



MASINDE MULIRO UNIVERSITY OF SCIENCE AND TECHNOLOGY (MMUST)

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P.O Box 190
Kakamega – 50100
Kenya

TENDER FOR SUPPLY AND DELIVERY OF LIBRARY BOOKS

TENDER NO. MMUST/012/LIB/2022-2023

CLIENT:

THE VICE CHANCELLOR,
MASINDE MULIRO UNIVERSITY OF
SCIENCE AND TECHNOLOGY,
P. O BOX 190 – 50 100,
KAKAMEGA

CLOSING DATE: TUESDAY 28TH FEBRUARY, 2023 AT 10.00 AM

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INVITATION TO TENDER

PROCURING ENTITY: Masinde Muliro University of Science & Technology

P.O. Box 190 – 50100

Kakamega

Kakamega – Webuye Road

Telephone No: 0702 597360 / 057 2505222 / 057 2505223

Email: info@mmust.ac.ke

CONTRACT NAME AND DESCRIPTION:

Tender for supply and delivery of library books at Masinde Muliro University of Science and Technology, Main Campus Library.

The Masinde Muliro University of Science & Technology invites sealed tenders for supply and delivery of library books. Tendering will be conducted under open competitive method (Open National Tender) using a standardized tender document and is open to all qualified and interested Tenderers. The tender will be subject to multiple contracts i.e lowest bidder per title that meets the requirements.

Qualified and interested tenderers may obtain further information and inspect the Tender Documents during office hours *[8:00 am – 5:00 pm]* at the address given below.

Procurement Office

Masinde Muliro University of Science & Technology

P.O. Box 190 – 50100

Kakamega

Kakamega – Webuye Road

Telephone No: 0702 597360 / 057 2505222 / 057 2505223

Email: procurementofficer@mmust.ac.ke

More details on the Services are provided in **PART 2 - Services' Requirements**, Section V – Description of Services of the Tender Document.

A complete set of tender documents may be obtained electronically from the University Website: www.mmust.ac.ke or PPIP Portal: supplier.treasury.go.ke . Tender documents obtained electronically will be free of charge.

Tender documents may be viewed and downloaded for free from the website www.mmust.ac.ke or PPIP Portal: supplier.treasury.go.ke. Tenderers who download the tender document must forward their particulars immediately to procurementofficer@mmust.ac.ke to facilitate any further clarification or addendum.

Tenders shall be quoted in Kenya Shillings and shall include all taxes. Tenders shall remain valid for **(120)** days from the date of opening of tenders.

All Tenders must be accompanied by a Tender Security of **Kshs. 200,000** in form of a bankers cheque, a bank guarantee / bankers cheque from a reputable bank approved by the PPRA located in Kenya.

The Tenderer shall chronologically serialize all pages of the tender documents submitted.

Completed tenders must be delivered to the address below on or before **Tuesday 28th February, 2023**. Electronic Tenders will not be permitted.

Tenders will be opened immediately after the deadline date and time specified above or any dead line date and times specified later. Tenders will be publicly opened in the presence of the Tenderers' designated representatives who choose to attend at the address below.

Late tenders will be rejected.

The addresses referred to above are:

Procurement Office
Masinde Muliro University of Science & Technology
P.O. Box 190 – 50100
Kakamega
Kakamega – Webuye Road
Telephone No: 0702 597360 / 057 2505223 / 057 2505223
Email: procurementofficer@mmust.ac.ke

Address for obtaining further information and for purchasing tender documents

Procurement Office
Masinde Muliro University of Science & Technology
P.O. Box 190 – 50100
Kakamega
Kakamega – Webuye Road
Telephone No: 0702 597360 / 057 2505223 / 057 2505223
Email: procurementofficer@mmust.ac.ke

Address for Submission of Tenders.

Completed tender documents are to be enclosed in plain sealed envelopes, marked with the tender number and name and be deposited in the Tender Box at Masinde Muliro University of Science and Technology or be addressed to: -

The Vice Chancellor,
Masinde Muliro University of Science & Technology
P.O Box 190 – 50100,
Kakamega
Kakamega –Webuye Road

And dropped in Tender Box situated outside Administration Building Main entrance, Main Campus in Kakamega, so as to reach the University On or before **Tuesday 28th February, 2023 at 10:00 am.**

Tenders that do not fit in the tender box will be submitted at the Procurement Office in the Administration Building.

Opening of the bid documents will be done immediately thereafter in the presence of applicants or their representatives who choose to attend.

Address for Opening of Tenders.

Masinde Muliro University of Science & Technology
P.O Box 190 – 50100,
Kakamega
Kakamega –Webuye Road

Venue for opening of the bid documents will be communicated during closing of the tenders at the location of the tender box as communicated above.

Vice Chancellor

Masinde Muliro University of Science & Technology

PART 1 - TENDERING PROCEDURES

SECTION I - INSTRUCTIONS TO TENDERERS

General

Scope of Tender

1.1 In connection with the Specific Procurement Notice - Invitation to Tenders (ITT), specified **in the Tender Data Sheet (TDS)** the Procuring Entity, as specified **in the TDS**, issues this tendering document for the supply of Textbooks and Related Services incidental thereto as specified in Section VII, Schedule of Requirements. The name, identification and number of lots (contracts) of this ITT are specified **in the TDS**.

Definitions

Throughout this tendering document:

The term “in writing” means communicated in written form (e.g., by mail, e-mail, fax, including if specified in the TDS, distributed or received through the electronic-procurement system used by the Procuring Entity) with proof of receipt;

if the context so requires, “singular” means “plural” and vice versa; and

“Day” means calendar day, unless otherwise specified as “Business Day.” A Business Day is any day that is an official working day of the Procuring Entity. It excludes the Procuring Entity's official public holidays.

Fraud and Corruption

The Procuring Entity requires compliance with the provisions of the Public Procurement and Asset Disposal Act, 2015, Section 62 “Declaration not to engage in corruption”. The tender submitted by a person shall include a declaration that the person shall not engage in any corrupt or fraudulent practice and a declaration that the person or his or her sub-contractors are not debarred from participating in public procurement proceedings.

The Procuring Entity requires compliance with the provisions of the Competition Act 2010, regarding collusive practices in contracting. Any tenderer found to have engaged in collusive conduct shall be disqualified and criminal and/or civil sanctions may be imposed. To this effect, Tenders shall be required to complete and sign the “Certificate of Independent Tender Determination” annexed to the Form of Tender.

Unfair Competitive Advantage -Fairness and transparency in the tender process require that the Firms or their Affiliates competing for a specific assignment do not derive a competitive advantage from having provided consulting services related to the contract being tendered for. The Procuring Entity shall indicate in the **TDS** firms (if any) that provided consulting services for the contract being tendered for. The Procuring Entity shall check whether the owners or controllers of the Tenderer are same as those that provided consulting services. The Procuring Entity shall, upon request, make available to any tenderer information that would give such firm unfair competitive advantage over competing firms.

Tenderers shall permit and shall cause their agents (whether declared or not), sub-contractors, sub consultants, service providers, suppliers, and their personnel, to permit the Procuring Entity to inspect all accounts, records and other documents relating to any initial selection process, prequalification process, tender submission, proposal submission, and contract performance (in the case of award), and to have them audited by auditors appointed by the Procuring Entity.

Eligible Tenderers

A Tenderer may be a firm that is a private entity, a state-owned enterprise or institution—subject to ITT 4.6—or any combination of such entities in the form of a joint venture (JV) under an existing agreement or with the intent to enter into such an agreement supported by a Form of intent. Members of a joint venture may not also make an individual tender, be a subcontractor in a separate tender or be part of another joint venture for the purposes of the same Tender. In the case of a joint venture, all members shall be jointly and severally liable for the execution of the entire Contract in accordance with the Contract terms. The JV shall nominate a Representative who shall have the authority to conduct all business for and on behalf of any and all the members of the JV during the Tendering process and, in the event the JV is awarded the Contract, during contract execution. The maximum number of JV members shall be specified in the **TDS**.

Public Officers of the Procuring Entity, their Spouses, Child, Parent, Brothers or Sister. Child, Parent, Brother or Sister of a Spouse their business associates or agents and firms/organizations

in which they have a substantial or controlling interest shall not be eligible to tender or be awarded a contract. Public Officers are also not allowed to participate in any procurement proceedings.

A Tenderer shall not have a conflict of interest. Any Tenderer found to have a conflict of interest shall be disqualified. A Tenderer may be considered to have a conflict of interest for the purpose of this Tendering process, if the Tenderer:

Directly or indirectly controls, is controlled by or is under common control with another Tenderer; or

Receives or has received any direct or indirect subsidy from another Tenderer; or

has the same legal representative as another Tenderer; or

has a relationship with another Tenderer, directly or through common third parties, that put sit in a position to influence the Tender of another Tenderer, or influence the decisions of the Procuring Entity regarding this Tendering process; or

or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the works that are the subject of the Tender; or

or any of its affiliates has been hired (or is proposed to be hired) by the Procuring Entity for the Contract implementation; or

would be providing goods, works, or non-consulting services resulting from or directly related to consulting services for the preparation or implementation of the project specified in the TDSITT2.1 that it provided or were provided by any affiliate that directly or indirectly controls, is controlled by, or is under common control with that firm; or

has a close business or family relationship with a professional staff of the Procuring Entity (or of the project implementing agency, or of a recipient of a part of the loan) who:

are directly or indirectly involved in the preparation of the tendering document or specifications of the contract, and /or the Tender evaluation process of such contract; or

would be involved in the implementation or supervision of such contract unless the conflict stemming from such relationship has been resolved in a manner acceptable to the Procuring Entity throughout the procurement process and execution of the contract.

A firm that is a Tenderer (either individually or as a JV member) shall not participate in more than one Tender, except for permitted alternative Tenders. This includes participation as a subcontractor in other Tenders. Such participation shall result in the disqualification of all Tenders in which the firm is involved. A firm that is not a Tenderer or a JV member may participate as a sub-contractor in more than one Tender.

A Tenderer may have the nationality of any country, subject to the restrictions pursuant to ITT4.9. A Tenderer shall be deemed to have the nationality of a country if the Tenderer is constituted, incorporated or registered in and operates inconformity with the provisions of the laws of that country, as evidenced by its articles of incorporation (or equivalent documents of constitution or association) and its registration documents, as the case may be. This criterion also shall apply to the determination of the nationality of proposed sub-contractors or sub-consultants for any part of the Contract including related Services.

A Tenderer that has been debarred from participating in public procurement shall be ineligible to be initially selected for, prequalified for, tender for, propose for, or be awarded a contract. The list of debarred firms and individuals is available at PPRA's Website www.ppra.go.ke.

Tenderers that are state-owned enterprises or institutions in Kenya may be eligible to compete and be awarded a Contract(s) only if they can establish that they (i) are legally and financially autonomous (ii) operate under commercial law, and (iii) are not under supervision of the Procuring Entity.

A Tenderer shall not be under suspension from Tendering by the Procuring Entity as the result of the operation of a Tender–Securing Declaration or Proposal–Securing Declaration.

Firms and individuals may be ineligible if so indicated in Section V and (a) as a matter of law or official regulations, Kenya prohibits commercial relations with that country, or (b) by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, Kenya prohibits it's any import of goods or contracting of works or services from that country, or any payments to any country, person, or entity in that country.

For purposes of granting a margin of preference, a tender is considered a national tenderer if it is

registered in Kenya, has more than 51 percent ownership by nationals of Kenya and if it does not subcontract foreign contractors more than 10 percent of the contract price, excluding provisional sums. JVs are considered as national tenderers and eligible for national preference only if the individual member firms are registered in Kenya or have more than 51 percent ownership by nationals of Kenya, and the JV shall be registered in Kenya. The JV shall not subcontract to foreign firms more than 10 percent of the contract price, excluding provisional sums.

Foreign tenderers are required to source at least forty (40%) percent of their contract inputs (in supplies, sub contracts and labor) from national suppliers and contractors. To this end, a foreign tenderer shall provide in its tender documentary evidence that this requirement is met. Foreign tenderers not meeting this criterion will be automatically disqualified. Information required to enable the Procuring Entity determine if this condition is met shall be provided in for this purpose is provided in “*SECTION III - EVALUATION AND QUALIFICATION CRITERIA, Item 9*”.

Pursuant to the eligibility requirements of ITT 4.10, a tenderer is considered a foreign tenderer, if the tenderer is not registered in Kenya or if the tenderer is registered in Kenya and has less than 51 percent ownership by Kenyan citizens. JVs are considered as foreign tenderers if the individual member firms are not registered in Kenya or if are registered in Kenya and have less than 51 percent ownership by Kenyan citizens. The JV shall not subcontract to foreign firms more than 10 percent of the contract price, excluding provisional sums.

The Competition Act of Kenya requires that firms wishing to tender as Joint Venture under takings which may prevent, distort or lessen competition in provision of services are prohibited unless they are exempt in accordance with the provisions of Section 25 of the Competition Act, 2010. JVs will be required to seek for exemption from the Competition Authority. Exemption shall not be a condition for tender, but it shall be a condition of contract award and signature. A JV tenderer shall be given opportunity to seek such exemption as a condition of award and signature of contract. Application for exemption from the Competition Authority of Kenya may be accessed from the website www.cak.go.ke.

A Kenyan tenderer shall provide evidence of having fulfilled his/her tax obligations by producing a valid tax compliance certificate or tax exemption certificate issued by the Kenya Revenue Authority.

Eligible Goods and Related Services

For purposes of this ITT, the term “goods” include textbooks and reading materials, teacher's manuals, other production inputs such as paper, manuscript, publishing and manufacturing; and publishing, manufacturing; as well as other related services such as distribution, binding and packing.

The term “origin” means the country where the goods have been mined, grown, cultivated, produced, manufactured or processed; or, through manufacture, processing, or assembly, another commercially recognized article results that differs substantially in its basic characteristics from its components.

Any goods, works and production processes with characteristics that have been declared by the relevant national environmental protection agency or by other competent authority as harmful to human beings and to the environment shall not be eligible for procurement.

Contents of Tendering Document

Sections of Tendering Document

The tendering document consists of Parts 1, 2, and 3, which include all the sections indicated below, and should be read in conjunction with any Addenda issued in accordance with ITT 10.

PART 1: Tendering Procedures

Section I - Instructions to Tenderers (ITT)

Section II - Tendering Data Sheet (TDS)

Section III - Evaluation and Qualification Criteria

Section IV - Tendering Forms

PART 2 Supply Requirements

Section V - Schedule of Requirements

PART 3 Contract

Section VI - General Conditions of Contract

Section VII - Special Conditions of Contract

Section VIII - Contract Forms

The Specific Procurement Notice issued by the Procuring Entity is not part of this tendering document.

Unless obtained directly from the Procuring Entity, the Procuring Entity is not responsible for the completeness of the document, responses to requests for clarification, or Addenda to the tendering document in accordance with ITT 8. In case of any contradiction, documents obtained directly from the Procuring Entity shall prevail.

The Tenderer is expected to examine all instructions, forms, terms, and specifications in the tendering document and to furnish with its Tender all information or documentation as is required by the tendering document.

Clarification of Tendering Document

7.1A Tenderer requiring any clarification of the tendering document shall contact the Procuring Entity in writing at the Procuring Entity's address specified **in the TDS**. The Procuring Entity will respond in writing to any Invitation to clarification, provided that such request is received prior to the deadline for submission of Tenders within a period specified **in the TDS**. The Procuring Entity shall forward copies of its response to all Tenderers who have acquired the tendering document in accordance with ITT6.3, including a description of the inquiry but without identifying its source. If so specified **in the TDS**, the Procuring Entity shall also promptly publish its response at the web page identified **in the TDS**. Should the clarification result in changes to the essential elements of the tendering document, the Procuring Entity shall amend the tendering document following the procedure under ITT 8 and ITT 22.2.

Amendment of Tendering Document

At any time prior to the deadline for submission of Tenders, the Procuring Entity may amend the tendering document by issuing addenda.

Any addendum issued shall be part of the tendering document and shall be communicated in writing to all who have obtained the tendering document from the Procuring Entity in accordance with ITT 6.3. The Procuring Entity shall also promptly publish the addendum on the Procuring Entity's web page in accordance with ITT 7.1.

To give prospective Tenderers reasonable time in which to take an addendum into account in preparing their Tenders, the Procuring Entity may, at its discretion, extend the deadline for the submission of Tenders, pursuant to ITT 22.2.

Preparation of Tenders

Cost of Tendering

9.1The Tenderer shall bear all costs associated with the preparation and submission of its Tender, and the Procuring Entity shall not be responsible or liable for those costs, regardless of the conduct or outcome of the Tendering process.

Language of Tender

10.1The Tender, as well as all correspondence and documents relating to the Tender exchanged by the Tenderer and the Procuring Entity, shall be written in the English language. Supporting documents and printed literature that are part of the Tender may be in another language provided they are accompanied by an accurate translation of the relevant passages into the English language, in which case, for purposes of interpretation of the Tender, such translation shall govern.

Documents Comprising the Tender

The Tender shall comprise the following:

Form of Tender prepared in accordance with ITT 12;

Price Schedules: completed in accordance with ITT 12 and ITT 14;

Tender Security or Tender-Securing Declaration, in accordance with ITT19.1;

Alternative Tenders, if permissible, in accordance with ITT13;

Authorization: written confirmation authorizing the signatory of the Tender to commit the Tenderer, in accordance with ITT20.3;

Tenderer's Qualifications: documentary evidence in accordance with ITT 17 establishing the Tenderer's qualifications to perform the contract if its Tender is accepted;

Tenderer's Eligibility: documentary evidence in accordance with ITT 17 establishing the Tenderer's eligibility to tender;

Textbooks' Eligibility: documentary evidence in accordance with ITT 16, that the Text books and Related Services to be supplied by the Tenderer are of eligible origin;

Conformity: documentary evidence in accordance with ITT 16 that the Goods and Related Services conform to the tendering document; and

Any other document required **in the TDS**.

In addition to the requirements under ITT 11.1, Tenders submitted by a JV shall include a copy of the Joint Venture Agreement entered into by all members. Alternatively, a Form of intent to execute a Joint Venture Agreement in the event of a successful Tender shall be signed by all members and submitted with the Tender, together with a copy of the proposed Agreement.

The Tenderer shall furnish in the Form of Tender information on commissions and gratuities, if any, paid or to be paid to agents or any other party relating to this Tender.

Form of Tender and Price Schedules

12.1 The Form of Tender and Price Schedules shall be prepared using the relevant forms furnished in Section IV, Tendering Forms. The forms must be completed without any alterations to the text, and no substitutes shall be accepted except as provided under ITT 20.3. All blank spaces shall be filled in with the information requested. The Tenderer shall chronologically serialize pages of all tender documents submitted.

Alternative Tenders

13.1 Unless otherwise specified **in the TDS**, alternative Tenders shall not be considered.

Tender Prices and Discounts

The prices and discounts quoted by the Tenderer in the Form of Tender and in the Price, Schedules shall conform to the requirements specified below.

All lots (contracts) and items must be listed and priced separately in the Price Schedules.

The price to be quoted in the Form of Tender in accordance with ITT 12.1 shall be the total price of the Tender, excluding any discounts offered.

The Tenderer shall quote any discounts and indicate the methodology for their application in the Form of Tender, in accordance with ITT 12.1.

Prices quoted by the Tenderer shall be fixed during the Tenderers performance of the Contract and not subject to variation on any account, unless otherwise specified **in the TDSA** Tender submitted with an adjustable price quotation shall be treated as non-responsive and shall be rejected, pursuant to ITT 29. However, if in accordance with **the TDS**, prices quoted by the Tenderer shall be subject to adjustment during the performance of the contract, a Tender submitted with a fixed price quotation shall not be rejected, but the price adjustment shall be treated as zero.

If so specified in ITT 1.1, Tenders are being invited for individual lots (contracts) or for any combination of lots (packages). Unless otherwise specified **in the TDS**, prices quoted shall correspond to 100 % of the items specified for each lot and to 100% of the quantities specified for each item of a lot. Tenderers wishing to offer discounts for the award of more than one Contract shall specify in their Tender the price reductions applicable to each package, or alternatively, to individual Contracts within the package. Discounts shall be submitted in accordance with ITT 14.4 provided the Tenders for all lots (contracts) are opened at the same time.

The terms EXW, CIP, and other similar terms shall be governed by the rules prescribed in the current edition of Incoterms, published by the International Chamber of Commerce, as specified **in the TDS**.

(Prices shall be quoted as specified in each Price Schedule included in Section IV, Tendering Forms. The disaggregation of price components is required solely for the purpose of facilitating the comparison of Tenders by the Procuring Entity. This shall not in any way limit the Procuring Entity's right to contract on any of the terms offered. In quoting prices, the Tenderer shall be free to use transportation through carriers registered in any eligible country, in accordance with Section V, Eligible Countries. Similarly, the Tenderer may obtain insurance services from any eligible country in accordance with Section V, Eligible Countries. Prices shall be entered in the following manner:

For Goods manufactured in Kenya:

the price of the Goods quoted EXW (ex-works, ex-factory, ex warehouse, ex showroom, or off-

the-shelf, as applicable), including all customs duties and sales and other taxes already paid or payable on the components and raw material used in the manufacture or assembly of the Goods; any Kenya's sales tax and other taxes which will be payable on the Goods if the contract is awarded to the Tenderer; and

the price for inland transportation, insurance, and other local services required to convey the Goods to their final destination (Project Site) specified **in the TDS**;

b) for Goods manufactured outside Kenya, to be imported:

the price of the Goods, quoted CIP named place of destination, in Kenya, as specified **in the TDS**; and

the price for inland transportation, insurance, and other local services required to convey the Goods from the named place of destination other final destination (Project Site) specified **in the TDS**;

for Goods manufactured outside Kenya, already imported:

the price of the Goods, including the original import value of the Goods; plus, any mark-up (or rebate); plus, any other related local cost, and custom duties and other import taxes already paid or to be paid on the Goods already imported;

the custom duties and other import taxes already paid (need to be supported with documentary evidence) or to be paid on the Goods already imported;

the price of the Goods, obtained as the difference between (i) and (ii) above;

any Kenya's sales and other taxes which will be payable on the Goods If the contract is awarded to the Tenderer; and

the price for inland transportation, insurance, and other local services required to convey the Goods from the named place of destination to their final destination (Project Site) specified **in the TDS**;

for Related Services, other than inland transportation and other services required to convey the Goods to their final destination, whenever such Related Services are specified in the Schedule of Requirements, the price of each item comprising the Related Services (inclusive of any applicable taxes).

Currencies of Tender and Payment

The currency (ies) of the Tender and the currency (ies) of payments shall be the same. The Tenderer shall quote in the currency of Kenya the portion of the Tender price that corresponds to expenditures incurred in the currency of Kenya, unless otherwise specified **in the TDS**.

The Tenderer may express the Tender price in any currency. If the Tenderer wishes to be paid in a combination of amounts in different currencies, it may quote its price accordingly but shall use no more than three foreign currencies in addition to the currency of Kenya.

Documents Establishing the Eligibility and Conformity of the Goods and Related Services

To establish the eligibility of the Goods and Related Services in accordance with ITT5, Tenderers shall complete the country-of-origin declarations in the Price Schedule Forms, included in Section IV, Tendering Forms.

16.2

To establish the conformity of the Goods and Related Services to the tendering document, the Tenderer shall furnish as part of its Tender the documentary evidence that the Goods conform to the technical specifications and standards specified in Section VII, Schedule of Requirements.

The documentary evidence may be in the form of literature, drawings or data, and shall consist of a detailed item by item description of the essential technical and performance characteristics of the Goods and Related Services, demonstrating substantial responsiveness of the Goods and Related Services to the technical specification, and if applicable, a statement of deviations and exceptions to the provisions of the Section VII, Schedule of Requirements.

Standards for workmanship, process, material, and equipment, as well as references to brand names or catalogue numbers specified by the Procuring Entity in the Schedule of Requirements, are intended to be descriptive only and not restrictive. The Tenderer may offer other standards of quality, brand names, and/or catalogue numbers, provided that it demonstrates, to the Procuring Entity's satisfaction, that the substitutions ensure substantial equivalence or are superior to those specified in the Section VII, Schedule of Requirements.

Documents Establishing the Eligibility and Qualifications of the Tenderer

To establish Tenderer's eligibility in accordance with ITT 4, Tenderers shall complete the Form of Tender, included in Section IV, Tendering Forms.

The documentary evidence of the Tenderer's qualifications to perform the contract if its Tender is accepted shall establish to the Procuring Entity's satisfaction:

that, if required **in the TDS**, a Tenderer that does not own copyright of the goods it offers to supply shall submit a Copyright Authorization using the form included in Section IV, Tendering Forms to demonstrate that it has been duly authorized by the owner of the copyright to supply these Goods in Kenya;

that, if required **in the TDS**, in case of a Tenderer not doing business within Kenya, the Tenderer is or will be (if awarded the Contract) represented by an Agent in the country equipped and able to carry out the Supplier's maintenance, repair and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications; and

that the Tenderer meets each of the qualification criterion specified in Section III, Evaluation and Qualification Criteria.

Tenderers shall be asked to provide, as part of the data for qualification, such information, including details of ownership, as shall be required to determine whether, according to the classification established by the Procuring Entity, a supplier or group of suppliers qualifies for a margin of preference. Further the information will enable the Procuring Entity identify any actual or potential conflict of interest in relation to the procurement and/or contract management processes, or a possibility of collusion between tenderers, and there by help to prevent any corrupt influence in relation to the procurement process or contract management.

The purpose of the information described in ITT 17.1 above overrides any claims to confidentiality which a tenderer may have. There can be no circumstances in which it would be justified for a tenderer to keep information relating to its ownership and control confidential where it is tendering to undertake public sector work and receive public sector funds. Thus, confidentiality will not be accepted by the Procuring Entity as a justification for a Tenderer's failure to disclose, or failure to provide required information on its ownership and control.

The Tenderer shall provide further documentary proof, information or authorizations that the Procuring Entity may request in relation to ownership and control which information on any changes to the information which was provided by the tenderer under ITT 6.3. The obligations to require this information shall continue for the duration of the procurement process and contract performance and after completion of the contract, if any change to the information previously provided may reveal a conflict of interest in relation to the award or management of the contract.

All information provided by the tenderer pursuant to these requirements must be complete, current and accurate as at the date of provision to the Procuring Entity. In submitting the information required pursuant to these requirements, the Tenderer shall warrant that the information submitted is complete, current and accurate as at the date of submission to the Procuring Entity.

If a tenderer fails to submit the information required by these requirements, its tenderer will be rejected. Similarly, if the Procuring Entity is unable, after taking reasonable steps, to verify to a reasonable degree the information submitted by a tenderer pursuant to these requirements, then the tender will be rejected.

