



Satyajit Ray Film and Television Institute
(An Academic Institution of Ministry of I & B, Govt. of India)Library

Tender for Empanelment of Vendors for Supply of Books/e-books (e-Books as per pick & choose model with Print & download facility (English/Hindi etc.) /Journals/Periodicals/e-journals (e-journals as per pick & choose model with Print & download facility (English/Hindi etc.)/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. to SRFTI Library, Kolkata

Tender Enquiry No. 24011/1/2001-LIB-Part(2) Computer No: 115176/1008 Dated 22.02.2022

Satyajit Ray Film & Television Institute Kolkata

E.M.Byepass Road, P.O. Panchasayar,

Kolkata-700094

Phone-(033)2432 8355/8356/9300

Fax – (033)2432-0723/9436

E-mail:srfti@cal.vsnl.net.in Website:

<http://srfti.ac.in/>

SRFTI, Kolkata invites sealed tenders for empanelment of vendors for supply of **Books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc.** to SRFTI Library, Kolkata for the period of five consecutive years (i.e. 2022-23, 2023-24, 2024-25, 2025-26 and 2026-27) from reputed registered books / **e-books** / journals / **e-journals** / audio-visual materials **and electronic materials** etc. Suppliers/Vendors having valid registration with National/State federations or any other recognized National body with at least 3 years experience of supply of books/ **e-books** / journals / **e-journals** / audio-visual materials **and electronic materials** etc. to Central/State Universities, Autonomous Academic institutions of higher learning.

1. The offers may be submitted in Two-BID System (i.e. prequalified identity Bid/ price Bid interms Library discount)
2. The tender document can also be downloaded from the website: www.srfti.ac.in
3. The Supplier/Vendor participating in the process will have to deposit the Security Deposit /EMD of Rs. 10,000/- (Rupees ten thousand only) through Demand Drafts/Pay Orders drawn in favour of "**Satyajit Ray Film and Television Institute**" payable at Kolkata.
4. The firm who are using **online** tender form by downloading from the website are also required to submit cost of tender form i.e. **Rs. 500/- (Rs. Five Hundred Only)** in the shape of Demand Draft in favor of "**Satyajit Ray Film and Television Institute**" payable at Kolkata separately, in addition to earnest money as above. In no case cost of tender form and Earnest Money amount shall be combined. No interest will be paid on earnest money deposit (EMD).
5. The supplier/Vendor or his Authorized representative has to sign on every page of the document submitted by them with seal of the firm/agency concerned.
6. The Director, SRFTI Kolkata reserves the rights to amend or withdraw any of the terms and conditions contained in the tender document or to reject any or all the tenders in whole or in part without giving any notice or assigning any reason.

The prequalified identity bids are to be opened at the first instance and evaluated by competent Committee or Authority. At the second stage Financial Bid of only

technically qualified Vendors/Suppliers will be opened for further evaluation and selection of Vendors for empanelment.

Last date of submission of Tender:

Date: 25.03.2022 up to 1.00 PM

The date and time for opening of Tender:

Date: 29.03.2022 at 11.00 AM

Library and Information Officer

Important instructions & Purchase Terms and Conditions for Firms/Suppliers/Vendors

Instructions:

The tenders have been invited under two bid system i.e. Prequalified identity Bid and Financial Bid. **Firstly**, the interested Firms/Suppliers/Vendors (i.e. Tenderers) are advised to submit sealed envelopes super scribing - **“Prequalified Identity Bid (i.e. technical Bid) for supply of Books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. to SRFTI Library, Kolkata”** for the envelope containing documents with respect to Prequalified Identity Bid.

The prequalified identity Bids are to be opened at the first instance & evaluated by competent committee or Authority. At the second stage, Financial Bid of only technically qualified Firms/Suppliers/Vendors will be opened for further evaluation and selection of vendors for empanelment.

After evaluation, the Successful empanelled tenderes are advised to submit sealed envelopes super scribing - **“ Financial Bid for supply of Books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc to SRFTI Library, Kolkata”** for the envelope containing documents with respect to Financial Bid.

1. The Security Deposit / Earnest Money Deposit (EMD) of Rs. 10,000/- (Rupees ten thousand only) to be deposited as Security Deposit / Earnest Money Deposit for 05 years in form of Demand Drafts in favour of **“Satyajit Ray Film & Television Institute”** payable at Kolkata within fifteen days of empanelment which shall be refunded without interest after completion of 05 years of due fulfillment of contract/expiry of warranty period should be kept in sealed separate covers super scribing Security Deposit / E.M.D.
2. The Tender should be signed by the authorized person and his full name and status should be indicated below his signature along with the official stamping of the firm.
3. Incomplete and conditional tenders will be rejected. Quoting unrealistic rates will be treated as disqualification.

4. At any point of time any of the document furnished by the Firms/ Vendors/Suppliers found to be false, it would be deemed to be a breach of terms of contract making the firm concerned liable for legal action besides termination of contract.
5. No bidders will be allowed to withdraw after submission of bids/opening of the tender, failing to maintain this discipline, the Security Deposit / EMD of the concerned firm will be forfeited.
6. The purchase order may be issued only to the vendors who have quoted at least 50% of YES out of total No. of titles (i.e. Books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc) etc. for which Quotation has been invited. After that the most competitive offer, lowest quantity of discount (L1) may be considered.
7. The purchase order may be issued on L1 basis to only those vendors who will quote at least 50% of the total no. of Books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc title for which Quotation has been invited.
8. Vendors should have registered with Federation of Publishers and Booksellers Association of India (FPBSA) and Delhi State Booksellers & Publishers Association. Proof of Certificates is to be attached.
9. The rates should be quoted by the vendors in Indian Rupees, both in figures and words. Foreign currency conversion will be at GOC (Good Office Committee) rate of conversion on the date of Invoice and the quoted rate / price will be valid for 06 months.
10. The Bookseller/Vendor/Publisher/Distributor shall submit the copy of their **(3) three current years IT** return and PAN/TAN/GSTIN/UIN number in the prescribed application form along with the valid addressproof.
11. Affidavit by vendors for not having been **blacklisted/debarred** by any public organization/universities/national level institutions in the last five years is to be attached.
12. At any point of time any of the document furnished by the vendors/suppliers/publishers found to

be false, it would be treated as a breach of terms of vendorship making the firm concerned liable for legal action besides termination of vendorship.

13. Tenders should be addressed to the "DIRECTOR, SATYAJIT RAY FILM & TELEVISION INSTITUTE, E.M.BY PASS ROAD, PANCHASAYAR, KOLKATA-700094, INDIA" and must reach him on or before 1.00PM on **25.03.2022**. All the Tenders should be sent by Registered Post/Courier. Tenders may also be hand Page 1 of 1 delivered by dropping them in the 'TENDER BOX' kept adjacent to Reception Counter of the SRFTI, at E.M.By Pass Road, Panchasayar, Kolkata-700094.
14. Any tender received late after due date and time will be rejected.
15. The Firms/Vendor(s)/Supplier(s) sort listed for Vendor Empanelment are required to strictly agree to supply as per the institute set "Books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc etc. Purchase Terms and Conditions" as stipulated hereunder.
16. The prequalified identity Bid (i.e. Technical Bid) of the tender shall be opened at 11.00 am on 29.03.2022 in the Conference Room, Ground Floor of Animation Department, in the presence of the authorized representatives of the bidders, who wish to be present at that time. The bidders whose technical bids are accepted/ qualified will be informed about the date and time of opening of financial bids.
17. All supporting documents in respect of the Bid must be submitted duly self-attested by the person signing the Bid and all original documents have to be produced on the date and time indicated for opening of the Tender without which the Bid is liable to be rejected. The Institute reserves the right to verify those original documents from the Authorities which have issued such documents for the purpose of this tender.
18. Exhibitions: SRFTI can ask to arrange for books etc. exhibitions through publisher or their representatives and or the empanelled suppliers. Institute will facilitate the exhibitions by providing the space and basic furniture by the concerned Institute.

