



H. P. GOVERNMENT DENTAL COLLEGE AND HOSPITAL (IGMC), SHIMLA,
DISTT. SHIMLA- 171001

**E-TENDER DOCUMENT FOR PROCUREMENT OF DENTAL /MEDICAL
BOOKS FOR LIBRARY OF H. P. GOVERNMENT DENTAL COLLEGE &
HOSPITAL, SHIMLA-1**

Tender Ref. No. No. HFW(GDC)G(3)-51/2000-

Phone: 0177-2658838, 2808384 Fax: 0177-2651483

**Website:- <https://www.hpgdcshimla.org.in>
<https://hptenders.gov.in>**

E-mail :- hpgdcshimla@gmail.com



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E-TENDERING SCHEDULE OF EVENT:-

Date & Time of on-line publication :	30-12-2021
Period for Downloading of e-tender document :	30-12-2021 to 22-01-2022 upto 1:00 PM
Date for pre-bid meeting	06-01-2022 at 2.30PM
Issue of Addendum /revised Tender Document (if required)	On or before 10-01-2021 On the following website: https://hptenders.gov.in
Start date of uploading of e-tender	11-01-2022
Last date and time of physical submission DD towards payment of tender cost and EMD.	22-01-2022 upto 1:00 PM in the O/O Principal H. P. Govt. Dental College & Hospital, Shimla-171001
Submission required	Technical Bid and Financial Bid
Language of Bid	English
Currency of bid	Indian National Rupees (INR)
Contract period	Term of contract will be for one year and may be extended for another year as per performance on same rates.
Address for bid submission	https://hptenders.gov.in
Validity of the Bids	180 days from published date of opening tender
Eligibility to Bid	For the purpose of this Tender Document, eligible Bidders shall mean a company which fulfills the eligibility criteria as per the Tender document.
Date & Time and Venue for opening of Technical Bid :	22-01-2022 at 02:30 PM. Venue: In the Chamber of Principal, H. P. Govt. Dental College & Hospital, Shimla

Contact details for all queries:	Name: Dr. Ashu Gupta, Principal Address: H.P. Govt. Dental College & Hospital, Shimla Contact No.: 0177-2658838, or M.No. 9418070020 Asstt. Controller (F&A) M.No. 9459226169 E-mail: hpgdcshimla@gmail.com
Cost of the tender document :	Rs. 1,000/- Demand Draft in favour of Principal H. P. Govt. Dental College & Hospital, Shimla {Non Refundable}
Earnest Money Deposit (EMD) :	The tender must be accompanied with an earnest money Rs.50,000/-(Rupees Fifty Thousand only) in the shape of Fixed Deposit Receipt (FDR) duly pledged in favour of Principal, H. P. Govt. Dental College & Hospital, Shimla . The FDR must be issued from the bank account of the bidder.
i) Tenderer shall ensure that Proof of deposit of Cost of tender document, Earnest Money Deposit and hard copy of technical bid are dropped in the tender box placed in the office of Principal, H. P. Govt. Dental College & Hospital, Shimla (HIMACHAL PRADESH) on or before the last date and time indicated above for opening of technical bid. ii) If the date fixed for the opening of tender is declared a holiday, the tender shall be opened on the next working day at the same time as fixed for the original date for this purpose.	

GENERAL INSTRUCTIONS

- E-tenders in Two Bids (Technical & Financial) basis are invited by the **Principal, H. P. Govt. Dental College & Hospital, Shimla** from interested and eligible publishers/book-seller or their authorized distributors/dealers, for providing various **Dental/ Medical Books (Print Version), of Latest Version as per tentative detail at ANNEXURE-I**, for Library at H. P. GOVT. DENTAL COLLEGE & HOSPITAL, SHIMLA-1
 - 1. Bids shall be submitted online only at Tenders Himachal Pradesh site <https://www.hptenders.gov.in>.
 - 2. The complete bidding process is online. Bidders should have possession of valid digital Signature Certificate (DSC) for online submission of bids. Prior to bidding DSC need to be registered on the website mentioned above. For any assistance for e-bidding process, if required, bidder may contact to the helpdesk at 0120-4200462, 0120- 4001002.
 - 3. Tenderer/Bidders are advised to follow the instructions provided in the 'Instructions to the Contractors/Tenderer/Bidders for the e-submission of the bids online through the Tenders Himachal Pradesh Portal at <https://www.hptenders.gov.in>.
 - 4. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
 - 5. Hard Copy of Earnest Money deposit and tender fee etc. must be delivered to **Principal, H. P. Govt. Dental College & Hospital, Shimla** on or before last date of submission as mentioned above. **The bid without EMD and tender fee will be summarily rejected. The scanned copy of the EMD and Tender fee should be upload in the technical bid.**
 - 6. The tender shall be submitted online in two part, viz., technical bid and financial bid. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.
- The offers submitted by Post/Fax/e-mail shall not be considered. No correspondence will be entertained in this matter.**
- 7. Any future clarification and/or corrigendum(s) shall be communicated through the Public Procurement Portal H.P. tender for e-Procurement at <https://www.hptenders.gov.in> or **H.P. Govt. Dental College & Hospital, Shimla** website: <https://www.hpgdcshimla.org.in>. The bidders are required to regularly check the website to know about any/all such corrigendum(s) as only these bids, taking care of such corrigendum(s) shall be considered for finalization of the tender.
 - 8. Bidder should necessarily enclose a covering letter mentioning a summary of applied document with proper numbering. Secondly, bidder should also attach a compliance sheet as per specification mentioning that they are complying to all specification or have any variation.

9. All the duly filled/completed pages of the tender should be given serial /page number on each page and signed by the owner of the firm or his Authorized signatory. In case the tenders are signed by the Authorized signatory, a copy of the power of attorney/authorization may be enclosed along with tender. A copy of the terms & conditions shall be signed on each page and submitted with the technical bid as token of acceptance of terms & conditions. Tender with unsigned pages/incomplete/partial/part of tender if submitted will be rejected out rightly.
10. Any omission in filling the columns of Financial Bid form (Schedule of flat discount on rates) shall debar a tender from being considered. Flat discount on Rates should be filled up carefully by the tenderer.
11. (i) **Earnest Money Deposit (EMD):** - The bidder shall pay **Rs.50,000/-(Fifty Thousand only)** Bid Security (EMD) along with the Technical Bid by way of FDR in favour of **“Principal, H. P. Govt. Dental College & Hospital, Shimla”** drawn on any Nationalized Bank/ Scheduled Bank and payable at Shimla and must be valid for till the complete supplies. Bids received without tender fees and Earnest Money Deposit (EMD) shall stand rejected and thus shall not be considered for evaluation etc. at any stage. The original EMD will be put in cover-I containing with Technical bid. Earnest Money Deposited with Principal, H. P. Govt. Dental College & Hospital, Shimla in connection with any other tender enquiry even if for same/ similar material/Stores by the tenderer will not be considered against this tender.