If information submitted by a tenderer pursuant to these requirements, or obtained by the Procuring Entity (whether through its own enquiries, through notification by the public or otherwise), shows any conflict of interest which could materially and improperly benefit the tenderer in relation to the procurement or contract management process, then:

If the procurement process is still ongoing, the tenderer will be disqualified from the procurement process,

If the contract has been awarded to that tenderer, the contract award will be set aside, the tenderer will be referred to the relevant law enforcement authorities for investigation of whether the tenderer or any other persons have committed any criminal offence.

If a tenderer submits information pursuant to these requirements that is incomplete, inaccurate or out-of-date, or attempts to obstruct the verification process, then the consequences ITT 6.7 will ensue unless the tenderer can show to the reasonable satisfaction of the Procuring Entity that any such act was not material, or was due to genuine error which was not attributable to the

intentional act, negligence or recklessness of the tenderer.

Period of Validity of Tenders

Tenders shall remain valid for the period specified **in the TDS**. The Tender Validity period starts from the date fixed for the Tender submission deadline (as prescribed by the Procuring Entity in accordance with ITT22.1). A Tender valid for a shorter period shall be rejected by the Procuring Entity as non-responsive.

In exceptional circumstances, prior to the expiration of the Tender validity period, the Procuring Entity may request Tenderers to extend the period of validity of their Tenders. The request and the responses shall be made in writing. If a Tender Security is requested in accordance with ITT19, it shall also be extended for a corresponding period. A Tenderer may refuse the request without forfeiting its Tender Security. A Tenderer granting the request shall not be required or permitted to modify its Tender, except as provided in ITT18.3.

If the award is delayed by a period exceeding fifty-six (56) days beyond the expiry of the initial Tender validity period, the Contract price shall be determined as follows:

in the case of **fixed price** contracts, the Contract price shall be the Tender price adjusted by the factor specified **in the TDS**;

in the case of **adjustable price** contracts, no adjustment shall be made; or

in any case, Tender evaluation shall be based on the Tender price without taking into consideration the applicable correction from those indicated above.

Tender Security

The Tenderer shall furnish as part of its Tender, either a Tender-Securing Declaration or a Tender Security, as specified **in the TDS**, in original form and, in the case of a Tender Security, in the amount and currency specified **in the TDS**.

A Tender Securing Declaration shall use the form included in Section IV, Tendering Forms.

If a Tender Security is specified pursuant to ITT19.1, the Tender Security shall be a demand guarantee in any of the following forms at the Tenderer's option:

cash;

a bank guarantee;

a guarantee by an insurance company registered and licensed by the Insurance Regulatory Authority listed by the Authority; or

a guarantee issued by a financial institution approved and licensed by the Central Bank of Kenya.

Any other form specified in the TDS.

If an unconditional guarantee is issued by a non-bank financial institution located outside Kenya, the issuing non-bank financial institution shall have a correspondent financial institution located in Kenya to make it enforceable unless the Procuring Entity has agreed in writing, prior to Tender submission, that a correspondent financial institution is not required. In the case of a bank guarantee, the Tender Security shall be submitted either using the Tender Security Form included in Section IV, Tendering Forms, or in another substantially similar format approved by the Procuring Entity prior to Tender submission. The Tender Security shall be valid for twenty-eight (28) days beyond the original validity period of the Tender, or beyond any period of extension if requested under ITT 18.2. In the case of a bank guarantee, the Tender Security shall be submitted either using the Tender Security Form included in Section IV, Tendering Forms, or in another substantially similar format approved by the Procuring Entity prior to Tender submission.

The Tender Security shall be valid for twenty-eight (28) days beyond the original validity period of the Tender, or beyond any period of extension if requested under ITT 18.2.

If a Tender Security is specified pursuant to ITT 19.1, the Tender Security of unsuccessful Tenderers shall be returned as promptly as possible upon the successful Tenderer's signing the Contract and furnishing the Performance Security pursuant to ITT46. The Procuring Entity shall also promptly return the tender security to the tenderers where the procurement proceedings are terminated, all tenders were determined non-responsive or a bid der declines to extend tender validity period.

The Tender Security of the successful Tenderer shall be returned as promptly as possible once the successful Tenderer has signed the contract and furnished the required Performance Security. The Tender Security may be forfeited or the Tender-Securing Declaration executed:

If a Tenderer withdraws its Tender during the period of Tender validity specified by the Tenderer on the Form of Tender, or any extension there to provide by the Tenderer; or

If the successful Tenderer fails to:

Sign the Contract in accordance with ITT 45; or

Furnish a Performance Security in accordance with ITT 46.

Where tender securing declaration is executed, the Procuring Entity shall recommend to the PPRA that PPRA debar the Tenderer from participating in public procurement as provided in the law.

The Tender Security or Tender- Securing Declaration of a JV must be in the name of the JV that submits the Tender. If the JV has not been legally constituted into a legally enforceable JV at the time of Tendering, the Tender Security or Tender-Securing Declaration shall be in the names of all future members as named in the Form of intent referred to in ITT 4.1 and ITT 11.2.

Format and Signing of Tender

The Tenderer shall prepare one original of the documents comprising the Tender as described in ITT 11 and clearly mark it "Original." Alternative Tenders, if permitted in accordance with ITT 13, shall be clearly marked "Alternative." In addition, the Tenderer shall submit copies of the Tender, in the number specified **in the TDS** and clearly mark them "Copy." In the event of any discrepancy between the original and the copies, the original shall prevail.

Tenderers shall mark as "CONFIDENTIAL" information in their Tenders which is confidential to their business. This may include proprietary information, trade secrets or commercial or financially sensitive information.

The original and all copies of the Tender shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Tenderer. This authorization shall consist of a written confirmation as specified **in the TDS** and shall be attached to the Tender. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the Tender where entries or amendments have been made shall be signed or initialed by the person signing the Tender

In case the Tenderer is a JV, the Tender shall be signed by an authorized representative of the JV on behalf of the JV, and so as to be legally binding on all the members as evidenced by a power of attorney signed by their legally authorized representatives.

Any inter-lineation, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the Tender.

Submission and Opening of Tenders

Sealing and Marking of Tenders

The Tenderer shall deliver the Tender in a single, sealed envelope (one-envelope Tendering process). Within the single envelope the Tenderer shall place the following separate, sealed envelopes:

In an envelope marked "ORIGINAL", all documents comprising the Tender, as described in ITT11; and

In an envelope marked "COPIES", all required copies of the Tender; and

If alternative Tenders are permitted in accordance with ITT 13, and if relevant:

In an envelope marked "ORIGINAL-ALTERNATIVE", the alternative Tender; and

in the envelope marked "COPIES - ALTERNATIVE TENDER" all required copies of the alternative Tender.

The outer envelopes, shall:

Be addressed to the Procuring Entity in accordance with ITT 22.1;

Bear the specific identification of this tender as indicated in ITT 1.1; and

Bear a warning not to open before the time and date for Tender opening.

The inner envelopes shall bear the name and address (include email and telephone number) of the Tenderer and all the information above ITT 21.2(a) to (c).

If all envelopes are not sealed and marked as required, the Procuring Entity will assume no responsibility for the misplacement or premature opening of the Tender. Tenders that were misplaced or opened prematurely will not be accepted.

Deadline for Submission of Tenders

Tenders must be received by the Procuring Entity at the address and no later than the date and

time specified **in the TDS**. When so specified in **the TDS**, Tenderers shall have the option of submitting their Tenders electronically. Tenderers submitting Tenders electronically shall follow the electronic Tender submission procedures specified **in the TDS**.

The Procuring Entity may, at its discretion, extend the deadline for the submission of Tenders by amending the tendering document in accordance with ITT8, in which case all rights and obligations of the Procuring Entity and Tenderers previously subject to the deadline shall thereafter be subject to the deadline as extended.

Late Tenders

23.1 The Procuring Entity shall not consider any Tender that arrives after the deadline for submission of Tenders, in accordance with ITT 22. Any Tender received by the Procuring Entity after the deadline for submission of Tenders shall be declared late, rejected, and returned unopened to the Tenderer.

Withdrawal, Substitution, and Modification of Tenders

A Tenderer may withdraw, substitute, or modify its Tender after it has been submitted by sending a written notice, duly signed by an authorized representative, and shall include a copy of the authorization (the power of attorney) in accordance with ITT 20.3, (except that withdrawal notices do not require copies). The corresponding substitution or modification of the Tender must accompany the respective written notice. All notices must be:

prepared and submitted in accordance with ITT 20 and ITT 21 (except that withdrawal notices do not require copies), and in addition, the respective envelopes shall be clearly marked "WITHDRAWAL," "SUBSTITUTION," or "MODIFICATION;" and

received by the Procuring Entity prior to the deadline prescribed for submission of Tenders, in accordance with ITT 22.

Tenders requested to be withdrawn in accordance with ITT 24.1 shall be returned unopened to the Tenderers.

No Tender may be withdrawn, substituted, or modified in the interval between the deadline for submission of Tenders and the expiration of the period of Tender validity specified by the Tenderer on the Form of Tender or any extension thereof.

Tender Opening

Except as in the cases specified in ITT 23 and ITT 24.2, The Procuring Entity shall, at the Tender opening, publicly open and read out all Tenders received by the deadline at the date, time and place specified in **the TDS** in the presence of Tenderers' designated representatives and anyone who chooses to attend. Any specific electronic Tender opening procedures required if electronic tendering is permitted in accordance with ITT 22.1, shall be as specified **in the TDS**.

First, envelopes marked "WITHDRAWAL" shall be opened and read out and the envelope with the corresponding Tender shall not be opened, but returned to the Tenderer. If the withdrawal envelope does not contain a copy of the "power of attorney" confirming the signature as a person duly authorized to sign on behalf of the Tenderer, the corresponding Tender will be opened. No Tender withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorization to request the withdrawal and is read out at Tender opening.

Next, envelopes marked "SUBSTITUTION" shall be opened and read out and exchanged with the corresponding Tender being substituted, and the substituted Tender shall not be opened, but returned to the Tenderer. No Tender substitution shall be permitted unless the corresponding substitution notice contains a valid authorization to request the substitution and is read out at Tender opening.

Next, envelopes marked "MODIFICATION" shall be opened and read out with the corresponding Tender. No Tender modification shall be permitted unless the corresponding modification notice contains a valid authorization to request the modification and is read out at Tender opening.

Next, all remaining envelopes shall be opened one at a time, reading out: the name of the Tenderer and whether there is a modification; the total Tender Prices, per lot (contract) if applicable, including any discounts and alternative Tenders; the presence or absence of a Tender Security, if required; and any other details as the Procuring Entity may consider appropriate.

Only Tenders, alternative Tenders and discounts that are opened and read out at Tender opening shall be considered further in the evaluation. The Form of Tender and the Price Schedules are to be initialed by representatives of the Procuring Entity attending Tender opening in the manner

specified **in the TDS**.

The Procuring Entity shall neither discuss the merits of any Tender nor reject any Tender (except for late Tenders, in accordance with ITT 23.1).

The Procuring Entity shall prepare a record of the Tender opening that shall include, as a minimum:

The name of the Tenderer and whether there is a withdrawal, substitution, or modification;

The Tender Price, per lot (contract) if applicable, including any discounts;

Any alternative Tenders; and

The presence or absence of a Tender Security or Tender-Securing Declaration, if one was required.

Number of pages of each tender document submitted.

The Tenderers' representatives who are present shall be requested to sign the record. The omission of a Tenderer's signature on the record shall not invalidate the contents and effect of the record. A copy of the tender opening register shall be issued to a tenderer upon request.

Evaluation and Comparison of Tenders

Confidentiality

Information relating to the evaluation of Tenders and recommendation of contract award, shall not be disclosed to Tenderers or any other persons not officially concerned with the Tendering process until the Notification of Intention to Award the Contract is transmitted to all Tenderers in accordance with ITT40.

Any effort by a Tenderer to influence the Procuring Entity in the evaluation or contract award decisions may result in the rejection of its Tender.

Notwithstanding ITT 26.2, from the time of Tender opening to the time of Contract Award, if any Tenderer wishes to contact the Procuring Entity on any matter related to the Tendering process, it should do so in writing.

Clarification of Tenders

To assist in the examination, evaluation, comparison of the Tenders, and qualification of the Tenderers, the Procuring Entity may, at its discretion, ask any Tenderer for a clarification of its Tender. Any clarification submitted by a Tenderer in respect to its Tender and that is not in response to a request by the Procuring Entity shall not be considered. The Procuring Entity's Invitation to clarification and the response shall be in writing. No change, including any voluntary increase or decrease, in the prices or substance of the Tender shall besought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the Procuring Entity in the Evaluation of the Tenders, in accordance with ITT31.

If a Tenderer does not provide clarifications of its Tender by the date and time set in the Procuring Entity's Invitation to clarification, its Tender may be rejected.

Deviations, Reservations, and Omissions

During the evaluation of Tenders, the following definitions apply:

“Deviation” is a departure from the requirements specified in the tendering document;

“Reservation” is the setting of limiting conditions or withholding from complete acceptance of the requirements specified in the tendering document; and

“Omission” is the failure to submit part or all of the information or documentation required in the tendering document.

Determination of Responsiveness

The Procuring Entity's determination of a Tender's responsiveness is to be based on the contents of the Tender itself, as defined in ITT 11.

A substantially responsive Tender is one that meets the requirements of the tendering document without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that:

If accepted, would:

affect in any substantial way the scope, quality, or performance of the Goods and Related Services specified in the Contract; or

limit in any substantial way, in consistent with the tendering document, the Procuring Entity's

rights or the Tenderer's obligations under the Contract; or

if rectified, would unfairly affect the competitive position of other Tenderers presenting substantially responsive Tenders.

The Procuring Entity shall examine the technical aspects of the Tender submitted in accordance with ITT 16 and ITT 17, in particular, to confirm that all requirements of Section VII, Schedule of Requirements have been met without any material deviation or reservation, or omission.

If a Tender is not substantially responsive to the requirements of tendering document, it shall be rejected by the Procuring Entity and may not subsequently be made responsive by correction of the material deviation, reservation, or omission.

Non-conformities, Errors and Omissions

Provided that a Tender is substantially responsive, the Procuring Entity may waive any non-conformities in the Tender.

Provided that a Tender is substantially responsive, the Procuring Entity may request that the Tenderer submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial non- conformities or omissions in the Tender related to documentation requirements. Such omission shall not be related to any aspect of the price of the Tender. Failure of the Tenderer to comply with the request may result in the rejection of its Tender.

Provided that a Tender is substantially responsive, the Procuring Entity shall rectify quantifiable nonmaterial non-conformities related to the Tender Price. To this effect, the Tender Price shall be adjusted, for comparison purposes only, to reflect the price of a missing or non-conforming item or component in the manner specified **in the TDS**.

Arithmetical Errors

The tender sum as submitted and read out during the tender opening shall be absolute and final and shall not be the subject of correction, adjustment or amendment in anyway by any person or entity.

Provided that the Tender is substantially responsive, the Procuring Entity shall handle errors on the following basis:

Any error detected if considered a major deviation that affects the substance of the tender, shall lead to disqualification of the tender as non-responsive.

Any errors in the submitted tender arising from a miscalculation of unit price, quantity, subtotal and total bid price shall be considered as a major deviation that affects the substance of the tender and shall lead to disqualification of the tender as non-responsive. and

If there is a discrepancy between words and figures, the amount in words shall prevail

Tenderers shall be notified of any error detected in their bid during the notification of award.

Conversion to Single Currency

32.1

For evaluation and comparison purposes, the currency(ies) of the Tender shall be converted in a single currency as specified **in the TDS**.

Margin of Preference and Reservations

A margin of preference may be allowed on locally manufactured textbooks and reading materials only when the contract is open to international tendering, where the tender is likely to attract foreign goods and where the contract exceeds the threshold specified in the Regulations. A margin of preference shall not be allowed unless it is specified so in the **TDS**.

Contracts procured on basis of international competitive tendering shall not be subject to reservations to specific groups as provided in ITT33.3.

Where it is intended to reserve a contract to a specific group of businesses (these groups are Small and Medium Enterprises, Women Enterprises, Youth Enterprises and Enterprises of persons living with disability, as the case may be to be specified in the **TDS**), and who are appropriately registered as such by a competent authority, a procuring entity shall ensure that the invitation to tender specifically indicates that only businesses or firms belonging to the group are eligible to tender. No tender shall be reserved to more than one group. If not so stated in the Tender documents, the invitation to tender will be open to all interested tenderers.

Evaluation of Tenders

The Procuring Entity shall use the criteria and methodologies listed in this ITT and Section III, Evaluation and Qualification criteria. No other evaluation criteria or methodologies shall be permitted. By applying the criteria and methodologies the Procuring Entity shall determine the Best Evaluated Tender.

To evaluate a Tender, the Procuring Entity shall consider the following:

Price adjustment due to unconditional discounts offered in accordance with ITT 14.4;

Price adjustment due to quantifiable non material non-conformities in accordance with ITT 30.3; converting the amount resulting from applying (a) and (b) above, if relevant, to a single currency in accordance with ITT 32; and

any additional evaluation factors are specified in Section III, Evaluation and Qualification Criteria.

The estimated effect of the price adjustment provisions of the Conditions of Contract, applied over the period of execution of the Contract, shall not be taken into account in Tender evaluation.

In the case of multiple contracts or lots, Tenderers are allowed to tender for one or more lots and the methodology to determine the lowest evaluated cost of the lot (contract) and for combinations, including any discounts offered in the Form of Tender, is specified in Section III, Evaluation and Qualification Criteria.

The Procuring Entity's evaluation of a Tender will include and not take into account:

in the case of Goods manufactured in Kenya, sales and other similar taxes, which will be payable on the goods if a contract is awarded to the Tenderer;

in the case of Goods manufactured outside Kenya, already imported or to be imported, customs duties and other import taxes levied on the imported Good, sales and other similar taxes, which will be payable on the Goods if the contract is awarded to the Tenderer;

any allowance for price adjustment during the period of execution of the contract, if provided in the Tender, will not be included.

The Procuring Entity's evaluation of a Tender may require the consideration of other factors, in addition to the Tender Price quoted in accordance with ITT14. These factors may be related to the characteristics, performance, and terms and conditions of purchase of the Goods and Related Services. The effect of the factors selected, if any, shall be expressed in monetary terms to facilitate comparison of Tenders, unless otherwise specified **in the TDS** from amongst those set out in Section III, Evaluation and Qualification Criteria. The criteria and methodologies to be used shall be as specified in ITT 34.2(d).

Comparison of Tenders

35.1 The Procuring Entity shall compare the evaluated costs of all substantially responsive Tenders established in accordance with ITT34.2 to determine the Tender that has the lowest evaluated cost. The comparison shall be on the basis of CIP (place of final destination) prices for imported goods and EXW prices, plus cost of inland transportation and insurance to place of destination, for goods manufactured within Kenya, together with prices for any required installation, training, commissioning and other services. The evaluation of prices shall take into account custom duties and other taxes levied on imported goods quoted CIP and sales and similar taxes levied in connection with the sale or delivery of goods.

Abnormally Low Tenders and Abnormally High Tenders Abnormally Low Tenders

An Abnormally Low Tender is one where the Tender price, in combination with other constituent elements of the Tender, appears unreasonably low to the extent that the Tender price raises material concerns with the Procuring Entity as to the capability of the Tenderer to perform the Contract for the offered Tender price or that genuine competition between Tenderers is compromised.

In the event of identification of a potentially Abnormally Low Tender by the evaluation committee, the Procuring Entity shall seek written clarification from the Tenderer, including a detailed price analyses of its Tender price in relation to the subject matter of the contract, scope, delivery schedule, allocation of risks and responsibilities and any other requirements of the tendering document.

After evaluation of the price analyses, in the event that the Procuring Entity determines that the Tenderer has failed to demonstrate its capability to perform the contract for the offered Tender price, the Procuring Entity shall reject the Tender.

Abnormally High Tenders

An abnormally high tender price is one where the tender price, in combination with other constituent elements of the Tender, appears unreasonably too high to the extent that the Procuring Entity is concerned that it (the Procuring Entity) may not be getting value for money or it may be paying too high a price for the contract compared with market prices or that genuine competition between Tenderers is compromised.

In case of an abnormally high price, the Procuring Entity shall make a survey of the market prices, check if the estimated cost of the contract is correct and review the Tender Documents to check if the specifications, scope of work and conditions of contract are contributory to the abnormally high tenders. The Procuring Entity may also seek written clarification from the tenderer on the reason for the high tender price. The Procuring Entity shall proceed as follows:

If the tender price is abnormally high based on wrong estimated cost of the contract, the Procuring Entity may accept or not accept the tender depending on the Procuring Entity's budget considerations.

If specifications, scope of work and/or conditions of contract are contributory to the abnormally high tender prices, the Procuring Entity shall reject all tenders and may retender for the contract based on revised estimates, specifications, scope of work and conditions of contract, as the case may be.

If the Procuring Entity determines that the Tender Price is abnormally too high because genuine competition between tenderers is compromised (*often due to collusion, corruption or other manipulations*), the Procuring Entity shall reject all Tenders and shall institute or cause competent Government Agencies to institute an investigation on the cause of the compromise, before retendering.

Qualification of the Tenderer

The Procuring Entity shall determine to its satisfaction whether the eligible Tenderer that is selected as having submitted the lowest evaluated cost and substantially responsive Tender, meets the qualifying criteria specified in Section III, Evaluation and Qualification Criteria.

The determination shall be based upon an examination of the documentary evidence of the Tenderer's qualifications submitted by the Tenderer, pursuant to ITT 17. The determination shall not take into consideration the qualifications of other firms such as the Tenderer's subsidiaries, parent entities, affiliates, subcontractors (other than specialized subcontractors if permitted in the tendering document), or any other firm(s) different from the Tenderer.

An affirmative determination shall be a prerequisite for award of the Contract to the Tenderer. A negative determination shall result in disqualification of the Tender, in which event the Procuring Entity shall proceed to the Tenderer who offers a substantially responsive Tender with the next lowest evaluated cost to make a similar determination of that Tenderer's qualifications to perform satisfactorily.

Procuring Entity's Right to Accept Any Tender, and to Reject Any or All Tenders

38.1 The Procuring Entity reserves the right to accept or reject any Tender, and to annul the Tendering process and reject all Tenders at any time prior to Contract Award, without there by incurring any liability to Tenderers. In case of annulment, all Tenders submitted and specifically, Tender securities, shall be promptly returned to the Tenderers.

Award of Contract

Award of Contract

39.1 Subject to ITT 38, the Procuring Entity shall award the Contract to the successful Tenderer. This is the Tenderer whose Tender has been determined to be the Best Evaluated Tender.

Procuring Entity's Right to Vary Quantities at Time of Award

The Procuring Entity reserves the right at the time of Contract award to increase or decrease, by the percentage (s) for items as indicated **in the TDS**.

Notice of Intention to enter in to a Contract/Notification of award

Upon award of the contract and Prior to the expiry of the Tender Validity Period the Procuring Entity shall issue a Notification of Intention to Enter in to a Contract/Notification of award to all tenderers which shall contain, at a minimum, the following information:

The name and address of the Tenderer submitting the successful Tender;

The Contract price of the successful Tender;

The total combined score of the successful Tender when rated criteria is used for tender evaluation;

A statement of the reason(s) the Tender (of the unsuccessful Tenderer to whom the Form is addressed) was unsuccessful;

The expiry date of the Standstill Period; and

Instructions on how to request a debriefing or submit a complaint during the standstill period.

Standstill Period

The Contract shall not be signed earlier than the expiry of a Standstill Period of 14 days to allow any dissatisfied tender to launch a complaint. Where only one Tender is submitted, the Standstill Period shall not apply.

Where a Standstill Period applies, it shall commence when the Procuring Entity has transmitted to each Tenderer the Notification of Intention to Enter in to a Contract with the successful Tenderer.

Debriefing by the Procuring Entity

On receipt of the Procuring Entity's Notification of Intention to Enter into a Contract referred to in ITT 43, an unsuccessful tenderer may make a written request to the Procuring Entity for a debriefing on specific issues or concerns regarding their tender. The Procuring Entity shall provide the debriefing within five days of receipt of the request.

Debriefings of unsuccessful Tenderers may be done in writing or verbally. The Tenderer shall bear its own costs of attending such a debriefing meeting.

Letter of Award

Prior to the expiry of the Tender Validity Period and upon expiry of the Standstill Period specified in ITT 42.1, upon addressing a complaint that has been filed within the Standstill Period, the Procuring Entity shall transmit the Letter of Award to the successful Tenderer. The letter of award shall request the successful tenderer to furnish the Performance Security within 21 days of the date of the letter.

Signing of Contract

Upon the expiry of the fourteen days of the Notification of Intention to enter into contract and upon the parties meeting their respective statutory requirements, the Procuring Entity shall send the successful Tenderer the Contract Agreement.

Within fourteen (14) days of receipt of the Contract Agreement, the successful Tenderer shall sign, date, and return it to the Procuring Entity.

The written contract shall be entered into within the period specified in the notification of award and before expiry of the tender validity period

Performance Security

Within twenty-one (21) days of the receipt of the Letter of Award from the Procuring Entity, the successful Tenderer, if required, shall furnish the Performance Security in accordance with the GCC18, using for that purpose the Performance Security Form included in Section VIII, Contract Forms, or another Form acceptable to the Procuring Entity. If the Performance Security furnished by the successful Tenderer is in the form of a bond, it shall be issued by a bonding or insurance company that has been determined by the successful Tenderer to be acceptable to the Procuring Entity. A foreign institution providing a bond shall have a correspondent financial institution located in Kenya, unless the Procuring Entity has agreed in writing that a correspondent financial institution is not required.

Failure of the successful Tenderer to submit the above-mentioned Performance Security or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Tender Security. In that event the Procuring Entity may award the Contract to the Tenderer offering the next Best Evaluated Tender.

Publication of Procurement Contract

Within fourteen days after signing the contract, the Procuring Entity shall publish the awarded contract at its notice boards and websites; and on the Website of the Authority. At the minimum, the notice shall contain the following information:

Name and address of the Procuring Entity;

Name and reference number of the contract being awarded, a summary of its scope and the selection method used;

The name of the successful Tenderer, the final total contract price, the contract duration.

Dates of signature, commencement and completion of contract;

Names of all Tenderers that submitted Tenders, and their Tender prices as read out at Tender opening.

Procurement Related Complaints and Administrative Review

The procedures for making a Procurement-related Complaint are as specified in the **TDS**.

A request for administrative review shall be made in the form provided under contract forms.

