



(A Government of Puducherry Institution)
INDIRA GANDHI MEDICAL COLLEGE AND RESEARCH INSTITUTE
(Unit of Perunthalaivar Kamarajar Medical College Society)

Vazhudavur Road, Kathirkamam, Puducherry - 605 009 Ph: 0413-2277289

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TENDER NOTIFICATION

Terms and Conditions of Tender for the Subscription for Comprehensive Database of E-Journals for the Academic Year 2025-26 for the use of Central Library in the Indira Gandhi Medical College & Research Institute, Kathirkamam, Puducherry.

Sl. No.	Name of the Items	Subscription
1	Subscription for Comprehensive Database of E-Journals for the Academic Year 2025-26 <i>1. Should have a list of Indexed journals accepted by NMC Medline, Pubmed Central, Science Citation index, Science Citation Index Expanded, Embase, Scopus, Directory of Open access journals (DoAJ).</i> <i>2. Should have online access to full text journals and its archives.</i> <i>3. Should have access for downloading the articles.</i> <i>4. Journal list should include the complete list of subjects mentioned in MBBS and PG curriculum by NMC.</i> <i>5. Minimum of 500 indexed journals with full text relevant to medical college.</i>	1 Year

1. Scope of Work

The selected vendor shall provide a comprehensive subscription to a database of e-journals for the academic year 2025-26, ensuring uninterrupted access to high-quality research materials for faculty and students.

2. Eligibility Criteria

- The bidder must be a legally registered entity with at least three years of experience in providing e-journal subscriptions.
- The bidder should have prior experience with educational institutions, universities, or research organizations.
- The bidder must provide proof of authorization from publishers or aggregators to distribute e-journal subscriptions.

3. Technical Requirements

- The database should include a wide range of disciplines, including science, technology, engineering, medicine, humanities, and social sciences.
- The e-journals must be accessible through multiple devices, including desktops, laptops, and mobile devices.
- The platform should provide a user-friendly interface, search functionalities, and citation tools.

4. Subscription Period

- The subscription shall be valid from [April 2025] to [April 2026].
- The vendor shall ensure uninterrupted access throughout the subscription period.

5. Pricing and Payment Terms

- The vendor must provide a detailed breakdown of subscription costs, including any applicable taxes.
- Payments will be made as per the agreed-upon schedule after satisfactory delivery of services.
- No additional hidden charges shall be applicable apart from the quoted price.

6. Service and Support

- The vendor shall provide technical support and troubleshooting assistance throughout the subscription period.
- A dedicated customer support team should be available for resolving access-related issues within 24 hours.
- Any downtime exceeding 48 hours will lead to a penalty as per the agreement.

7. Termination and Penalty

- The institution reserves the right to terminate the contract if the vendor fails to provide services as per the agreement.
- In case of non-compliance or breach of contract, penalties will be imposed as per the agreed terms.

Terms and Conditions:

01) Tenders should be submitted through on-line in the prescribed form Notice Inviting Tender (NIT) upto 17.00 hrs on 03-04-2025 in official website <https://pudutenders.gov.in> as specified therein. The tender details, terms and conditions and specifications, time schedule may also be downloaded from the website <https://igmcri.edu.in> for reference only.

02) Apart from submitting online tender, each tenderer (for Technical Bid) should be submitted in a single cover and details of Tender fee & EMD super scribing "relevant name of Subscription for E-Journal should also be submitted in a separate cover and to reach the Chairperson, Tender Committee, Indira Gandhi Medical College & Research Institute, Puducherry, Vazhudavour Road, Kathirkamam, Puducherry-605009 on or before 07-04-2025 at 17.00 Hrs.

03) Tenders will be opened by the Tender Committee on 07-04-2025 at the Indira Gandhi Medical College and Research Institute, Vazhuthavur Road, Kathirkamam, Puducherry - 605 009.

04) The Chairperson, Tender Committee (Director of Indira Gandhi Medical College and Research Institute) is competent to accept the tender in whole or part and also have the right to reject any / all the tenders without assigning any reason there for.

05) Every Tenderer must go through the terms and conditions carefully and understand themselves before submitting their tender. Any request that the conditions have not read or understood properly will not be entertained later.

06) Any attempt on the part of the Tenderer or their agent to influence the department will disqualify such tender.

09) The Companies / Firms which have been blacklisted by any State Government / Central Government / its procurement agencies should not participate in the tender. However the participants should give an undertaking that they have not been blacklisted by any State / Government / Central Government / its procurement agencies. Any violation of Tender norms may lead to blacklisting of the Tenderer by the Institute for 3 years.

10) The tenderer must pay Rs.1,180/- as Tender Fee in the form of Demand Draft drawn on any nationalized bank, in favour of the Director, Indira Gandhi Medical College and Research Institute, Payable at Puducherry. The DD will be taken only in the name of the firm without fail. The Tender fees must be submitted along with the submission of Technical Bids.

11) The tenderer must pay EMD of Rs.2,500/- by way of Demand Draft drawn on any nationalized bank, in favour of the DIRECTOR, IGMCRI, PUDUCHERRY, Payable at Puducherry. The name & Seal of the firm has to be written on the reverse of the Demand Draft without fail. The EMD must be submitted along with the submission of Technical Bids. No interest will be paid on E.M.D.

EMD Exemption: Terms and Conditions

1. Firms requesting EMD exemption must submit valid supporting documents such as MSME/NSIC certificates or any other relevant government-approved exemption proof.
2. Exemption is applicable only to firms meeting the criteria outlined in the tender document.
3. The exemption request must be submitted along with the Technical Bid; late requests will not be entertained.

Documents to be submitted for EMD Exemption:

1. A valid MSME/NSIC registration certificate or equivalent government-authorized exemption document.
 2. A formal request letter seeking EMD exemption.
 3. Any additional documents specified in the tender conditions.
- 12) The earnest money will be returned to the unsuccessful tenderers, but retained in the case of successful tenderer to be adjusted towards security deposit @ 10% required to be paid by the successful tenderer for due fulfillment of the contract.
- 15) The firms should quote the basic price of the items separately and the other taxes and duties only as mentioned in the Bill of Quantity (BOQ) of the Tender Schedule.
- 16) The rate quoted should be valid for a period of one Year from the date of approval of rate by the Government.

37) The BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only.


TENDER DETAILS

S. No.	Subject	Timeline
1.	Downloading of Documents	From 20-03-2025 @ 15 hours To 03-04-2025 @ 17 hours.
2.	Last date for Submission of Tender online	03-04-2025 @ 17 hours.
3.	Last date for Submission of Hard Copy i.e. NIT Document, Tender Document Fee, EMD, Technical Bid	07-04-2025 @ 17 hours.
4.	Date for "Opening of the Tender" by the Committee	08-04-2025 @ 11 hours.
5.	Date for Opening of "Technical and Financial Bid" online by the Committee	Will be intimated Later
6.	Pre Bid meeting	-

Place of opening of Tender : First Floor, Admin Block, IGMCR&RI
Puducherry-605009.

Address for Communication : The Director,
Indira Gandhi Medical College &
Research Institute, Kathirkamam
Puducherry - 605001.
Phone: 0413-2277289 (Ext. 3052)
Email: puducherrymedicalcollege@gmail.com
igmcricri.py@gov.in

Contact for any clarification : e-Procurement Cell, 3rd Floor, Chief Secretariat
& assistance in e-bidding Puducherry. The Help Desk number is (0413 - 2220225).


Dr. C. UDAYASHANKAR
CHAIRPERSON,
TENDER COMMITTEE