However, as and when the name of a firm is included in the approved list of contractors and it deposits the appropriate permanent earnest money, the condition of depositing earnest money alongwith the tenders would not apply. Registered local Micro & small scale enterprises, which are also registered with the State Store Purchase Organization, shall be exempted from the deposit of permanent earnest money and also earnest money alongwith the tenders for such items. Similarly small scale industrial units registered with the D.G.S.&D or N.S.I.C. shall also be exempted from the deposit of earnest money alongwith the tenders for such items for which they are registered with the D.G.S.&D or N.S.I.C. Himachal Pradesh. State Government undertakings and the Government of India Undertakings shall also be exempted from the deposit of earnest money alongwith the tenders.

All the Industrial units of Himachal Pradesh registered with the Store Purchase Organization and the industrial units registered with the D.G.S. &D or N.S.I.C will not be required to deposit tender fee for such items for which they are registered with them on the production of attested copy of valid registration certificate.

(ii) EMD is required to protect the purchaser against the risk of Bidders conduct. The EMD will be forfeited if the bidder withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender or if it comes to the notice that the information/ documents furnished in its tender is incorrect or false.

12. The bid security (EMD) shall be returned to the unsuccessful bidders after finalization of contract with successful bidder.
13. **Only those bidder are eligible for the bid who can supply at least 50% of books from the tentative list Library books at ANNEXURE-A.**

14. Bidders are not allowed to submit more than one bid for the same/similar tendered item else all his bids shall be cancelled thereby making him disqualified in addition to the forfeiture of the EMD.
15. The bid shall be valid and open for acceptance by the competent authority of H. P. Govt. Dental College & Hospital, Shimla for a period of 180 (One Hundred Eighty) days from the published date of opening of the tenders and no request for any variation in quoted rates and / withdrawal of tender on any ground by bidders shall be entertained. The unilateral withdraw at any stage will cause forfeiture of EMD in addition to any remedy that the purchaser may have under the law.

16. **PRE-BID MEETING**

1. The Principal, HP, GDC, Shimla shall organize a Pre-Bid meeting with all interested Bidders before the last date of bid submission (the Pre- Bid Meeting) to provide an understanding of the Bidding Process, the project, the terms of the Contract and the services to be provided and to understand any queries, issues or suggestions that the Bidders may put forward.
 2. The Pre-Bid Meeting will be convened on the date and time specified in the Data Sheet.
 3. A Bidder may nominate representatives to participate in a Pre-Bid Meeting, provided that the Bidder has notified the Principal, HP, GDC, Shimla of its representatives along with its authority letter to the Principal, HP, GDC, Shimla, at least two days prior to the Pre- Bid Meeting.
 4. The Bidders are requested to submit any query or seek clarifications in writing, which should reach the Principal, HP, GDC, Shimla one day before the date of pre-bid, so that the Principal, HP, GDC, Shimla can address the issues comprehensively at the Pre-Bid Meeting. No query shall be entertained after the last date of receiving queries.
 5. Without prejudice to the foregoing Clauses, the Bidders will be free to make suggestions for consideration of the Principal, HP, GDC, Shimla in the course of the Pre-Bid Meeting.
 6. Any oral clarification or information provided by or on behalf of the Principal, HP, GDC, Shimla at the Pre-Bid Meeting will not have the effect of modifying the Tender Document in any manner, unless the Principal, HP, GDC, Shimla issues an Addendum for the same or the Principal, HP, GDC, Shimla issues written interpretations and clarifications in accordance with procedure prescribed as per this tender documents. All such Addendum will be published on the relevant website.
 7. Attendance of the Bidders at the Pre-Bid Meeting is not mandatory and failure to attend the Pre-Bid Meeting will not be a ground for disqualification of any Bidder.
 8. Should the Principal, HP, GDC, Shimla deem it necessary to amend the Tender Document as a result of one or more queries or request(s) for clarification or modification, it will do so following the procedure set out in Clause 'Amendments to the tender documents'.
17. To assist in the analysis, evaluation and computation of the bids, the Competent Authority, may ask bidders individually for clarification of their bids. The request for clarification and the response shall be in writing but **no change in the flat discount or substance of the bid offered shall be permitted.**
- In any, case if any clarification is required from bidder at the time of technical evaluation, two days time may be given to the bidders by the buyer such clarification should be sought and received from official e-mail of buyer and bidder.
18. After evaluation, the work shall be awarded normally to the Agency who fulfills all the conditions of the contract and **who has quoted the highest flat discount on MRP as per financial bid after complying with the all the Acts / provisions stated / referred to for adherence in the tender.**

19. **The successful bidder shall deposit Performance Bank Guarantee (PBG) form any Nationalized / Scheduled Bank in the prescribed proforma @5% of the total cost of books, that bidder is required to supply and he shall execute a contract with the Principal, H. P. Govt. Dental College & Hospital, Shimla. The validity of PBG shall be upto 60 days after successful completion of contract period. The PBG can be invoked for any failure to honour any contractual obligations.**
20. The competent authority of H. P. Govt. Dental College & Hospital, Shimla reserves all rights to accept or reject any/ all tender(s) without assigning any reason. It can also impose/relax any administrative term and condition/specifications of the tender enquiry. The Principal, H. P. Govt. Dental College & Hospital, Shimla also reserves the right to reject any bid which in his opinion is non-responsive or violating any of the conditions /specifications without any liability to any loss whatsoever it may cause to the bidder in the process.
21. Tender must be submitted on the prescribed Tender Form otherwise tender will be cancelled straightway.
22. The payment will be made exclusively on the basis of invoice submitted by the supplier. **No additional payment will be made.**
23. **The supplier will complete the supply of the books during the period of Three(03) month after issue of supply order.**
24. In case of any Text Book & reference book not available in the market or out of print, the cost of the book can be refunded/deposited by the supplier as charged/quoted by him. The supplier shall have to replace all the damaged books, if found in the supply. The supplier will have to submit the certification from Publisher/distributor for non availability of the said books.
25. The tender form is not transferable.
26. Canvassing in any form is strictly prohibited and the tenderers who are found canvassing are liable to have their tenders rejected out rightly.
27. **The number of titles/copies of books can be increased and decreased. The offered discount will be valid for one year after finalization of tender. The offered discount may be deemed valid for subsequent one year if agreeable to both parties i.e. Buyer and Seller.**
28. **Over all flat discounts on MRP on all the books are required. No need to mention discount on individual books (Indian and Foreign book).**
29. It is required by all concerned, namely the Bidders/Suppliers, as the case may be to observe highest standard of ethics during the procurement and execution of this Tender.
30. **These books shall be supplied on F.O.R. basis upto Library of H. P. Govt. Dental College & Hospital, Shimla.**
31. In case the quality of above mentioned items supplied are not in conformity with the standard given in tender and as per the samples supplied or the supplies are found defective at any stage these items shall immediately be taken back by the supplier and will be replaced with the tender quality books, without any delay. The competent authority reserves all rights to reject the books if the same are not found in accordance with the required description/specifications and liquidity damages shall be charged.