SECTION II - TENDER DATA SHEET (TDS)

The following specific data for the textbooks and reading materials to be procured shall complement, supplement, or amend the provisions in the Instructions to Tenderers (ITT). Whenever there is a conflict, the provisions herein shall prevail over those in ITT.

Reference to ITC Clause	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
A. General	
ITT 1.1	The reference number of the Invitation to Tender (ITT) is: MMUST/012/LIB/2022-2023 The Procuring Entity is: Masinde Muliro University of Science & Technology The name of the ITT is: Supply and Delivery of library books The number and identification of lots (contracts) comprising this ITT is: N/A
ITT 2.1(a)	N/A
ITT 3.3	N/A
ITT 4.1	Maximum number of members in the Joint Venture (JV) shall be: N/A
B. Contents of Tendering Document	
ITT 7.1	N/A
C. Preparation of Tenders	
ITT 11.1 (j)	The Tenderer shall submit the following additional documents in its Tender: N/A
ITT 13.1	Alternative Tenders <i>shall not be</i> considered.
ITT 14.5	The prices quoted by the Tenderer <i>shall not</i> be subject to adjustment during the performance of the Contract.
ITT 14.6	Prices quoted for each lot (contract) shall correspond at least to <i>[insert figure]</i> percent of the items specified for each lot (contract). N/A Prices quoted for each item of a lot shall correspond at least to <i>[insert figure]</i> percent of the quantities specified for this item of a lot. N/A
ITT 14.7	The Incoterms edition is: Internationally Acceptable
ITT 14.8 (b) (i) and (c) (v)	Place of destination: N/A
ITT 14.8 (a) (iii), (b) (ii) and c (v)	Place of destination: Masinde Muliro University of Science & Technology main campus in Kakamega
ITT 15.1	The Tenderer <i>is</i> required to quote in Kenya shillings the portion of the Tender price that corresponds to expenditures incurred in that currency.
ITT 17.2 (a)	Copyright Authorization is <i>required</i>
ITT 17.2 (b)	After sales service is <i>required</i>
ITT 18.1	The Tender validity period shall be 120 days.
ITT 18.3 (a)	The Tender price shall be adjusted by the following factor(s): N/A
ITT 19.1	A <i>Tender Security shall be</i> required. If a Tender Security shall be required, the amount and currency of the Tender security shall be <u>Kshs. 200,000.</u>
ITT 19.3 (v)	Other types of acceptable securities: N/A
ITT 20.1	In addition to the original of the Tender, the number of copies is: I copy.
ITT 20.3	The written confirmation of authorization to sign on behalf of the Tenderer shall consist of: Name of the person duly authorized to sign the tender on behalf of the tenderer Title of the person signing the tender Signature of the person named above Company Seal/Rubber stamp (where applicable)

Reference to ITC Clause	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
D. Submission and Opening of Tenders	
ITT 22.1	<p>Completed tender documents are to be enclosed in plain sealed envelopes, marked with the tender number and name and be deposited in the Tender Box at Masinde Muliro University of Science and Technology or be addressed to: -</p> <p><i>The Vice Chancellor, Masinde Muliro University of Science & Technology P.O Box 190 – 50100, Kakamega Kakamega –Webuye Road</i></p> <p>And dropped in Tender Box situated outside Administration Building Main entrance, Main Campus in Kakamega, so as to reach the University on or before Tuesday 28th February, 2023 at 10:00 am.</p> <p><i>Tenders that do not fit in the tender box will be submitted at the Procurement Office in the Administration Building.</i></p> <p>Opening of the bid documents will be done immediately thereafter in the presence of applicants or their representatives who choose to attend.</p> <p>Date and time for submission of Tenders: Tuesday 28th February, 2023 at 10:00 am.</p> <p>Tenderers shall not submit tenders electronically.</p>
ITT 25.1	<p>The Tender opening shall take place at: The Tender opening shall take place at the time and the address for Opening of Tenders provided below:</p> <p><i>Masinde Muliro University of Science & Technology P.O Box 190 – 50100, Kakamega Kakamega –Webuye Road</i></p> <p>Venue for opening of the bid documents will be communicated during closing of the tenders at the location of the tender box as communicated above.</p> <p>Date and time of tender opening: Immediately after closing the tenders, opening of the tenders will follow on Tuesday 28th February, 2023 at 10:00 am.</p>
ITT 25.1	N/A
ITT 25.6	The Form of Tender and Price Schedules shall be initialed by all representatives and any modification to the unit or total price shall be initialed by the Representative of the Procuring Entity conducting the tender opening
E. Evaluation and Comparison of Tenders	
ITT 30.3	The adjustment shall be based on the _____ (<i>insert “average” or “highest”</i>) price of the item or component as quoted in other substantially responsive Tenders. If the price of the item or component cannot be derived from the price of other substantially responsive Tenders, the Procuring Entity shall use its best estimate. N/A
ITT 31.2	Any error detected if considered a major deviation if it is more than _____% or less than _____ % N/A
ITT 32.1	<p>The currency that shall be used for Tender evaluation and comparison purposes to convert (at the selling exchange rate) all Tender prices expressed in various currencies into a single currency is: Kenya Shillings</p> <p>The source of exchange rate shall be: The Central Bank of Kenya</p> <p>The date for the exchange rate shall be: as per the date for submission of the Tenders</p>

Reference to ITC Clause	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
ITT 33.1	A margin of domestic preference <i>shall not</i> apply.
ITT 33.3	The specific group of businesses is <i>N/A</i>
ITT 33.3	The invitation to tender is open to all (<i>Small and Medium Enterprises, Women Enterprises, Youth Enterprises and Enterprises of persons living with disability are encouraged to participate.</i>)
ITT 34.6	NA
F. Award of Contract	
ITT 40.1	The maximum percentage by which quantities may be increased is: 15% The maximum percentage by which quantities may be decreased is: 15%
ITT 40.1	The Procuring Entity shall increase or decrease the quantity of Goods and Related Services by an amount not exceed 15% and without any change in the unit prices or other terms and conditions of the Tender and the tendering document.
ITT 48.1	The procedures for making a Procurement-related Complaint are detailed in the “Notice of Intention to Award the Contract” herein and are also available from the PPRA website info@ppra.go.ke or complaints@ppra.go.ke . In summary, a Procurement-related Complaint may challenge any of the following: the terms of the Tendering Documents; and the Procuring Entity’s decision to award the contract.

SECTION III - EVALUATION AND QUALIFICATION CRITERIA

General Provision

Wherever a Tenderer is required to state a monetary amount, Tenderers should indicate the Kenya Shilling equivalent using the rate of exchange determined as follows:

For construction turnover or financial data required for each Year-Exchange rate prevailing on the last day of the respective calendar year (in which the amounts for that year are to be converted) was originally established.

Value of single contract-Exchange rate prevailing on the date of the contract signature.

Exchange rates shall be taken from the publicly available source identified in the ITT. Any error in determining the exchange rates in the Tender may be corrected by the Procuring Entity.

This section contains the criteria that the Employer shall use to evaluate tender and qualify tenderers. No other factors, methods or criteria shall be used other than specified in this tender document. The Tenderer shall provide all the information requested in the forms included in Section IV, Tendering Forms. The Procuring Entity should use **the Standard Tender Evaluation Report for Goods and Works** for evaluating Tenders.

Evaluation and contract award Criteria

2.1 The Procuring Entity shall use the criteria and methodologies listed in this Section to evaluate tenders and arrive at the Lowest Evaluated Tender. The tender that (i) meets the qualification criteria, (ii) has been determined to be substantially responsive to the Tender Documents, and (iii) is determined to have the Lowest Evaluated Tender price shall be selected for award of contract.

Preliminary Examination for Determination of Responsiveness

The Procuring Entity will start by examining all tenders to ensure they meet in all respects the eligibility criteria and other requirements in the ITT, and that the tender is all aspects in meeting the requirements of “*Part 2 – Supply Requirements*”, including checking for tenders with unacceptable errors, abnormally low tenders, and abnormally high tenders, including meeting the specific additional requirements for The Standard Tender Evaluation Report for Goods and Works provides clear guidelines on how to deal with review of these requirements. Tenders that do not pass the Preliminary Examination will not be considered further.

PRELIMINARY EVALUATION CRITERIA

To be deemed as responsive, tenders shall be checked for the following mandatory requirements:

	Item Description
1.	Dully filled forms (Original): a) Form of tender, b) Confidential business questionnaire, c) Certificate of independent tender determination, d) Self-declaration forms SD1 and SD2 and e) Declaration and commitment to the code of ethics
2.	Bid security (Tender bond) of Kshs. Two Hundred Thousand (Kshs 200,000.00) (Original) Valid for 150 days (days to start from tender closing date).
3.	Company certificate of registration or incorporation (Provide Copy)
5.	Valid tax compliance certificate (Copy)

6.	Valid Single Business Permit (copy)
7.	Power of attorney where the signatory is not a director (Copies)
8.	Recommendation letters from 3 reputable clients for successful completion of similar works.
9.	Letters of authorization from at least three (3) international publishers.
10.	All the pages in the tender document including all attachments must be serially numbered and the document should be bound.
11.	Must submit a softcopy of the price schedule in an editable format i.e word or excel. (this should either be in a CD or flash disk. NB. For titles not quoted for don't erase the rows instead just indicate N/A)
	CONCLUSIVE REMARK

NB: a. A tenderer who shall miss any of the above requirement shall be declared Non Responsive, and shall be disqualified from further evaluation

Technical Evaluation of Quality

Tenders that pass Preliminary Examination for Determination of Responsiveness will be subjected to technical evaluation of quality. Without prejudice to the provisions of ITT 34, the Procuring Entity's evaluation of manuscripts will consider quality factors as indicated below.

No	Area	Requirement	Award Criteria	Max Core
1	General Experience	Minimum of 5 years in operations	5 Yrs – 10 Mks 6-10 Yrs – 15 Mks Over 10 Yrs – 20 Mks	20 Mks
2	Specific Experience	Successfully completed a minimum of five similar contracts (attach copies of stamped invoice)	4 Mks for each invoice submitted (1 st 5 projects to be considered)	20 Mks
3	Financial Information	Provide audited financial accounts for at least two complete fiscal years 2020 and 2021 Cash flow availability for Kenya shilling 5 million.	5 million – 15 Mks 6-10 million – 20 Mks Over 10 million – 30 Mks	30 Mks
4	Production Capacity	The total production required should be at least 2.5 times the value of this tender.	2.5 Times – 15 Mks 3 Times – 20 Mks Over 3 Times – 30 Mks	30 Mks
	Total Marks			100 Mks

Tenderer who scores 70% and above on Technical Evaluation will proceed to the next step where the conformity of the titles offered to the required specifications will be checked.

Tender Evaluation (ITT 34)

This evaluation is only for those tenders that pass the Technical Evaluation.

In addition to the criteria listed in ITT34.2(a)–(c) the additional evaluation factors as per ITT 34.2(d) is specified as follows:

Delivery schedule. (As specified in the TDS)

*The Goods specified in the List of Goods are required to be delivered within the acceptable time range (after the earliest and before the latest date, both dates inclusive) specified in Section VII, Schedule of Requirements. No credit will be given to deliveries before the earliest date, and Tenders offering delivery after the final date shall be treated as non-responsive. Within this acceptable period, an adjustment of **[insert the adjustment factor]**, will be added, for evaluation purposes only, to the Tender price of Tenders offering deliveries later than the “Earliest Delivery Date” but no later than the “Latest Delivery Date” specified in Section VII, Schedule of Requirements.*

Deviation in payment schedule. *[insert one of the following]*

Tenderers shall state their Tender price for the payment schedule outlined in the SCC. Tenders shall be evaluated on the basis of this base price. Tenderers are, however, permitted to state an alternative payment schedule and indicate the reduction in Tender price they wish to offer for such alternative payment schedule. The Procuring Entity may consider the alternative payment schedule and the reduced Tender price offered by the tenderer selected on the basis of the base price for the payment schedule outlined in the SCC.

or

*The SCC stipulates the payment schedule specified by the Procuring Entity. If a Tender deviate from the schedule and if such deviation is considered acceptable to the Procuring Entity, the Tender will be evaluated by calculating interest earned for any earlier payments involved in the terms outlined in the Tender as compared with those stipulated in the SCC, at the rate per annum **[insert adjustment rate]**.*

Specific additional criteria

*[Other specific additional criteria to be considered in the evaluation, and the evaluation method shall be detailed in TDS 34.6] [If specific **sustainable procurement technical requirements** have been specified in Section VII- Specification, **either** state that (i) those requirements will be evaluated on a pass/fail (compliance basis) **or** otherwise (ii) in addition to evaluating those requirements on a pass/fail (compliance basis), if applicable, specify the monetary adjustments to be applied to Tender Prices for comparison purposes on account of Tenders that exceed the specified minimum sustainable procurement technical requirements.]*

Multiple Contracts (ITT 34.4)

Multiple contracts will be permitted in accordance with ITT 34.4. Tenderers are evaluated on basis of Lots and the lowest evaluated tenderer identified for each Lot. The Procuring Entity will select one Option of the two Options listed below for award of Contracts.

OPTION 1

If a tenderer wins only one Lot, the tenderer will be awarded a contract for that Lot, provided the tenderer meets the Eligibility and Qualification Criteria for that Lot.

If a tenderer wins more than one Lot, the tender will be awarded contracts for all won Lots, provided the tenderer meets the aggregate Eligibility and Qualification

Criteria for all the Lots. The tenderer will be awarded the combination of Lots for which the tenderer qualifies and the others will be considered for award to second lowest the tenderers.

OPTION2

The Procuring Entity will consider all possible combinations of won Lots [contract(s)] and determine the combinations with the lowest evaluated price. Tenders will then be awarded to the Tenderer or Tenderers in the combinations provided the tenderer meets the aggregate Eligibility and Qualification Criteria for all the won Lots.

Alternative Tenders (ITT 13.1)

An alternative if permitted under ITT 13.1, will be evaluated as follows:

The Procuring Entity shall consider Tenders offered for alternatives as specified in Part II Section VII, Schedule of Requirements. Only the technical alternatives, if any, of the Tenderer with the Lowest Evaluated Tender conforming to the basic technical requirements shall be considered by the Procuring Entity.

MARGIN OF PREFERENCE

If the TDS so specifies, the Procuring Entity will grant a margin of preference of 15% (fifteen percent) to Tenderers offering goods manufactured, mined, extracted, grown, assembled or semi-processed in Kenya. Goods assembled or semi-processed in Kenya shall have a local content of not less than 40%.

The margin of preference will be applied in accordance with, and subject to, the following provisions:

Tenderers applying for such preference on goods offered shall be asked to provide, as part of the data for qualification, such information, including details of the goods produced in Kenya, so as to determine whether, according to the classification established by the Procuring Entity, a particular category of goods or group of goods qualifies for a margin of preference.

After Tenders have been received and reviewed by the Procuring Entity, goods offered in the responsive Tenders shall be assessed to ascertain they are manufactured, mined, extracted, grown, assembled or semi- processed in Kenya. Responsive tenders shall be classified into the following groups:

Group A: Tenders offering goods manufactured in Kenya, for which (a) labor, raw materials, and components from within Kenya account for more than forty (40) percent of the Ex-Works price; and (b) the production facility in which they will be manufactured or assembled has been engaged in manufacturing or assembling such goods at least since the date of Tender submission date;

Group B: All other Tenders offering Goods manufactured in Kenya;

Group C: Tenders offering Goods manufactured outside Kenya that have been already imported or that will be imported.

To facilitate this classification by the Procuring Entity, the tenderer shall complete which ever version of the Price Schedule furnished in the Tendering document is appropriate, provided however, that the completion of an incorrect version of the Price Schedule by the Tenderer shall not result in rejection of its Tender, but merely in the Procuring Entity's re classification of the Tender into its appropriate Tender group.

The Tenders in each group will then be compared to determine the Tender with the lowest evaluated cost in that group. The lowest evaluated cost Tender from each group shall then be compared with each other and if as a result of this comparison a Tender from Group A or Group B is the lowest, it shall be selected for the award.

If as a result of the preceding comparison, a Tender from Group C is the lowest evaluated cost, an amount equal to or 15% of the respective tender price, including unconditional discounts and excluding provisional sums, if any, shall be added to the evaluated price offered in each tender from Group C. If the tender from Group C is still the lowest tender, it shall be selected for award. If not, the lowest evaluated tender from Group A or B based on the first evaluation price shall be selected.

Post qualification and Contract award (ITT37), more specifically, After determining the substantially responsive Tender which offers the lowest-evaluated price, whether the tenderer is a manufacturer or just a supplier: The Procuring Entity shall carry out the post-qualification, if no pre-qualification was done, using the following criteria:

In case the tender was subject to post-qualification, the contract shall be awarded to the lowest evaluated tenderer, subject to confirmation of pre-qualification data, if so required.

In case the tender was not subject to post-qualification, the tender that has been determined to be the lowest evaluated tenderer shall be considered for contract award, subject to meeting each of the following conditions.

The Tenderer shall demonstrate that it has access to, or has available, liquid assets, unencumbered real assets, lines of credit, and other financial means (independent of any contractual advance payment) sufficient to meet the construction cash flow of Kenya Shillings_____.

Minimum average annual supply of text books and reading materials business turnover of Kenya Shillings_____ *[insert amount]*, equivalent calculated as total certified payments received for contracts in progress and/or completed within the last _____ *[insert of year]* years.

At least _____ *(insert number)* of contract(s) of a similar nature executed within Kenya, or the East African Community or abroad, that have been satisfactorily and substantially completed as a prime contractor, or joint venture member or sub-contractor each of minimum value Kenya shillings _____

equivalent.

Other conditions depending on their seriousness.

History of non- performing contracts:

Tenderer and each member of JV in case the Tenderer is a JV, shall demonstrate that Non-performance of a contract did not occur because of the default of the Tenderer, or the member of a JV in the last _____

_____ *(specify years)*. The required information shall be furnished in the appropriate form.

Pending Litigation

Financial position and prospective long-term profitability of the Single Tenderer, and in the case the Tenderer is a JV, of each member of the JV, shall remain sound according to criteria established with respect to Financial Capability under Paragraph (i) above if all pending litigation will be resolved against the Tenderer. Tenderer shall provide information on pending litigations in the appropriate form.

Litigation History

There shall be no consistent history of court/arbitral award decisions against the Tenderer, in the last

_____ (*specify years*). All parties to the contract shall furnish the information in the appropriate form about any litigation or arbitration resulting from contracts completed or ongoing under its execution over the years specified. A consistent history of awards against the Tenderer or any member of a JV may result in rejection of the tender.

SECTION IV-TENDERING FORMS

1. Form of Tender

Instructions to Tenderers.

The Tenderer must prepare this Form of Tender on stationery with its letterhead clearly showing the Tenderer's complete name and business address.

All italicized text is to help Tenderer in preparing this form.

Tenderer must complete and sign and TENDERER'S ELIGIBILITY- CONFIDENTIAL BUSINESS QUESTIONNAIRE, CERTIFICATE OF INDEPENDENT TENDER DETERMINATION and the SELF DECLARATION OF THE TENDERER, all attached to this Form of Tender.

The Form of Tender shall include the following Forms duly completed and signed by the Tenderer.

Tenderer's Eligibility-Confidential Business Questionnaire

Certificate of Independent Tender Determination

Self-Declaration of the Tenderer

Date of this Tender submission:[insert date (as day, month and year) of Tender submission] **ITT No.:**[insert number of ITT process]

Invitation to Tender No.:.....[insert identification]

Alternative No.:.....[insert identification No if this is a Tender for an alternative]

To:[insert complete name of Procuring Entity]

We have examined and have no reservations to the tendering document, including Addenda issued in accordance with Instructions to Tenderers (ITT8);

We meet the eligibility requirements and have no conflict of interest in accordance with ITT4;

We have not been suspended nor declared ineligible by the Procuring Entity based on execution of Tender-Securing Declaration or Proposal-Securing Declaration in Kenya in accordance with ITT4.8;

We offer to supply in conformity with the tendering document and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods: [insert a brief description of the Goods and Related Services];

The total price of our Tender, excluding any discounts offered in item (f) below is: **[Insert one of the options below as appropriate]**

Option 1, in case of one lot: Total price is: [insert the total price of the Tender in words and figures, indicating the various amounts and the respective currencies];

Or

Option 2, in case of multiple lots:(a) Total price of each lot [insert the total price of each lot in words and figures, indicating the various amounts and the respective currencies]; and (b) Total price of all lots (sum of all lots) [insert the total price of all lots in words and figures, indicating the various amounts and the respective currencies];

The discounts offered and the methodology for their application are:

The discounts offered are: [Specify in detail each discount offered.]

The exact method of calculations to determine the net price after application of discounts is shown below: [Specify in detail the method that shall be used to apply the discounts];

Tender Validity Period: Our Tender shall be valid for the period specified in TDS18.1(as amended if applicable) from the date fixed for the Tender submission deadline specified in TDS22.1(as amended if applicable), and it shall remain binding upon us and may be accepted at any time before the expiration of that period;

Performance Security: If our Tender is accepted, we commit to obtain a Performance Security in accordance with the tendering document;

One Tender per Tenderer: We are not submitting any other Tender(s) as an individual Tenderer, and we are not participating in any other Tender(s) as a Joint Venture member, or as

a subcontractor, and meet the requirements of ITT4.3, other than alternative Tenders submitted in accordance with ITT13;

Suspension and Debarment: We, along with any of our subcontractors, suppliers, consultants, manufacturers, or service providers for any part of the contract, are not subject to, and not controlled by any entity or individual that is subject to, a temporary suspension or a debarment imposed by the PPRA. Further, we are not ineligible under Kenya laws or official regulations or pursuant to a decision of the United Nations Security Council;

State-owned enterprise or institution: [select the appropriate option and delete the other] [We are not a state-owned enterprise or institution]/ [We are a state-owned enterprise or institution but meet the requirements of ITT 4.7];

We have paid, or will pay the following commissions, gratuities, or fees with respect to the Tendering process or execution of the Contract: *[insert complete name of each Recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity].*

Name of Recipient	Address	Reason	Amount

(If none has been paid or is to be paid, indicate “none.”)

Binding Contract: We understand that this Tender, together with your written acceptance thereof included in your Form of Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed;

Not bound to Accept: We understand that you are not bound to accept the Lowest evaluated cost Tender, the Lowest Evaluated Tender or any other Tender that you may receive;

Fraud and Corruption: We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf engages in any type of Fraud and Corruption.

Collusive practices: We hereby certify and confirm that the tender is genuine, non-collusive and made with the intention of accepting the contract if awarded. To this effect we have signed the “Certificate of Independent tender Determination” attached below.

u) **Code of Ethical Conduct:** We undertake to adhere by the Ethics for Persons Participating in Public Procurement and Asset Disposal, copy available from _____ (specify website) during the procurement process and the execution of any resulting contract.

We, the Tenderer, have completed fully and signed the following Forms as part of our Tender

Tenderer's Eligibility; Confidential Business Questionnaire – to establish we are not in any conflict of interest.

Certificate of Independent Tender Determination – to declare that we completed the tender without colluding with other tenderers.

Self-Declaration of the Tenderer–to declare that we will, if awarded a contract not engage in any form of fraud and corruption.

Declaration and commitment to the Code of Ethics for Persons Participating in Public Procurement and Asset Disposal.

Further, we confirm that we have read and understood the full content and scope of fraud and corruption as informed in “**Appendix1-Fraud and Corruption**” attached to the Form of Tender.

Name of the Tenderer: **[insert complete name of person signing the Tender]*

Name of the person duly authorized to sign the Tender on behalf of the Tenderer: ***[insert complete name of person duly authorized to sign the Tender]*

Title of the person signing the Tender: *[insert complete title of the person signing the Tender]* **Signature of the person named above:** *[insert signature of person whose name*

and capacity are shown above] **Date signed**.....*[insert date of signing]*.....**day of**.....*[insert month],[insert year]*

*: In the case of the Tender submitted by a Joint Venture specify the name of the Joint Venture as Tenderer.

**: Person signing the Tender shall have the power of attorney given by the Tenderer. The power of attorney shall be attached with the Tender Schedules.

TENDERER'S ELIGIBILITY-CONFIDENTIAL BUSINESS QUESTIONNAIRE

Instruction to Tenderer

Tender is instructed to complete the particulars required in this Form, *one form for each entity if Tender is a JV*. Tenderer is further reminded that it is an offence to give false information on this Form.

Tenderer's details

	ITEM	DESCRIPTION
1	Name of the Procuring Entity	
2	Reference Number of the Tender	
3	Date and Time of Tender Opening	
4	Name of the Tenderer	
5	Full Address and Contact Details of the Tenderer.	Country City Location Building Floor Postal Address Name and email of contact person.
6	Current Trade License Registration Number and Expiring date	
7	Name, country and full address (<i>postal and physical addresses, email, and telephone number</i>) of Registering Body/Agency	
8	Description of Nature of Business	
9	Maximum value of business which the Tenderer handles.	
10	State if Tenders Company is listed in stock exchange, give name and full address (<i>postal and physical addresses, email, and telephone number</i>) of state which stock exchange	

General and Specific Details

Sole Proprietor, provide the following details.

Name in full _____ Age _____ Nationality__ Country of Origin _____
Citizenship _____

Partnership, provide the following details.

	Names of Partners	Nationality	Citizenship	% Shares owned
1				
2				
3				

Registered Company, provide the following details.

Private or public Company_____

State the nominal and issued capital of the Company:-

Nominal Kenya Shillings (Equivalent).....

Issued Kenya Shillings (Equivalent).....

Give details of Directors as follows.

	Names of Director	Nationality	Citizenship	% Shares owned
1				
2				
3				

(e) **DISCLOSURE OF INTEREST** - Interest of the Firm in the Procuring Entity.

i) Are there any person/persons in.....(*Name of Procuring Entity*) who has/have an interest or relationship in this firm? Yes/No..... If yes, provide details as follows.

	Names of Person	Designation in the Procuring Entity	Interest or Relationship with Tenderer
1			
2			
3			

ii) **Conflict of interest disclosure**

	Type of Conflict	Disclosure YES OR NO	If YES provide details of the relationship with Tenderer
1	Tenderer is directly or indirectly controls, is controlled by or is under common control with another tenderer.		
2	Tenderer receives or has received any direct or indirect subsidy from another tenderer.		
3	Tenderer has the same legal representative as another tenderer		
4	Tender has a relationship with another tenderer, directly or through common third parties, that puts it in a position to influence the tender of another tenderer, or influence the decisions of the Procuring Entity regarding this tendering process.		
5	Any of the Tenderer's affiliates participated as a consultant in the preparation of the design or technical specifications of the works that are the subject of the tender.		
6	Tenderer would be providing goods, works, non-consulting services or consulting services		

	Type of Conflict	Disclosure YES OR NO	If YES provide details of the relationship with Tenderer
	during implementation of the contract specified in this Tender Document.		
7	Tenderer has a close business or family relationship with a professional staff of the Procuring Entity who are directly or indirectly involved in the preparation of the Tender document or specifications of the Contract, and/or the Tender evaluation process of such contract.		
8	Tenderer has a close business or family relationship with a professional staff of the Procuring Entity who would be involved in the implementation or supervision of the such Contract.		
9	Has the conflict stemming from such relationship stated in item 7 and 8 above been resolved in a manner acceptable to the Procuring Entity throughout the tendering process and execution of the Contract.		

f) Certification

On behalf of the Tenderer, I certify that the information given above is complete, current and accurate as at the date of submission.