19. Empanelment means just eligibility of a vendor to receive order to provide perpetual access of e-books and e-journals. All the e-books and e-journals will be purchased on need basis as per pick and choose model. These will not be purchased as a part of package. The e-books and e-journals will be purchased on perpetual access basis and will be activated on IP range of the SRFTI, Kolkata.
20. SRFTI, Kolkata may empanel more than one Supplier/Publisher and shall be free to purchase Books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials, Advance/Annual Reviews/Monographs etc. from any one more of them. However, the act of empanelment shall not deprive the SRFTI, Kolkata of its right to purchase Books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials / Advances/ Annual Reviews/Monographs etc. directly without routing them through the empanelled agencies.
21. Discount rates offered by the firm shall not be linked with the quantum of the purchase order flat rate of discount.

**SRFTI, Kolkata Terms and Conditions for Purchasing Books/
e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio
Visual Materials and electronic materials etc**

Enquiry on availability of Books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc:

At the first instance all the empanelled Vendors/Suppliers will be sent an email query with list of Books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc and number of copies against each title required for Library procurement. On receipt of the email, the Vendors having the Books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. in their ready stock have to respond within stipulated time quoting titles available with number of copies and unit price as per the template. The preferred mode of communication will be by email to save delay in normal postal communication. **Unless otherwise mentioned, only latest Indian / foreign edition of publication / original version will be quoted.**

Supply against purchase order and billing:

In reply to Vendors/suppliers response to our query, purchase order will be released with the

vendor concerned with request to supply Books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. through challan bearing challan number, date and Library referencenumber for each item, along with publishers catalogue price proof duly stamped and signed. The Supplier on receipt of purchase order (PO) is required to acknowledge the receipt of the order by e-mail immediately as a token of their confirmation with respect to acceptance of purchase order. The preferred mode of delivery of Books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. on approval will be in person by hand delivery at the SRFTI Library.

However the other mode of delivery may be by Registered parcel, courier services or any other mode of recorded delivery and in such types of delivery, loss, damage, pilferage in transit if any will be sole responsibility of the supplier. Secure and safe delivery of Books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. at SRFTI Library, as per approval order is the responsibility of the supplier/vendor alone. ***In the event the Vendor fails to deliver the Books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. within the stipulated date, the order is liable to be cancelled.*** Supplier also send a scancopy of the Invoice/Bill to the Library & Information Officer, so that advance processing of Books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. at our end can be done and Invoice/Bill should be sent to "THE LIBRARY & INFORMATION OFFICER, SATYAJIT RAY FILM & TELEVISION INSTITUTE, E.M.BY PASS ROAD, PAVCHASAYAR, KOLKATA - 700094, WEST BENGAL".

After receipt of the Books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. as requested in the purchase order, the physical condition of the Books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. will be checked and for Books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. not having printed price, price proof (i.e. publisher's catalogue price)/certificate from publisher's authorised distributor/publisher's Indian Office/Publisher's Invoice, as the case may be, will be matched with the cost of Books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and

electronic materials etc. quoted in the challan. Any sticker affixed with the book indicating price is not acceptable. **Foreign currency conversion will be at GOC (Good Office Committee) rate of conversion on the date of Invoice.** While placing Purchase order if any of the Books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. found not required i.e. defective, wrong supply, wanting of price proof etc. and needs to be returned, the same information will also be communicated to the supplier. In such cases collecting back the return books will be the responsibility of the supplier. The vendor must attach a list of publishers/societies for which IP Range Based single campus e-books, e-journals and other e-resources etc. perpetual access of e-books, e-journals and other e-resources etc. they can provide. The vendor must attach authorization letters of respective publishers. The major publishers are Springer, Elsevier, Taylor and Francis, CABI, SAGE, Wiley- Blackwell, Oxford University Press, Cambridge University Press etc. The vendor must be Certified/Authorized by the Government of India to supply Books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. The vendor must be provided relevant documents along with the tender document (to be enclosed with the technical bid). Terms and conditions for providing perpetual books /journals access of e- books e-journals and other e-resources in SRFTI, Kolkata duly signed has to be enclosed.

Delivery of Books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc.

- a) Only new Books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. must be delivered.
- b) The Books/e-books/Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. **should be original copy of the publisher /supplier** and purchased legally through concerned publishers or through authorized distributor/dealer. In no case pirated/remaindered copies or printed through any other despicable mechanism should be supplied.
- c) The delivery period is as under:
 - Indian Publications: maximum 30 days from the **date of issue of "Purchase Order"**
 - Foreign Publications: maximum 90 days from the **date of issue of "Purchase Order"** The

delivery date may be extended by SRFTI at its discretion, if the Supplier requests for an extension citing valid reasons.

- d) In such types of Purchases against direct purchase order, the conversion rate will be **at GOC (Good Office Committee) rate of the conversion on the date of delivery of books** (i.e. hand delivery of books/ Journals/Periodicals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc at SRFTI Library premises) along with Invoice/bill and all other supporting documents. In case of other mode of recorded delivery, the conversion rate will be calculated on GOC (Good Office Committee) rate of conversion on the date of invoicing favouring SRFTI Library and the supplier concerned must have to send on the date of booking of the consignment, the scan copy of all the documents, such as pre-receipted Invoice/bill, price proof(s), copy of GOC conversion rate on the date of consignment booked and consignment booking receipt as email attachment to Library & Information Officer, SRFTI Kolkata (*All documents sent must bear the signature and seal with date of the supplier/Vendor concerned*).
- e) The discount fixed upon would be a maximum on the publishers/printed price. The exceptions would be Government Publications /Institutional Publications/Society publications and Nil discounted publications.
- f) In some exceptional cases the vendor may claim the handling charges provided they indicate at the time of submitting the bills.
- g) Latest edition of book should be supplied even if older edition is noted in our order unless otherwise specified.
- h) Certificate of the Publications supplied are the lowest rate in Indian Rupees to be attached.
- i) Defective copy, if supplied, will be returned even stamped, accessioned after any length of time when detected.

Consignee and Mode of Dispatch

All supply of books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. should be consigned to "THE LIBRARY & INFORMATION OFFICER, SATYAJIT RAY FILM & TELEVISION INSTITUTE, E.M.BY PASS ROAD, PANCHASAYAR, KOLKATA - 700094, WEST BENGAL" by Speed Post Parcel/Registered Parcel/Courier/in Person. However, the preferred mode of delivery is in person by hand against duly signed and stamped delivery- challan at SRFTI Library.

Dispatch Documents

Intimation relating to the mode of dispatch should be emailed/courier/speed post to "THE LIBRARY & INFORMATION OFFICER, SATYAJIT RAY FILM & TELEVISION INSTITUTE, E.M.BY PASS ROAD, PANCHASAYAR, KOLKATA - 700094, WEST BENGAL". Original dispatch documents are to be forwarded to the Library by way of recorded delivery ie. Registered Post/Speed post in the above mentioned address only.