32. In case the bidder on whom the supply order has been placed, fails to make supplies within the delivery schedule and the purchaser has to resort risk purchase, the purchaser (Principal, H. P. Govt. Dental College & Hospital, Shimla) may recover from the tender the difference between the cost calculated on the basis of risk purchase price and that calculated on the basis of flat discount quoted by tenderer. In case of repeated failure in supplying the order goods the supply order may be cancelled and bid security deposit will be forfeited.
33. It must be mentioned clearly whether bidder is a publisher/ distributor/ book-seller for the items for which he/she is quoting rates.
- a. **Publishers** must add a certificate that item(s) is published by them as per range of books.
 - b. **Authorized Distributor/Book-Seller:** must add authority letter from their Publishers/ Authorized Distributor on the Letter Head of the Publishers/Distributor signed by a competent person and in proforma given in attach list, duly supported by a **notarized** affidavit on Indian Non-Judicial Stamp Paper of Rs.10/- (Rupees Ten only) that they are quoting Rates on behalf of them. The authorization letter must give/mention the purpose for which it is allowed. The validity period of the authorization letter must be mentioned in the authority letter otherwise tender will be liable to rejection.
34. **The responsibility for supplying genuine books rest with bidder. For any infringement of copyright or any other breach of law thereof bidder shall be solely responsible.**
35. The bidders should have furnished a copy of GST/S.T./C.S.T. registration number, the State / U.T. of registration and the date of such registration. Tenders not complying with this condition will be rejected.
36. **TURNOVER PROVISIONS: -**
- The tenderers should submit along with the tender its average annual turnover for last three (03) financial years duly certified Chartered Accountant. Average annual turnover should not be less than Rs. 20.00Lakhs. The tenderers should also submit Income Tax returns for last three financial years
37. The bidders should have two year experience in supplying books to any Govt. /Semi Govt. organization /PSU.
38. The tenderer hereby guarantees that the books so supplied to the Institute (purchaser) under the Contract shall be of the good quality/latest version and new in all respects and shall be strictly in accordance with the particulars contained/ mentioned in the Tender Document. If it is discovered during inspection that these books do not to confirm to the description and quality as required, the decision of the Purchaser in that behalf shall be final and binding on the tenderer. The Purchaser shall be entitled to call upon the tenderer to rectify the books or such portion thereof as is found to be defective by the purchaser within one month or such specified period as may be allowed by the purchaser in his discretion

on/an application made thereof by the tenderer. In case of failure of the tenderer to rectify or replace the Books, within specified time, the purchaser shall be entitled to deduct liquidity damage at the rate 0.5% per week from the invoice raised by the bidder subject to maximum of 10% of the value of the delayed supply.

39. Full description, make/brand and name of the publishing firm must be clearly mentioned in the tender. The tenderer must also mention whether the items are imported/indigenous.
40. **Force Majeure:** Any failure or omission to carryout of the provisions of this supply by the supplier shall not give right for any claim by supplier and purchaser to one against the other, if such failure or omission arise from an act of GOD which shall include all acts of natural calamities from civil strikes compliance with any statistics and or requisitions of the Government lockout and strikes, riots, embargoes or from any political or other reasons beyond the suppliers control including war (whether declared or not) civil war or state of incarceration provided that notice of the occurrence of any event by either party to the other shall be within two weeks from the date of occurrence of such an event which could be attributed to force majeure. Any delay due to Force Majeure will not be attributable to the either of the parties.
41. The successful Bidder shall at all times agree to indemnify and keep indemnified the purchaser against all losses, damages which may arise in respect of action/inactions of such Bidder or breach of any term of this tender by such Bidder. All claims regarding indemnity shall survive the termination of the contract with such Bidder.
42. **Termination for default:-** The purchaser may without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, terminate the contract in whole or in part.
 - (i) If the supplier fails to deliver the Books within the time period (s) specified. or
 - (ii) If the supplier fails to perform any other obligation (s).
43. **Termination for insolvency:-** The purchaser may at any time terminate the contract by giving written notice to the supplier, without compensation to the suppliers, if the suppliers becomes bankrupts or otherwise insolvent (which shall be a breach of the contract on the part of the supplier), provided such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.
44. **Termination for convenience:-** The purchaser may by written notice sent to the supplier terminate the contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Purchaser's convenience.
45. **Liquidated damage/demerge:-** The time for the date of delivery/ dispatch stipulated in supply order shall be deemed to be the essence of the contract and if the supplier fails to deliver or dispatch any consignment within the period prescribed for such delivery or dispatch in the supply order, liquidated damages may be deducted from the bill @ **0.5% per week subject to maximum of 10% of the value of the delayed supply under the contract**. The competent authority of the institute may also cancel the supply at the cost & liability of the supplier. In such a case, bid security shall be forfeited and PBG of the supplier shall be invoked. The supply of Books must be in single consignment.
46. **Legal Jurisdiction:-** The HP High Court Shimla alone and no other Court will have the jurisdiction to try the matter, dispute or reference between the parties arising out of this tender/supply Order/contract.

47. The contract shall be governed by the laws and procedures established by Government, within the framework of applicable legislation and enactment made from time to time concerning such Commercial dealings /processing.
48. Any disputes are subject to exclusive jurisdiction of Competent HP High Court Shimla only.
49. At the time of awarding the contract, the purchaser reserves the right to increase or decrease, the quantity of goods without any change in the unit price and other terms & conditions quoted by the bidder.
50. Any bidder from a country which shares a land border with India will be eligible to the bid only, if bidder is registered with the competent authority as specified in Ministry of Finance order dated 23rd July, 2020

I / We hereby accept the terms and Conditions given in the tender

***(Signature & Stamp of
the bidder)***

Note- Please sign each page of document including terms & conditions & tender.

