



**DEPARTMENT OF PHYSICS, PONDICHERRY UNIVERSITY,
R. VENKATARAMAN NAGAR, KALAPET,
PUDUCHERRY-605014**

TENDER NOTICE FOR PUBLISHING CONFERENCE PROCEEDINGS

(also refer notice in: THE HINDU (Bangalore region) dtd. ...07.02.2014)

TENDER NOTICE NO.: PU/ICMAGMA-14/ADV. Date: 10.02.2014

Sealed Tender/quotation(s) are invited from eligible and qualified publishers under two bid systems (**technical bid and price bid separately**) for publishing selected and peer reviewed papers presented in the International Conference on Magnetic Materials and applications 2014 (ICMAGMA-2014) to be held in Pondicherry University, India in association with magnetic Society of India, India.

(A) Technical specification

1. The journal must be internationally reputed with specific ISSN and specialized for publishing regular papers in the field of magnetic materials and devices and magnetic related inter-disciplinary subjects.
2. Minimum impact factor of the journal in the year 2012 must be 0.5 and the open access journals are excluded. The journal must have at least 5 years experience and expertise in publication for regular articles on magnetic materials.
3. The publisher must be ready to publish paper containing minimum number of pages 3 with double columns format. In each page, the number of lines in each page with total number of words and font size must be specified. The font size, line spacing and page format may be designed as per the regular format of the journal.
4. The publisher must be ready to publish the papers which will be forwarded by the convener or Editor(s) of ICMAGMA-2014 after its acceptance by the own constituted reviewers. Necessary suggestions by the supplier may be considered in final publication.
5. The papers will be published in online version only. The published papers must be freely accessible to the authors and organizers for at least one year after the date of online publication on password protection basis.
6. The publisher must quote price for at least 150 papers (each with minimum page 3) and for the number of papers in the range 150-200 and 200-300.

(B) TERMS AND CONDITIONS (UNDER TWO BID SYSTEM)

I. Instructions to the Bidder:

1. Tender EMD:

The Tender Document Fee (**INR 1000**) and EMD (**INR 10,000**) are to be submitted in the form of separate Demand Drafts, drawn in favour of **the Convener, ICMAGMA-2014, Pondicherry University, payable at Puducherry.**

2. Last Date & Time for submission of Tender Documents:
28.02.2014 at 3.00 p.m. and opening on the same day at **3.30 p.m.**

3. Submission of tender Document:

Tender/quotation (**separately for technical bid and price bid**) must be submitted in sealed cover super-scribing thereon bidder's name, Notification No. and name of the subject matter, along with tender document fee and EMD by Normal/speed/Registered post/courier service addressed to **Dr. G. Chandrasekaran, Covenor, ICMAGMA-2014, Department of Physics, Pondicherry University, Puducherry-605 014, India** positively before the tender bid closing time. Any tender submitted without tender document fee will not be accepted.

4. Quoting the Core price & Tax, Duties, Discount etc.

The taxes / duties / discounts, if applicable, are to be explicitly and separately shown in the bid and under no circumstances these components shall be added to the basic price and shown as single price.

5. The validity of the Quotation:

The validity of the quotation should be for at least 180 days from the closing date of the bid.

6. Invalid Bids:

The bids will not be considered if received after the closing date and time. The offers received through telex/ fax /e-mail will not be accepted by the University under any circumstances. Any offer containing incorrect and incomplete information shall be liable for rejection.

7. In case of Postal loss:

The University shall not be responsible for any delay/loss or non-receipt of tenders by post /courier services.

8. Purchase Agreement:

If an order is placed with the firm, the purchase shall be governed by an agreement as per the University rules in force at the time. Additional terms and conditions may be incorporated in the purchase order, if needed, to safe guard the interests of the University. The Tender is non-transferable.

9. Power to reject the offer:

Pondicherry University reserves the right to accept/reject any offer in full or in part or accept any offer other than the lowest offer without assigning any reason thereof. *However, deficiencies on any one or, more of the following crucial criteria will be a factor, for consideration other than the Lowest Quotation: -*

1. Total Number of conference proceedings published in the quoted journal.
2. Availability of Service Network in India, especially in Chennai or Bangaluru.
3. Recent (2012) impact factor and specialized field of interest related to magnetism and magnetic materials.

4. Minimum time required to publish to accepted papers and necessary support for publishing process.
5. Total number of words and characters in each page including Figures and Tables
6. Any other techno-commercial information which is deemed fit to be important in the opinion of the University/ICMAGMA-2014.

II. Price Schedule

1. The bidder who is capable of supplying the entire solutions as per the specifications of the publication is alone need to submit their quotation.
2. The rates should be quoted in three categories with paper numbers (1) up to 150, (2) 150-200, (3) 200-300, and minimum number of pages 3 in each paper.
3. The price should include the Delivery of soft copy of the published papers in CD, training charges (if any), insurance, free access of the published papers to the authors and organizers for at least one year.

III. Eligibility:

1. The firm must have the requisite domain expertise with regard to publication of conference paper or regular articles, necessary service after acceptance of papers.
2. Minimum impact factor of the journal in the year 2012 must be 0.5 and the open access journals are excluded. The journal must have at least 5 years experience and expertise in the publication for regular articles on magnetic materials.
3. The firm will be selected based on the lowest price among the journals with full consideration of higher impact factor, specialization in the field of magnetism and magnetic materials, regular journals, maximum number of content (number of lines, font size, word, character, etc).
4. The bidder must declare the time to be taken for publishing the papers after acceptance and forward to the journal office.
5. Any other techno commercial information, pertaining to this particular publisher, technical background and capability, local agents background on Scientific publication, etc. may also be appended along with Testimonials and documentary proof.

IV. Conditions of Contract: -

1. The offer must be in English. The rates should be indicated both in figures and words against item specified. It is preferable that the price be quoted in Indian rupees.
2. The prices quoted shall remain firm until the publication process is completed.
3. A clear statement by the publisher regarding availability of service by the journal office regarding editing, proof checking, and printing, etc must be declared.
4. The publisher must declare for the free access of the published papers to the authors and organizers for at least one year.

5. **Payments terms:** Normally 90% of the payment will be made on proof of the complete publication process. Balance 10% of the payment shall be made after one year from the date of online publication. Alternatively, 100 % of the payment can be made against the submission of a performance bond of 10% of the total contract/purchase value in the form of bank guarantee (obtained from Nationalized Bank of India) for the duration of the Warranty period.

All the Bank charges within India shall be borne by the purchaser and outside India shall be borne by the bidder/supplier.

6. In case of any dispute in respect of the tender, all legal matters shall be instituted within the jurisdiction of the place where the purchaser ordinarily resides.
7. No Agency commission will be paid to any authorized agent.
8. For any clarification with respect to technical specifications, please contact to
**Dr. G. Chandrasekaran, Convener,
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Pondicherry
10.02.2014

Convener, ICMAGMA-2014