Preparation of Bill

The Bill should be prepared preferably in the same order as items listed in the Purchase Order.

Submission of Bill

The Supplier should submit the pre-receipted bill in triplicate mentioning the purchase order number, date and delivery challan number and date along with the supporting documents if any, such as photo copy of the publishers original import invoices or current catalogue price proof etc. duly stamped and signed by the supplier concerned, as per SRFTI book purchase rule.

Price Certificate

A duly signed price certificate required to be incorporated in each and every bill stating that the price charged in this Invoice/Bill is/are the correct catalogue price of the Publisher's /Authorised distributor's price. The books supplied are not remaindered titles. In case there are special price offers by the publisher, the same should be communicated to the Library and billed accordingly.

Exchange Rate

Conversion rate in case of prices quoted in foreign currencies, **GOC rate of conversion is applicable on the date of Invoice i.e. actual date of sending the consignment.**

Income Tax Related Papers

Each of the Invoice/Bill of the Vendor/Supplier concerned must bear the PAN number (i.e. Permanent Account Number) and photo copy of the PAN Card duly signed with seal of the Vendor/Supplier, if not furnished earlier. Current Income Tax Clearance Certificate, Income Tax No., and Permanent Account Number should be furnished along with your invoice, if not furnished earlier.

Bank A/C Details

The supplier is required to provide the Bank details as per the attached format at MANDATE FORM FOR ELECTRONIC FUND TRANSFER/RTGS TRANSFER *with one cancelled cheque with necessary instruction.*

Latest Edition and Low-Price Edition books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc.

Books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. of the latest edition should be supplied, with an intimation to that effect to the Library, even though the Purchase Order may have specified an older edition. Due to Budget constraints and demand for purchasing more number of Text books, the Library prefers to procure low priced editions. Thus, if a low priced edition of a Books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. is available, then the Supplier is encouraged to inform its availability to the Library in advance and on receipt of a confirmation from Library side, same to be supplied. Library prefers to procure library edition reference books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. wherever available.

Discount

Empanelment of vendors for supply of different types of books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. will be linked to rate of discount offered by the vendors and the institute reserve the right to decide the rate as found to be appropriate and reasonable and may reject the unrealistic offer and disqualify the bidder concerned in the price bid.

Processing of Bills

If the books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. are supplied in good condition as per the Purchase Order complying with the terms and conditions, SRFTI Library will process the bills and forward the same within minimum loss of time to the Accounts Section for onward payment processing.

Return of defective Books

If a supplied books/Journals/Periodicals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. doesn't conform to specifications or if the pages are torn or missing or the copy is old or is not in good condition, the Supplier will be asked to take back the Books/Journals/Periodicals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. at his own expense and replace it within one month, otherwise the order will be cancelled. The Library will not be responsible for such books/Journals/Periodicals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. if not taken back and replaced within the stipulated time period.

Cancellation of an Order

- The order is liable to be cancelled if the delivery is not made within the stipulated time period unless due extension has been allowed.
- Books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. not conforming to specifications and not in good condition should be replaced within one month otherwise order for those Books/Journals/Periodicals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. will be cancelled.

Delisting of Suppliers

A Supplier who frequently supplies **Books/e-books/Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc.** that do not conform to specifications or are not in good condition will be delisted from the registered Vendor list.

The Library reserves the right to:

- Cancel an order at any time without assigning any reason thereof.
- Change or modify or amend or substitute any clause in the terms and conditions listed above
- *Procure the books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. from any other source if available, skipping the empanelled vendors, when all the empanelled Vendors fail to supply the said books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc.*

Legal dispute Settlement:

While the purchaser and the vendor shall make every effort to resolve amicably by direct informal negotiation, even then in any disagreement or dispute arising between them under or in connection with the contract shall be settled under the Court of Law within its Jurisdiction at Kolkata, West Bengal. The resultant contract will be interpreted under Indian Laws.



**Satyajit Ray Film and Television Institute Kolkata
Library**

**Pre-identified Identity Bid (i.e. Technical Bid)
Empanelment of Firms/ Vendors/ Suppliers for Supply of
books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio
Visual Materials and electronic materials etc. to SRFTI Library, Kolkata –
Format of Application)
(to be submitted in a separately marked as Technical Bid)**

1. Name of the Firm:

2. Complete Postal Address: (Head Office Address :Branches:)

Telephone No:

FAX No: /

Email:

3. Kind of proprietorship

(i) If Limited concern, name and address of
of Directors and Managing Directors.

(ii) If single owner, name and address of the proprietor and Manager

(iii)(iii) If partnership, name and addresses of partners

4. Are you a member of Good Office Committee (G.O.C)? Yes/No.

If Yes, attach a copy of the Membership Certificate.

5. Are you a Member of Federation of Publishers' and Booksellers' Association of India
(FPBAI)?

Yes/No. If Yes, attach copy of the valid Membership

6. Are you a distributor/dealer/stockiest/exclusive/preferred Agent?

If so tick mark the appropriate one's and attach the authority letter(s) issued by the publishers in support of your claim

7. Year of starting of the Firm with Registration Number/date:

(Attach attested copies)

8. PAN/TAN No.:

9. VAT Sales Tax Registration No. (Attach: copies of GST,CST Certificate)

11. Annual Business Turnover: 2018-19: 2019-20: 2020-21:

(Attach IT returns certified copies showing turnover for the last three years i.e. for financial years 2018-19: 2019-20: and 2020-21. The firm should have minimum Turnover of Rs.30 lakhs per annum for last three years)

12. Number of Important University/National Autonomous Academic Institutions of higher learning in Film & Television and related disciplines served as supplier of books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. to Libraries (Attach at least three copies of the latest Purchase Order handled by your firm with copy of the certificate of successful completion of supply on time from the institute concerned, use additional sheets if required)

13. Major foreign/Indian Publishers you are dealing with (Give Names/Address) with copy of the direct procurement from the publisher/Distributor as case may be.

14. Name Major subject area with number of Text Books/Teachers Reference Books/General Reference Books / e-books / journals/periodicals/e-journals/ ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc., on which your firm handle maximum supply of books / e-books/ Journals/ Periodicals/ e-journals /ACD/ DVD/ Blu-Ray and other Audio Visual Materials and electronic materials etc. during last three years.

15. Affidavit by Vendors for not having been black listed/debarred by any public organization/University/National Level institution

* All entries in the tender form should be legible and filled in clearly. If the space for furnishing

information is not sufficient, a separate sheet duly signed by the authorized signatory may be attached. No overwriting or correction is permitted in the financial bid Form.

* Attested copies of the relevant documents/certificates are to be enclosed to support the entries made in the Technical Bid. **Entries/Claims made without supporting documents will not be considered for evaluation.**

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DECLARATIONS

(i) I/We.....(names of partners/Proprietors or Shareholders) do hereby declare that the entries made in this application form are true to the best of our knowledge and believe, that we shall be bound by the acts of duly constituted attorney.

(ii) I/We also hereby declare that all matters related to SRFTI, Kolkata shall be treated as Confidential and no information shall be passed on to any unauthorised person without written permission of the Competent Authority.

(iii) Mr..... Whose Signature are given below, is an authorized representative of this firm.