FINANCIAL TERMS AND CONDITIONS

1. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the file name. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
2. Flat Discount on MRP should be inclusive of all applicable taxes, packing, forwarding, postage and transportation charges at for H. P. Govt. Dental College & Hospital, Shimla (Site of installation/Use). No separate charges shall be paid for packing, postage and transportation charges.
3. **Flat discount may also be offered for any other Books for any department of this Institution (If required , which is not included in the list of books as per Annexure-A)**
4. The supplier has to submit a notarized affidavit on Indian Non Judicial Stamp Paper of Rs.10/- **that the bidder has not quoted the price/flat discount lower than previously supplied to any Government Institute/Organization/reputed Private Organization or DGS&D rate in last financial year i.e. 2020-21.** Therefore, if at any stage it has been found that the supplier has quoted higher rates of discount than those quoted in this tender; the Institute (the purchaser) would be given the benefit of lower rates by the Supplier and any excess payment if any, will become immediately payable to the Principal, H. P. Govt. Dental College & Hospital, Shimla. If such affidavit is not submitted, tender will be out rightly rejected. **(Part of technical bid)**

On Acceptance:- Payment would be made against 'Final Acceptance Certificate' of goods to be issued by the consignee's subject to recoveries, if any, either on account of non-rectification of defects/deficiencies not attended by the Supplier or otherwise.

L1 Clause:- L1 firm will be decided on the basis of highest discount on MRP quoted by the firm.

NO DEMURRAGE / WHARFAGE CHARGES WILL BE PAYABLE BY THE INSTITUTE UNDER ANY CIRCUMSTANCES. NO ADVANCE PAYMENT WILL BE PAYABLE FOR CUSTOM CLEARANCE/ FREIGHT/INSURANCE ETC.

Note: In case of any dispute regarding award of tender, decision of the Principal, H. P. Govt. Dental College & Hospital, Shimla would be final.

I / We hereby accept the terms and Conditions given in the tender

(Signature & Stamp of the bidder)

INSTRUCTIONS FOR ONLINE BID SUBMISSION:

The bidders are required to submit soft copies of their bids electronically on the **HIMACHAL PRADESH E-TENDERS PORTAL**, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the TENDER HIMACHAL PRADESH Portal, prepare their bids in accordance with the requirements and submitting their bids online on the TENDER HIMACHAL PRADESH Portal.

More information for submitting online bids are available on E-Tenders Himachal Pradesh Portal at: <https://www.hptenders.gov.in>

REGISTRATION

- ☐ Bidders are required to enroll on the Tenders Himachal Pradesh Portal by clicking on the link "Online bidder Enrollment" on the portal which is free of charge.
- ☐ As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- ☐ Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the Tenders Himachal Pradesh Portal.
- ☐ Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate issued by any Certifying Authority recognized by CCA India (e.g. Sify /nCode/eMudhra etc.), with their profile.
- ☐ Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- ☐ Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC/e-Token.

SEARCHING FOR TENDER DOCUMENTS

- ☐ There are various search options built in the Tenders Himachal Pradesh Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the Portal.
- ☐ Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document.
- ☐ The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- ☐ Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- ☐ Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.
- ☐ Please note the Number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- ☐ Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS/RAR/DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- ☐ To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- ☐ Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- ☐ The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- ☐ Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- ☐ Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- ☐ Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without

changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

- ☐ The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- ☐ The documents being submitted by the bidders would be encrypted using PKI encryption all techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key
- ☐ Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- ☐ The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- ☐ Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- ☐ The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- ☐ Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- ☐ Any queries relating to the process of online bid submission or queries relating to TENDER HIMACHAL PRADESH Portal in general may be directed to the 24x7 TENDER HIMACHAL PRADESH Portal Helpdesk number 0120-4200462, 0120- 4001002.

**Principal,
H. P. Govt. Dental College
And Hospital, Shimla-1**

TECHNICAL BID

(Documents to be attached in the “Technical Bid”)

1	Name & Address of the Publisher and their authorized dealers/ distributors /Book seller with phone number, “email”, name and telephone/mobile	Yes/No / NA	Page No.
2	Specify your firm/company is a Publisher/authorized dealer/distributor/ Book seller		
3	Whether the signature on each page has been made by the bidder or not.		
4	Name, Address & designation of the authorized person (Sole proprietor /partner/ Director)		
5	Have you previously supplied these items to any Government /Semi Govt. Organization/PSU? Attach the supply order for two financial years.		
6	Please provide a notarized affidavit on Indian Non Judicial stamp paper of Rs. 10/- that you have not quoted the price higher than previously supplied to any Government /Semi Govt. Organization/PSU or DGS&D rate in last one year. If you don't fulfill these criteria, your tender will be out rightly rejected.		
7	Last three financial years of Income Tax Return (Please attach copy)		
8	Last three financial years of annual turnover certificate verified by registered Chartered Accountant. (Please attach copy)		
9	PAN and GST No. (Please attach copy)		
10	Firm Registration. (Please attach copy)		
11	Acceptance of terms & conditions attached (Yes/No). Please sign each page of terms and conditions as token of acceptance and submit as part of tender document with technical bid. Otherwise your tender will be rejected.		
12	Power of Attorney/authorization for signing the bid documents (Not required in case of sole-proprietorship.)		
13	Please declare that proprietor/firm/company has never been black-listed/ debarred by any organization. An oath certificate to this effect may be enclosed on Rs.10/- notarized stamp paper.		
14	Details of the FDR of Bid security (EMD) FDR No:		
15	Detail of cost of Tender (if downloaded from website) DD No. _____ Date: _____ Payable at-		

UNDERTAKING

1. I/We have read and understood the contents of the Tender and agree to abide by the terms and conditions of this Tender.
2. I/We shall supply the items of requisite quality and quantity at given rate in timely manner as per tender conditions.
3. I/We also confirm that in the event of my/our tender being accepted, I/we hereby undertake to furnish within 15 days, Performance Security after the issue of Purchase Order, as applicable, in the format to be provided by the Principal, H. P. Govt. Dental College & Hospital, Shimla in addition to execution of a Contract as pre-condition for obtaining the supply orders.
4. I/We further undertake that none of the Proprietor/Partners/Directors of the firm was or is Proprietor or Partner or Director of any firm with whom the Government have banned /suspended business dealings. I/We further undertake to report to the Principal, H. P. Govt. Dental College & Hospital, Shimla immediately after we are informed but in any case not later 15 days, if any firm in which Proprietor /Partners/Directors are Proprietor or Partner or Director of such a firm which is banned/suspended in future during the currency of the Contract with you.
5. I/We undertake that the information given in this tender are true and correct in all respect and I/We hold the responsibility for the same.
6. I/We undertake that the solely responsible for supplying genuine books rest with us and any infringement of copyright or any other breach of law thereof.

(Signature of the Bidder)

Name:

Designation with Seal of the Firm:

PUBLISHER'S AUTHORISATION FORM

(To be submitted by authorized dealers/representatives/importers)

No. _____

Dated: _____

To

**The Principal
H. P. Govt. Dental College
And Hospital, Shimla-171001**

Tender No :

Booker Name :

Dear Sir,

1. We (Name of the Publisher) are the original publisher of the above Book having registered office at (full address with telephone number/fax number & email ID and website), having publication house at _____ and, _____ do hereby authorize M/s. _____ (Name and address of bidder) to submit tenders, and subsequently negotiate and sign the contract with you against the above tender No.