Full Name _____ Title or Designation__

(Signature)

(Date)

CERTIFICATE OF INDEPENDENT TENDER DETERMINATION

I, the under signed, in submitting the accompanying Letter of Tender to the _____ [Name of Procuring Entity] for: _____ [Name and number of tender] in response to the request for tenders made by: _____ [Name of Tenderer] do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of _____ [Name of Tenderer] that:

I have read and I understand the contents of this Certificate;

I understand that the Tender will be disqualified if this Certificate is found not to be true and complete in every respect;

I am the authorized representative of the Tenderer with authority to sign this Certificate, and to submit the Tender on behalf of the Tenderer;

For the purposes of this Certificate and the Tender, I understand that the word “competitor” shall include any individual or organization, other than the Tenderer, whether or not affiliated with the Tenderer, who:

Has been requested to submit a Tender in response to this request for tenders;
could potentially submit a tender in response to this request for tenders, based on their qualifications, abilities or experience;

The Tenderer discloses that [check one of the following, as applicable]:

The Tenderer has arrived at the Tender independently from, and without consultation, communication, agreement or arrangement with, any competitor;

The Tenderer has entered into consultations, communications, agreements or arrangements with one or more competitors regarding this request for tenders, and the Tenderer discloses, in the attached document(s), complete details thereof, including the names of the competitors and the nature of, and reasons for, such consultations, communications, agreements or arrangements;

In particular, without limiting the generality of paragraphs(5)(a) or (5)(b) above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:

prices;

methods, factors or formulas used to calculate prices;

the intention or decision to submit, or not to submit, a tender; or

the submission of a tender which does not meet the specifications of the request for Tenders; except as specifically disclosed pursuant to paragraph(5)(b) above;

In addition, there has been no consultation, communication, agreement or arrangement with any competitor regarding the quality, quantity, specifications or delivery particulars of the works or services to which this request for tenders relates, except as specifically authorized by the procuring authority or as specifically disclosed pursuant to paragraph(5)(b) above;

The terms of the Tender have not been, and will not be, knowingly disclosed by the Tenderer, directly or indirectly, to any competitor, prior to the date and time of the official tender opening, or of the awarding of the Contract, which ever comes first, unless otherwise required by law or as specifically disclosed pursuant to paragraph(5)(b) above.

Name _____ Title _____

Date _____

[Name, title and signature of authorized agent of Tenderer and Date]

SELF-DECLARATION FORMS
FORM SD1

**SELF DECLARATION THAT THE PERSON/TENDERER IS NOT DEBARRED IN THE
MATTER OF THE PUBLIC PROCUREMENT AND ASSET DISPOSAL ACT 2015**

I,, of Post Office Box
..... being a resident of in the Republic
of do hereby make a statement as follows:-

THAT I am the Company Secretary/ Chief Executive/Managing Director/Principal Officer/Director
of
.....(*insert name of the Company*) who is a Bidder in
respect of **Tender** **No.**.....
for.....
.*(insert tender title/description)* for.....(*insert name of the Procuring
entity*) and duly authorized and competent to make this statement.

THAT the aforesaid Bidder, its Directors and subcontractors have not been debarred from
participating in procurement proceeding under Part IV of the Act.

THAT what is deponed to herein above is true to the best of my knowledge, information and belief.

.....
..... (Title)

.....
(Signature) (Date)

Bidder Official Stamp

FORM SD2

SELF DECLARATION THAT THE TENDERER WILL NOT ENGAGE IN ANY CORRUPT OR FRAUDULENT PRACTICE

I,.....of P. O. Box..... a resident of
.....in the Republic of..... do hereby make a statement as follows:-

THAT I am the Chief Executive/Managing Director/Principal Officer/Director of.....

..... (*insert name of the Company*) who is a Bidder in respect of **Tender No.**
..... for(*insert tender title/description*) for
.....(*insert name of the Procuring entity*) and duly authorized and competent to make this statement.

THAT the aforesaid Bidder, its servants and/or agents/subcontractors will not engage in any corruptor fraudulent practice and has not been requested to pay any inducement to any member of the Board, Management, Staff and/or employees and/or agents of.....(*insert name of the Procuring entity*) which is the procuring entity.

THAT the aforesaid Bidder, its servants and/or agents/subcontractors have not offered any inducement to any member of the Board, Management, Staff and/or employees and/or agents of
..... (*name of the procuring entity*).

THAT the aforesaid Bidder will not engage/has not engaged in any corrosive practice with other bidders participating in the subject tender.

THAT what is deponed to herein above is true to the best of my knowledge information and belief.

.....

.....

..... (Title)

(Signature)

(Date)

Bidder's Official Stamp

DECLARATION AND COMMITMENT TO THE CODE OF ETHICS

I..... (person) on behalf of (*Name of the Business/ Company/Firm*) declare that I have read and fully understood the contents of the Public Procurement & Asset Disposal Act, 2015, Regulations and the Code of Ethics for persons participating in Public Procurement and Asset Disposal and my responsibilities under the Code.

I do hereby commit to abide by the provisions of the Code of Ethics for persons participating in Public Procurement and Asset Disposal.

Name of Authorized
signatory.....
Sign.....

Position.....
Office address..... Telephone.....
E-mail.....
Name of the Firm/Company.....
Date.....

(Company Seal/ Rubber Stamp where applicable)

Witness

Name.....
Sign.....
Date.....

APPENDIX 1-FRAUD AND CORRUPTION

(Appendix 1 shall not be modified)

Purpose

The Government of Kenya's Anti-Corruption and Economic Crime laws and their sanction's policies and procedures, Public Procurement and Asset Disposal Act (*no. 33 of 2015*) and its Regulation, and any other Kenya's Acts or Regulations related to Fraud and Corruption, and similar offences, shall apply with respect to Public Procurement Processes and Contracts that are governed by the laws of Kenya.

Requirements

The Government of Kenya requires that all parties including Procuring Entities, Tenderers, (applicants/proposers), Consultants, Contractors and Suppliers; any Sub-contractors, Sub-consultants, Service providers or Suppliers; any Agents (whether declared or not); and any of their Personnel, involved and engaged in procurement under Kenya's Laws and Regulation, observe the highest standard of ethics during the procurement process, selection and contract execution of all contracts, and refrain from Fraud and Corruption and fully comply with Kenya's laws and Regulations as per paragraphs 1.1 above.

2.2 Kenya's public procurement and asset disposal act (*No. 33 of 2015*) under Section 66 describes rules to be followed and actions to be taken in dealing with Corrupt, Coercive, Obstructive, Collusive or Fraudulent practices, and Conflicts of Interest in procurement including consequences for offences committed. A few of the provisions noted below highlight Kenya's policy of no tolerance for such practices and behavior:

a person to whom this Act applies shall not be involved in any corrupt, coercive, obstructive, collusive or fraudulent practice; or conflicts of interest in any procurement or asset disposal proceeding;

A person referred to under subsection (1) who contravenes the provisions of that sub-section commits an offence;

Without limiting the generality of the subsection (1) and (2), the person shall be: -

disqualified from entering into a contract for a procurement or asset disposal proceeding; or

if a contract has already been entered into with the person, the contract shall be voidable;

The voiding of a contract by the procuring entity under subsection (7) does not limit any legal remedy the procuring entity may have;

An employee or agent of the procuring entity or a member of the Board or committee of the procuring entity who has a conflict of interest with respect to a procurement—

Shall not take part in the procurement proceedings;

shall not, after a procurement contract has been entered into, take part in any decision relating to the procurement or contract; and

shall not be a subcontractor or for the tenderer to whom was awarded contract, or a member of the group of tenderers to whom the contract was awarded, but the subcontractor appointed shall meet all the requirements of this Act.

An employee, agent or member described in subsection (1) who refrains from doing anything prohibited under that subsection, but for that subsection, would have been within his or her duties shall disclose the conflict of interest to the procuring entity;

If a person contravenes subsection (1) with respect to a conflict of interest described in subsection (5)(a) and the contract is awarded to the person or his relative or to another person in whom one of them had a direct or indirect pecuniary interest, the contract shall be terminated and all costs incurred by the public entity shall be made good by the awarding officer. Etc.

2.3 In compliance with Kenya's laws, regulations and policies mentioned above, the Procuring Entity:

Defines broadly, for the purposes of the above provisions, the terms set forth below as follows:

“corrupt practice” Is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;

“fraudulent practice” is any act or omission, including misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain financial or other benefit or to avoid an obligation;

“collusive practice” is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;

“coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;

“obstructive practice” is: -

deliberately destroying, falsifying, altering, or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede investigation by Public Procurement Regulatory Authority (PPRA) or any other appropriate authority appointed by Government of Kenya into allegations of a corrupt, fraudulent, coercive, or collusive practice; and/or threatening, harassing, or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or

acts intended to materially impede the exercise of the PPRA's or the appointed authority's inspection and audit rights provided for under paragraph 2.3e. below.

Defines more specifically, in accordance with the above procurement Act provisions set forth for fraudulent and collusive practices as follows:

"fraudulent practice" includes a misrepresentation of fact in order to influence a procurement or disposal process or the exercise of a contract to the detriment of the procuring entity or the tenderer or the contractor, and includes collusive practices amongst tenderers prior to or after tender submission designed to establish tender prices at artificial non-competitive levels and to deprive the procuring entity of the benefits of free and open competition.

Rejects a proposal for award¹ of a contract if PPRA determines that the firm or individual recommended for award, any of its personnel, or its agents, or its sub-consultants, sub-contractors, service providers, suppliers and/ or their employees, has, directly or indirectly, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the contract in question;

Pursuant to the Kenya's above stated Acts and Regulations, may sanction or debar or recommend to appropriate authority (ies) for sanctioning and debarment of a firm or individual, as applicable under the Acts and Regulations;

Requires that a clause be included in Tender documents and Request for Proposal documents requiring (i) Tenderers (applicants/proposers), Consultants, Contractors, and Suppliers, and their Sub-contractors, Sub-consultants, Service providers, Suppliers, Agents personnel, permit the PPRA or any other appropriate authority appointed by Government of Kenya to inspect² all accounts, records and other documents relating to the procurement process, selection and/or contract execution, and to have them audited by auditors appointed by the PPRA or any other appropriate authority appointed by Government of Kenya; and

Pursuant to Section 62 of the above Act, requires Applicants/Tenderers to submit along with their Applications/Tenders/Proposals a "Self-Declaration Form" as included in the procurement document declaring that they and all parties involved in the procurement process and contract execution have not engaged/will not engage in any corrupt or fraudulent practices.

¹For the avoidance of doubt, a party's ineligibility to be awarded a contract shall include, without limitation, (i) applying for pre-qualification, expressing interest in

A consultancy, and tendering, either directly or as a nominated sub-contractor, nominated consultant, nominated manufacturer or supplier, or nominated service provider, in respect of such contract, and (ii) entering into an addendum or amendment introducing a material modification to any existing contract.

² Inspections in this context usually are investigative (i.e., forensic) in nature. They involve fact-finding activities undertaken by the Investigating Authority or persons appointed by the Procuring Entity to address specific matters related to investigations/audits, such as evaluating the veracity of an allegation of possible Fraud and Corruption, through the appropriate mechanisms. Such activity includes but is not limited to: accessing and examining a firm's or individual's financial records and information, and making copies thereof as relevant; accessing and examining any other documents, data and information (whether in hard copy or electronic format) deemed relevant for the investigation/audit, and making copies thereof as relevant; interviewing staff and other relevant individuals; performing physical inspections and site visits; and obtaining third party verification of information.

TENDERER INFORMATION FORM

[The Tenderer shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted.]

Date:*[insert date (as day, month and year) of Tender submission]* ITT No.:
[insert number of Tendering process] Alternative No.:*[insert identification No if this is a Tender for an alternative]* Page _____ of _____ pages

1. Tenderer's Name <i>[insert Tenderer's legal name]</i>
2. In case of JV, legal name of each member: <i>[insert legal name of each member in JV]</i>
3. Tenderer's actual or intended country of registration: <i>[insert actual or intended country of registration]</i>
4. Tenderer's year of registration: <i>[insert Tenderer's year of registration]</i>
5. Tenderer's Address in country of registration: <i>[insert Tenderer's legal address in country of registration]</i>
6. Tenderer's Authorized Representative Information Name: <i>[insert Authorized Representative's name]</i> Address: <i>[insert Authorized Representative's Address]</i> Telephone/Fax numbers: <i>[insert Authorized Representative's telephone/fax numbers]</i> Email Address: <i>[insert Authorized Representative's email address]</i>
7. Attached are copies of original documents of <i>[check the box(es) of the attached original documents]</i> <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above, in accordance with ITT 4.4. <input type="checkbox"/> In case of JV, Form of intent to form JV or JV agreement, in accordance with ITT 4.1. <input type="checkbox"/> Tax Obligations for Kenyan Tenderers, attach copy of current tax clearance certificate or tax exemption certificate issued by the Kenya Revenue Authority in accordance with ITT 4.14. <input type="checkbox"/> In case of state-owned enterprise or institution, in accordance with ITT 4.6 documents establishing: Legal and financial autonomy Operation under commercial law Establishing that the Tenderer is not under the supervision of the Procuring Entity 2. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

Tenderer's JV Members Information Form

[The Tenderer shall fill in this Form in accordance with the instructions indicated below. The following table shall be filled in for the Tenderer and for each member of a Joint Venture]].

Date:.....*[insert date (as day, month and year) of Tender Submission]*

ITT No.:.....*[insert number of Tendering process]*

Alternative No.:*[insert identification No if this is a Tender for an alternative]* Page _____ of _____ pages

1.Tenderer's Name: <i>[insert Tenderer's legal name]</i>
2.Tenderer's JV Member's name: <i>[insert JV's Member legal name]</i>
3.Tenderer's JV Member's country of registration: <i>[insert JV's Member country of registration]</i>
4.Tenderer's JV Member's year of registration: <i>[insert JV's Member year of registration]</i>
5.Tenderer's JV Member's legal address in country of registration: <i>[insert JV's Member legal address in country of registration]</i>
6.Tenderer's JV Member's authorized representative information Name: <i>[insert name of JV's Member authorized representative]</i> Address: <i>[insert address of JV's Member authorized representative]</i> Telephone/Fax numbers: <i>[insert telephone/fax numbers of JV's Member authorized representative]</i> Email Address: <i>[insert email address of JV's Member authorized representative]</i>
7. Attached are copies of original documents of <i>[check the box(es) of the attached original documents]</i> <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above, in accordance with ITT 4.4. <input type="checkbox"/> In case of a state-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial law, and they are not under the supervision of the Procuring Entity, in accordance with ITT 4.7. 2. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

LIBRARY BOOK ORDERS 2022/2023 FINANCIAL YEAR

SCHOOL OF EDUCATION

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1	Cerebral visual impairment in children, new York springer	Zihil, j.	2015	3		
2	History of theory of teaching children and youths with visual impairment	M. Cay, Tessa	2017	3		
3	Visual impaired and work N.Y Routledge	Sally French	2017	3		
4	Education achievement and psychosocial transition in visually impaired adolescent.	Ranjita, Down	2018	3		
5	Impaired vision. University of Amsterdam	Edward de. Haan	2019	3		
6	Mobility of visually impaired people. Springer	Edwige P. and Ramiro, V.	2018	3		
7	Psychoacoustics: Perception of normal impaired hearing with audiology application.	Lentz Jenipher	2019	3		
8	Children with hearing loss: Developing listening and talking, birth to six. Plural publishing.	Cole B. Elizebeth	2019	3		
9	Hearing loss: Mechanisms, prevention and cure.	Li Huawei	2019	3		
10	Understanding childhood hearing loss: Whole family approaches to living and thriving.	Fligor Brian j.	2015	3		
11	Fundamentals of audiology for the speech language pathologist	Welling, Deborah R.	2013	3		
12	Early literacy development in deaf children.	Mayer, Connie	2015	3		
13	The complete guide to special education	Linda Wilmschurts	2018	3		
14	The essential of special education law	Andrew, M.M.	2021	3		
15	General special education inclusion in an age of change	Festus E.O.		3		
16	Education disability and inclusion	Ignacio C.A	2017	3		
17	Opportunities for improving programs and services for children with disability	Emily B.	2020	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
18	Restorative practice and special needs	Margaret, T.	2015	3		
19	Special education law in a nutshell	Ruth C.	2017	3		
20	The special education toolbox	Nicholas D. Y.	2019	3		
21	Braille primer	Royal institute of blind	2019	3		
22	Inclusive learning and teaching in higher education. A synthesis of research.	Hockings, C.	2010	3		
23	Creating an inclusive learning environment. Essays on teaching excellence. Towards the best in the academy	Nolinske, T.	1999	3		
24	Whistling Vivaldi: How stereotypes affect us and what we can do	Steele, C.	2011	3		
25	Inclusive leadership in higher education: International perspectives and approaches.	Stefani, L	2017	3		
26	Bandwidth recovery: Helping students reclaim cognitive resources lost to poverty, racism and social marginalization	Verschelden, C.	2017	3		
27	Encyclopedia of public health	Laurie J. Fundukian	2013	3		
28	Encyclopedia of neuropsychological disorders	Chad noggle	2011	3		
30	Academia in Crisis: the rise & risk of neoliberal education in Europe	Donskis, Sabelis	2019	3		
31	Adapted Physical Education National Standards 3e	Kelly	2020	3		
32	Advances in Artificial Systems for Medicine & Education II	Hu, Petoukhov	2020	3		
33	Advances in Computer Science for Engineering & Education II	Hu, Petoukhov	2020	3		
34	Advances in Human Factors in Training, Education & Learning Sciences	Karwowski, Ahram	2020	3		
35	Affect, Embodiment & Place in Critical Literacy: assembling theory & practice	Lenters, McDermott	2019	3		
36	Argumentation in Chemistry Education: research, policy & practice	Erduran	2019	3		
37	Argumentation Strategies in the Classroom	Rapanta	2019	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
38	Assistive Technology in Special Education: resources to support literacy, communication & learning differences	Green	2018	3		
39	Attracting & Keeping the Best Teachers: issues & opportunities	Sullivan, Johnson	2019	3		
40	Bridging Research & Practice in Science Education: Selected Papers from the ESERA 2017 Conference	McLoughlin, Finlayson	2019	3		
41	Buildings for Education: a multidisciplinary overview of the design of school buildings	Della Torre, Bocciarelli	2020	3		
42	Challenges for Religious Education: is there a disconnection between faith & reason?	Pring	2020	3		
43	Child Development & Education in the Twenty-First Century	Joshi, Shukla	2019	3		
44	Children & the Ethics of Creativity: Rhythmic Affectensities in Early Childhood Education	Hargraves	2020	3		
45	Collaboration in Designing a Pedagogical Approach in Information Literacy [1st ed. 2020]	Landøy, Popa	2020	3		
46	Computer-Assisted & Web-Based Innovations in Psychology, Special Education & Health	Fischer, Luiselli	2016	3		
47	Conducting Quantitative Research In Education		2020	3		
48	Current Issues & Trends in Special Education: research, technology & teacher preparation	Obiakor	2010	3		
49	Curriculum Development in Nursing Education 4e	Goldenberg, Andrusyszyn	2020	3		
50	Debates in Mathematics Education 2e	Povey	2020	3		
51	Decolonizing Education: Nourishing the Learning Spirit	Battiste, Bouvier	2019	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
52	Designing, Conducting & Publishing Quality Research in Mathematics Education	Leatham	2019	3		
53	Development & the Right to Education in Africa	Onuora-Oguno	2020	3		
54	Education & Social Change: Contours in the History of American Schooling 6e	Rury	2020	3		
55	Education for Responsibility	Hagège	2019	3		
56	e-Learning, e-Education & Online Training	Sun, Gan	2019	3		
57	Encyclopedia of Education & Information Technologies	Tatnall	2020	3		
58	Encyclopedia of International Higher Education Systems & Institutions	Shin, Teixeira	2015	3		
59	Encyclopedia of Science Education	Gunstone	2015	3		
60	Encyclopedia of Special Education: a reference for the education of children, adolescents & adults with disabilities & other exceptional individuals (3 vol. set)	Reynolds, Fletcher-Janzen	2007	3		
61	Encyclopedia of Sustainability in Higher Education	Filho	2019	3		
62	Ethical Education: towards an ecology of human development	Gill, Thomson	2020	3		
63	Exceptional Children: an introduction to special education	Heward, Alber-Morgan	2016	3		
64	Exceptional Children: an introduction to special education	Heward	2010	3		
65	Feyerabend's Epistemological Anarchism: how science works & its importance for science education	Niaz	2020	3		
66	Gifted Education: current perspectives & issues	Rotatori	2014	3		
67	Guide to Teaching Computer Science: an activity-based approach 3e	Hazzan, Lapidot	2020	3		
68	Handbook of Distance Education 4e	Moore, Diehl	2019	3		
69	Handbook of Early Childhood Special Education	Riechow, Boyd	2016	3		
70	Handbook of Islamic Education	Daun, Arjmand	2019	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
71	Handbook of Vocational Education & Training	McGrath, Mulder	2019	3		
72	Higher Education & Sustainability: opportunities & challenges for achieving sustainable development goals		2020	3		
73	Higher Education for & beyond the Sustainable Development Goals	McCowan	2019	3		
74	Indigenous & Decolonizing Studies in Education	Smith, Tuck	2019	3		
75	Integrating Computer Science Across the Core: Strategies for K-12 Districts	Liam	2020	3		
76	Integrating Computer Science Across the Core: strategies for K-12 districts	Lynch, Ardito	2020	3		
77	International Handbook of Mathematical Learning Difficulties	Fritz, Haase	2019	3		
78	International Reflections on the Netherlands Didactics of Mathematics : visions on & experiences with realistic mathematics education	van den Heuvel-Panhuizen	2020	3		
79	Internationalising Learning in Higher Education		2020	3		
80	Measuring University Internationalization: indicators across national contexts	Gao	2019	3		
81	Optimizing student learning : a lean systems approach to improving K-12 education 2e	Ziskovsky	2019	3		
82	Putting Social Media & Networking Data in Practice for Education, Planning, Prediction & Recommendation	Kaya, Birinci	2020	3		
83	Real Science in Clear English: a guide to scientific writing for the global market	Roos	2019	3		
84	Re-imagining the Art School: paralogy & artistic learning	Mulholland	2019	3		
85	Research Methods for Social Justice & Equity in Education	Strunk, Locke	2019	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
86	Research on Young Children's Humor: Theoretical & Practical Implications for Early Childhood Education	Loizou, Recchia	2019	3		
87	Road-Mapping English Medium Education in the Internationalised University	Dafouz, Smit	2020	3		
88	Second Handbook of Information Technology in Primary & Secondary Education	Voogt, Knezek	2018	3		
89	Semantic Perception Theory: a new theory on children's language development	He	2019	3		
90	Special Educational Needs & Inclusive Practices: an international perspective	Dovigo	2017	3		
91	Special Secondary Schools for the Mathematically Talented: an international panorama	Vogeli	2015	3		
92	STEM Education: strategies for teaching learners with special needs	Green	2014	3		
93	Strategy Instruction for Students with Learning Disabilities	Reid, Lienemann	2013	3		
94	Successful Global Collaborations in Higher Education Institutions	AI-Youbi, Zahed	2020	3		
95	Sustainable Development Goals and Institutions of Higher Education	Nhamo, Mjimba	2020	3		
96	Teacher Education Reform as Political Theater: Russian policy dramas	Aydarova	2019	3		
97	Teaching Economics: perspectives on innovative economics education	Hall, Lawson	2019	3		
98	The Action-Oriented Approach: A Dynamic Vision of Language Education	Piccardo, North	2019	3		
99	The Hidden Curriculum in Doctoral Education	Elliot, Bengtsen	2020	3		
100	The Paradox of Creativity in Art Education: Bourdieu & socio-cultural practice	Thomas	2019	3		
101	The Physical Universe 17e	Krauskopf, Beiser	2019	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
102	The Quality Agenda in Early Childhood Education : questioning local & global policy perspectives	Hunkin	2019	3		
103	The Routledge Handbook of International Planning Education	Leigh, French	2020	3		
104	The Routledge International Handbook of Dyscalculia & Mathematical Learning Difficulties	Chinn	2015	3		
105	The Sage Handbook of Digital Dissertations & Theses	Andrews, Borg	2012	3		
106	The Sage Handbook of Research in International Education	Hayden, Levy	2015	3		
107	The School-Based Vocational Education & Training System in Spain	Marhuenda-Fluixá	2019	3		
108	The Wiley Handbook of Action Research in Education	Mertler	2019	3		
109	The Wiley Handbook of Christianity & Education	Jeynes	2018	3		
110	The Wiley Handbook of Early Childhood Care & Education	Brown, File	2019	3		
111	The Wiley Handbook of Educational Policy	Armfield, Papa	2018	3		
112	The Wiley Handbook of Global Workplace Learning	Kenon, Palsole	2019	3		
113	The Wiley Handbook of Problem-Based Learning	Moallem, Hung	2019	3		
114	The Wiley Handbook of Vocational Education & Training	Guile, Unwin	2019	3		
115	The Wiley Handbook on Violence in Education: forms, factors & preventions	Shapiro	2018	3		
116	The Wiley Handbook on Violence in Education: forms, factors & preventions	Shapiro	2018	3		
117	Theory to Practice in Teacher Education	Grima-Farrell, Loughland	2019	3		
118	Transformations in Higher Education Governance in Asia: policy, politics & progress	Jarvis, Mok	2019	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
119	Transforming Mathematics Teacher Education: an equity-based approach	Bartell, Drake	2019	3		
120	Upgrading Physics Education to Meet the Needs of Society	Pietrocola	2019	3		
121	Very Special Maths: developing thinking & maths skills for pupils with severe or complex learning difficulties	Staves	2019	3		
122	Wellbeing in Doctoral Education: insights & guidance	Pretorius, Macaulay	2019	3		
123	Working Memory & Severe Learning Difficulties	Hulme, Mackenzie	2014	3		
	OPTOMETRY			3		
124	Foundations Binocular Vision	Scott B. Steinman	2000	3		
125	Pickwell's Bionocular Vision Anomalies 4thed. Investigation and Treatment	David Pickwell	2002	3		
126	Clinical Management of Binocular Vision(5th Edition)	Mitchell Scheiman Od, Bruce Wick	2019	3		
127	Borish's Clinical Refraction, (2nd Edition) (Benjamin, Borish's Clinical Refraction)	William J. Benjamin	2006	3		
128	Visual Perception(5th Edition) A Clinical Orientation, (Optometry)	Steven H. Schwartz	2017	3		
129	Comprehensive Ophthalmology,(5th Edition)	A. K. Khurana,	2014	3		
130	Theory and Practice of Optics and Refraction	Dr. A. K. Khurana	2018	3		
131	Rational Hydrotherapy V1 and V2	John Harvey Kello gg M. D.	2014	3		
	BIOLOGY			3		
132	Anatomy & Physiology The Unity of Form and Function (9th International Edition)	Kenneth Saladin	2020	3		
133	Handbook of Oral Pathology and Oral Medicine(1st Edition)	S. R. Prabhu	2021	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
134	A Textbook of Modern Toxicology(4th Edition) (Hodgson, A Textbook of Modern Toxicology)	Ernest Hodgson	2010	3		
135	A Text Book of Zoology V1 and V2	Parker, T. Jeffery	2018,2020	3		
136	A Dictionary of Zoology	Leftwich, A. W. Michael Allaby	2014	3		
137	A laboratory guide to Human physiology, 14th edition	Fox, Stuart Ira.	2010	3		
138	Vertebrate Zoology	Samberg, Ezra	2018	3		
139	A textbook of Vertebrate Zoology	Prasad, S. N.	2010	3		
140	A Manual of Determinative Bacteriology	Frederick Dixon Chester	2010	3		
	CHEMISTRY			3		
141	Advanced_Organic_Chemistry_ (1st Edition)	David E. Lewis, Lewis Andrew	2015	3		
142	Introduction To Organic Chemistry	<u>Dr Alaistair Peterson</u>	2015	3		
143	Introduction to Organic Chemistry	Brown, William Henry,	2014	3		
144	Introduction to Organic and Biological Chemistry(5th Edition)	Stuart J. Baum,	1993	3		
145	Chemistry(13th Edition) An Introduction to General, Organic, and Biological Chemistry, Global Edition	Karen C. Timberlake,	2018	3		
146	Organic Chemistry Principles and Mechanisms	Joel Karty	2022	3		
147	Organic Chemistry Concepts and Applications	<u>Allan D. Headley</u>	2020	3		
148	Organic Chemistry(3rd Edition)	<u>Janice Gorzynski Smith</u>	2010	3		
149	Organic Chemistry(11th Edition)	Craig B. Fryhle, Scott A.	2013	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
151	Organic Chemistry	William H. Brown,	2021	3		
152	Inorganic Chemistry Synthesis, Analysis and Applications (Hardback)	Willford Press, United Stat	2019	3		
153	Inorganic Chemistry(1st Edition)From Periodic Classification to Crystals (Analytical and Inorganic Chemistry)	Robert Valls		3		
154	Inorganic Chemistry Concepts and Applied Principles	Bernard Wilde	2017	3		
155	College Physics(4th Edition) A Strategic Approach Volume 2	Randall D. Knight,	2018	3		
156	College Physics(7th Edition)	Jerry D. Wilson	2009	3		
157	University Physics(15th Edition)	Hugh D. Young,	2019	3		
158	University Physics For Engineering and Science Students	Gurbachan S. Chaddha	2015	3		
159	University Physics(14th Edition)	Hugh D. Young,	2015	3		
160	University Physics(13th Edition) Volume 2:	Hugh D. Young,	2011	3		
161	Physics for Engineers (2nd Edition)	M. R. Srinivasan	2011	3		
162	Elementary Physics for Engineers An Elementary Text Book for First, Year Students Taking an Engineering Course in an a Technical Institution	J. Paley Yorke	2018	3		
163	Physics (11th Edition)	John D. Cutnell	2019	3		
164	Physics of the Future How Science Will Shape Human Destiny and Our Daily Lives by the Year 2100	Michio Kaku	2011	3		
165	A Course in Modern Mathematical Physics Groups, Hilbert Space and Differential Geometry	Peter Szekeres	2004	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
166	Physics for Scientists and Engineers, Volume 2(10th Edition)	Raymond A. Serway	2018	3		
167	Textbook of Physics for Engineers	Chandra Suresh,	2015	3		
168	Physics for Engineers and Scientists(3rd Edition)	Hans C. Ohanian	2007	3		
169	Mathematical Physics for Engineers	Asis Kumar Bandyopadhyay	2009	3		
170	Electric Power Generation, Transmission and Distribution	Singh, N S	2008	3		
172	Electric Power Transmission and Distribution	Notion Press Media Pvt. Ltd, United States	2019	3		
172	Electrical and electronic measurements and instrumentation.	Rajput, R. K.	2015	3		
173	Electrical and Electronic Technology 10th Ed.	Hughes, Edward	2016	3		
174	Electrical and Electronic Principles and Technology	Burd, John		3		
175	Fundamental Electrical and Electronic Principles, 3rd Ed	Christopher R. Robertson	2017	3		
	Kiswahili			3		
176	Baada ya Dhiki	Alex Barasa	2022	3		
177	Mafuta	Katama G. C. Mkangi	1984	3		
178	Tasnia ya Ushairi Shule za Upili na Vyio Vikuu	Timothy Omusikoyo	2021	3		
179	Mama Ee	Ari Kitani Mwochofi	1987	3		
180	Utenzi wa Mwana Kupona	Brian Nzomo	2020	3		
181	Guu za Jadi	Prof. Clara Momanyi	2019	3		
182	Kovu moyoni	Prof. John Hamu Habwe	2014	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
SCHOOL OF COMPUTING & INFORMATICS						
183	5G-Enabled Internet of Things	Wu, Huang	2019	3		
184	Advances & Applications in Computer Science, Electronics & Industrial Engineering	Nummenmaa	2020	3		
185	Agricultural Internet of Things & Decision Support for Smart Farming	Castrignano, Buttafuoco	2020	3		
186	Applied Computing & Information Technology	Lee	2020	3		
187	Beginner's Step-by-Step Coding Course: learn computer programming the easy way	Lee	2020	3		
188	Big Data: concepts, warehousing & analytics	Santos, Costa	2020	3		
189	Black Hat Go: go programming for hackers & pentesters	Steele, Patten	2020	3		
190	C Programming for the PIC Microcontroller: demystify coding with embedded programming	Ward	2020	3		
191	Cellular Internet of Things: from massive deployments to critical 5G applications 2e	Liberg, Sundberg	2019	3		
192	Cloud Computing: principles, systems & applications 2e	Antonopoulos, Gillam	2017	3		
193	Cognitive Informatics, Computer Modelling & Cognitive Science vol. 1: Theory, Case Studies, and Applications	Sinha, Suri	2020	3		
194	Cognitive Informatics, Computer Modelling & Cognitive Science vol. 2: Application to Neural Engineering, Robotics & STEM	Sinha, Suri	2020	3		
195	Computational Science/Intelligence & Applied Informatics	Lee	2020	3		
196	Computer & Information Science	Lee	2020	3		
197	Computers as Components: principles of embedded computing system design 4e	Wolf	2017	3		
198	Database System Concepts 7e	Silberschatz, Korth	2020	3		