(iv) I/We also undertake the responsibility to communicate all subsequent changes in the constitution or working of firm, affecting the accuracy of the facts, stated above.

Date:

**Authorised Signatory
& Seal of the Firm**



Satyajit Ray Film and Television Institute Kolkata Library

FINANCIAL BID

(Empanelment of Vendors/ Suppliers for supply of books/ e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. to SRFTI Library, Kolkata)

The maximum discount the vendor concerned intend to offer shall be mentioned clearly (Books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. to SRFTI Library, Kolkata required for library purchases in general are of latest edition/reprint's only)

Sl. No. (a)	Description of books /e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. (b)	In Stock (Yes/No) (c)	Offered Gross Price in Rs. (d)	Discount offered in Rs. (e)	Net price in Rs (both in figures and words) (f)
1	Text Books				
	e-books				
2	General(Teacher's Reference)Books				
3	Reference Books(Handbook, Encyclopedia, Directory, Yearbooks, Map, chart, Dictionary and the like)				
4	Govt./Institutional/Society Publication/Short discounted Books/No discount Books and the like				
5	Journals/Periodicals (Print)				
	e-journals				
6	Books other than print format i.e. ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc.				
7	Any other type/format (if any)				
Total No. of YES in column (c)			Total of Net Price		
Percentage of YES out of Total No. of Books for which Quotation has been invited (50%)					

I/We hereby declare that I/We shall abide by the terms and conditions and rules & regulations of SRFTIKolkata as laid down in the said tender document and quote rates accordingly.

Date:

Authorized Signatory

Seal of the Firm



Satyajit Ray Film and Television Institute Kolkata Library
MANDATE FORM FOR ELECTRONIC FUND TRANSFER/RTGS TRANSFER

Date: / /

The Registrar

Satyajit Ray Film & Television Institute,
 E.M.By Pass Road, Panchasayar, Kolkata-
 700094, India

Sub: Authorization for release of payment / dues from Satyajit Ray Film & Television Institute Kolkata through Electronic Fund Transfer/RTGS Transfer.

1. Name of the Party/Firm/Company/Institute:
2. Address of the Party:

City _____ Pin Code _____
 E-Mail ID _____ Mob No: _____
 Permanent Account Number _____

3. Particulars of Bank

Bank Name		Branch Name	
Branch Place		Branch City	
PIN Code		Branch Code	
MICR No			
(9 Digit number appearing on the MICR Bank of the Cheque supplied by the Bank, Please attach a Xerox copy of a cheque of your bank for ensuring accuracy of the bank name , branch name and code number)			
IFS Code:(11 digit alphanumeric code)			
Account Type	Savings	Current	Cash Credit
Account Number			

DECLARATION

I hereby declare that the particulars given above are correct and complete. If any transaction delayed and not effected for reasons of incomplete or incorrect information I shall not hold

Satyajit Ray Film & Television Institute, Kolkata responsible. I also undertake to advise any change in the particulars of my account to facilitate updating of records for purpose of credit of amount through NEFT/RTGS Transfer.

Place: _____

Date: _____

Signature & Seal of the Authorized Signatory of the Party

Certified that particulars furnished above are correct as per our records

Bankers Stamp:

Date: _____

Signature of the Authorized Official from the Bank

N.B: Please fill in the information in CAPITAL LETTERS, computer typed; please TICK wherever it is applicable.



Satyajit Ray Film and Television Institute
(An Academic Institution of Ministry of I & B, Govt. of India)Library

REGISTERED POST
INVITATION TO QUOTE

	Enquiry No: 24011/1/2001-LIB-Part(2) Computer No: 115176/1008 Date: 22.02.2022 Due Date: 25.03.2022 up to 1.00 PM
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Satyajit Ray Film & Television Institute Kolkata

E.M.Byepass Road, P.O. Panchasayar,

Kolkata-700094

Phone-(033)2432 8355/8356/9300

Fax – (033)2432-0723/9436

E-mail:srfti@cal.vsnl.net.in Website:

<http://srfti.ac.in/>

Dear Sirs,

Sealed quotations are invited for supply of the following materials so as to reach the undersigned on or before the due date under the terms and conditions as stipulated below:

1. SUBMISSION OF TENDER:-

1.1 TENDERS SHOULD BE SENT IN A SEALED ENVELOPE. THE ENVELOPE SHOULD BE SUPERSCRIBED WITH **ENQUIRY NUMBER AND DUE DATE**:

1.2 Tenders shall be addressed to the "DIRECTOR, SATYAJIT RAY FILM & TELEVISION INSTITUTE, E.M.BY PASS ROAD, PANCHASAYAR, KOLKATA-700094, INDIA".

1.3 The tenderers may at their discretion send the tenders by Registered Post Acknowledgement Due, but under no circumstances postal and transit delays shall be condoned in reckoning the tenders for consideration. Tenders received after the due date shall be rejected.

1.4 The tenders shall be opened on due date at 11.00 AM. in presence of tenderers or their authorized representatives.

1.5 In the event of the date of opening being declared as closed holiday for the Institute, the next working day will be the opening day for tenders.

1.6 Telegraphic/Cabled offers are liable to be ignored.

2 VALIDITY OF TENDERS:-

2.1 THE TENDERS SHALL REMAIN OPEN FOR ACCEPTANCE FOR A PERIOD OF 90 DAYS OF OPENING OF TENDERS OR TILL SUCH PERIOD UPTO WHICH THE EXTENSION OF VALIDITY IS AGREED TO MUTUALLY. THIS MAY PLEASE BE STIPULATED CLEARLY IN THE QUOTATION.

2.2 All tenders without proper specifications, samples, drawings and test certificates where required, are liable to be rejected. It shall be in the interest of the tenderers that the offer is made in a complete shape for our consideration.

3 DETAILS OF OFFER:-

3.1 THOUGH THE RATES HAVE BEEN INVITED FOR DELIVERY AT OUR INSTITUTE FOR SRFTI, THE FOLLOWING DATA SHALL BE INVARIABLY FURNISHED:-

a). Basic firm price of the materials.

- b). Excise duty, where legally leviable in percentage.
 - c). Central/State Sales Tax in percentage.
 - d). Packing and forwarding charges wherever applicable to be indicated in percentage.
 - e). Freight charges to be indicated in % and Rs. if any.
 - f). Our Institute SRFTI is located at Panchasayar which is at a distance of 08 Km. from Jadavpur University on E.M.By Pass Road.
- 3.2 GST: - We are registered under No. 19AADAS0652E1ZO. The tenderers claiming for Taxes etc. must indicate their CST and TIN Numbers, VAT etc. and documentary evidence in support of the Taxes leviable. The concessional forms 'C & IV etc., shall be issued after receipt of final bills.
- 3.3 Octroi Duty:- As per Rules & Regulations of SRFTI.

4 QUANTITY DISCOUNTS:-

- 4.1 In order to submit the most competitive offer, the tenderer may indicate the quantity discounts on the 'Slab basis' applicable on the price. The quantities indicated in this enquiry are liable for revision either upwards or downwards.

(As per SRFTI's Tender for Empanelment of Vendors for Supply of book / journals /audio-visual materials etc. no. 24011/1/2001-LIB-Part(2) Computer No: 115176/1008 dated 22.02.2022

5 DELIVERY:-

- 5.1 In their own interest tenderers are advised to quote for the earliest possible delivery. Where Ex-stock delivery is quoted stock shall be held by the tenderers during the validity period of the quotation.

