

Notice Inviting Quotation

IMU Viakhapatnam Campus Inviting sealed quotation for supply of books as per the List of Books cum quotations sheet as Annexure – 2 (enclosed) for the course of BBA (ML) through the reputed educational book Supplier/Dealers/Publishers as per the following schedule & terms and Conditions as Annexure 1

Start date of the receiving quotations	27.07.2022
End date to receive the quotations	17.08.2022 11.00 Hrs
Opening of the quotations	17.08.2022 11.30 Hrs

Sealed quotations should be super scribed as "Quotations for supply of Books for BBA (ML) Course and addressed to " THE CAMPUS DIRECTOR,IMUV,VANGALI,TEKKALIPALEM PO, NEAR RP AGRAHARAM,SABBAVARAM MANDAL, VISAKHAPTANM – 531035.

CAMPUS DIRECTOR

Annexure - 1

Terms & Conditions for Supply of Books

1. Evaluation of Quotations

- 1.1 Title wise evaluation of quotation will be done and the lowest price quoted by the supplier for a particular title shall be considered.
- 1.2 In case the lowest price quoted for a particular title is same in case of more than one supplier, the order will be placed with the bidder who has quoted more discount for maximum number of titles.
- 1.3 In case of foreign publication the supplier shall quote the price in both foreign and Indian currency.

2. Cancellation of Quotation

Notwithstanding anything specified in this quotation, Purchaser/IMUV at their sole discretion, un-conditionally and without assigning any reasons, reserves the rights

- i) To accept or reject lowest quotation
- ii) To accept any quotation in full or in part
- iii) To reject quotation offer not confirming to the terms

3. Conditions for Supply of Books

3.1 Conversion:

Conversion rates of a foreign currency to Indian currency will be as per Reserve Bank of India (RBI) as on date of opening of the bid shall be taken for the purpose of considering conversion rate.

3.2 Place of Delivery:

Books should be delivered free of cost to the following address –

Indian Maritime University (IMU),
Visakhapatnam Campus
Vangali, Tekkalipalem, PO
Sabbavaram, Visakhapatnam -531035
Andhra Pradesh

3.3 Period of Delivery

Publications should be supplied within stipulated time mentioned in

3.4 Edition:

Only the Current / Latest edition(s) of the publication is required to be quoted. In case of any variation with respect of author, title, edition etc. the supplier must seek clarification through mail (spadmashree@imu.ac.in) prior to sending their quotation.

3.5 Penalty:

3.5.1 In case of delay of supply in books by the supplier beyond the time period stipulated in the Purchase Order, the Purchaser shall deduct an amount equivalent to 2% of the price of the delayed books for each week of delay or part thereof until the actual delivery of the book subject to a maximum of 10%.

3.5.2 In case books are not supplied due to non-availability, a certificate to this effect shall be submitted by the Supplier duly authenticated by the publisher, failing which, IMUV reserves the right to deduct 2% of the unsupplied books from the Invoice / Bill of the supplier.

3.6 Payment:

Payment for the supplies shall be made to the Bank Account of the supplier through NEFT / RTGS / Swift Transfer, as applicable. Permanent Account Number (PAN) allotted by the Income Tax Authorities must be indicated on the Invoice for deduction of tax at source, wherever applicable.

NOTICE INVITING QUOTATION FOR SUPPLY OF BBA BOOKS TO INDIAN MARITIME UNIVERSITY VISAKHAPATNAM
CAMPUS

NIQ NO – I MUV/2024/2022-2023/BBA- BOOKS/004 DATED: -27.07.2022

Annexure - 02

List of Books required for First Year of BBA (ML) for the Academic Year 2022-23.					Rate Rs	Discount Rs.	Amount Rs.
Sl.	Subject	Author	Title	Qty			
1	English	Chandralekha Rao	Spring Part One	10			
2	English	Usha Saikumar	Panorama	5			
3	English	Bhaskaran Nair	Reflections	5			
4	Business Statistics	Gupta and Gupta	Business Statistics	10			
5	Business Statistics	Chandan, J.	Statistics for Business Economics	6			
6	Business Statistics	Sharma, Shenoy and Srivastava	Quantitative Analysis for Managerial Decision Making	4			
7	Financial Accounting	Maheshwari S.N. & Maheshwari S.K	Corporate Accounting	4			
8	Financial Accounting	Jain S.P & Narang K.L	Financial Accounting	4			
9	Financial Accounting	Shukla & Grewal	Advanced Accounting	2			
10	Financial Accounting	Gupta R.L. & V.K. Gupta	Advanced Accounting	4			
11	Financial Accounting	Tulsian P.C.	Financial Accounting	4			
12	Financial Accounting	Parthasarathy. S. And Jaffarulla, A.	Financial Accounting	4			
13	Financial Accounting	Reddy T.S.&Murthy	Financial Accounting	4			
14	Principles of Management	L M. Prasad	Principles of Management	10			
15	Principles of Management	Stephen P Robbins	Fundamentals of Management: Essential Concepts and Applications	5			
16	Principles of Management	Harold Koontz; Heinz Weihrich	Essentials of Management: An International Innovation and Leadership Perspective	5			
17	Word & Presentation Tools	Stepher L. Nelson	Office 2000 Complete Reference	2			

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18	Word & Presentation Tools	R.K Taxali	PC Software for window made simplex	8			
19	Communicative English	R.C. Bhatia	Business Communication	4			
20	Communicative English	R.K. Madhukar	Business Communication	3			
21	Communicative English	Shraf Ravi	Technical Communication	3			
22	Communicative English	Marilyn Anderson, Pramod K Nayar and Madhu Chandra Sen	Critical Thinking	5			
23	Communicative English	Lesikar R.V & Flatly M V	Basic Communication Skills for empowering the internet generation	2			
24	Communicative English	Sharma R C & Mohan K	Business Correspondence & Report Writing	3			
25	Introduction to Maritime Logistics	Satish C. Ailawadi and Rakesh Singh	Logistics Management	20			
26	Organisational Behaviour	L.M. Prasad	Organizational Behaviour	8			
27	Organisational Behaviour	Stephen P. Robins	Organisational Behaviour	1			
28	Organisational Behaviour	Bhushan Y.K.	Business Organization and Management	6			
29	Organisational Behaviour	Fred Luthans	Organisational Behaviour	1			
30	Organisational Behaviour	Udai Pareek	Understanding Organisational Behaviour	4			
31	Elements of Economics	Ghosh B.N.	Managerial Economics and Business Decisions	8			
32	Elements of Economics	Ghosh B.N.	Foundations of Managerial Economics	4			
33	Elements of Economics	Mankiw Gregory	Principles Of Microeconomics	3			
34	Elements of Economics	Maheshwari Yogesh	Managerial Economics	3			
35	Elements of Economics	Koutsoyiannis A	Modern Microeconomics	2			
36	Quantitative Techniques	David M. Levine	Business statistics	20			
37	Data Analysis Using Spreadsheet	Freund, Starks, and Schmieder	Microsoft Excel 2016: Comprehensive	10			
38	Warehouse and Materials Management	James A Thompkins & Jerry D Smith	The Warehouse Management Handbook	1			

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39	Warehouse and Materials Management	David E. Mulchy & Joachim Sidon	A Supply Chain Logistics Program for Warehouse Management	1			
40	Port and Terminal Management	Institute of Chartered Ship Broking	Port and Terminal Management	1			
41	ICD and CFS Operations	RAMA GOPAL, C.	Export Import Procedures – Documentation and Logistics	13			
	Total Amount in Rs						
	GST @						
	Grand Total						
	Total amount in words						

Signature and seal of Bidder

Date:-