2. We also hereby undertake to provide full guarantee/warranty /Full support service as agreed by the bidder in the event the bidder is changed as the dealers or the bidder fails to provide satisfactory after sales and service during such period

3. We also hereby declare that we have the capacity to supply the quantity of the Books tendered within the stipulated time.

(Name) For and on behalf of M/s. _____
(Name of Publishers)

Date:
Place:

Note: *This letter of authority should be on the letterhead of the Publishing concern and should be signed by a person competent and having the power of attorney to bind the Publishers.*

BANK GUARANTEE FORM

(To be executed by any scheduled bank, on a non-judicial stamp paper under bank's covering letter mentioning address of the bank)

To

**Principal,
H. P. Govt. Dental College
And Hospital, Shimla-1(HP)**

In consideration of **H. P. Govt. Dental College & Hospital, Shimla-1 (HP)** [hereinafter referred to as HP,GDC, SHIMLA which expression unless repugnant to the context and meaning thereof shall include its successors and assigns] having agreed to exempt M/s _____ [hereinafter referred to as 'supplier /contractor' which expression unless repugnant to the context and meaning thereof shall include its successors and assigns] from depositing with the Principal, H. P. Govt. Dental College & Hospital, Shimla a sum of Rs. _____ (Rupees _____) towards security / performance guarantee in lieu of the said contractor having agreed to furnish a bank guarantee for the said sum of Rs. _____ (Rupees _____) as required under the terms and conditions of contract / work order No. _____ dated _____ [hereinafter referred as the order'] placed by Principal, H. P. Govt. Dental College & Hospital, Shimla on the said supplier /contractor.

We, _____ the bank [hereinafter referred to as 'the bank' which expression shall include its successors and assigns] do hereby undertake to pay Principal, H. P. Govt. Dental College & Hospital, Shimla an amount not exceeding Rs. _____ (Rupees _____) on the demand made by the Principal, H. P. Govt. Dental College & Hospital, Shimla on us due to a breach committed by the said supplier /contractor of the terms and conditions of the contract /order.

1. We _____ the bank hereby undertake to pay the amount under the guarantee without any demur merely on a demand from the Principal, H. P. Govt. Dental College & Hospital, Shimla stating that there is a breach by the supplier / contractor of any of the terms and conditions contained in the order or by the reasons of the supplier's / contractor's failure to comply with the terms and conditions as stipulated in the order or amendment(s) thereto. The demand made on the bank shall be conclusive as to the breach of the terms and conditions of the order and as regard to the amount due and payable by the bank under this guarantee, notwithstanding any dispute or disputes raised by the said supplier / contractor regarding the validity of such breach and we agree to pay the amount so demanded by the Principal, H. P. Govt. Dental College & Hospital, Shimla without any demur. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____ (Rupees _____).

2. We, _____ the bank further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said order and that it shall continue to be enforceable till the dues of Principal, H. P. Govt. Dental College & Hospital, Shimla under or by virtue of the said order have been fully paid and its claim satisfied or discharged or till H. P. Govt. Dental College & Hospital, Shimla certifies that the terms and conditions of the order have been fully and properly carried out by the supplier / contractor and accordingly discharge the guarantee.

3. We the bank, undertake to pay to the Principal, H. P. Govt. Dental College & Hospital, Shimla any money so demanded notwithstanding any dispute or disputes raised by the said supplier /contractor in any suit or proceedings pending before any court or tribunal relating thereto as our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the said supplier / contractor shall have no claim against us for making such payment.

4. We _____ the bank further agree that the Principal, H. P. Govt. Dental College & Hospital, Shimla shall have full liberty, without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and conditions of the order / contract or to extend time of performance by the said supplier / contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the Principal, H. P. Govt. Dental College & Hospital, Shimla against the said supplier / contractor and to forbear or enforce any of the terms and conditions relating to the order and shall not be relieved from our liability by reason of any such variation or extension being granted to the said supplier / contractor or for any forbearance, act or omission on the part of HP, GDC-SHIMLA or any indulgence by the Principal, H. P. Govt. Dental College & Hospital, Shimla to the supplier/contractor or by any such matter or thing whatsoever which under the law relating to sureties would but for this provisions have effect of so relieving us.

5. Our liability under this guarantee is restricted to Rs. _____ (Rupees _____) and shall remain in force up to _____ unless demand or claim under this guarantee is made on us in writing within 03 months from the date of expiry viz. _____. We shall be discharged from all liabilities under this guarantee thereafter.

6. This guarantee will not discharge due to change in the constitution in the bank or the said supplier / contractor.

7. The bank hereby agrees to address all the future correspondence in regard to this bank guarantee to the Principal, H. P. Govt. Dental College & Hospital, Shimla, Distt. Shimla, H.P.

8. We, _____ the bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of the **H. P. Govt. Dental College & Hospital, Shimla** in writing.

Signed on the _____ day of _____

Witness:
Name & Address

Signature For the Bank
Name(s) & Designation(s)

ANNEXURE- I

H. P. GOVERNMENT DENTAL COLLEGE & HOSPITAL, SHIMLA

TENTATIVE DEPARTMENT WISE LIST OF LIBRARY BOOKS

1.	DEPARTMERNT OF ORTHODONTICS			
Sr. No	Name of the Book	Author	Edition	No. of Books
1	Contemporary Orthodontics	William R Proffit	5th	5
2	Contemporary Orthodontics	Henery W field, Brent E Laeson, David H Server	6th	5
3	Cephalometry in Orthodontics 2D & 3D	Katherine Kula Ahmed Ghonima		5
4	Orthodontics Current: Principal and Techniques	Graber, Vasnarsdall, Vig, Hung	6th	5
5	Esthetics and Biomechanics in Orthodontics	Ravinder Nanda	2nd, 2015	5
6	Twin Block Functional Therapy	Willium J Clark	3rd ,2015	5
7	Atlas of Complex Orthodontics	Ravinder Nanda Flavio Andres Uribe	2016	4
8	Clinical Orthodontics	Charlas H Tweed	1966	4
9	Orthodontics and Orthopedic treatment in the Mixed Dentition	McNamara, Brudon	1993	4
10	Bioprogressive Therapy	Robert M Ricketts	1979	4
11	Temporary Anchorage devices in clinical Orthodontics	Jae Hyun Park	2020	4
12	Interceptive Orthodontics: A practical Guide to Occlusal Management	Joseph Noar	2014	4
13	Facial Aesthetics Concepts and clinical Diagnosis	Farhad B Naini	2011	4
14	Surgical Orthodontics Treatment	William R Proffit , Raymond P White	1991	4
15	Cleft Lip and Palate: Diagnosis and Management	Samuel Berkowitz	3rd, 2013	4
16	Occlusion and Clinical Practice:-An evidence-Based approach	Klineberg & Jagger	2004	4