(As per SRFTI's Tender for Empanelment of Vendors for Supply of book / journals /audio-visual materials etc. no. 24011/1/2001-LIB-Part(2) Computer No: 115176/1008 Dated 22.02.2022

- 5.2 The delivery of the library resources shall be made strictly as stipulated. Failure to supply within this period will make the tenderers liable to an unconditional penalty of 1% of the price of the library resources in arrears/order per week subject to a maximum of a limit of 10% value of the library resources in arrears.

6 TERMS OF PAYMENT:-

6.1 Ours is a National Institute under Ministry of Information & Broadcasting, Govt. of India. As such the following terms of payment are stipulated:-

a). 100% payment within 30 days after receipt and acceptance of library resources in good condition, at SRFTI.

(As per SRFTI's Tender for Empanelment of Vendors for Supply of book / journals /audio-visual materials etc. no. 24011/1/2001-LIB-Part(2) Computer No: 115176/1008 Dated 22.02.2022

7 BANK CHARGES:-

7.1 Bank charges will be strictly to the Supplier's account.

8 EMD/SECURITY DEPOSIT:-

The Tenderers shall have to enclose Bank Draft for Rs. 10,000 (ten thousand) only in favour of Director, Satyajit Ray Film & Television Institute, E.M. Bypass Road, Panchasayar, Kolkata - 700094 as Security deposit / Earnest Money Deposit along with the tenders failing which the offers will be rejected. Further, the successful tenderers shall be required to deposit 10% of the value of order as security deposit in form of Demand Draft/Bank Guarantee within fifteen days of receipt of the order which shall be refunded without interest within 30 days of acceptance of goods/due fulfillment of contract/expiry of Warranty period.

(As per SRFTI's Tender for Empanelment of Vendors for Supply of book / journals /audio-visual materials etc. no. 24011/1/2001-LIB-Part(2) Computer No: 115176/1008 Dated 22.02.2022

9 RIGHT OF ACCEPTANCE:-

9.1 The Institute reserves the right to reject any or all the tenders or accept any tender or part thereof without assigning any reasons or giving explanation thereof.


SPECIFICATIONS ATTACHED:-

Sl. No.	Code No.	Description of Books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc.	A/u	Qty.
		As per list attached		

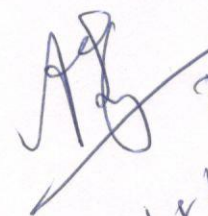
List of Books/e-books /Journals/Periodicals/e-journals/ACD/DVD/Blu-Ray and other Audio Visual Materials and electronic materials etc. recommended by ACC on 04.10.2021

List of books to be procured for Library

Sl. No.	Title	Author
1	A Fly in the Curry: I Independent Documentary Film in India, Publisher :SAGE India; I edition (6 November 2015) Language :Engalish, ISBN 10 : 9351505693 ISBN 13 :978 9351505693	K.P Jayasankar
2	A New History of Documentary Film	Jack C .Ellis, Betsy A. Mclane
3	Documentary Films in India: Critical Aesthetics at Work, Publisher : Palgrave Macmillan ; 1 sted . 2015 editing (1 January 2015) Language : English ISBN 10 : 1349484156 ISBN 13 : 1349484157	Aparna Sharma
4	How to Draw: Drawing and Sketching Objects and Environments from Your Imagination	Scott Robertson
5	The Design of Everyday Things	Din Nirman
6	Perspective Made Easy (Dover Art Instruction)	Ernest Nirling
7	Drawing Cutting Edge Anatomy: The Ultimate Reference Guide for Comic Book Artists	Christipher Hart
8	Pixar Storytelling: Rules for Effective Storytelling Based on Pixar's Greatest Films	Dean Miishiiitz
9	Creativity, Inc.: Overcoming the Unseen Forces That Stand in the Way of True Inspiration	Ed Catmell
10	Animated Storytelling: Simple Steps For Creating Animation and Motion Graphics	Liz Blazer
11	How to Write for Animation	Jefrey Scitt
12	Animation Writing and Development: From Script Development to Pitch	Jean Ann Wright
13	Color and Light: A Guide for the Realist Painter Vilcme 1 2	James Gerney
14	Color Choices: Making Color Sense Out of Color Theory	Stephen Qciller
15	The Art of Illusion: Production Design for Film and Television	Terry Ackland-Sniw , Wendy Laybiern
16	Designing for Screen: Production Design and Art Direct Explained	Geirgina Shirter
17	Production Design and Art Direction: Screencraft	Peter Ettedgei
18	Framed Perspective Vol. 1: Technical Perspective and Visual Storytelling	Marcis Matec-Mestre
19	Anime from Akira :io Hiowl's Mioving Cas:le Experiencing Cion:empiorary Japanese Animation	Susan J. Napier
20	Asterix and Cleopatra (Asterix et Cleopatre) 1965	Rene Goscinny
21	Asterix and theCauldron (Asterix et le Chaudron) 1969	Rene Goscinny
22	Asterix and the Soothsayer (Le devin) 1972	Rene Goscinny
23	Red Rackham's Treasure (Le Tresor de Rackham le Rouge), Publisher : Methuen 1959	Herge
24	The Red Sea Sharks (Coke en stock), Publisher : Methuen 1960	Herge
25	The art of Thinking Sideways, Publisher : Phaidon Press 2001	Alan Fletcher
26	The Coming of the Book The Impact of Printing, ISBN : 9788170462668, 2006	Lucien Febvre and Henri Martin, Translated by David Gerard
27	Censoring Sexuality, ISBN : 9781905422562, May 2008	Paul Bailey
28	Censoring the Moving Image, ISBN : 9781905422555, May 2008	Philip French and Julian Petley


