

4/1/25

Invitation for quotations

Subject: Terms & conditions for inviting quotations for DNB medical journals HRH for year 2025.

Sealed quotations of the National and International journals are invited from **GOC authorized Publishers & Suppliers** for subscription of journals for Central Library. Details are attached here with. You are hereby directed to submit sealed quotations in the diary of Addl. M.S. Hindu Rao Hospital **on or before 20.06.25** on the following terms & conditions:-

1. Only GOC approved journals suppliers/vendors can apply. All vendors have to submit at least **two performance reports** from the Govt. /Govt. aided institution. All vendors should enclose their **PAN card, GOC registration certificate and Balance sheet of last 2 years** along with quotations. Supplier/Vendor has to provide **Subscriber Number** allotted by the publisher against journals subscribed.
2. MOU has to be signed after the finalizing the work order. It will be interpreted under relevant Indian Law.

The list of the required journals for the year Jan 2025-Dec 2025 as follows:-

S.NO.	Title	Freq.	Publisher
Medicine			
1.	Journal of the associations of physicians of India	12	JAPI
2.	Journal of Indian academy of Clinical medicine	3	JIACM
Surgery			
3.	Indian journal of colo-rectal surgery	3	Medknow
4.	Indian journal of endocrine surgery and research	6	Jaypee
5.	Journal of emergencies, trauma and shock	4	Medknow
Obst. & Gyne.			
6.	BLOG	13	Wiley
7.	Obst. & Gyne Clinics of North America	4	Elsevier
8.	The journal of obstetrics and gynecology of India	6	Springer India
Pediatrics			
9.	Indian Pediatrics	12	IAP
10.	Pediatrics Clinics of North America	6	Elsevier
11.	Pediatrics	12	AAP
12.	Indian Jr. of Practical Pediatrics	6	IJPP
Orthopaedics			
13.	Jr. of Bone & Joint Surgery (America)	24	LWW
14.	Journal of orthopedics, traumatology and rehabilitation	3	Medknow
Anaesthesia			
15.	Anaesthesia & Intensive Care	6	ASA
Pathology			
16.	Journal of cytology	4	Medknow
17.	Journal of hematology and blood transfusion	4	Springer
18.	Acta Cytologica	6	Karger
Skin			
19.	Jr. of American Academy of Dermatology	12	Elsevier
Eye			
20.	American Journal of ophthalmology	12	Elsevier
21.	British journal of ophthalmology	12	BMJ

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MOU

1. Journals should be supplied in proper duration & time, late supply of journals will not be accepted. Non availability of journals will be intimated to department in time. All vendors have to deposit total cost of journal in case of late or non supply of concern journals.
2. The periodicity of journal, its time limit proposed relaxation period & penalty is recommended as under:-

Periodicity of periodicals /journals	Time limit for supply of journals	Relaxation period	Penalty
Monthly & Any other periodicity	Within 35 days from date of publications	10 days	2% of the cost of the late supplied issue each day and maximum of Fifteen days from the date of relaxation
Quarterly	Within 45 days from date of publications	10 days	2% of the cost of the late supplied issue each day and maximum of Fifteen days from the date of relaxation

3. In the event of exceeding the limit of late supply despite, the vendor shall be declared defaulter and incident shall be raised to Good Office Committee with approval of MS/HRH are PBG forfeited.
4. No penalty will be charged, if the suppliers provide valid and satisfactory reasons for non-supply of the journals with documentary evidence received from the publishers. The documents relating to non-supply of journals should be submitted well in advance to avoid penalty.
5. **Performance security equal to the 10% of the quoted price** will have to be deposited in favour of the MS/HRH in the shape of FDR/BG before taking quarterly payment for procurement of subscribed journal. The performance security should remain valid till the complete order has been supplied to the Hindu Rao Hospital. **The Performance Security will not carry any interest on it.**
6. Suppliers/ Vendors will submit monthly invoice at the time of supply issue of journals where the prevailing rates may be depicted.
7. The M/S supplier shall supply to the Medical Superintendent, Hindu Rao Hospital MCD, Delhi (hereafter called hospital) all the issues of periodicals as listed in the enclosures to the orders referred to above on the terms mutually agreed to within a reasonable time of publications thereof by the respective publisher's which time shall under no circumstances exceed a period of 60 Days (In case of Indian periodicals which will be supplied immediately on publication).
8. That the Hindu Rao Hospital will pay **quarterly advance payment** to the supplier.
9. The payment to the supplier shall be made in Indian Rupees on the basis of prevailing bank exchange rates by crossed cheque. The bills shall be supported by the publisher's price lists or catalogue prices.
10. That any institutional discount, reduction, concession in rates if allowed by publishers in respect of supply of the said periodicals to institution, libraries etc. the same shall be obtained by the supplier and passed on the hospital. The amount of such discount, reduction/ concession in rates shall be adjusted through credit memos to be given by the supplier. All supplementary issues should be supplied to the hospital.

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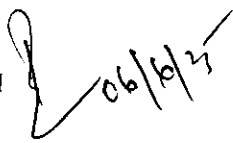
11. That in the event of copy/copies of any of the periodicals on order lost in transit, the supplier shall take up the matter with the publishers and endeavor to obtain replacement of all issues without any extra charge from the publisher thereof or extension in the subscription period.


OR

12. Refund the proportionate cost thereof in case the hospital does not receive replacement copies of such missing issues within reasonable time.
13. That the supplier shall refund to the hospital full amount of subscription of the periodicals of which not a single copy has been received at the end of the period of contract. The supplier shall be responsible for the delivery of the journals to the hospital. The loss of copy/copies during transit shall be sole responsibility of supplier.
14. No extra charges (other than specified by the publisher or delivery charges) shall be paid.
15. If MS Hindu Rao Hospital decides not to subscribe to any/or more of the said periodicals, the hospital shall give to the supplier one day's notice in the case of Indian periodicals & one month's notice in case of foreign periodicals in writing intimating to the supplier, such intention of hospital and supplier, on the expiry of said notice, shall refund to the proportionate amount of subscription for the unexpired period subject to the agreeing by the publishers.
16. Any amount due to the MS HRH under this agreement shall be recoverable by the hospital either from the amounts due under this or any other agreement to the hospital. If the amount is not sufficient the hospital shall be at the liberty to recover the same in any other manner whatsoever.
17. Vendor will submit undertaking quarterly at the time of advance payment, regarding that the vendor had not supplied to anyone, these periodical/journal at lower rate than this. If it is subsequently found that the supplier during the period of contract has supplied the same titles of periodicals to the other libraries/parties allowing more discount thereon, then MS HRH, reserves the right to recover the difference amount by either deducting the same from the supplier's bill or adjusting through credit notes.

You are hereby directed to submit sealed quotations in the diary of Addl. MS/HRH on or before 20.6.25

Addl. MS/HRH

 06/06/25


NO, Library 06/06/25

Nodal Officer Library
Hindu Rao Hospital Delhi

MS/HRH