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199	Developing Cybersecurity Programs & Policies 3e	Santos	2019	3		
200	Digital Electronic Circuits	Lou, Yang	2019	3		
201	Digital Forensic Education: An Experiential Learning Approach		2020	3		
202	Discovering Computer Science: interdisciplinary problems, principles & Python programming	Havill	2020	3		
203	e-Learning, e-Education & Online Training	Liu, Glowatz	2018	3		
204	Emerging Trends in Intelligent Computing & Informatics: data science, intelligent information systems & smart computing	Saeed, Mohammed	2020	3		
205	Heteromation, & Other Stories of Computing & Capitalism	Ekbia, Nardi	2017	3		
206	Internet Infrastructure: networking, Web services & Cloud computing	Fox, Hao	2017	3		
207	Internet of Nano-Things & Wireless Body Area Networks (WBAN)	al Turjman	2020	3		
208	Internet of Things (IoT): concepts & applications	Alam, Shakil	2020	3		
209	Internet of Things from Data to Insight	Davies, Fortuna	2020	3		
300	IT Auditing Using Controls to Protect Information Assets 3e	Kegerreis, Schiller	2020	3		
301	Mathematics for Modeling & Scientific Computing	Goudon	2017	3		
302	Modeling & Design of Secure Internet of Things	Kamhoua, Njilla	2020	3		
303	Natural Language Understanding & Cognitive Robotics	Yokota	2020	3		
304	Policy Analytics, Modelling & Informatics: innovative tools for solving complex social problems	Gil-Garcia, Pardo	2018	3		
305	Privately & Publicly Verifiable Computing Techniques: a survey	Demirel, Schabhüser	2017	3		
306	Programming Persistent Memory: a comprehensive guide for developers	Scargall	2020	3		

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307	Real-Life Applications with Membrane Computing	Zhang, Pérez-Jiménez	2017	3		
308	Recent Trends & Advances in Artificial Intelligence & Internet of Things	Balas, Kumar	2019	3		
309	Research Methods for Information Systems	King	2012	3		
310	Scientific Computing vol. 1: linear & nonlinear equations	Barth, Trangenstein	2017	3		
311	Scientific Computing vol. 2: Eigenvalues & optimization	Barth, Trangenstein	2017	3		
312	Scientific Computing vol. 3: approximation & integration	Barth, Trangenstein	2017	3		
313	Security Breaches & Threat Prevention in the Internet of Things	Jeyanthi, Thandeeswaran	2017	3		
314	Smart Innovation of Web of Things	Jain, Crespo	2020	3		
315	Smart Innovations in Engineering & Technology	Klempous, Nikodem	2020	3		
316	Soft Methods for Data Science	Ferraro, Giordani	2017	3		
317	Software Engineering at Google: lessons learned from programming over time	Winters, Manshrek	2020	3		
318	Special Topics in Information Technology	Pernici	2020	3		
319	The Cognitive Approach in Cloud Computing & Internet of Things Technologies for Surveillance Tracking Systems	Peter, Alavi	2020	3		
320	The IoT Hacker's Handbook: a practical guide to hacking the Internet of Things	Gupta	2020	3		
321	The Probability Companion for Engineering & Computer Science	Prügel-Bennett	2020	3		
322	Uncertainty-Aware Integration of Control with Process Operations & Multi-parametric Programming under Global Uncertainty	Charitopoulos	2020	3		
323	A Programmer's Guide to Computer Science	Springer II	2019	3		
324	Advances in Swarm Intelligence for Optimizing Problems in Computer Science	Nayyar, Le	2019	3		
325	Algebraic Coding Theory	Berlekamp	2015	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
326	Ambidextrous Organizations in the Big Data Era: the role of information systems	Rialti, Marzi	2020	3		
327	Artificial Intelligence & Problem Solving	Kopec, Pileggi	2017	3		
328	Bayesian Networks for Managing Learner Models in Adaptive Hypermedia Systems	Tadlaoui, Khaldi	2018	3		
329	C Programming: a self-teaching introduction	Chopra	2018	3		
330	Classic Computer Science Problems in Python	Kopec	2019	3		
331	Coding Theory: algorithms, architectures & applications	Neubauer, Freudenberger	2007	3		
332	Computer & Information Science	Lee	2020	3		
333	Computer Algebra: concepts & techniques	Lamagna	2019	3		
334	Computer Graphics Programming in OpenGL Using C++	Gordon, Clevenger	2019	3		
335	Computer Programming for Absolute Beginners: learn essential computer science concepts & coding techniques to kick-start your programming career	Wassberg	2020	3		
336	Computer Programming for Beginners: a step-by-step guide	Chemuturi	2019	3		
337	Data Structures & Algorithms with Scala	Upadhyaya	2019	3		
338	Discovering Computer Science: interdisciplinary problems, principles & Python programming	Havill	2020	3		
339	Energy-Efficient Computing & Data Centers	Brochard, Kamath	2019	3		
340	Essential Algorithms: a practical approach to computer algorithms using Python & C# 2e	Stephens	2019	3		
341	Essential Discrete Mathematics for Computer Science	Lewis, Zax	2020	3		
342	Ethical & Secure Computing: a concise module	Kizza	2019	3		
344	Exercises in Programming Style 2e	Lopes	2020	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
345	Foundation Mathematics for Computer Science: a visual approach 2e	Vince	2020	3		
346	Foundations of Computer Programming: from systems to software	Steinhart	2019	3		
347	Fundamentals of Computer Architecture & Design 2e	Bindal	2019	3		
348	Fundamentals of Information Systems Security	Kim, Solomon	2018	3		
349	Guide to Assembly Language: a concise introduction 2e	Streib	2020	3		
350	Guide to Competitive Programming: learning & improving algorithms through contests	Laaksonen	2020	3		
351	Guide to Computer Network Security 5e	Kizza	2020	3		
352	Guide to Efficient Software Design: an MVC approach to concepts, structures & models	Voorhees	2020	3		
353	How to Engineer Software: a model-based approach	Tockey	2019	3		
354	Information & Communication Technology for Sustainable Development: Proceedings of ICT4SD 2018	Tuba, Akashe	2020	3		
355	Information Security Management Systems: a novel framework & software as a tool for compliance with information security standard	Almunawar, Susanto	2018	3		
356	Information Systems Management: governance, urbanization & alignment	Alban, Eynaud	2019	3		
357	Information Technology for Management: on-demand strategies for performance, growth & sustainability 12e	Pollard, Wood	2020	3		
358	Information Technology, Systems Research & Computational Physics	Kulczycki, Kacprzyk	2020	3		
359	Information, the Hidden Side of Life	Dessalles, Gaucherel	2019	3		
360	Interaction Design: beyond human-computer interaction	Sharp, Preece	2019	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
361	Intro to Python for Computer Science & Data Science: learning to program with AI, Big Data & the Cloud	Deitel	2020	3		
362	Introduction to Game Development using Processing	Parker	2018	3		
363	Introduction to Logic Programming	Genesereth, Chaudhri	2020	3		
364	IOS Programming: The Big Nerd Ranch Guide 7e	Keur, Hillegas	2020	3		
365	JavaScript: master the world's most-used programming language 7e	Flanagan	2020	3		
366	Learn SQL Database Programming: query & manipulate databases from popular relational database servers using SQL	Bush	2020	3		
367	Lessons in Scientific Computing: numerical mathematics, computer technology & scientific discovery	Schörghofer	2019	3		
368	Mathematics for Computer Graphics & Game Programming: a self-teaching introduction	Kothari, Shrimankar	2019	3		
369	Microsoft Excel 2019 Programming by Example with VBA, XML, and ASP	Korol	2019	3		
370	Microsoft Excel Functions and Formulas with Excel 2019/Office 365 5e	Held, Moriarty	2019	3		
371	Network Security and Cryptography: a self-teaching introduction	Musa	2016	3		
372	Probability & Statistics for Data Science : math + R + data	Matloff	2020	3		
373	Probability with R: an introduction with computer science applications 2e	Horgan	2020	3		
374	Programming in C++: object-oriented features	Rai	2019	3		
375	Programming Mathematics using MATLAB	Oberbroeckling	2020	3		
376	Python 3 for Machine Learning	Campeato	2020	3		
377	Sets, Logic & Maths for Computing 3e	Makinson	2020	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
378	Software Defined Systems: Sensing, Communication & Computation	Deng, Gu	2020	3		
379	Software Quality Assurance: a self-teaching introduction	Chopra	2018	3		
380	Software Testing: principles & practices	Chopra	2018	3		
381	The Beauty of Mathematics in Computer Science	Wu	2020	3		
382	The Complete Guide to Blender Graphics: computer modeling & animation 5e	Blain	2019	3		
383	The Internet Book: everything you need to know about computer networking & how the Internet works	Comer	2019	3		
	SCHOOL BUSINESS AND ECONOMICS					
384	A Multivariate Claim Count Model for Applications in Insurance	Selch, Scherer	2018	3		
385	Accounting Information Systems 14e	Romney, Steinbart	2018	3		
386	Actuarial Finance: derivatives, quantitative models & risk management	Boudreault, Renaud	2020	3		
387	Actuarial Models for Disability Insurance	Haberman, Pitacco	2018	3		
388	Advances in Heavy Tailed Risk Modeling: a handbook of operational risk	Peters, Shevchenko	2015	3		
389	African Entrepreneurship	Dana, Ratten	2018	3		
390	AI & the Future of Banking	Boobier	2020	3		
391	An Introduction to Computational Risk Management of Equity-Linked Insurance	Feng	2017	3		
392	An Introduction to Cryptocurrencies: the crypto market ecosystem	Daskalakis, Georgitseas	2020	3		
393	Asset Liability Management Optimisation: a practitioner's guide to balance sheet management & remodelling	Lubinska	2020	3		
394	Banking, Lending & Real Estate	Bezzecchi, Scardovi	2020	3		
395	Build a Next-Generation Digital Workplace: transform legacy intranets to employee experience platforms	Shivakumar	2020	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
396	Building a Responsive & Flexible Supply Chain	Minagawa	2019	3		
397	Business Creativity: breaking the invisible barriers	Gogatz, Mondejar	2005	3		
398	Business Innovation through Blockchain: the B ³ perspective	Morabito	2018	3		
399	Business to Business Marketing Management: a global perspective	Zimmerman, Blythe	2017	3		
400	Challenges to African Entrepreneurship in the 21st Century	Opoku, Sandberg	2018	3		
401	Channel Strategies & Marketing Mix in a Connected World	Ray, Yin	2020	3		
402	Co-innovation Dynamics: the management of client-supplier interactions for open innovation	Servajean-Hilst	2019	3		
403	Collateral Management: a guide to mitigating counterparty risk	Simmons	2020	3		
404	Computational Methods for Risk Management in Economics & Finance 3e	Resta	2020	3		
405	Consumer Behavior: building marketing strategy 14e	Mothersbaugh, Hawkins	2019	3		
406	Consumer Behavior: building marketing strategy 14e	Mothersbaugh, Hawkins	2019	3		
407	Contemporary Developments in Entrepreneurial Finance: an academic & policy lens on the status quo, challenges & trends	Moritz, Block	2020	3		
408	Contemporary Marketing Strategy: analyzing consumer behavior to drive managerial decision making	Rajagopal	2019	3		
409	Corporate Finance 8e	Watson, Head	2019	3		
410	Corporate Foreign Exchange Risk Management	Oxelheim, Alviniussen	2020	3		

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411	Digital Media & Wireless Communications in Developing Nations: agriculture, education & the economic sector	Goyal, Eilu	2020	3		
412	Driving Growth Through Innovation: how leading firms are transforming their futures 2e	Tucker	2008	3		
413	Economization of Education: human capital, global corporations, skills-based schooling	Spring	2015	3		
414	Effective People Management in Africa	Newenham-Kahindi	2013	3		
415	Effective Statistical Learning Methods for Actuaries I: GLMs & extensions	Denuit, Hainaut	2019	3		
416	Effective Statistical Learning Methods for Actuaries III: neural networks & extensions	Denuit, Hainaut	2019	3		
417	e-Human Resources Management: managing knowledge people	Torres-Coronas	2004	3		
418	Emerging Paradigms In International Entrepreneurship	Jones, Dimitratos	2004	3		
419	Empirical Economic & Financial Research: theory, methods practice	Beran, Feng	2014	3		
420	Employee Engagement in Contemporary Organizations: maintaining high productivity & sustained competitiveness	Turner	2020	3		
421	Employee Training & Development 7e	Noe	2017	3		
422	Encyclopedia of Finance 2e	Lee	2013	3		
423	Encyclopedia of Financial Models (3 vol. set)	Fabozzi	2012	3		
424	Entrepreneurial Ecosystems & the Diffusion of Startups	Alvarez, Dagnino	2018	3		
425	Essentials of Business Statistics 2e	Jaggia, Kelly	2019	3		
426	Essentials of Business Statistics: Communicating with numbers 2e	Jaggia, Kelly	2020	3		
427	Ethical & Legal Issues in Human Resource Development: evolving roles & emerging trends	Hughes	2019	3		
428	Experiential Learning for Entrepreneurship	Hyams-Ssekasi	2018	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
429	Extending Microsoft Dynamics 365 Finance & Supply Chain Management 2e	Buxton	2020	3		
430	Financial Accounting & Reporting 19e	Elliott	2019	3		
431	Financial Dimensions of Marketing Decisions	Stewart	2019	3		
432	Financial Mathematics for Actuarial Science: the theory of interest	Wilders	2020	3		
433	Financial Microeconometrics: a research methodology in corporate finance & accounting	Gruszczyński	2020	3		
434	Fleet Purchasing, Maintenance & Reliability	Murphy	2014	3		
435	Foreign Investments & the Management of Political Risk	Haendel	2020	3		
436	Fundamentals of Supply Chain Theory 2e	Snyder, Shen	2019	3		
437	Global Perspectives on Human Capital in Early Childhood Education	Lightfoot-Rueda	2015	3		
438	Global Perspectives on Long Term Community Resource Management	Lozny, McGovern	2019	3		
439	Handbook in Monte Carlo Simulation: applications in financial engineering, risk management & economics	Brandimarte	2014	3		
440	Handbook of Advances in Marketing in an Era of Disruptions: essays in honour of Jagdish N. Sheth	Parvatiyar, Sisodia	2019	3		
441	Handbook of Financial Risk Management	Roncalli	2020	3		
442	Handbook of Fixed-Income Securities	Veronesi	2019	3		
443	Handbook of Marketing Decision Models	Wierenga, van der Lans	2017	3		
444	Handbook of the Economics of Marketing: marketing & economics	Dube, Rossi	2019	3		
445	High-Impact Human Capital Strategy	Phillips	2015	3		
446	Human Capital & Innovation: examining the role of globalization	Kundu, Munjal	2017	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
447	Human Capital Analytics: how to harness the potential of your organization's greatest asset	Pease, Fitz-enz	2012	3		
448	Human Capital Management: leveraging your workforce for a competitive advantage	Salsburu	2013	3		
449	Human Resource Management 16e	Dessler	2020	3		
450	Index Fund Management: a practical guide to Smart Beta, Factor Investing & Risk Premia	Zaher	2019	3		
451	Innovation, Human Capital & Trade Competitiveness	Misala, Weresa	2014	3		
452	International Corporate Finance: value creation with currency derivatives in global capital markets	Jacque	2020	3		
453	International Entrepreneurship	Reuber	2018	3		
454	International Marketing Strategy: the country of origin effect on decision-making in practice	Pegan, Vianelli	2020	3		
455	Introduction to Econometrics, Global Edition	Stock, Watson	2020	3		
456	Islamic Insurance Products: exploring Takaful principles, instruments & structures	Billah	2020	3		
457	Locating Global Advantage: Industry Dynamics in the International Economy	Kenney, Florida	2004	3		
458	Management: a practical introduction 9e	Kinicki, Williams	2019	3		
459	Managerial Accounting 4e	Whitecotton, Phillips	2020	3		
460	Managing Employee Well-being & Resilience for Innovation	Athota, Malik	2019	3		
461	Managing Operations across the Supply Chain 4e	Swink, Melnyk	2020	3		
462	Managing with Humor: a novel approach to building positive employee emotions & psychological resources	Wijewardena, Samaratunge	2019	3		
463	Marketing Management 2e	Brunet, Colbert	2018	3		