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29	Mallarmé On Fashion, ISBN : 9788170462842, 2006	Stéphane Mallarmé, Translated by P. N. Furbank and A. M. Cain
30	Costume Design & Illustration: for Film, Video Games and Animation, ISBN-10: 1933492589, ISBN-13: 978-1933492582, Design Studio Press (July 15, 2014)	Carlo Arelleno, Phillip Boutte
31	Time Pieces: Video Art since 1963 (N.B.K. Berlin), ISBN-13: 978-3863350741 ISBN-10: 386335074X, January 2014	Dieter Daniels (Author), Marius Babias (Editor)
32	Sheer Filth!: Bizarre Cinema, Weird Literature, Strange Music, Extreme Art, ISBN-10: 1903254760, ISBN-13: 978-1903254769, FAB Press (May 15, 2014)	David Flint
33	A History of Experimental Film and Video, ISBN-13: 978-1844574360 ISBN-10: 1844574369 Edition: 2nd, November 2011	A.L. Rees
34	GoPro Cameras For Dummies (For Dummies (Sports & Hobbies)), ISBN-10: 111900618X, ISBN-13: 978-1119006183, For Dummies; 1 edition (December 3, 2014)	John Carucci
35	50 Contemporary Artists You Should Know, ISBN-10: 3791345303, ISBN-13: 978-3791345307, Prestel (May 1, 2011)	Christiane Weidemann (Author), Brad Finger (Author)
36	The Visual Arts: A History, ISBN-13: 978-1780671178 ISBN-10: 1780671172 Edition: 7th, Aug 2017	Hugh Honour (Author), John Fleming (Author)
37	Look! Art History Fundamentals (3rd Edition), ISBN-13: 978-0205768714 ISBN-10: 0205768717 Edition: 3rd, July 2010	Anne D'Alleva
38	Prebles' Artforms: An Introduction to the Visual Arts, 10th Edition, ISBN-13: 978-0205797530 ISBN-10: 0205797539, Oct 2010	Patrick Frank
39	Installation Art, ISBN-10: 1854375180, ISBN-13: 978-1854375186, Tate (August 1, 2010)	Claire Bishop
40	Installation Art, ISBN-10: 1584235144, ISBN-13: 978-1584235149, Gingko Press Inc. (January 15, 2014)	Sandu Publishing (Author, Editor)
41	Body Art, ISBN-10: 0857680803, ISBN-13: 978-0857680808, Titan Books (May 24, 2011)	Bizarre Magazine
42	Performance: Live Art Since the '60s, ISBN-10: 0500282196, ISBN-13: 978-0500282199, Thames & Hudson; Reprint edition (November 30, 2004)	Roselee Goldberg (Author), Laurie Anderson (Foreword)
43	Video: The Reflexive Medium (Leonardo Book Series), ISBN-10: 0262515172, ISBN-13: 978-0262515177, The MIT Press; Tra edition (August 13, 2010)	Yvonne Spielmann
44	Harlequin's Millions: A Novel, ISBN-10: 0981955738, ISBN-13: 978-0981955735, Archipelago (May 6, 2014)	Bohumil rabal (Author), Stacey Knecht (Translator)
45	Rambling On: An Apprentice's Guide to the Gift of the Gab, ISBN-10: 8024623161, ISBN-13: 978-8024623160, Karolinum Press, Charles University (April 15, 2014)	Bohumil rabal (Author), David Short (Translator)
46	The Death of Mr. Baltisberger (Northwestern World Classics), ISBN-10: 0810127016, ISBN-13: 978-0810127012, Northwestern University Press; Reprint edition (November 30, 2010)	Bohumil rabal (Author), Michael Henry Heim (Translator)



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47	20 Under 40: Stories from The New Yorker, ISBN-10: 0374532877, ISBN-13: 978-0374532871, Farrar, Straus and Giroux; Original edition (November 23, 2010)	
48	50 Artists You Should Know, ISBN-10: 3791337165, ISBN-13: 978-3791337166, Prestel (September 25, 2006)	Thomas Kohn (Author) , Lars Roper (Author)
49	50 Modern Artists You Should Know, ISBN-10: 3791344706, ISBN-13: 978-3791344706, Prestel (August 30, 2010)	Christiane Weidemann (Author)
50	50 Architects You Should Know, ISBN-10: 3791340433, ISBN-13: 978-3791340432, Prestel (September 1, 2008)	Isabel Kuhl (Author), Kristina Lowis (Author), Sabine Thiel-Siling(Author)
51	Human Machine, 4 copies	Bridgeman
52	The Art Of Thinking, 2 copies	Sideways Alan Fletcher
53	Animation: A Reference Guide (Hardcover) Publisher: Greenwood Press (Dec 1981)	Thomas W. Hoffer
54	Animation: Art & Industry (Paperback) Publisher: Indiana University Press (Aug 2009)	Maureen Furniss (Editor)
55	Art In Motion: Animation Aesthetics (Paperback) Publisher: John Libbey & Company (Jan 2008)	Maureen Furniss
56	Chuck Jones: Conversations (Paperback) Publisher: University Press Of Mississippi (Mar 2005)	Maureen Furniss (Editor), Stormy Gunter (With)
57	The Great Anti- War Cartoons (Paperback) Publisher: Fantagraphics Books	Craig Yoe (Editor)
58	Into Animation (Paperback) Publisher: british film institute (2008)	British Film Institute
59	Animation: The Whole Story (Paperback) Publisher: Allworth Press (Sep 2003)	Howard Beckerman
60	Animation: Master: A Complete Guide [With CDROM] (Paperback)	David Rogers
61	Basics Animation: Drawing for Animation (Paperback) Publisher: Ava Publishing (Dec 2008)	Paul Wells , Joanna Quinn (Contributor), Les Mills (Contributor)
62	Satoshi Kon: The Illusionist (Paperback) Publisher: Stone Bridge Press (Dec 2009)	Andrew Osmond
63	Hayao Miyazaki: Japan's Premier Anime Storyteller (library binding) Publisher: Chelsea House Publications (Feb 2012)	Jeff Lenburg
64	Z is for Zagreb	Ronald Holloway (1972)
65	The Anime Art of Hayao Miyazaki (Paperback)Publisher: Mcfarland & Company Publishers (Jan 2006)	Dani Cavallaro
66	Anime (library binding) Publisher: Lucent Books (Nov 2007)	Hal Marcovitz
67	Anime (Paperback) Publisher: fastbook publishing (Jan 2012)	Edward R. Miller-jones (Editor)
68	The Anime Machine: A Media Theory of Animation (Paperback) Publisher: University Of Minnesota Press (Nov 2009)	Thomas Lamarre
69	The Anime Companion: What's Japanese in Japanese Animation? (Paperback) Publisher: Stone Bridge Press (Nov 1998)	Gilles Poitras
70	Frames of Anime: Culture and Image-Building (Hardcover)Publisher: Hong Kong University Press (May 2010)	Tze-yue G. Hu
71	Art in Anime: The Creative Quest as Theme and Metaphor (Paperback) Publisher: Mcfarland & Company (Dec 2011)	Dani Cavallaro

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72	Creating Characters with Personality: For Film, TV, Animation, Video Games, and Graphic Novels	Tom Bancroft and Glen Keane (Feb 1, 2006)
73	The World History of Animation	Stephen Cavalier (Sep 9, 2011)
74	When Magoo Flew: The Rise and Fall of Animation Studio UPA	Adam Abraham (Mar 9, 2012)
75	Drawn to Life: 20 Golden Years of Disney Master Classes: Volume 2: The Walt Stanchfield Lectures	Walt Stanchfield and Don Hahn (Apr 6, 2009)
76	How to Write for Animation	Jeffrey Scott (Jun 24, 2003)
77	Action Analysis for Animators	Chris Webster (Apr 26, 2012)
78	65. Re-Imagining Animation: The Changing Face of the Moving Image (Required (MPP) Reading Range)	Paul Wells , Johnny Hardstaff and Darryl Clifton (Oct 14, 2008)
79	Sabdman	Niel Gaiman
80	Sorcerer of the Wildeeps	Kai Ashante Wilso
81	Brotopia	Emily Chang
82	Comedy writing secrets	
83	The Hidden Tools of comedy	
84	Comedy Bible from stand-up to sitcom	
85	The 25 Habits of Highiy Successful Writers: Insider Secrets form Top Screenwriters and Novelists	Karl Iglesias
86	The 101 Habits of HighiySuccessful Screenwriters : Insider Secrets form Hollywood's Top Writers	Karl Iglesias
87	Writing for Emotional Impact : Advanced Dramatic Techniques to Attract, Engage , and Fascinate the Reader form Beginning to End	Karl Iglesias
88	The Masterclass of writing Dialogue., it's available Online.	Robert Makee
89	Indian Film	Erik Barnow & S. Krishnaswamy
90	Film Skills - Producing	Jason J. Tomaric
91	I made a short film now WTF – Do I do with it	Clarrisa Jacobson ISBN 101620063387
92	How not to make a short film – Secrets from a Sundance programme	Robert Marie Munrac ISBN 10 0823019717
93	Essential Companion for filmmakers and festival goers	Chris Gore ISBN 1138916455
94	Guerrilla filmmaking	Robert G Burnell ISBN 101138916455
95	The complete filmmakers guide to festivals	Rom Edwards & Monika Skerbellis ISBN 101615930883