17	Lingual Orthodontics	Rafi Romano	1998	4
18	Bio Mechanics in Orthodontics	Marcotte, Michael E.	2008	4
19	Textbook of Orthodontics	Smir E Bishara	2003	4
20	Common Sense Mechanics in every day Orthodontic-II	Thomas F Mulligan	2012	5
21	Orthodontics- Diagnosis and Management of Malocclusion and Dentofacial Deformities	O. P. Kharbanda	3rd, 2019	8
22	Clear Aligner Technique	Sander Tai		4
23	Retention and stability in Orthodontics	Charlas J Burstone	1993	4
24	Systemized Orthodontics treatment mechanics	McLaughlin,Bennett, Trevisi	2001	5
25	Orthodontics treatment of class-III Malocclusion	Peter W Nagan, Toshio Deguchi, Eugene W Roberts	2014	4
26	Applications of Orthodontic Mini – Implants	Jong Suk Lee, Jung Kook Kim, Young	2007	4
2.	DEPARTMENT OF PUBLIC HEALTH DENTISTRY			
Sr. No	Name of the Book	Author	Edition	No. of Books
1	Text book of Preventive & Social Medicine, 25ED,	Park	25th 2019	4
2	Basic Epidemiology	R Bonita ,R Beageihole;e. kjellstorm	2 nd	4
3	Prevention of Oral disease	JJ Murray, J H Nunn & G Steele	4th 2003	2
4	Epidemiology	Leon Gordis	5 th 2013	4
5	Diagnosis & risk Prediction of Periodontal diseases:	Per Axelsson	1 st 2002	2
6	Preventive Materials, Methods and Programs	Per Axelsson	1 st 2004	2
7	Diagnosis and Risk Prediction of Dental caries	Per Axelsson	1 st 2000	2
8	Fluorides in Dentistry	Ole Fejerskov J E Kstrand , L M Silverstone	1 st 1996	2
9	Jongs Community Dental Health	G Gluck , W Morgnastein	5 th 2002	2
10	Primary Preventive Dentistry	Norman O Harris, F Garcia Godoy CN Nathe	8 th 2013	2
11	Essentials of Dental Caries	Edwina Kidd Ole Fejerskov	4 th 2016	4

12	Fluorides in Preventive Dentistry: Theory & Clinical Application	F R Melberg L Ripa	1 st 1983	2
13	Dental Public Health Introduction to Community Dentistry	G L Slack & B A Burt	1 st 1974	4
14	Understanding Dental Caries Etiology & Mechanisms	Gordon Nikiforuk	1 st 1985	4
15	Essential Dental Public Health	Blanaid Daly,P Batchelor, E Treasure	2 nd 2013	4
16	Nutrition in Clinical Dentistry	Abraham E , Nizel	3 rd 1989	4
17	Health Research Methodology	WHO	2001	4
18	Research Methodology	C R Kothari	2n 2008	10
19	Essential of Public Health Dentistry	Soben Peter	6 th 2019	6
20	Fluorides in Caries Prevention	J J Murray	1 st 1976	2
21	Oral Biofilm and Plaque Control	Buscher	1 st 1999	2
22	Biostatistics the basic essential	Norman and Steiner	4 th 2014	2
23	Dental Public Health and research	Nathe	4 th 2017	2
24	National Health Programme in India	J. Kishore	12 th 2016	4
25	Epidemiology for Public Health Practice	Robert H Fris, Thomas A seller	5 th 2013	1
26	The Biology of Disease	Jonthan Philips Paul Murray and Paul Kirr	2 nd 2001	2
27	Introduction to Public Health	Marry Jane Schneider	4 th 2013	2
28	Community Health Education and Promotion	Mary Ellen Wurybach	2 nd 2002	2
29	Community Health Promotion Challenges	Joanne Kerr	1 st 2000	2
30	Metabolism and Toxicity of Fluorides	Whitford	2 nd 1996	2
31	Trace metals and fluorides in Bone and teeth	Nicholas O Prist	1 st 1990	2
32	Oral Health Survey	WHO	5 th 2014	10
3.	DEPARTMENT OF ORAL MEDICINE AND RADIOLOGY			
Sr. No	Name of the Book	Author	Edition	No. of Books
1	BURKETS ORAL MEDICINE (B.C Decker)	MICHAEL GLICK	12th	6

2	Oral diagnosis-the clinicians guide	Bimbaum	1st	2
3	Oral diagnosis oral medicine and treatment planning	Bricker SL	2nd	
4	Laboratory aids in stomatologic diagnosis	Chreeraskin. E	1st	2
5	Tyldesley's Oral medicine	Field A	5th	2
6	Oral Medicine of pocket Guide	Eversole L.R	1st	2
7	Emergencies in dental practice diagnosis and management	Juniper, Richard	1st	2
8	Oral diagnosis	Kerr, ASA		2
9	Antimicrobial and antibiotic use in dental practice	Newmenn M.G	2nd	2
10	Medicine problem in dentistry	Scully C	5th	2
11	Statistical and methodological aspect of oral health	Lesaffre E	1st	2
12	Clinical Oral science	Harris N.O	1st	2
13	Oral diseases in tropics	Parbhu S.R Wilson D.F Daftly D.K	Illustrated	2
14	Manual of Tempo mandibular disorders	Wright EF	3rd	2
15	Bell's Orofacial pain	Okeson JP	6th	2
16	Orofacial pain	Clark GT&Dianne	2012	2
17	Oral diseases and disorders and differential diagnosis	Parbhu SR	1st	2
18	Management of Temporomandibular disorder	Okeson JP	8th	2
	FORENSIC DENTISTRY			
1	Color Atlas of forensic dentistry	Whittaker d.k	1st	2
2	Forensic dentistry	Senn, David R	2nd	2
3	Forensic Medicine & Toxicology	Mukhopadhyay K	1st	2
4	Forensic dental Evidence & Investigator's and hand book	Bowers C.M	2 nd 2000	2
5	Manual of Forensic odontology	Senn DR	2013	2
	DENTAL RADIOLOGY			
1	Dental Radiography principal and techniques	LANNUCCI j Howerton LJ	5th	2
2	Workbook for dental radiography; A workbook and laboratory manual	LANNUCCI j Howerton LJ	5th	2