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464	Marketing Research 9e	Burns, Veeck	2020	3		
465	Microeconomics 11e	Colander	2020	3		
467	Modelling Mortality with Actuarial Applications	Macdonald, Richards	2018	3		
468	On Time, In Full: achieving perfect delivery with Lean Thinking in purchasing, supply Chain & production planning	McLean	2017	3		
469	Open Innovation Business Modeling	Leitão	2019	3		
470	Operations& Supply Chain Management	Jacobs	2019	3		
471	Optimize your Greatest Asset: how to apply analytics to Big Data to improve your human capital investments	Pease	2015	3		
472	Organizational Behaviour & Human Resource Management: a guide to a specialized MBA course	Machado, Davim	2018	3		
473	Principles of Corporate Finance 13e	Brealey, Myers	2020	3		
474	Principles of Global Supply Chain Management	Lau, Ng	2019	3		
475	Principles of Marketing 8e	Harris, Kotler	2020	3		
476	Priority Setting in Action: purchasing dilemmas	Honigsbaum, Richards	2018	3		
477	Project Management: Achieving Competitive Advantage 5e	Pinto	2019	3		
478	Projects: Planning, Analysis, Selection, Financing, Implementation & Review 9e	Chandra	2020	3		
479	Public Personnel Management: contexts & strategies	Klingner, Nalbandian	2017	3		
480	Purchasing & Supply Chain Management	Monczka, Handfield	2016	3		
481	Purchasing & Supply Management	Johnson, Flynn	2014	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
482	Qualitative Marketing Research: understanding consumer behaviour	Maison	2019	3		
483	Quantile Regression for Cross-Sectional & Time Series Data: applications in energy markets using R	Uribe, Guillen	2020	3		
484	Quantitative Finance	Florescu, Mariani	2020	3		
485	Quantum Finance: intelligent forecast & trading systems	Lee	2020	3		
486	R for Marketing Research & Analytics 2e	Chapman, Feit	2019	3		
487	Rational Investing with Ratios: implementing ratios with enterprise value & behavioral finance	Coulon	2020	3		
489	Reforms & Innovation in Education: implications for the quality of human capital	Sidorkin, Warford	2017	3		
490	Risk & Insurance	Asmussen, Steffensen	2020	3		
491	Secrets from the Innovation Room: how to create high-voltage ideas that make money, win business & outwit the competition	Allison	2011	3		
492	Social Entrepreneurship & Sustainable Business Models	Agrawal, Kumar	2018	3		
493	Strategic Employee Communication: building a culture of engagement	Thornton, Mansi	2019	3		
494	Strategic Human Resource Management & Employment Relations	Malik	2018	3		
495	Strategic Human Resource Management: a research overview	Storey, Ulrich	2019	3		
496	Strategic Intelligence for the Future: a new strategic & operational approach	Clerc, Dou	2019	3		
497	Strategic Management & Business Policy: globalization, innovation & sustainability 15e	Wheelen	2018	3		
498	Strategic Management of Technological Innovation 6e	Schilling	2020	3		
499	Strategic Marketing: concepts & cases	Abratt, Bendixen	2019	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
500	Strategic Supply Chain Management	Khan, Yu	2019	3		
501	Strategy, Value & Risk: industry dynamics & advanced financial management 4e	Rogers	2019	3		
502	Successful Construction Supply Chain Management 2e	Pyrke	2020	3		
503	Supply Chain Management: strategy & organization	Nakano	2020	3		
504	Szycher's Practical Handbook of Entrepreneurship & Innovation	Szycher	2019	3		
505	Techniques, Tools & Methodologies Applied to Global Supply Chain Ecosystems	García-Alcaraz	2020	3		
506	Technology in Supply Chain Management & Logistics: current practice & future applications	Pagano, Liotine	2019	3		
507	The 4 Pillars of Portfolio Management: organizational agility, strategy, risk & resources	Lazar	2020	3		
508	The Challenges of Educating People to Lead in a Challenging World	McCuddy, Martz	2007	3		
509	The Chief Data Officer Management Handbook: set up & run an organization's data supply chain	Treder	2020	3		
510	The Economics of Money, Banking & Financial Markets 12e	Mishkin	2019	3		
511	The Economics, Regulation & Systemic Risk of Insurance Markets	Hufeld, Koijen	2017	3		
512	The Employee Experience Advantage	Morgan	2017	3		
513	The Failure of Risk Management: why it's broken & how to fix It	Hubbard	2020	3		
514	The Future of Risk Management vol. I: perspectives on law, healthcare & the environment	De Vincentiis, Culasso	2019	3		
515	The Future of Risk Management vol. II: perspectives on financial & corporate strategies	De Vincentiis, Culasso	2019	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
516	The GuruBook: insights from 45 pioneering entrepreneurs & leaders on business strategy & innovation	Løw	2018	3		
517	The HR Career Guide: great answers to tough career questions	Yate	2018	3		
518	The Human Factor in Social Capital Management	Manning, Sun	2015	3		
519	The Management & Employee Development Review: competitive advantage through transformative teamwork & evolved mindsets	Graves	2017	3		
520	The New HR Analytics: Predicting the Economic Value of Your Company's Human Capital Investments	Fitz-enz	2010	3		
521	The Palgrave Handbook of Multidisciplinary Perspectives on Entrepreneurship	Turcan, Fraser	2018	3		
522	The Power of Strategy Innovation: a new way of linking creativity & strategic planning to discover great business opportunities	Johnstone, Bate	2004	3		
523	The ROI of Human Capital: measuring the economic value of employee performance	Fitz-enz	2010	3		
524	The Routledge Companion to Critical Marketing	Tadajewski, Higgins	2019	3		
525	The Sage Handbook of Applied Social Psychology	O'Doherty, Hodgetts	2019	3		
526	The Sage Handbook of Consumer Culture	Kravets, Maclaran	2018	3		
527	The Sage Handbook of Human Resource Management 2e	Wilkinson, Bacon	2019	3		
528	The Sage Handbook of International Marketing	Kotabe, Helsen	2009	3		
529	The Sage Handbook of Qualitative Business & Management Research Methods	Cassell, Gunliffe	2018	3		
530	The Sage Handbook of Small Business & Entrepreneurship	Blackburn, De Clercq	2019	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
531	The Sage Handbook of the Sociology of Work & Employment	Edgell, Gotffried	2016	3		
532	The Ultimate Book of Business Creativity: 50 great thinking tools for transforming your business	Ros	2001	3		
533	Toolbox for Marketing & Management: creative concepts, forecasting methods & analytical instruments		2019	3		
534	Transgenerational Marketing: evolution, expansion & experience	Rajagopal	2020	3		
535	Unlocking Human Capital to Drive Performance: a CEO's handbook	Anand	2012	3		
536	Work Analysis in the Knowledge Economy: documenting what people do in the workplace for human resource development	Jacobs	2019	3		
537	Workbook for Entrepreneurship & Innovation: theory, practice & context 4e	Mazzarol, Reboud	2020	3		
SCHOOL OF ARTS AND SOCIAL SCIENCES						
	Bachelor of Criminology					
538	A Country Called Prison: mass incarceration & the making of a new nation	Looman, Carl	2015	3		
539	A Dream Denied: incarceration, recidivism & young minority men in America	Soyer	2016	3		
540	A Group Analytic Approach to Understanding Mass Violence: The Holocaust, Group Hallucinosi s & False Beliefs	Roth	2019	3		
541	A Handbook of Food Crime: immoral & illegal practices in the food Industry	Gray, Hinch	2019	3		
542	A Life of Crime: My Career in Forensic Science	Lucas	2019	3		
543	Addicted to Rehab: race, gender & drugs in the era of mass incarceration	McKim	2017	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
544	After Life Imprisonment: reentry in the era of mass incarceration	Liem	2017	3		
545	All Our Trials: prisons, policing & the feminist fight to end violence	Thuma	2019	3		
546	Analyzing Violence against Women	Teays	2019	3		
547	Application of Big Data for National Security: A Practitioner's Guide to Emerging Technologies	Akhgar, Saathoff	2015	3		
548	Arresting Incarceration: pathways out of Indigenous imprisonment	Weatherburn	2014	3		
549	Automating Inequality: how high-tech tools profile, police & punish the poor	Eubanks	2018	3		
550	Blackwashing Homophobia: violence & the politics of sexuality, gender & race	Judge	2018	3		
551	Breaking Laws: violence & civil disobedience in protest	Sommier, Hayes	2019	3		
552	Carceral Geography: spaces & practices of incarceration	Moran	2017	3		
553	Carceral Mobilities: interrogating movement in incarceration	Turner, Peters	2017	3		
554	Case Studies in Forensic Psychology: clinical assessment & treatment	Bamford, Tully	2019	3		
555	Change & Reform in Law Enforcement: old & new efforts from across the globe	Das, Phillips	2017	3		
556	Chromatographic Techniques in the Forensic Analysis of Designer Drugs	Kowalska, Sajewicz	2018	3		
557	Climate Change Criminology	White	2018	3		
558	Community Policing: strategies, best practices & guidelines	Bayerl, Karlović	2017	3		
559	Contemporary Issues in Law Enforcement & Policing	Millie, Das	2008	3		
560	Crime & Punishment around the World vol. 1: Africa & the Middle East	Newman	2010	3		
561	Crime & the Construction of Forensic Objectivity from 1850	Adam	2020	3		
562	Criminology of Serial Poisoners	Farrell	2018	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
563	Cyber Crime & Cyber Terrorism Investigator's Handbook	Akhgar, Staniforth	2014	3		
564	Detecting Malingering & Deception: Forensic Distortion Analysis (FDA-5)	Hall, Poirier	2020	3		
565	Digital Extremisms: readings in violence, radicalisation & extremism in the online space	Little, Lee	2020	3		
566	Discretionary Police Powers to Punish	Farmer	2018	3		
567	DNA Fingerprinting: Advancements & Future Endeavors	Dash	2018	3		
568	Doing Ethnography in Criminology: discovery through fieldwork	Rice, Maltz	2018	3		
569	Domestic Violence & Criminal Justice	Ross	2019	3		
570	Downsizing Prisons: how to reduce crime & end mass incarceration	Jacobson	2005	3		
571	Drugs & Crime : a complex relationship 3e	Brochu, Brunelle	2018	3		
572	Effective Crime Reduction Strategies : international perspectives	Albrecht, Das	2011	3		
573	Emerging Technologies for the Analysis of Forensic Traces	Francese	2019	3		
574	Engaging Men & Boys in Violence Prevention	Flood	2019	3		
575	Everyday Crimes: social violence & civil rights in Early America	Ryan	2019	3		
576	Evidence of Being: the black gay cultural renaissance & the politics of violence	Bost	2018	3		
577	Extreme Punishment: comparative studies in detention, incarceration & solitary confinement	Reiter, Koenig	2015	3		
578	Fingerprint Development Techniques: theory & application	Bleay, Croxton	2018	3		
579	Fomenting Political Violence: fantasy, language, media, action	Krüger, Figlio	2018	3		
580	Forensic Analysis of Fire Debris & Explosives	Evans-Nguyen, Hutches	2019	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
581	Forensic Archaeology: Multidisciplinary Perspectives	Moran, Gold	2019	3		
582	Forensic Architecture: violence at the threshold of detectability	Weizman	2019	3		
583	Forensic Digital Image Processing: optimization of impression evidence	Dalrymple, Smith	2018	3		
584	Forensic Engineering: The Art & Craft of A Failure Detective	Gagg	2020	3		
585	Forensic Evidence Management: from the crime scene to the courtroom	Ashraf, Parish-Fisher	2018	3		
586	Forensic Evidence Management: from the crime scene to the courtroom	Mozayani, Parish-Fisher	2018	3		
587	Forensic Genetics in the Governance of Crime	Machado, Granja	2020	3		
588	Forensic Odontology: principles & practice	Thomas, Lewis	2018	3		
589	Forensic Science: from the crime scene to the crime lab 4e	Saferstein	2018	3		
590	From Enforcers to Guardians: a public health primer on ending police violence	Cooper, Fullilove	2020	3		
591	Fundamentals of Forensic Photography: Practical Techniques for Evidence Documentation on Location & in the Laboratory	Mancini, Sidoriak	2018	3		
592	Genealogies of Terrorism: revolution, state violence & empire	Erlenbusch-Anderson	2018	3		
593	Getting Wrecked: women, incarceration & the American opioid crisis	Sue	2019	3		
594	Global Issues in Contemporary Policing	Eterno, Verma	2017	3		
595	Global Perspectives on Crime Prevention & Community Resilience	Peterson, Das	2018	3		
596	Green Criminology & Green Theories of Justice: an introduction to a political economic view of eco-justice	Lynch, Long	2018	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
597	Handbook on Crime & Deviance 2e	Krohn, Hendrix	2019	3		
598	Homicide & Organised Crime: ethnographic narratives of serious violence in the criminal underworld	Rahman	2019	3		
599	Homicide: a forensic psychology casebook	Swart, Mellor	2017	3		
600	Illegal Drugs, Drug Trafficking & Violence in Latin America	Bergman	2018	3		
601	Incarceration Nation: how the United States became the most punitive democracy in the world	Enns	2016	3		
602	Intimate Partner Violence: new perspectives in research & practice	Bates, Taylor	2019	3		
603	Introduction to Forensic Chemistry	Elkins	2019	3		
604	Introduction to Forensic Psychology: Clinical & Social Psychological Perspectives 2e	Walker, Shapiro	2020	3		
605	Introduction to Forensic Science & Criminalistics 2e	Harris, Lee	2019	3		
606	Investigating Radicalization Trends: case studies in Europe & Asia	Akhgar, Wells	2020	3		
607	Islamophobia & Radicalization: breeding intolerance & violence	Esposito	2018	3		
608	Justice on Demand: True Crime in the Digital Streaming Era	Kalifa, Emanuel	2019	3		
609	Learn Computer Forensics	Oettinger	2020	3		
610	Learning Python for Forensics: leverage the power of Python in forensic investigations 2e	Miller, Bryce	2019	3		
611	Love & Violence: the vexatious factors of civilization	Melandri	2019	3		
612	Manual of Forensic Science: an international survey	Barbaro	2018	3		
613	Measuring Crime : behind the statistics	Lohr	2019	3		
614	Media, Crime & Racism	Bhatia, Poynting	2019	3		

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615	Men's Experiences of Violence in Intimate Relationships	Lien, Lorentzen	2019	3		
616	Militant Buddhism: the rise of religious violence in Sri Lanka, Myanmar & Thailand	Lehr	2019	3		
617	Mobile Forensic Investigations: A Guide to Evidence Collection, Analysis & Presentation 2e	Reiber	2019	3		
618	My Life as a Spy: investigations in a secret police file	Verdery	2018	3		
619	Neurocriminology: forensic and legal applications, public policy implications	Concannon	2019	3		
620	On Psychoanalysis & Violence: contemporary Lacanian perspectives	Sinclair, Steinkoler	2018	3		
621	Online Othering: exploring digital violence & discrimination on the Web	Lumsden, Harmer	2019	3		
622	Open Source Intelligence Investigation: from strategy to implementation	Akhgar, Bayerl	2016	3		
623	Organized Crime & Terrorist Networks	Ruggiero	2020	3		
624	Parental Incarceration & the Family: psychological & social effects of imprisonment on children, parents & caregivers	Arditti	2011	3		
625	Parental Incarceration: personal accounts & developmental impact	Johnston, Sullivan	2016	3		
626	Perpetual Suspects: a critical race theory of black & mixed-race experiences of policing	Long	2018	3		
627	Planned Violence: post/colonial urban infrastructure, literature & culture	Boehmer, Davies	2018	3		
628	Poisons: an introduction for forensic investigators	George	2018	3		
629	Police Abuse in Contemporary Democracies	Bonner	2018	3		
630	Police Integrity in the Developing World: building a culture of lawfulness	Grant	2018	3		
631	Policing Black Bodies: How Black Lives are Surveilled & how to Work for Change	Hattery, Field	2018	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
632	Policing in the Era of AI & smart societies	Jahankhani, Akhgar	2020	3		
633	Practical Crime Scene Processing & Investigation 3e	Gardner, Krouskup	2018	3		
634	Practical Mobile Forensics: forensically investigate & analyze iOS, Android & Windows 10 devices 4e	Tamma, Skulkin	2020	3		
635	Practical Skills in Forensic Science 3e	Langford	2019	3		
636	Principles of Forensic Toxicology	Levine, Kerrigan	2018	3		
637	Psychology & Crime	Putwain, Sammons	2019	3		
638	Remote Sensing Technology in Forensic Investigations : geophysical techniques to locate clandestine graves & hidden evidence	Davenport	2018	3		
639	Routledge Handbook of Crime Science	Wortley, Sidebottom	2019	3		
640	Routledge International Handbook of Psychopathy & Crime	DeLisi	2018	3		
641	Sadism : psychoanalytic developmental perspectives	Sehgal	2018	3		
642	Serious Games for Enhancing Law Enforcement Agencies: from virtual reality to augmented reality	Akhgar	2020	3		
643	Skinhead History, Identity & Culture	Borgeson, Valeri	2018	3		
644	Social Media Strategy in Policing: from cultural intelligence to community policing	Akhgar, Bayerl	2019	3		
645	Societal Implications of Community- Oriented Policing & Technology	Leventakis, Haberfeld	2018	3		
646	Strategie & Responses to Crime : thinking locally, acting globally	de Guzman, Das	2017	3		
647	Synergy of Community Policing & Technology: a comparative approach	Leventakis, Haberfeld	2019	3		
648	Tell Me What Happened: questioning children about abuse 2e	Brown, Hershkowitz	2018	3		

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649	Terrorist Criminal Enterprises: financing terrorism through organized crime	Thachuk, Lal	2018	3		
650	The Anti-Black City: police terror & black urban life in Brazil	Alves	2018	3		
651	The Epistemology of Violence: understanding the root causes of violence in schooling	Titchiner	2019	3		
652	The Ethics of Policing & Imprisonment	Gardner, Weber	2018	3		
653	The Fascination with Violence in Contemporary Society: when crime is sublime	Binik	2020	3		
654	The Future of Forensic Science	Martell	2019	3		
655	The Goodness Paradox: the strange relationship between virtue & violence in human evolution	Wrangham	2019	3		
656	The Handbook of Race, Ethnicity, Crime & Justice	Meghan, Martínez	2018	3		
657	The Ku Klux Klan's Campaign Against Hispanics, 1921-1925	Sánchez	2018	3		
658	The Living Evidence of Sexual Violence Against Women in Hong Kong: a retrospective study of RainLily's Crisis Services (2000-2018)	ACSVAW	2019	3		
659	The Origins of Radical Criminology: from Homer to pre-Socratic philosophy	Georgoulas	2018	3		
660	The Psychology of False Confessions : 40 years of science & practice	Gudjonsson	2018	3		
661	The Punishment Imperative: the rise & failure of mass incarceration in America	Clear, Frost	2014	3		
662	The Sage Handbook of Personality & Individual Differences vol. 1: the science of individual & personality differences	Zeigler-Hill, Shackelford	2018	3		
663	The Sage Handbook of Personality & Individual Differences vol. 2: origins of individual & personality differences	Zeigler-Hill, Shackelford	2018	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
664	The Scandal of White Complicity in US Hyper-incarceration: a nonviolent spirituality of white resistance	Mikulich, Cassidy	2011	3		
665	The Sherlock Effect : how forensic doctors & investigators disastrously reason like the great detective	Holmes, Young	2018	3		
666	The Wiley Blackwell Handbook of Forensic Neuroscience	Beech, Carter	2018	3		
667	Toward a Theory of True Crime Narratives: a textual analysis	Punnett	2018	3		
668	Trends in Corrections: interviews with corrections leaders around the world	Singer, Das	2013	3		
669	Trends in Policing: interviews with police leaders across the globe	Baker, Das	2017	3		
670	Trends in the Judiciary : interviews with judges across the globe	Das, Lowe	2018	3		
671	Tyranny & Usurpation: the New Prince & lawmaking violence in Early Modern Drama	Majumder	2019	3		
672	Understanding Domestic Violence: theories, challenges & remedies	Javier, Herron	2018	3		
673	Urbanisation & Crime in Nigeria	Ojo, Ojewale	2019	3		
674	Violence & Mental Disorders	Carpiniello, Vita	2020	3		
675	Violence Work: state power & the limits of police	Seigel	2018	3		
676	Violence: an interdisciplinary approach to causes, consequences & cures	Lee	2019	3		
677	When Time Warps: the lived experience of gender, race & sexual violence	Burke	2019	3		
678	Wittgenstein & the Nature of Violence	Krishnaswamy	2020	3		
679	Workplace Violence : issues in threat management	Bixler, Holbrook	2019	3		
680	Writing the World of Policing: the difference ethnography makes	Fassin	2018	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
SCHOOL OF NATURAL SCIENCES						
MATHEMATICS						
681	A Comprehensive Introduction to Sub-Riemannian Geometry	Agrachev, Barilari	2020	3		
682	A Course on Topological Vector Spaces	Voigt	2020	3		
683	A Modern Introduction to Fuzzy Mathematics	Syropoulos, Grammenos	2020	3		
684	A Panorama of Statistics: perspectives, puzzles & paradoxes in statistics	Petocz, Sowey	2017	3		
685	Advances in Harmonic Analysis & Partial Differential Equations	Danielli, Mitrea	2020	3		
686	Algebraic Combinatorics, Resurgence, Moulds & Applications (CARMA) vol. 1	Chapoton, Fauvet	2020	3		
687	Algebraic Combinatorics, Resurgence, Moulds & Applications (CARMA) vol. 2	Chapoton, Fauvet	2020	3		
688	Analytic Methods in Arithmetic Geometry	Bucur, Zureick-Brown	2020	3		
689	Applied Differential Equations with Boundary Value Problems	Dobrushkin	2018	3		
690	Arakelov Geometry over Adelic Curves	Chen, Moriwaki	2020	3		
691	Architecture of Mathematics	Serovajsky	2020	3		
692	Bousfield Classes & Ohkawa's Theorem	Ohsawa, Minami	2020	3		
693	Combinatorial & Additive Number Theory III	Nathanson	2020	3		
694	Combinatorics & Number Theory of Counting Sequences	Mező	2020	3		
695	Computer Intensive Methods in Statistics	Zwanzig, Mahjani	2020	3		
696	Conceptions of Set & the Foundations of Mathematics	Incurvati	2020	3		
697	Conformally Invariant Metrics & Quasiconformal Mappings	Hariri, Klén	2020	3		
698	Data Science for Mathematicians	Carter	2020	3		
699	Data Visualization: charts, maps & interactive graphics	Grant	2019	3		
700	Differential Geometry of Manifolds 2e	Lovett	2020	3		
701	Discrete Mathematics & Symmetry	Garrido	2020	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
702	Discrete Mathematics with Applications	Epp	2020	3		
703	Discrete Mathematics: graph algorithms, algebraic structures, coding theory & cryptography	Sridharan, Balakrishnan	2020	3		
704	Elementary Linear Algebra	Kirkwood	2018	3		
705	Financial Mathematics for Actuarial Science: the theory of interest	Wilders	2020	3		
706	From Categories to Homotopy Theory	Richter	2020	3		
707	Fundamental Mathematical Analysis	Magnus	2020	3		
708	Gaussian Measures in Hilbert Space: construction & properties	Kukush	2020	3		
709	Handbook of Homotopy Theory	Miller	2020	3		
710	International Reflections on the Netherlands Didactics of Mathematics: visions on & experiences with realistic mathematics education	Heuvel-Panhuizen	2020	3		
711	Introduction to Probability 2e	Blitzstein, Hwang	2019	3		
712	Introductory Mathematical Analysis for Quantitative Finance	Ritelli, Spaletta	2020	3		
713	Mathematical Modeling of Random & Deterministic Phenomena	Manou-Abi, Dabo-Niang	2020	3		
714	Mathematical Modeling with Excel	Albright, Fox	2020	3		
715	Mathematical Modelling in Health, Social & Applied Science	Dutta	2020	3		
716	Mathematics of Shapes & Applications	Kushnarev, Qiu	2020	3		
717	Mathematics of Shapes & Applications	Kushnarev, Qiu	2020	3		
718	Mathematics of the Bond Market: a Lévy Processes Approach	Barski, Zabczyk	2020	3		
719	Medical Statistics from Scratch: an introduction for health professionals 4e	Bowers	2020	3		
720	Modeling Anomalous Diffusion: from statistics to mathematics	Deng, Hou	2020	3		
721	Modeling Anomalous Diffusion: from statistics to mathematics	Deng, Hou	2020	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
722	New Statistical Developments in Data Science	Petrucci, Racioppi	2019	3		
723	Nonautonomous Dynamics: nonlinear oscillations & global attractors	Cheban	2020	3		
724	Plato's Forms, Mathematics & Astronomy	Kuremenos	2018	3		
725	Practical Multivariate Analysis	Afifi, Clark	2020	3		
726	Pythagoras' Legacy: mathematics in ten great ideas	Danesi	2020	3		
727	Random Graphs, Phase Transitions & the Gaussian Free Field	Barlow, Slade	2020	3		
728	Risk Assessment: theory, methods & applications 2e	Rausand, Haugen	2020	3		
729	Special Functions & Generalized Sturm-Liouville Problems	Masjed-Jamei	2020	3		
730	Spectral Analysis for Univariate Time Series 2e	Percival, Walden	2020	3		
731	Statistical Analysis of Financial Data: with examples in R	Gentle	2020	3		
732	Statistical Rethinking: a bayesian course with examples in R & STAN 2e	McElreath	2020	3		
733	Statistics & Simulation	Pilz, Rasch	2018	3		
734	Statistics in Engineering: with examples in MATLAB® & R 2e	Metcalf, Green	2019	3		
735	Stochastic Modelling of Reaction-Diffusion Processes	Erban, Chapman	2020	3		
736	The Character Theory of Finite Groups of Lie Type: a guided tour	Geck, Malle	2020	3		
737	Zero-Sum Discrete-Time Markov Games with Unknown Disturbance Distribution: discounted & average criteria	Minjárez-Sosa	2020	3		
738	A Graduate Course on Statistical Inference	LI, Babu	2019	3		
739	An Introduction to Categorical Data Analysis 3e	Agresti	2019	3		
740	Analysis of Incidence Rates	Cummings	2019	3		
741	Applied Biostatistical Principles & Concepts: clinicians' guide to data analysis & interpretation	Holmes	2019	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
742	Applied Statistics: theory & problem solutions with R	Rostock, Wageningen	2020	3		
743	Biostatistics & Computer-Based Analysis of Health Data using R	Lalanne, Mesbah	2016	3		
744	Biostatistics for Human Genetic Epidemiology	Chan	2018	3		
745	Biostatistics for Medical & Biomedical Practitioners 2e	Hoffman	2019	3		
746	Biostatistics using JMP: a practical guide	Bihl	2017	3		
747	Concise Encyclopedia of Biostatistics for Medical Professionals	Indrayan, Holt	2017	3		
748	Dynamical Biostatistical Models	Commenges, J.-Gadda	2019	3		
749	Epidemiology & Biostatistics: an introduction to clinical research 2e	Kestenbaum	2018	3		
750	Essentials of Biostatistics in Public Health 3e	Sullivan	2018	3		
751	Foundations of Biostatistics	Islam, Al-Shiha	2018	3		
752	Handbook of Automated Scoring: theory into practice	Yan, Rupp	2020	3		
753	Introduction To Probability: models & applications	Balakrishnan, Koutras	2020	3		
754	Introductory Biostatistics 2e	Le, Eberly	2016	3		
755	Intuitive Biostatistics: a nonmathematical guide to statistical thinking	Motulsky	2017	3		
756	Mathematical Models in Epidemiology	Brauer, Castillo-Chavez	2019	3		
757	Mathematical Population Dynamics & Epidemiology in Temporal & Spatio-Temporal Domains	Dhar, Singh	2019	3		
758	Medical Statistics at a Glance 4e	Petrie, Sabin	2019	3		
759	Methods in Comparative Effectiveness Research	Gatsonis, Morton	2017	3		
760	Modeling Anomalous Diffusion: from statistics to mathematics	Deng, Hou	2020	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
761	New Frontiers of Biostatistics & Bioinformatics	Zhao, Chen	2018	3		
762	Randomization, Masking & Allocation Concealment	Berger	2019	3		
763	Statistical Methods for Survival Trial Design	Wu	2018	3		
764	Statistical Regression Modeling With R: Longitudinal & Multi-level Modeling	Chen	2021	3		
765	Statistics in Nutrition & Dietetics	Nelson	2020	3		
766	Statistics in the Health Sciences : theory, applications & computing	Hutson, Vexler	2018	3		
767	Statistics in the Pharmaceutical Industry 3e	Buncher, Ralph	2019	3		
768	Structural Equation Modeling for Health & Medicine	Gunzler, Perzynski	2021	3		
	CHEMISTRY			3		
769	Advances in Nuclear Fuel Chemistry	Piro	2020	3		
770	Basic Chemistry	Timberlake	2019	3		
771	Basic Chemistry 6e	Timberlake	2019	3		
772	Best Practices for Supporting & Expanding Undergraduate Research in Chemistry	Gourley, Jones	2018	3		
773	Biphasic Chemistry and the Solvent Case	Goddard, Malacria	2020	3		
774	Chemical Technology & Informatics in Chemistry with Applications	Mukbaniani, Susanto	2019	3		
775	Chemistry & Chemical Reactivity 10e	Kotz, Treichel	2018	3		
776	Chemistry 5e	Burdge	2020	3		
777	Chemistry 8e	Fay, McMurry	2020	3		
778	Chemistry of Nanomaterials: fundamentals & applications	Awan, Bashir	2020	3		
779	Electroanalytical Chemistry: principles, best practices & case studies	Mabbott	2020	3		
780	Encyclopedia of Chemical Physics & Physical Chemistry (3 vol. set)	Moore, Spencer	2001	3		
781	Encyclopedia of Inorganic Chemistry (10 vol. set)	King	2005	3		
782	Fatty alcohols: anthropogenic & natural occurrence in the environment 2e	Belanger, DeLeo	2019	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
783	Handbook on Miniaturization in Analytical Chemistry: application of nanotechnology	Hussain	2020	3		
784	Heterogeneous Photocatalysis: recent advances	Muñoz-Batista	2020	3		
785	Ideas of Quantum Chemistry vol. 1: from quantum physics to chemistry 3e	Piela	2020	3		
786	Ideas of Quantum Chemistry vol. 2: interactions	Piela	2020	3		
787	Inorganic Chemistry 3e	House	2019	3		
788	Intellectual Property in Chemistry: a guide to applying for & obtaining a patent for graduate students & postdoctoral scholars	Duran, Fonseca	2019	3		
789	Introduction to Reticular Chemistry: metal-organic frameworks & covalent organic frameworks	Yaghi, Kalmutzki	2019	3		
790	Introductory Chemistry: an atoms first approach 2e	Burdge, Driessen	2020	3		
791	Lignin Chemistry & Applications	Zhang	2019	3		
792	March's Advanced Organic Chemistry: reactions, mechanisms & structure 8e	Smith	2020	3		
793	Mathematical Physical Chemistry 2e	Hotta	2020	3		
794	Mathematical Physics in Theoretical Chemistry	Blinder, House	2019	3		
795	Mobilizing Chemistry Expertise to Solve Humanitarian Problems	Grosse	2018	3		
796	Modern Physical Chemistry: engineering models, materials & methods with applications	Besalu, Haghi	2019	3		
797	Organic Catalysis for Polymerisation	Dove, Naumann	2019	3		
798	Organic Chemistry 11e	Carey, Giuliano	2019	3		
799	Organic Chemistry 2e	Ouellette, Rawn	2019	3		
800	Organophosphorus Chemistry: from molecules to applications	Iaroshenko	2019	3		
801	Photochemistry vol. 46	Albini, Protti	2019	3		
802	Physical Chemistry of Cold Gas-Phase Functional Molecules & Clusters	Ebata, Fujii	2019	3		