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96	Film festival secrets	Christopher Holland ISBN 10 9780971835610
97	Filmmaking on a low budget – a Re-e-e-cally low budget	Jim DeVault
98	Supernormal Stimuli.	Deirdre Barrett
99	Symbols of transformation.	Carl Jung
100	The origins and history of consciousness.	Eric Von Neuman
101	Maps of Meaning.	Jordan Peterson.
102	Directing Film Techniques & Aesthetics. (Ebook) Kindle Edition	Michael Rabiger.
103	Grammar of the Shot. Roy Thompson. (Ebook)	Christopher Bowen

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18/02/22

List of titles to be procured presently

Sl. No.	List of journals / periodicals to be procured for Library (print / online/print+online versions)
1	3D World The world's best-selling magazine for CG artists (https://www.myfavouritemagazines.co.uk/design/3dworld-magazine-subscription/?utm_source=creativebloq.com&utm_medium=magazines&utm_campaign=3dw&utm_content=tab)
2	ImagineFX ImagineFX is the world's No.1 magazine for digital artist (https://www.myfavouritemagazines.co.uk/design/imaginefx-magazine-cription/?utm_source=creativebloq.com&utm_medium=magazines&utm_campaign=ifx&utm_content=tab)
3	FINE ART CONNOISSEUR (https://radioink.magazinemanager.com/subscribe/subscribe_renewOnlineCFGS_RadioInk.asp?renew=&source=Fine%20Art%20Connoisseur%20Print%20Int)
4	Hans, Literary Journal, Hindi
5	Kathadesh, Literary Journal, Hindi
6	Naya Gyanodaya, Literary Journal, Hindi
7	Caravan, Political Monthly, English
8	Down to Earth, Environmental, English/Hindi
9	American Cinematographer
10	Sight and Sound
11	Camera Obscura
12	MARG
13	Time
14	Short film studies published by Intellect, Editor Richard Raskin
15	The Soundtrack published by Intellect, Principal Editors Michael Filmowicz & Benjamin Wright
16	BioScope: South Asian Screen Studies published by SAGE
17	Katha (English)
18	Granta (English)
19	Journal of Graphic Novels and Comics
20	Screen International
21	Jump Cut
22	Cahiers du cinema English (version / translation)
23	TDR / The Drama Review & October published by MIT Press etc.
24	Afterimage
25	ART India
26	Biblio : A Review of Books
27	British Journal of Photography
28	Cineaste
29	Film Comment
30	Film Quarterly
31	International Gallerie
32	National Geographic Magazine
33	SMPTE Motion Imaging Journal
34	Critical Inquiry
35	Journal of Screenwriting
36	Short Fiction in Theory & Practice

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18/02/22


List of Blu rays to be procured for Library

Sl. No.	Name of the Movie	Director
1	Vidheyan	Adoor Gopalakrishnan
2	Mughamugham	Adoor Gopalakrishnan
3	Anantharam	Adoor Gopalakrishnan
4	Kanchanasita	G Aravindan
5	Thampu	G Aravindan
6	Chidanbaram	G Aravindan
7	Satantango	Bela Tarr
8	Turin Horse	Bela Tarr
9	Damnation	Bela Tarr
10	Man from London	Bela Tarr
11	Werckmeister Harmonies	Bela Tarr
12	In which Annie gives it those ones	Pradip Krishnan

A.J. Viswanth
Dean
18/02/2022

List of E-books to be procured for Library

Sl. No.	Title of the E-books
1	A Textbook on Sound by Brij Lal and N Subramianiyam, Vikas Publishing
2	Sound Studio (7th Edition) by Alec Nisbett
3	The Science of Sound Recording by J Kadis
4	Sound Recording An Introduction by Francis Rumsey and Tim McCormick
5	Sound for Film and Television by Tomlinson Holman.
6	Modern Recording Techniques by David Miles Huber
7	Handbook for Sound Engineers edited by Glen Ballou
8	Acoustics: Sound Fields, Transducer and Vibration by Leo Beranek and Tim Mellow
9	Sound Reproduction: The Acoustics and Psychoacoustics of Loud Speakers and Rooms(AES presents) by Flyod Toole
10	Audio Vision by Michel Chion
11	<p>Cinematography: Theory and Practice: Image Making for Cinematographers and Directors Kindle Edition by Blain Brown (Author) Format: Kindle Edition</p> <ul style="list-style-type: none"> • ASIN : B01M1BWLHR • Publisher : Routledge; 3rd edition (15 September 2016) • Language: : English • File size : 63507 KB • Simultaneous device usage : Up to 4 simultaneous devices, per publisher limits • Text-to-Speech : Enabled • Enhanced typesetting : Enabled • X-Ray : Not Enabled • Word Wise : Enabled • Print length : 438 pages
12	<p>Langford's Basic Photography: The Guide for Serious Photographers Kindle Edition</p> <ul style="list-style-type: none"> • by Anna Fox (Editor), Richard Sawdon Smith (Editor) Format: Kindle Edition • ASIN : B01ABXLAFY • Publisher : Routledge; 10th edition (8 December 2015) • Language: : English • File size : 63444 KB • Simultaneous device usage : Up to 4 simultaneous devices, per publisher limits • Text-to-Speech : Enabled • Enhanced typesetting : Enabled • X-Ray : Not Enabled • Word Wise : Not Enabled • Print length : 569 pages • Best Sellers Rank: #882,635 in Kindle Store (See Top 100 in Kindle Store)


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13	<p>Ways of Seeing (Penguin Modern Classics) Kindle Edition by John Berger (Author) Format: Kindle Edition</p> <ul style="list-style-type: none"> • ASIN : B002ZJSV78 • Publisher : Penguin; 1st edition (25 September 2008) • Language: : English • File size : 7604 KB • Text-to-Speech : Enabled • Screen Reader : Supported • Enhanced typesetting : Enabled • X-Ray : Not Enabled • Word Wise : Enabled • Print length : 217 pages • Best Sellers Rank: #19,546 in Kindle Store (See Top 100 in Kindle Store)
14	<p>Light Science & Magic: An Introduction to Photographic Lighting Kindle Edition by Fil Hunter (Author), Steven Biver (Author), Paul Fuqua (Author) Format: Kindle Edition</p> <ul style="list-style-type: none"> • ASIN : B00S1DD870 • Publisher : Routledge; 5th edition (9 January 2015) • Language: : English • File size : 11054 KB • Simultaneous device usage : Up to 4 simultaneous devices, per publisher limits • Text-to-Speech : Enabled • Enhanced typesetting : Enabled • X-Ray : Not Enabled • Word Wise : Not Enabled • Print length : 395 pages • Best Sellers Rank: #218,988 in Kindle Store
15	<p>The Filmmaker's Eye: Learning (and Breaking) the Rules of Cinematic Composition Kindle Edition by Gustavo Mercado (Aut</p> <ul style="list-style-type: none"> • ASIN : B009OYZDRS • Publisher : Routledge; 1st edition (20 May 2013) • Language: : English • File size : 18177 KB • Simultaneous device usage : Up to 4 simultaneous devices, per publisher limits • Text-to-Speech : Enabled • Screen Reader : Supported • Enhanced typesetting : Enabled • X-Ray : Not Enabled • Word Wise : Enabled • Print length : 210 pages • Page numbers source ISBN : 0240812174 • Best Sellers Rank: #221,922 in Kindle Store (See Top