3	Specialty imaging temporomandibular joint	Tamimi D	5th	2
4	Exercise in oral radiology and interpretations	Langlais RP		2
5	Exercise in oral radiology	Thoimes E	3rd	2
6	Principle of dental imaging	Langland OE	2nd	2
7	Panoramic Radiology Seminars on maxillofacial imaging and interpretations	Langland OE	2007	2
8	Oral radiology; principal and interpretations	White and e pharoh	2 nd SOUTH ASIA EDITION	6
9	Maxillofacial imaging	Angelo M Delbalso	1 st 1990	2
10	Cone Beam Computer Tomography	David sarment	1 st 2013	2
11	Cone beam volumetric imaging in dental, oral& maxillofacial medicine; Fundamental Diagnostic and treatment plan	Neugebaurei, zoller JE, Braumann	2014	2
12	Atlas of oral and maxillofacial radiology	Koong B	1 st 2017	2
13	Essential of dental radiography and radiology	Whaiter E, Drage M	5 th 2013	2
14	Principal and practice of oral radiology interpretation	Worth HM	1963	2
15	Diagnostic imaging of the jaws	Nortje,Langlais and Langland	1995	2
16	Atlas of cone Beam imaging for dental Applications: Second Edition	Dale A Miles	2 nd 2019	2
17	Cone beam Computed Tomography A Clinician's Guide To 3D Imaging	Jaju Prashant P	2015	2
18	Cone beam CT and 3D imaging: A Practical guide	Pietro Coruso, Enzo Silvestri, Luca Maria Sconfienza	2014	2
19	MRI of temporomandibular joint	Tiziana Robba, Carlotta Tantheri, Giulia Tanteri	2013	2
20	Oral and Maxillofacial Radiology	David Mac Donald		2
21	Essentials of oral and Maxillofacial Radiology	Frenny karjodkar	2nd edition	2
22	MRI of Head and neck	Thoms J Volgi		2
4.	DEPARTMENT OF ORAL PATHOLOGY AND MICROBIOLOGY			
Sr. No	Name of the Book	Author	Edition	No. of Books
1	A text book of oral pathology	Shafer, Hine, Levy	9th	15

2	Oral and Maxillofacial Pathology	Neville	1st South Asia	5
3	Cyst of the Oral & Maxillofacial Region	Mervin Shear	4th ed	2
4	Theory and Practice of Histological Technique	John D Bancroft	8th ed	1
5	Roitt's Essential Immunology	Petter J Delves	13 th ed	1
6	Oral Pathology Clinical Pathologic Correlation	Regezi, Sciubba jordan	1 st South Asia	2
7	MLT method and Interpretation	Ramnik Sood	6 th ed 2 Vol	1
8	Manual of Forensic Odontology	C Michael Bowers, Gary L Bell	3rd	1
9	Practical Handbook of Oral Pathology	Arush Thkur, Jagdish Vishnu Tupkari	1 st Ed	10
10	Introduction to Diagnostic Microbiology for the laboratory Sciences	Maria Damesa Delost	11 th March 2014	1
11	Contemporary Oral & Maxillofacial Pathology	J Phillip Sapp	2nd	1
DENTAL ANATOMY, EMBRYOLOGY & ORAL HISTOLOGY				
1	Text book of oral anatomy, Histology, Physiology & Tooth Morphology	K Rajkumar, R. Ramya	2 nd edition	15
2	Oral Biology oral Anatomy Histology Physiology & Embryology	Maji Jose	2 nd Reprint 2019	5
3	Manual of Oral Histology& oral Pathology	Maji Jose	2nd	5
4	Orben'S Oral Histology and Embryology	S N Bhasker	15th	5
5	Wheeler,s Dental anatomy, Physiology and occlusion	Major M Ash	1 st South Asia 11 th Edition	5
6	Tencate's Oral Histology	Antonio Nanci	8th	3
7	Text book of oral Embryology & Histology	B Sivapatha Sundharam	1st	5
8	Dental Anatomy & its relevance in dentistry	Woeltel & Scheid	7th	1
9	Physiology & Biochemistry of mouth	George Neil Jenkins	4 th	1
10	Essential Of Oral Histology & Embryology	James k Avery	3th	2
5.	DEPARTMENT OF PAEDIATRIC AND PREVENTIVE DENTISTRY			
Sr. No	Name of the Book	Author	Edition	No. of Books

1	Dentistry for the child and adolescent	Ralph E. McDonald, Jeffery A Dean	11th	5
2	Paediatric Dentistry Infancy through adolescence	Paul Casamassimo, Henry Field, Dennis Mctigue, Arthur Nowak	5th	1
3	Wright's Behavior management in Dentistry for children	Ari Kupietzky	3rd	1
4	Interceptive Orthodontics: A practical guide to occlusal management	Joseph Noar	1st	1
5	Radiographic Cephalometry: From basic to 3-D imaging	Alexandar Jacobson, Richard L Jacobson	2nd	1
6	Paediatric Dentistry ; Total patient care	Wei, Stephen H.Y		1
7	Textbook & Colour Atlas of traumatic injuries to the teeth	Jens O. Andreasen, Frances M. Andreasen, Lars Andersson	5th	1
8	Fundamental of Paediatric Dentistry	Mathewson, Primosch	3rd	1
9	Dental caries; The disease and its clinical management	Ole Fejerskov, Bente Nyvad, Edwina Kidd	3rd	1
10	Dental care of children with special needs	Travis M Nelson Jessica R. Webb		1
11	Cleft lip and palate; Diagnosis and management	Berkowitz. S	3rd	1
12	Manual of Paediatric Dentistry	Andlow, R.J., W.P. Rock	4th	1
13	Early childhood Oral Health	Berg J.H. Rebecca L. Slayton	2nd	1
14	Text book of Paediatric Dentistry- Voll. I	Shobha Tandon	3rd	2
15	Text book of Paediatric Dentistry- Voll. II	Shobha Tandon	3rd	2
16	Dental Fear & Dental anxiety in Paediatric Patients	Caraline Campbell		1
17	Textbook of Paediatric Dentistry	Richard Welburry, Monty S. Duggal, Marie Therese Hosey	5th	1
18	Textbook of Paediatric Dentistry	Nikhil Marwah	4th	2
19	Understands dental caries; Etiology & Mechanisms, Basic and Clinical aspects (Vol-I)	Gordon Nikifouk	1st	1
20	Understands dental caries; Etiology & Mechanisms, Basic and Clinical aspects (Vol-II)	Gordon Nikifouk	1st	1
21	Paediatric Dentistry ;Principles and practice	M.S. Muthu, N. Sivakumar	2nd/3rd latest edition	5

