाला	1	
2.	दैनिक भास्कर	1	
3.	दैनिक जागरण	1	
4.	हरिभूमि	1	
5.	हिन्दुस्तान	1	
6.	जनसत्ता	1	
7.	नवभारत टाइम्स	1	
8.	नवोदय टाइम्स	1	
9.	पंजाब केसरी	1	
10.	राजस्थान पत्रिका	1	
11.	राष्ट्रीय सहारा	1	
12.	बिज़नेस स्टैंडर्ड	1	
13.	Hindustan Times	1	
14.	The Economic Times	1	
15.	The Hindu	1	
16.	The Indian Express	1	
17.	The Times of India	1	
18.	The Tribune	1	

## FINANCIAL BID

हिंदी तथा अंग्रेजी समाचार, पत्र-पत्रिकाओं की सूची।

पत्रिकाएँ / Magazines

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1.	आजकल (मासिक)	1	
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5.	गृहलक्ष्मी (मासिक)	1	
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7.	इंडिया टुडे (साप्ताहिक)	1	
8.	कथादेश (मासिक)	1	
9.	कुरुक्षेत्र (मासिक)	1	
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20.	कारवां (त्रैमासिक)	1	
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27.	योजना (मासिक)	1	

28.	पाखी (मासिक)	1	
29.	परिकथा (त्रैवार्षिक)	1	
30.	आलोचना	1	
31.	वर्तमान साहित्य	1	
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Note: The rate quoted should be the cost of items.

Place:

Date:

(Authorised  
Signatory)