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803	Physics & Chemistry at Low Tempatures	Khriachtchev	2019	3		
804	Plasmonics in Chemistry & Biology	de la Chapelle	2019	3		
805	Practical Synthetic Organic Chemistry: reactions, principles & techniques 2e	Caron	2020	3		
806	Raman Spectroscopy in Archaeology & Art History vol. 2	Vandenabeele, Edwards	2019	3		
807	Responsible Conduct in Chemistry Research & Practice	Campbell, Phillips	2018	3		
808	Sulfur Chemistry	Jiang	2019	3		
809	Supramolecular Chemistry in Water	Kubik	2019	3		
810	Survival Guide to General Chemistry	McMahon	2019	3		
811	Theoretical & Quantum Chemistry at the Dawn of the 21st Century	Carbao, Chakraborty	2018	3		
812	Theoretical Models & Experimental Approaches in Physical Chemistry	Haghi, Praveen	2019	3		
813	Ullmann's Encyclopedia of Industrial Chemistry 7e (40 vol. set)	Wiley-VCH	2007	3		
814	Van Nostrand's Encyclopedia of Chemistry 5e	Considine	2005	3		
815	Advanced Computing in Electron Microscopy 3e	Kirkland	2020	3		
816	Advances in Animal Science & Zoology	Jenkins	2017	3		
817	Advances in Animal Science & Zoology	Jenkins	2017	3		
818	Advances in Biological Science Research: A Practical Approach	Meena, Naik	2019	3		
819	Advances in Cyanobacterial Biology	Kumar	2020	3		
820	An Introduction to Undergraduate Research in Computational & Mathematical Biology	Highlander, Capaldi	2020	3		
821	Animal Cell Biotechnology: methods & protocols 4e	Pörtner	2020	3		
822	Animal Science & Issues	Jaworski	2011	3		
823	Applications of Genetics to Arthropods of Biological Control Significance	Bartlett, Fraust	2017	3		
824	Bacteria & Viruses	Rogers	2011	3		
825	Bacterial Cell Walls & Membranes	Kuhn	2019	3		

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826	Biochemistry, Biophysics & Molecular Chemistry: applied research & interactions	Torrens, Mahapatra	2020	3		
827	Biochemistry: an organic chemistry approach	Smith	2020	3		
828	Biological Inorganic Chemistry: a new introduction to molecular structure & function 3e	Crichton	2019	3		
829	Biological Processing of Solid Waste	Awasthi, Kumar	2019	3		
830	Biophysics of RNA-Protein Interactions: a mechanistic view	Joo, Rueda	2019	3		
831	Campbell Biology 10e	Campbell, Reece	2020	3		
832	Color Atlas of Genetics	Passarge	2007	3		
833	Computational Botany: methods for automated species identification	Remagnino, Mayo	2017	3		
834	Conservation Biology	Van Dyke, Lamb	2020	3		
835	Coronaviruses: methods & protocols 2e	Maier	2020	3		
836	Data Processing Handbook for Complex Biological Data Sources	Misra	2019	3		
837	Encyclopedia of Cell Biology	Bradshaw, Stahl	2015	3		
838	Encyclopedia of Evolutionary Biology	Kilman	2016	3		
839	Encyclopedia of Systems Biology	Dubitzky, Wolkenhauer	2013	3		
840	Enzyme-Linked Immunosorbent Assay (ELISA): from A to Z	Hosseini, Vázquez-Villegas	2018	3		
841	Essential Genetics & Genomics	Hartl	2018	3		
842	Essentials of Genetics 10e	Klug, Cummings	2019	3		
843	Exploring Mathematical Modeling in Biology through Case Studies & Experimental Activities	Stanft, Walter	2020	3		
844	Fundamentals of Microbiome Science: how microbes shape animal biology	Douglas	2020	3		
845	Global Perspectives on Stem Cell Technologies	Bharadwaj	2018	3		
846	Human Biological Diversity 2e	Brown	2020	3		
847	Integrated Principles of Zoology 17e	Hickman, Keen	2017	3		

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848	Key Transitions in Animal Evolution	Desalle, Schierwater	2010	3		
849	Mammalian Evolution, Diversity & Systematics	Zachos, Asher	2018	3		
850	Mathematical Modeling of Protein Complexes	Koshlan, Kulikov	2020	3		
851	Microbial Endophytes: functional biology & applications	Kumar, Radhakrishnan	2020	3		
852	Nitrogen Metabolism in Plants: methods & protocols	Gupta	2020	3		
853	Peptide Synthesis: methods & protocols	Hussein, Skwarczynski	2020	3		
854	Phenotypic Switching: implications in biology & medicine	Levine, Jolly	2020	3		
855	Phylogeny & Evolution of Bacteria & Mitochondria	Esposti	2018	3		
856	Plant Proteomics: methods & protocols 3e	Jorin-Novo	2020	3		
857	Progress in Botany vol. 80	Cánovas, Lüttge	2019	3		
858	Protein Nanotechnology: protocols, instrumentation & applications 3e	Gerrard, Domigan	2020	3		
859	Proteomics for Biological Discovery 2e	Veenstra, Yates	2018	3		
860	Quantitative Genetics, Genomics & Plant Breeding 2e	Kang	2018	3		
861	RNA Spectroscopy: methods & protocols	Arluison, Wien	2020	3		
862	Scientific & Technical Terms in Bioengineering & Biological Engineering	Goyal	2018	3		
863	Springer Handbook of Microscopy	Hawkes, Spence	2019	3		
864	Stem Cell Genetics for Biomedical Research	Delgado-Morales	2018	3		
865	Stem Cell Genetics for Biomedical Research	Delgado-Morales	2018	3		
866	Structure & Function of the Bacterial Genome	Dorman	2020	3		
867	Synthetic Biology	Meyers	2015	3		
868	The Bacterial Nucleoid: methods & protocols	Espéli	2017	3		

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869	The Chemical Biology of Plant Biostimulants	Geelen, Xu	2020	3		
870	The Structure & Biological Function of Histones	Hnilica	2018	3		
871	Trajectories of Genetics	Dujon, Pelletier	2020	3		
872	Virus as Populations: composition, complexity, quasispecies, dynamics & biological implications	Domingo	2019	3		
873	Viruses as Complex Adaptive Systems	Solé, Elena	2018	3		
874	Viruses: molecular biology, host interactions & applications to biotechnology	Tennant, Fermin	2018	3		
875	Vital Forms: biological art, architecture & the dependencies of life	Johung	2019	3		
876	Advanced Radiation Protection Dosimeter	Dewji, Hertel	2019	3		
877	Advances in High Field Laser Physics	Sheng, Li	2020	3		
878	Astronautics: the physics of space flight 3e	Walter	2019	3		
879	Attosecond & Strong-Field Physics: principles & applications	Lin, Le	2018	3		
880	College physics: a strategic approach 4e	Field, Knight	2019	3		
881	Competitive Physics: thermodynamics, electromagnetism & relativity	Jinhui	2019	3		
882	Einstein & Heisenberg: the controversy over quantum physics	Kleinknecht	2019	3		
883	Elementary Particle Theory, Volume 1: Quantum Mechanics	Stefanovich	2020	3		
884	Elementary Particle Theory, Volume 3: Relativistic Quantum Dynamics	Stefanovich	2020	3		
885	Elementary Particle Theory. Volume 2, Quantum Electrodynamics	Stefanovich	2020	3		
886	Encyclopedia of Nuclear Physics & its Applications	Stock	2018	3		
887	Encyclopedia of Physics Research (3 vol. set)	Devins, Ramos	2018	3		
888	Essential University Physics vol. 1 4e	Wolfson	2020	3		

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889	Experimental Physics: principles & practice for the laboratory	Smith	2020	3		
890	From Classical Field Theory to Perturbative Quantum Field Theory	Dütsch	2019	3		
891	Geometry of Incompatible Deformations: differential geometry in continuum mechanics	Lychev, Koifman	2020	3		
892	Handbook of X-ray Imaging: physics & technology	Russo	2018	3		
893	Inquiry into Physics 8e	Bord, Ostdiek	2018	3		
894	Introduction to Einstein's Theory of Relativity 2e	Grøn	2020	3		
895	Introduction to Plasma Physics	Belmont, Rezeau	2019	3		
896	Introduction to the Maths & Physics of the Solar System	Piccirillo	2020	3		
897	Introduction to the Physics of Electron Emission	Jensen	2018	3		
898	Introduction to Ultrahigh Energy Cosmic Ray Physics	Sokolsky	2018	3		
899	Introductory Solid State Physics with MATLAB® Applications	Hasbun, Datta	2020	3		
900	Lectures on Quantum Statistics: with applications to dilute gases & plasmas	Ebeling, Pöschel	2019	3		
901	Lie Algebras in Particle Physics: from isospin to unified theories	Georgi	2018	3		
902	Mathematical Problems in Quantum Physics	Bonetto, Borthwick	2018	3		
903	Mathematics & Physics for Science & Technology, Volume IV: Ordinary Differential Equations with Applications to Trajectories and Oscillations, Book 6: Higher-order differential equations and elasticity	Campos	2020	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
904	Mathematics & Physics for Science & Technology, Volume IV: Ordinary Differential Equations with Applications to Trajectories and Oscillations, Book 7: Simultaneous Systems of Differential Equations and Multi-Dimensional Vibrations	Campos	2020	3		
905	Mathematics & Physics for Science & Technology, Volume IV: Ordinary Differential Equations with Applications to Trajectories and Oscillations, Book 8: Singular Differential Equations and Special Functions	Campos	2020	3		
906	Mathematics & Physics for Science & Technology, Volume IV: Ordinary Differential Equations with Applications to Trajectories and Oscillations, Book 9: Classification and Examples of Differential Equations and Their Applications	Campos	2020	3		
907	Modern Physics 4e	Krane	2019	3		
908	Molecular Spectroscopy—Experiment & Theory	Koleżyński, Król	2020	3		
909	Monte Carlo Simulation in Statistical Physics: an introduction 6e	Binder, Heermann	2019	3		
910	Non-Inertial Frames & Dirac Observables in Relativity	Lusanna	2019	3		
911	Nuclear Reactor Physics 3e	Stacey	2018	3		
912	Nuclear Reactor: physics & engineering	Lee	2020	3		
913	Numerical Methods in Physics with Python	Gezerlis	2020	3		
914	Partial Differential Equations arising from Physics & Geometry	Ben Ayed	2019	3		
915	Passive Microwave Remote Sensing of the Earth: for meteorological applications	Weng	2018	3		
916	Physics 5e	Richardson, Richardson	2020	3		
917	Physics for Technology 2e	Nichols	2019	3		

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918	Probability & Stochastic Processes for Physicists	Cufaro	2020	3		
919	Solar Neutrino Physics: the interplay between particle physics & astronomy	Oberauer, Ianni	2020	3		
920	Solid State Physics: essential concepts 2e	Snoke	2020	3		
921	Statistical Physics 2e	Sadovskii	2019	3		
922	Superstrings & Other Things: a guide to physics 3e	Calle	2020	3		
923	The Physics & Mathematics of Electromagnetic Wave Propagation in Cellular Wireless Communication	Abdallah, Palmer	2018	3		
924	The Physics of Polarized Targets	Niirikoski	2020	3		
925	The Physics of Solar Energy Conversion: perovskites, organics & photovoltaic fundamentals	Bisquert	2020	3		
926	The World According to Physics	Al-Khalili	2020	3		
927	Theoretical Concepts in Physics: an alternative view of theoretical reasoning in physics	Longair	2020	3		
928	Topology & Physics	Ge, He	2019	3		
929	Turbulence in Magnetohydrodynamics	Beresnyak, Lazarian	2019	3		
930	University Physics with Modern Physics in SI Units 15e	Young, Freedman	2019	3		
931	University Physics with Modern Physics in SI Units 15e	Young, Freedman	2019	3		
932	Vacuum & Ultravacuum: physics & technology	Bello	2018	3		
RENEWABLE ENERGY						
933	Advances in Energy Systems: the large-scale renewable energy integration challenge	Lund	2019	3		
934	Biofuels from Food Waste: applications of saccharification using fungal solid state fermentation	Trzcinski	2018	3		
935	Biomass, Biofuels, Biochemicals: advances in enzyme catalysis & technologies	Singh, Pandey	2020	3		

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936	Business Models for Renewable Energy Initiatives: emerging research & opportunities	Tantau, Staiger	2018	3		
937	Chemistry of the Climate System 3e	Möller	2019	3		
938	Distributed Wind Energy Generation	Borge-Diez, Colmenar-Santos	2019	3		
939	Fundamentals of Biofuels Engineering & Technology	De Blasio	2019	3		
940	Fundamentals of Ocean Renewable Energy: generating electricity from the sea	Hashemi, Neill	2018	3		
941	Hydroelectric Energy: renewable energy and the environment	Pandey, Karki	2017	3		
942	Industrial Enzymes for Biofuels Production: recent updates & future trends	Srivastava, Mishra	2020	3		
943	Low-Carbon Energy in Africa & Latin America: renewable technologies, natural gas & nuclear energy	Guerrero-Lemus	2017	3		
944	Low-Temperature Energy Systems with Applications of Renewable Energy	DiPippo, Redk	2020	3		
945	Mechanical Energy Storage for Renewable & Sustainable Energy Resources	Alami	2020	3		
946	Power-to-Gas: renewable hydrogen economy for the energy transition	Boudellal	2018	3		
947	Prospects of Renewable Bioprocessing in Future Energy Systems	Rastegari, Yadav	2019	3		
948	Renewable Electric Power Distribution Engineering	Colmenar-Santos, Rosales-Asensio	2019	3		
949	Renewable Energy (4 vol. set)	Sørensen	2018	3		
950	Renewable Energy Forecasting: from models to applications	Kariniotakis	2017	3		
951	Renewable Energy Systems from Biomass: efficiency, innovation & sustainability	Strezov, Anawar	2019	3		
952	Renewable Energy: a first course 2e	Ehrlich, Geller	2018	3		
953	Renewable Energy: a primer for the 21st century	Usher	2019	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
954	Renewable Power & Energy vol. 1: photovoltaic systems	Price	2018	3		
955	Renewable Power & Energy vol. 2: wind & thermal systems	Price	2018	3		
956	Small-Scale Renewable Energy Systems: independent electricity for community, business & home	Ruin, Sidén	2020	3		
957	Solar Power Technology: developments & applications	Borge-Diez, Colmenar-Santos	2019	3		
958	Strategic Planning for the Sustainable Production of Biofuels	Ponce-Ortega	2018	3		
959	Sustainable Approaches for Biofuels Production Technologies	Srivastava, Mishra	2019	3		
960	Textbook of Renewable Energy	Bhatia, Gupta	2019	3		
961	The Age of Wind Energy: progress & future directions from a global perspective	Sayigh, Milborrow	2020	3		
962	Abatement of Environmental Pollutants: trends & strategies	Singh, Kumar	2019	3		
963	Advanced Oxidation Processes (AOPs) in Water & Wastewater Treatment	Amr, Aziz	2019	3		
964	Advances in Biological Treatment of Industrial Waste Water & their Recycling for a Sustainable Future	Singh	2019	3		
965	Air Pollution: sources, impacts & controls	Naika, Saxena	2019	3		
966	Air, Gas & Water Pollution Control using Industrial & Agricultural Solid Wastes Adsorbents	Sen	2018	3		
967	Alternative Fuels and Their Utilization Strategies in Internal Combustion Engines	Singh, Sharma	2020	3		
968	Applications of Solar Energy	Tyagi, Agarwal	2020	3		
969	Applied Statistics for Environmental Science with R	Alkarkhi, Alqaraghuli	2019	3		
970	Behaviors of Trace Metals in Environment: The Pollution in Regional and Metropolis Areas	Zhang	2020	3		
971	Big Data Mining for Climate Change	Zhang, Li	2019	3		

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972	Biodiversity & Climate Change: transforming the biosphere	Lovejoy, Hannah	2019	3		
973	Blockchain Technology For Industry 4.0: Secure, Decentralized, Distributed And Trusted Industry Environment	Righi, Alberti	2020	3		
974	Carbon Capture, Storage & Utilization: a possible climate change solution for energy industry	Goel, Shahi	2019	3		
975	Chemical Processes for Pollution Prevention & Control	Berthouex, Brown	2018	3		
976	Chemistry for a Clean & Healthy Planet	Ramasami, Bhowon	2019	3		
977	Chemistry of Environmental Systems: fundamental principles & analytical methods	Gaffney, Marley	2020	3		
978	Climate Change & Agricultural Ecosystems: current challenges & adaptation	Choudhary, Kumar	2019	3		
979	Composite Materials for Industry, Electronics & the Environment		2020	3		
980	Confronting Global Climate Change: experiments & applications in the tropics	Harris	2019	3		
981	Conversion of Carbon Dioxide into Hydrocarbons vol. 1: Catalysis	Inamuddin, Lichtfouse	2020	3		
982	Conversion of Carbon Dioxide into Hydrocarbons vol. 2: Technology	Inamuddin, Lichtfouse	2020	3		
983	Critical Skills for Environmental Professionals: Putting Knowledge into Practice	Pontius, McIntosh	2020	3		
984	Determination of Target Xenobiotics & Unknown Compound Residues in Food, Environmental & Biological Samples	Sherma, Tuzimski	2019	3		
985	Engaged Research for Community Resilience to Climate Change	van Zandt, Masterson	2020	3		

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986	Environmental Chemistry: undergraduate & graduate classroom, laboratory & local community learning experiences	Benvenuto	2018	3		
987	Environmental Geology 11e	Montgomery	2019	3		
988	Environmental Pollution, Biodiversity & Sustainable Development: issues & remediation	Nangya, Khan	2020	3		
989	Environmental Science: society, nature & technology	Akitsu	2019	3		
990	Environmental Technology & Sustainability: physical, chemical & biological technologies for clean environmental management	Behera, Prasad	2019	3		
991	e-waste Recycling & Management: present scenarios & environmental issues	Khan, Asiri	2020	3		
992	Food Security & Climate Change	Yadav, Redden	2019	3		
993	Future Sustainable Ecosystems: complexity, risk & uncertainty	Newlands	2017	3		
994	Global Challenges in Energy and Environment: Select Proceedings of ICEE 2018	Sivasubramanian	2020	3		
995	Global Changes: Ethics, Politics And Environment In The Contemporary Technological World	Valera, Castilla	2020	3		
996	Green Energy to Sustainability: strategies for global industries	Vertes, Qureshi	2020	3		
997	Handbook of Climate Change Resilience	Walter	2020	3		
998	Hazardous Waste Management: an introduction 2e	van Guilder	2018	3		
999	Innovation Strategies in Environmental Science	Galanakis	2019	3		
1000	Innovations in Sustainable Energy & Cleaner Environment	Gupta, De	2020	3		
1001	International Perspectives on the Theory & Practice of Environmental Education	Reis, Scott	2018	3		
1002	Introduction to the Maths & Physics of the Solar System	Piccirillo	2020	3		

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1003	Ion Exchange Pollution Control	Calmon, Gold	2018	3		
1004	Isotopes & the Natural Environment	Alexandre	2020	3		
1005	Lead in Plants & the Environment	Gupta, Chatterjee	2020	3		
1006	Loss & Damage from Climate Change: concepts, methods & policy options	Mechler, Bouwer	2019	3		
1007	Measurement, Analysis and Remediation of Environmental Pollutants	Gupta, Singh	2020	3		
1008	Membrane Technology: sustainable solutions in water, health, energy & environmental sectors	Sridhar	2019	3		
1009	Membrane-Based Technologies for Environmental Pollution Control	Pal	2020	3		
1010	Microorganisms for Sustainable Environment & Health	Chowdhary, Raj	2020	3		
1011	Nanocomposites for Pollution Control	Hussain, Mishra	2018	3		
1012	Nanophotocatalysis & Environmental Applications: materials & technology	Inamuddin, Kumar	2019	3		
1013	Palaeohydrology: traces, tracks & trails of extreme events	Herget, Fontana	2020	3		
1014	Poisonous Skies: acid rain & the globalization of pollution	Rothschild	2019	3		
1015	Pollution in Tropical Aquatic Systems	Connel, Hawker	2018	3		
1016	Principles of Environmental Engineering & Science	Masten, Davis	2020	3		
1017	Principles of Environmental Engineering & Science 4e	Masten, Davis	2020	3		
1018	Principles of Environmental Science 9e	Cunningham	2019	3		
1019	Protecting Clean Air: preventing pollution	Simon	2018	3		
1020	Regeneration of the Built Environment from a Circular Economy Perspective	Torre, Cattaneo	2020	3		
1021	Restoration of Wetland Ecosystem: A Trajectory Towards a Sustainable Environment	Upadhyay, Singh	2020	3		
1022	Science-Based Lawmaking: how to effectively integrate science in international environmental law	Avgerinopoulou	2019	3		

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1023	Societal Dimensions of Environmental Science: global case studies of collaboration & transformation	Lopez	2019	3		
1024	Solar & Infrared Radiation Measurements	Vignola, Michalsky	2020	3		
1025	Solar Energy Conversion Systems In The Built Environment	Visa, Duta	2020	3		
1026	Solar Energy, Mini-Grids & Sustainable Electricity Access: practical experiences, lessons & solutions from Senegal	Ulsrud, Muchunku	2019	3		
1027	Solar Energy: Systems, Challenges & Opportunities	Tyagi, Chakraborty	2020	3		
1028	Solar Photocatalysis for Environmental Remediation	Chakrabarti	2020	3		
1029	Strontium Contamination in the Environment	Pathak, Gupta	2020	3		
1030	Supercritical Water Processing Technologies for Environment, Energy and Nanomaterial Applications	Wang, Xu	2020	3		
1031	Sustainable Consumption: The Right To A Healthy Environment	do Amaral Junior	2020	3		
1032	Sustainable Energy and Environment: An Earth System Approach	Kundu, Nawaz	2020	3		
1033	Sustaining our Environment for Better Future: Challenges and Opportunities	Omran, Schwarz-Herion	2020	3		
1034	The Chemistry of Environmental Engineering	Fink	2020	3		
1035	The Global Carbon Cycle & Climate Change: scaling ecological energetics from organism to the biosphere	Reichle	2019	3		
1036	The Physics of Solar Energy Conversion: perovskites, organics & photovoltaic fundamentals	Bisquert	2020	3		
1037	The Rise & Fall of the Carbon Dioxide Theory of Climate Change	Fleming	2020	3		
1038	Uranium in Plants & the Environment	Gupta, Walther	2020	3		

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1039	Urban Pollution: science & management	Booth, Charlesworth	2019	3		
	SCHOOL OF AGRICULTURE, VETERINARY SCIENCES AND TECHNOLOGY					
1040	A Case Study of BT Maize in Kenya	Hillbeck, Andow	2018	3		
1041	Adaptive Agricultural Practices: Building Resilience in a Changing Climate	Dubey, Singh	2020	3		
1042	Advances in Agrochemicals: Ion Channels & G Protein-Coupled Receptors (GPCRs) as Targets for Pest Control	Gross, Ozoe	2018	3		
1043	Advances in Genetic Enhancement of Early & Extra-Early Maize for Sub-Saharan Africa	Badu-Apraku	2017	3		
1044	Agricultural Internet of Things & Decision Support for Smart Farming	Castrignano, Buttafuoco	2020	3		
1045	Agricultural Production	Wager	2011	3		
1046	Agricultural Salinity Assessment & Management 2e	Wallender, Tanji	2011	3		
1047	Agroecology: the science of sustainable agriculture 2e	Altieri, Farrell	2018	3		
1048	Animal Agriculture: sustainability, challenges & innovations	Bazer, Lamb	2019	3		
1049	Animal Agriculture: Sustainability, Challenges & Innovations	Bazer, Lamb	2019	3		
1050	Beneficial Microbes for Sustainable Agriculture & Environmental Management	Islam, Sangeetha	2020	3		
1051	Biodiversity, Food & Nutrition: a New Agenda for Sustainable Food Systems	Hunter, Borelli	2020	3		
1052	Biofertilizers for Sustainable Agriculture & Environment	Giri, Prasad	2019	3		
1053	Biopesticides & Bioagents: Novel Tools for Pest Management	Anwer	2017	3		
1054	Concise Encyclopedia of Crop Improvement : Institutions, Persons, Theories, Methods & Histories	Schlegel	2007	3		