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18/02/22

16	<p>The Visual Story: Creating the Visual Structure of Film, TV, and Digital Media Kindle Edition by Bruce Block (Author) Format: Kindle Edition</p> <ul style="list-style-type: none"> • ASIN : B08DBDNN9Z • Publisher : Routledge; 3rd edition (4 August 2020) • Language: : English • File size : 66069 KB • Simultaneous device usage : Up to 4 simultaneous devices, per publisher limits • Text-to-Speech : Enabled • Enhanced typesetting : Enabled • X-Ray : Not Enabled • Word Wise : Enabled • Print length : 350 pages • Page numbers source ISBN : 036749969X
17	<p>The Filmmaker's Eye: The Language of the Lens: The Power of Lenses and the Expressive Cinematic Image [Print Replica] Kindle Edition</p> <ul style="list-style-type: none"> • ASIN : B07V6BG4D7 • Publisher : Routledge; 1st edition (5 July 2019) • Language: : English • File size : 57007 KB • Simultaneous device usage : Up to 4 simultaneous devices, per publisher limits • Text-to-Speech : Not enabled • Enhanced typesetting : Not Enabled • X-Ray : Not Enabled • Word Wise : Not Enabled • Print length : 208 pages • Best Sellers Rank: #217,341 in Kindle Store (See Top 100 in Kindle Store) o #530 in Photography o #888 in Cinema & Broadcast (Kindle Store)
18	<p>Motion Picture and Video Lighting Kindle Edition by Blain Brown (Author) Format: Kindle Edition 4.8 out of 5 stars 18 ratings</p> <ul style="list-style-type: none"> • ASIN : B07JNJ1XYK • Publisher : Routledge; 3rd edition (26 October 2018) • Language: : English • File size : 93658 KB • Simultaneous device usage : Up to 4 simultaneous devices, per publisher limits • Text-to-Speech : Enabled • Enhanced typesetting : Enabled • X-Ray for textbooks : Enabled • Word Wise : Enabled • Print length : 368 pages • Page numbers source ISBN : 041585413X • Best Sellers Rank: #305,060 in Kindle Store (See Top 100 in Ki

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19	Digital Cinematography: Fundamentals, Tools, Techniques, and Workflows Kindle Edition by David Stump (Author) Format: Kindle Edition 4.3 out of 5 stars 46 ratings <ul style="list-style-type: none"> • ASIN : B00J5EKNYK • Publisher : Routledge; 1st edition (21 March 2014) • Language: : English • File size : 29734 KB • Simultaneous device usage : Up to 4 simultaneous devices, per publisher limits • Text-to-Speech : Enabled • Enhanced typesetting : Enabled • X-Ray : Not Enabled • Word Wise : Enabled • Print length : 1270 pages
20	STORY By RobertMckee
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27	Understanding Photography, Field Guide by Bryam Petersen.
28	Grammar of Edit by Roy Thompson
29	Film form by Sergei Eisenstein
30	The Film Sense by Sergei Eisenstein
31	The Technique of Film Editing by Karel Reisz
32	When the shooting stops, the cutting begins by Ralph Rosenblum
33	The Media Economy; Albarran, Alan B.; ISBN 9780367241605; Published August 10, 2016; Routledge.
34	The Social Media Bible: Tactics, Tools, and Strategies for Business Success; Safko, Lon and Brake, David K; ASIN: B007VTYCTI Published Wiley; 3rd edition (17 April 2012)
35	Marketing Management; Keller, Kevin Lane and Kotler, Philip; ASIN: B071GNMDDM Publisher: Pearson; Fifteenth edition (30 November 2014)
36	Scheduling and Budgeting Your Film: A Panic-Free Guide; Landry, Paula; ISBN-13: 978-1138210615; Publisher: Routledge; 2nd edition (26 June 2017)

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37	<p>How To Read a Film: Movies, Media, and Beyond 4th Edition, Kindle Edition by James Monaco</p> <p>Product details</p> <ul style="list-style-type: none"> • ASIN : B00BELGNR8 • Publisher : Harbor Electronic Publishing; 4th edition (February 10, 2013) • Publication date : February 10, 2013 • Language: : English • File size : 17915 KB • Text-to-Speech : Enabled • Enhanced typesetting : Enabled • X-Ray : Not Enabled • Word Wise : Enabled • Print length : 736 pages • Page numbers source ISBN : 0195321057 • Lending : Enabled
38	<p>Film Art: An Introduction 12th Edition, Kindle Edition by David Bordwell (Author) Format: Kindle Edition</p> <p>Product details</p> <ul style="list-style-type: none"> • ASIN : B07M7KZTQZ • Publisher : McGraw-Hill Higher Education; 12th edition (January 11, 2019) • Publication date : January 11, 2019 • Language: : English • File size : 214564 KB • Text-to-Speech : Not enabled • Enhanced typesetting : Not Enabled • X-Ray for textbooks : Enabled • Word Wise : Not Enabled • Print length : 544 pages • Lending : Not Enabled

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39	<p>Voice & Vision: A Creative Approach to Narrative Filmmaking 3rd Edition, Kindle Edition by Mick Hurbis-Cherrier (Author) Format: Kindle Edition</p> <p>Product details</p> <ul style="list-style-type: none"> • ASIN : B07F7D8KWS • Publisher : Routledge; 3rd edition (July 3, 2018) • Publication date : July 3, 2018 • Language: : English • File size : 57651 KB • Simultaneous device usage : Up to 4 simultaneous devices, per publisher limits • Text-to-Speech : Enabled • Enhanced typesetting : Enabled • X-Ray : Not Enabled • Word Wise : Enabled • Print length : 643 pages • Page numbers source ISBN : 0415739985 • Lending : Not Enabled
40	<p>Film Directing: Shot by Shot - 25th Anniversary Edition: Visualizing from Concept to Screen Kindle Edition by Steve D. Katz (Author) Format: Kindle Edition</p> <p>Product details</p> <ul style="list-style-type: none"> • ASIN : B07PHKM68N • Publisher : Michael Wiese Productions (April 29, 2019) • Publication date : April 29, 2019 • Language: : English • File size : 50668 KB • Text-to-Speech : Enabled • Screen Reader : Supported • Enhanced typesetting : Enabled • X-Ray : Not Enabled • Word Wise : Enabled • Print length : 393 pages • Lending : Not Enabled

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41	<p>Videocracy: How YouTube Is Changing the World . . . with Double Rainbows, Singing Foxes, and Other Trends We Can't Stop Watching Kindle Edition by Kevin Allocca (Author) Format: Kindle Edition</p> <p>Product details</p> <ul style="list-style-type: none">• ASIN : B07451R4RV• Publisher : Bloomsbury Publishing; 1st edition (January 25, 2018)• Publication date : January 25, 2018• Language: : English• File size : 7991 KB• Text-to-Speech : Enabled• Enhanced typesetting : Enabled• X-Ray : Enabled• Word Wise : Enabled• Print length : 352 pages• Lending : Not Enabled
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