22	Dental caries; The disease and its clinical management	Ole Fejerskov, Bente Nyvad, Edwina Kidd	3rd	1
23	Paediatric Dentistry Scientific Foundations & Clinical Practice	Ray E Stewart, Thomas K.Barbar, Keneth C. Troutman Stephen H.Y. Wei		1
24	Fluoride in Caries Prevention	J.J. Murray, A.J. Rugg Gunn, G.N. Jenkins	3rd	1
25	Minor Tooth Movement in Children	Joseph M. Sim	2nd	1
6.	DEPARTMENT OF CONSERVATIVE DENTISTRY AND ENDODONTICS			
Sr. No	Name of the Book	Author	Edition	No. of Books
1	Cohen's Pathway's of the pulp Expert consult Edition	Kenneth M, Hargreaves, Louis H, Berman	12th South Asia	5
2	Ingle's Endodontics	John I Ingle. Ilan Rotstein	7th Revised Edition, 2019	5
3	Harty's endodontics in clinical practice	Bun San Chong	7th Edition (10th Oct. 2016)	5
4	Microsurgery in Endodontics	Syngcuk Kim, Samuel Kratchman, Bekir Karabucak, Meetu Kohli, Frank Setzer	1st edition Oct.2017	2
5	Endodontics: Principal and Practices	Mahmoud Torabinejad, Ashraf F.Foudd	6th Edition	5
6	Grossmans Endodontics Practice	B Suresh Chandra , V Gopikrishna	14th Edition ,2020	15
7	Cohen's Pathway's of the pulp	Kenneth M, Hargreaves, Louis H, Berman	12th Edition	5
8	Sturdevant's art and science of Operative dentistry	Herald O, Heyman, Edward J, Swift, Andre V Ritter, Adaptation By V Gopikrishana	2nd South Asia, 2018	15
9	Clinical cases in Endodontics	Takashi Komabayashi	1st edition (16 Feb, 2018	2
10	Pickard's guide to minimally invasive operative dentistry	Banerjee A	10th (Pb 2016)	3
11	Endodontics Microbiology	Ashraf F Fouad	2nd Edition 2017	2
12	Sturdevant's art and science of Operative dentistry	Ritter DDS, MS,, Andre V Mosby	7th edition (21st Feb, 2018	5
13	Text book of operative dentistry	Vimal K Sikri	4th edition 2017	10
14	Principles and Practice of Operative Dentistry	Gerlad T Charbeneau	3rd edition (1st June	2

			1988 or new edition)	
7.	DEPARTMENT OF PERIODONTOLOGY			
Sr. No	Name of the Book	Author	Edition	No. of Books
1	Newman Carranza's Clinical	Dwarakan Ath	3 SAE	10
2	Periodontology: South Asia Edition Global Edition.	Newman Takei Klokkevold Carranza	13ED	1
3	Tissue engineering application maxillofacial surgery and periodontics	Lynch	2nd	1
4	Periodontal regeneration enhanced clinical application of enamel matrix proteins	Wilson	1st	1
5	Essentials of Periodontology	Reddy	5th	10
6	Fundamentals of periodontal instrument and advanced root instrumentation	Gehring	8th	3
7	Clinical Periodontology for the dental hygienists	Carranza F.A.	1st	5
8	Clinical Periodontology	Verma	2nd	5
9	Color atlas of dental hygienists	Wolf	1st	1
10	Clinical practice of dental hygienists	Wilkins	12th	5
11	Clinical Periodontology & Implant Dentistry, 2-VOLS	Lindhe	6th	2
12	Antibiotic and antimicrobial use in dental practice	Newman	2nd	2
13	The periodontal Ligament in health and disease	Berry K.B. Berko vitz	2 nd	1
14	Essentials of Periodontics	Elizabeth A. Pawalk	4 th	1
15	Self Assessment Picture SAPT in Periodontology	Glenwright	1 st	1
16	Contemporary Periodontioal Instrumentation	Schoen	10 th	1
17	Decision making for the periodontal team	Hall Walter	4 th	5
18	Color atlas of periodontal surgery	Waite	2 nd	1
19	Outline of periodontal surgery	Manson	4 th	1
20	Color atlas of dental medicine Periodontology	H. Rateitschak	3rd	1
21	Clinical Approaches and Evidence of Success Vol-1 Periodontal therapy	Neiving	1 st	1

22	Biology of Periodontics Connective Tissue	M.S. Bartold	1st	1
23	Fundamentals of periodontics	T.G.Wilson	2 nd	1
24	Essentials of Periodontology	Macphee	3 rd	1
25	Periodontal Disease and manual of Diagnosis in treatment and maintain ace	H.R.Preus	1 st	1
26	Bailly and Love Short Practice for surgery	NS, Williams, P O, Conell	27th	1
27	Text book of Periodontology	Rao, TR Gururaja	2 nd	1
28	Dental implants prosthetics	Carl E Misch	2nd	1
29	Contemporary periodontal surgery	Bateman G	7 th	1
30	Antibiotic and antimicrobial use in dental practice	Newman	2 nd	1
31	Vertical and horizontal ridge augmentation	Istvan Urban	1 st	1
32	Avoiding complication in oral implantology	Carl E Misch	1st	1
33	Hall's critical decision in Periodontology & implantology	Haprpenu Kao Lundergan Sanz	5th	1
34	Dental hygiene theory and practices	Darby	5th	1
35	Mosby's comprehensive review of dental hygiene	Darby	8th	1
36	Essentials of Clinical Dental Assisting	Ehrlich	4 th	1
37	Atlas of cosmetic and reconstructive periodontal surgery	Cohen	3rd	1
38	Next Generation bio materials for bone and periodontal regeneration	Richard Miron Zhang	Latest	1
39	Principal and practice of laser dentistry	Robert A Convissar	Latest	1
8.	DEPARTMENT OF ORAL AND MAXILLOFACIAL SUREGERY			
Sr. No	Name of the Book	Author	Edition	No. of Books
1	Gray's Anatomy	Editor-In-Chief: Susan Standring	42 ND	2
2	Principles Of Oral & Maxillofacial Vol-1, Vol-2, Vol-3	Peterson	3 RD	1
3	Surgical Approaches to the Facial Skeleton	Edwards Ellis, Michael F. Zide	3 RD	1

4	Maxillofacial Imaging	T.A. Larheim, P.L. Westerson	2 ND	1
5	Head and Neck Surgery and Oncology	Jatin Shah, Snehal Patel, Bhuvanesh Singh, Richer Wong	4 TH	1
6	Handbook of Local Anaesthesia	Malamed	7 TH	2
7	Maxillofacial Surgery Vol – 1, Vol-2	Peter Ward Booth & Schandel Hausamen	3 RD	2
8	Management Of Temporomandibular Joint Disorders	Jeffery P. Okeson	8 TH	2
9	Contemporary Implant Dentistry	Carl E Misch	4 TH	2
10	Robbin's Basic Pathology	Vinay Kumar, Abu Abbas & John Aster	10 TH	2
11	Oral And Maxillofacial Infection	Topazian Goldberg Hupp	4 TH	2

NOTE: *In any case of edition mentioned above is not available latest edition may be provided.*

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