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1055	Controlled Release Fertilizers for Sustainable Agriculture	Lewu, Volova	2020	3		
1056	Dairy Engineering: advanced technologies & their applications	Chavan, Goyal	2017	3		
1057	Dry Beans & Pulses Production, Processing & Nutrition	Siddiq, Uebersax	2012	3		
1058	Emerging Technologies in Agricultural Engineering	Goyal	2017	3		
1059	Emerging Technologies in Agriculture, Livestock & Climate	Yahya	2020	3		
1060	Engineering Interventions in Agricultural Processing	Goyal, Verma	2018	3		
1061	Engineering Interventions in Foods & Plants	Goyal, Verma	2018	3		
1062	Engineering Practices for Agricultural Production & Water Conservation	Goyal, Sivanappan	2016	3		
1063	Environmental Risk Assessment of Genetically Modified vol. 1: a case study of BT maize in Kenya	Hillbeck, Andow	2018	3		
1064	Fair Trade & Organic Agriculture: a winning combination?	Ulrike, Parvathi	2018	3		
1065	Flood Assessment: modeling & parameterization	Goyal, Harmsen	2016	3		
1066	Forages vol. 2: the science of grassland agriculture 2e	Moore, Collins	2020	3		
1067	Governing Sustainable Seafood	Simon, Oosterveer	2019	3		
1068	Green Pesticides Handbook: Essential Oils for Pest Control	Nollet, Rathore	2017	3		
1069	Handbook of Maize: genetics & genomics	Coe, Bennetzen	2009	3		
1070	Handbook of Pest Management in Organic Farming	Kreiter, Vacante	2018	3		
1071	Handbook on Herbicides: Biological Activity, Classification & Health Environmental Implications	Kobayashi, Watanabe	2013	3		
1072	Improving Dairy Herd Health	Bouchard	2021	3		
1073	Improving Organic Animal Farming	Vaarst, Roderick	2019	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1074	Improving Organic Crop Cultivation	Köpke	2019	3		
1075	Innovations in Sustainable Agriculture	Farooq, Pisante	2019	3		
1076	Intelligent Soil Management for Sustainable Agriculture: the Nutrient Buffer Power concept	Nair	2019	3		
1077	Introduction to Agricultural Engineering Technology 4e	Field, Long	2018	3		
1078	IoT & Analytics for Agriculture	Pattnaik, Kumar	2020	3		
1079	Lean in Agriculture: create more value with less work on the farm	Nielsen, Pejstrup	2018	3		
1080	Management of Wheat & Barley Diseases	Singh	2018	3		
1081	Megatrends in Food & Agriculture: technology, water use & nutrition	Dubois, Heikes	2018	3		
1082	Microbes in Soil & Their Agricultural Prospects	Choudhary, Dhar	2015	3		
1083	Microbiology for Sustainable Agriculture, Soil Health & Environmental Protection	Verma	2019	3		
1084	Microbiology for Sustainable Agriculture, Soil Health & Environmental Protection	Verma	2019	3		
1085	Microirrigation for Crop Production: Design, Operation & Management	Lamm, Ayars	2007	3		
1086	Modern Techniques for Agricultural Disease Management & Crop Yield Prediction	Pradeep, Kautish	2019	3		
1087	Molecular Biology & Crop Improvement: a case study of wheat, oilseed rape & Faba beans	Austin	2009	3		
1088	Natural Bioactive Products in Sustainable Agriculture	Singh, Yadav	2020	3		
1089	Peanut Agriculture & Production Technology: integrated nutrient management	Abbas, Kumar	2018	3		
1090	Peas & Beans	Biddle	2017	3		
1091	Pests & Diseases of Peas & Beans: a colour handbook	Biddle, Cattlin	2007	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1092	Pests & Diseases of Potatoes: a colour handbook	Wale, Cattlin	2007	3		
1093	Plant Pathogens: detection & management for sustainable agriculture	Kumar, Tiwari	2019	3		
1094	Rethinking Food & Agriculture: New Ways Forward	Kassam	2020	3		
1095	Rice Bran & Rice Bran Oil: chemistry, processing & utilization	Cheong, Xu	2019	3		
1096	Rice Grain Quality: methods & protocols	Sreenivasulu	2019	3		
1097	Rice Science: biotechnological & molecular advancements	Nadaf, Srivastav	2019	3		
1098	Rodent Pest Management	Prakash	2018	3		
1099	Role of Plant Growth Promoting Microorganisms in Sustainable Agriculture & Nanotechnology	Ajay	2019	3		
1100	Roles of Natural Products for Biorational Pesticides in Agriculture	Beck, Duke	2018	3		
1101	Scheffer/Schachtschabel Soil Science	Blume, Brummer	2016	3		
1102	Science & Technology of Aroma, Flavor & Fragrance in Rice	Kumar, Srivastav	2019	3		
1103	Seed-Borne Diseases of Agricultural Crops: Detection, Diagnosis & Management	Kumar, Gupta	2020	3		
1104	Soil & Water Conservation Engineering 7e	Huffman, Fangmeier	2013	3		
1105	Soil Management of Smallholder Agriculture	Stewart	2014	3		
1106	Soil-Specific Farming: Precision Agriculture	Stewart, Alton	2015	3		
1107	Sterile Insect Technique: Principles & Practice in Area-Wide Integrated Pest Management 2e	Dyck, Hendrichs	2021	3		
1108	Sustainable Agriculture in the Era of Climate Change	Roychowdhury, Choudhury	2020	3		
1109	Sustainable Agriculture: Advances in Technological Interventions	Singh, Patel	2020	3		
1110	Sustainable Agriculture: biotechniques in plant biology	Parray, Mir	2019	3		

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1111	Sustainable Biological Systems for Agriculture: emerging issues in nanotechnology, biofertilizers, wastewater & farm machines	Goyal	2018	3		
1112	Sustainable Food & Agriculture: an integrated approach	Campanhola, Pandey	2019	3		
1113	Sustainable Food Systems from Agriculture to Industry: improving production & processing	Galanakis	2018	3		
1114	Sustainable Insect Pest Management	Arif, Foster	2019	3		
1115	Sustainable Technologies for the Management of Agricultural Wastes	Zakaria	2018	3		
1116	Technological Interventions in Management of Irrigated Agriculture	Goyal, Koech	2018	3		
1117	The Palgrave Handbook of Agricultural & Rural Development in Africa	Osabuohien	2020	3		
1118	The Precision Farming Revolution: Global Drivers of Local Agricultural Methods	Addicott	2020	3		
1119	Unmanned Aerial Vehicle: applications in agriculture & environment	Avtar, Watanabe	2020	3		
1120	Wheat Rust Diseases : methods & protocols	Periyannan	2017	3		
	Veterinary Books					
1221	Advances in Animal Health, Medicine & Production	Duarte, da Costa	2020	3		
1222	Backyard Poultry Medicine & Surgery: A Guide for Veterinary Practitioners 2e	Greenacre, Morishita	2021	3		
1223	Camel Clinical Biochemistry & Hematology	Faye, Bengoumi	2018	3		
1224	Canine & Feline Respiratory Medicine 2e	Johnson	2020	3		
1225	Canine& Feline Respiratory Medicine 2e	Johnson	2020	3		
1226	Clinical Biochemistry of Domestic Animals 6e	Kaneko, Harvey	2008	3		
1227	Clinical Laboratory Animal Medicine: An Introduction 5e	Colby, Nowland	2020	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1228	Ethno veterinary Medicine: Present and Future Concepts	McGaw, Abdalla	2020	3		
1229	Feline Clinical Parasitology	Bowman, Hendrix	2002	3		
1230	Fish Diseases & Medicine	Smith	2019	3		
1231	Functional Anatomy & Physiology of Domestic Animals 5e	Rowe, Reece	2017	3		
1232	Improving Dairy Herd Health	Brouchard	2021	3		
1233	Introduction to Animal & Veterinary Anatomy & Physiology 4e	Aspinall, Cappelo	2020	3		
1234	Laser Surgery in Veterinary Medicine	Winkler	2019	3		
1235	Pathology & Parasitology for Veterinary Technicians 2e	Shapiro	2010	3		
1236	Principles of Veterinary Parasitology	Jacobs, Fox	2015	3		
1237	Sheep, Goat, & Cervid Medicine 3e	Pugh	2020	3		
1238	Textbook of Small Animal Emergency Medicine	Drobatz, Hopper	2020	3		
1239	Veterinary Anatomy of Domestic Animals: Textbook & Colour Atlas 7e	König, Liebich	2020	3		
1240	Veterinary Forensic Medicine & Forensic Sciences	Byrd, Norris	2020	3		
1241	Veterinary Parasitology	Ballweber	2001	3		
1242	Veterinary Parasitology	Lamann	2010	3		
1243	Veterinary Pharmacology & Therapeutics 10e	Riviere, Papich	2018	3		
SCHOOL OF MEDICINE						
1244	Adult Critical Care Medicine: A Clinical Casebook	LaRosa	2020	3		
1245	Advanced Clinical Naturopathic Medicine	Hechtman	2020	3		
1246	Anatomy & Physiology for Health Professionals 3e	Moini	2019	3		
1247	Assessing Competence in Medicine & Other Health Professions	Violato	2019	3		
1248	Atlas of Anatomy 3e	Gilroy, MacPherson	2020	3		
1249	Atlas of Human Anatomy 7e	Netter	2018	3		
1250	Berne & Levy Physiology 7e	Koeppen, Stanton	2017	3		

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1251	Bioassays in Experimental & Preclinical Pharmacology	Arunachalam, Sasidharan	2021	3		
1252	Brody's Human Pharmacology: Mechanism-Based Therapeutics	Wecker, Taylor	2018	3		
1253	Chalk Talks in Internal Medicine: Scripts for Clinical Teaching	Mookherjee, Beste	2020	3		
1254	Chemistry for Pharmacy Students: General, Organic & Natural Product Chemistry 2e	Nahar, Sarker	2019	3		
1255	Clayton's Basic Pharmacology for Nurses 18e	Willihnganz, Clayton	2019	3		
1256	Clinical Molecular Medicine: Principles & Practice	Kumar	2020	3		
1257	Clinical Molecular Medicine: Principles & Practice	Kumar	2019	3		
1258	Cognitive Errors & Diagnostic Mistakes: A Case-Based Guide to Critical Thinking in Medicine	Howard	2020	3		
1259	Communication in Pharmacy Practice	Sporrong, Susanne	2019	3		
1260	Compelling Ethical Challenges in Critical Care & Emergency Medicine	Michalsen, Sadovnikoff	2020	3		
1261	Drug Discovery & Evaluation: Methods in Clinical Pharmacology 2e	Hock, Gralinski	2021	3		
1262	Encyclopedia of Pharmacy Practice & Clinical Pharmacy	Ud-Din Babar	2019	3		
1263	ERS Handbook of Respiratory Medicine 3e	Palange, Rhode	2019	3		
1264	Essentials of Human Physiology & Pathophysiology for Pharmacy & Allied Health	Zdanowicz, McCorry	2019	3		
1265	Essentials of Human Physiology & Pathophysiology for Pharmacy & Allied Health	McCorry, Zdanowicz	2019	3		
1266	Essentials of Medical Microbiology 3e	Sastry, Bhat	2021	3		
1267	Essentials of Pathophysiology for Pharmacy	Zdanowicz	2019	3		
1268	Evidence-based Gastroenterology & Hepatology 4e	McDonald, Feagan	2019	3		

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1269	Fundamentals of Human Physiology	Cavagna	2019	3		
1270	Genomic Medicine: A Practical Guide	Tafe, Arcila	2020	3		
1271	Guyton & Hall Textbook of Medical Physiology 14e	Hall	2021	3		
1272	Guyton & Hall Textbook of Medical Physiology 14e	Hall	2021	3		
1273	Handbook of Obstetric Medicine 6e	Nelson-Piercy	2020	3		
1274	Harrison's Manual of Medicine 20 Ed.	Hauser, Fauci	2020	3		
1275	Hole's Human Anatomy & Physiology 15e	Shier, Lewis	2019	3		
1276	Human Anatomy & Physiology: Form, Function & Homeostasis	Schillo	2019	3		
1277	Human Anatomy 9e	Marieb, Brady	2019	3		
1278	Human Physiology: an integrated approach 8e	Silverthorn	2019	3		
1279	Human Physiology: from cells to systems 9e	Sherwood	2019	3		
1280	Hunter's Tropical Medicine & Emerging Infectious Diseases 10e	Ryan, Hill	2019	3		
1281	Infectious Diseases & Antimicrobial Stewardship in Critical Care Medicine 4e	Cunha	2020	3		
1282	Introduction to Clinical Pharmacology 9e	Visovsky, Zambroski	2018	3		
1283	Languages of Care in Narrative Medicine: Words, Space & Time in the Healthcare Ecosystem	Marini	2020	3		
1284	Lehne's Pharmacology for Nursing Care 10e	Burchum, Rosenthal	2018	3		
1285	Mechanical Ventilation in Emergency Medicine	Wilcox, Aydin	2020	3		
1286	Medical Jurisprudence & Rules of the Medical Profession	Ramm, Cooper	2019	3		
1287	Medical Pharmacology & Therapeutics 5e	Waller, Sampson	2018	3		
1288	Medical Physiology 3e	Boron, Boulpaep	2017	3		
1289	Medical Terminology: An Illustrated Guide 9e	Cohen, Jones	2021	3		

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1290	Medicinal Plants: Chemistry, Pharmacology & Therapeutic Applications	Patra, Rudramurthy	2019	3		
1291	Medicinal Plants: From Farm to Pharmacy	Joshee, Dhekney	2019	3		
1292	Multi-Target Drug Design Using Chem- Bioinformatic Approaches	Roy	2019	3		
1293	Oxford Handbook of Emergency Medicine 5e	de Witt, Horton	2020	3		
1294	Patient Assessment in Clinical Pharmacy: A Comprehensive Guide	Mahmoud	2019	3		
1295	Pediatric Emergency Medicine 2e	McQueen, Paik	2019	3		
1296	Pharmacology Clear & Simple: A Guide to Drug Classifications & Dosage Calculation 3e	Watkins	2018	3		
1297	Pharmacology for Nurses 2e	Pacitti, Smith	2021	3		
1298	Pharmacology in Clinical Neurosciences	Prabhakar, Mahajan	2021	3		
1299	Pharmacology Mind Maps for Medical Students & Allied Health Professionals	Bhandari	2019	3		
1300	Pre-emptive Medicine: Public Health Aspects of Developmental Origins of Health & Disease	Sata, Fukuoka	2020	3		
1301	Principles of Physiology for the Anaesthetist 4e	Kam, Power	2020	3		
1302	Psychoanalysis in Medicine: Applying Psychoanalytic Thought to Contemporary Medical Care	Steinberg	2020	3		
1303	Rang and Dale's Pharmacology 9e	Ritter, Flower	2019	3		
1304	Reverse Pharmacology Phytocannabinoids, Banned & Restricted Herbals	Saroya	2018	3		
1305	Reviews of Physiology, Biochemistry & Pharmacology	Barber, Cordat	2019	3		
1306	Simpson's Forensic Medicine 13e	Jones, Payne- James	2020	3		
1307	Surgery: An Introductory Guide for Medical Students	Sarpel	2021	3		

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1308	Surgical Anatomy & Technique: A Pocket Manual 5e	Skandalakis	2021	3		
1309	The A-Z Guide to Food as Medicine 2e	Kraft	2019	3		
1310	The Hands-On Guide to Clinical Reasoning in Medicine	Irfan	2019	3		
1311	The Wiley Blackwell Companion to Medical Sociology	Cockerham	2021	3		
1312	Vander's Human Physiology: the Mechanisms of Body Function 15e	Vander, Widmaier	2019	3		
1313	Weir & Abrahams' Imaging Atlas of Human Anatomy 6e	Spratt, Salkowski	2020	3		
1314	Clinical Parasitology: a Practical Approach 2e	Zeibig	2012	3		
1315	Markell & Voge's Medical Parasitology 9e	John, Petri	2006	3		
1316	Medical Parasitology	Satoskar, Simon	2009	3		
1317	Medical Parasitology: a Self-Instructional Text 6e	Leventhal, Cheadle	2012	3		
1318	Medical Parasitology: a Self-Instructional Text 6e	Leventhal, Cheadle	2012	3		
1319	Paniker's Textbook of Medical Parasitology 7e	Paniker, Ghosh	2013	3		
1320	Parasitology for Medical & Clinical Laboratory Professionals	Ridley	2011	3		
1321	Jawetz, Melnick & Adelberg's Medical Microbiology 28e	Riedel, Morse	2019	3		
1322	Medical Microbiology 9e	Murray, Rosenthal	2020	3		
1323	Mims Medical Microbiology & Immunology 6e	Goering, Dockrell	2018	3		
1324	Practical Medical Microbiology for Clinicians	Berkowitz, Jerris	2016	3		
1325	Sherris Medical Microbiology 7e	Ryan, Ahmad	2018	3		
1326	Basic Concepts in Clinical Biochemistry: A Practical Guide	Kumar, Gill	2018	3		
1327	Biochemistry 2e	Ochs	2021	3		
1328	Biochemistry 9e	Farrell, McDougal	2018	3		

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1329	Biochemistry Education: from Theory to Practice	Austin, Bussey	2019	3		
1330	Biochemistry, Biophysics & Molecular Chemistry: Applied Research & Interactions	Torrens, Mahapatra	2020	3		
1331	Clinical Biochemistry & Drug Development : from Fundamentals to Output	Kumar	2021	3		
1332	Clinical Biochemistry & Metabolic Medicine 8e	Crrok	2012	3		
1333	Clinical Biochemistry 8e	Beckett	2008	3		
1334	Essential Biochemistry 4e	Cornely, Pratt	2018	3		
1335	Essentials of Medical Biochemistry 2e	Bhagavan, Chung-Eun Ha	2015	3		
1336	Handbook of Biochemistry & Molecular Biology 5e	Lundblad, Macdonald	2018	3		
1337	Human Biochemistry	Litwack	2018	3		
1338	Human Biochemistry & Disease	Litwack	2008	3		
1339	Human Physiology, Biochemistry & Basic Medicine	Cole, Kramer	2016	3		
1340	Integrative Human Biochemistry: A Textbook for Medical Biochemistry 2e	Da Poian, Castanho	2021	3		
1341	Integrative Human Biochemistry: a Textbook for Medical Biochemistry 2e	Da Poian, Castanho	2021	3		
1342	Marks' Essentials of Medical Biochemistry: A Clinical Approach 2e	Lieberman	2014	3		
1343	Medical Biochemistry	Blanco	2017	3		
1344	Medical Biochemistry 5e	Baynes, Dominiczak	2018	3		
1345	Netter's Biochemistry	Netter, Ronner	2018	3		
1346	Principles of Medical Biochemistry 4e	Meisenberg, Simmons	2017	3		
1347	Textbook of Biochemistry with Clinical Correlations 7e	Devlin	2010	3		
1348	Textbook of Medical Biochemistry 8e	Chatterjea, Shinde	2012	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1349	Wilson & Walker's Principles & Techniques of Biochemistry & Molecular Biology 8e	Hofmann, Clokie	2018	3		
1350	Biocatalysis & Biomolecular Engineering	Shaw	2010	3		
1351	Biomolecular Catalysis: Nanoscale Science & Technology	Kim, Wang	2008	3		
1352	Biomolecular Feedback Systems	Del Vecchio, Murray	2014	3		
1353	Biomolecular Interfaces: Interactions, Functions & Drug Design	Stigliano	2015	3		
1354	Careers in Chemical & Biomolecular Engineering	Edwards, Shelley	2019	3		
1355	Cellular & Biomolecular Mechanics & Mechanobiology	Hatami-Marbini, Mofrad	2011	3		
1356	Chemistry & Properties of Biomolecular Systems	Anastassopoulou, Rizzarelli	1991	3		
1357	Clinical Applications of Mass Spectrometry in Biomolecular Analysis: Methods & Protocols	Garg	2016	3		
1358	Computational Methods to Study the Structure & Dynamics of Biomolecules & Biomolecular Processes: from Bioinformatics to Molecular Quantum Mechanics 2e	Liwo	2019	3		
1359	Herbal Medicine: Biomolecular & Clinical Aspects 2e	Benzie, Wachtel-Galor	2011	3		
1360	Mass Spectrometry in Structural Biology & Biophysics: Architecture, Dynamics & Interaction of Biomolecules 2e	Kaltashov, Eyles	2012	3		
1361	Microsystem Technology: a Powerful Tool for Biomolecular Studies	Koehler, Saluz	1999	3		
1362	Modern Biophysical Chemistry: Detection & Analysis of Biomolecules 2e	Walla	2014	3		
1363	NMR of Biomolecules: Towards Mechanistic Systems Biology	Bertini, McGreevy	2012	3		
1364	Practical Skills in Biomolecular Sciences 5e	Reed, Holmes	2016	3		

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1365	Protein-Nucleic Acid Interactions: Structural Biology (RSC Biomolecular Sciences)	Rice, Correll	2008	3		
1366	Real-Time Analysis of Biomolecular Interactions	Nagata, Handa	2000	3		
1367	Water & Biomolecules: Physical Chemistry of Life Phenomena	Wright, Felitsky	2005	3		
1368	A Counselor's Guide to the Dissertation Process: where to start & how to finish	Balkin, Flamez	2017	3		
1369	A Guide to Graduate Programs in Counseling	Kimbel, Levitt	2017	3		
1370	Affirmative Counseling with LGBTQI People	Filmore, Ginicola	2017	3		
1371	An Independent Practitioner's Introduction to Child & Adolescent Psychotherapy	Dowling	2019	3		
1372	Behavioral Genetics 7e	DeFries, Knopik	2018	3		
1373	Biological Psychology 13e	Kalat	2018	3		
1374	Case Formulation for Personality Disorders: tailoring psychotherapy to the individual client	Kramer	2019	3		
1375	Cognitive Behavior Therapies: a guidebook for practitioners	Doyle, Vernon	2018	3		
1376	Cognitive Psychodynamics as an Integrative Framework in Counselling Psychology & Psychotherapy	Ward, Plagnol	2019	3		
1377	Community Genograms: using individual, family & cultural narratives with clients	Rigazio-DiGilio, Ivey	2005	3		
1378	Correctional Counseling & Treatment 6e	Kratcoski	2017	3		
1379	Counseling & Psychotherapy with Children & Adolescents: theory & practice for school & clinical settings 5e	Prout, Fedewa	2015	3		
1380	Counseling : a comprehensive profession 8e	Gladding	2018	3		
1381	Counseling Addicted Families: an integrated assessment & treatment model 2e	Juhnke, Hagedorn	2019	3		

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1382	Crisis Counseling, Intervention & Prevention in the Schools 3e	Sandoval	2013	3		
1383	Developing Multicultural Counseling Competence 3e	Hays, Erford	2017	3		
1384	Disaster Mental Health Counseling: a guide to preparing & responding 4e	Webber, Mascari	2017	3		
1385	Embodied Relating and Transformation: tales from equine-facilitated counseling	Sharpe, Strong	2015	3		
1386	Emotionally Intelligent School Counseling	Pellitteri, Stern	2005	3		
1387	Encyclopedia of Counseling	Rosenthal	2017	3		
1388	Evidence-Based Psychotherapy: the state of the science & practice	David, Lynn	2018	3		
1389	Grief Counseling & Grief Therapy: a handbook for the mental health practitioner 5e	Worden	2018	3		
1390	Handbook of Sexual Orientation and Gender Diversity in Counseling & Psychotherapy	DeBord, Fischer	2017	3		
1391	Handbook of Therapeutic Storytelling: stories & metaphors in psychotherapy, child & family therapy, medical treatment, coaching & supervision	Hammel	2019	3		
1392	Human Sexuality: Diversity in a Contemporary Society 10e	Yarber, Sayad	2019	3		
1393	Integrating Play Techniques in Comprehensive School Counseling Programs	Curry, Fazio-Griffith	2013	3		
1394	Integrating the Expressive Arts into Counseling Practice 2e	Degges-White	2017	3		
1395	Intentional Interviewing & Counseling: facilitating client development in a multicultural society	Ivey, Zalaquett	2017	3		
1396	International Handbook for Policy Research on School-Based Counseling	Carey, Harris	2017	3		
1397	Introduction to the Counseling Profession 7e	Capuzzi, Gross	2017	3		

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1398	Mindfulness & Acceptance for Counseling College Students: theory & practical applications for intervention, prevention & outreach	Pistorello	2013	3		
1399	Motivation: biological, psychological & environmental	Deckers	2018	3		
1400	Narrative Interventions in Post-Modern Guidance & Career Counseling: a review of case studies & innovative qualitative approaches	Di Fabio, Bernaud	2018	3		
1401	Neurocounseling: brain-based clinical approaches	Field, Jones	2017	3		
1402	New Perspectives on Career Counseling & Guidance in Europe: building careers in changing & diverse societies	Cohen-Scali	2019	3		
1403	Practicum & Internship: textbook & resource guide for counseling & psychotherapy 6e	Jungers, Scott	2019	3		
1404	Process Facilitation in Psychoanalysis, Psychotherapy & Social Work	O'Neill	2018	3		
1405	Professional Behaviors & Dispositions: counseling competencies & lifelong growth	McLain, Lewis	2018	3		
1406	Pseudoscience in Child & Adolescent Psychotherapy: a skeptical field guide	Hupp	2019	3		
1407	Psychoanalytic Concepts & Technique in Development: psychoanalysis, neuroscience & physics	Guignard	2019	3		
1408	Psychoanalytic Psychotherapy of the Severely Disturbed Adolescent	Anastasopoulos	2018	3		
1409	Psychotherapy for Psychosis: integrating Cognitive-Behavioral & Psychodynamic Treatment	Garrett	2019	3		
1410	Psychotherapy Relationships that Work, vol. 1: Evidence-Based Therapist Contributions	Norcross, Lambert	2019	3		

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1411	Psychotherapy Relationships that Work, vol. 2: Evidence-Based Therapist Responsiveness	Norcross, Wampold	2019	3		
1412	Reflective Practice of Counseling & Psychotherapy in a Diverse Society	Brown	2019	3		
1413	Relationships in Counseling & the Counselor's Life	Balkin, Kottler	2017	3		
1414	Successful Drug-Free Psychotherapy for Schizophrenia	Levin	2018	3		
1415	The Foundations of Phenomenological Psychotherapy	Arciero, Bondolfi	2018	3		
1416	The Process of Psychotherapy: causation & chance	Tschacher, Haken	2019	3		
1417	The Sage Handbook of Qualitative Research in Psychology	Willig	2017	3		
1418	The Secrets of Exceptional Counselors	Kottler	2018	3		
1419	Theoretical Models of Counseling & Psychotherapy 3e	Fall, Holden	2017	3		
1420	Theories of School Counseling for the 21st century	Dollarhide	2019	3		
1421	Treating Adult Survivors of Childhood Emotional Abuse & Neglect: Component- Based Psychotherapy	Hooper, Grossman	2018	3		
1422	Treating Trauma in Christian Counseling	Gingrich	2017	3		
1423	Women Leaders in School Psychology: career retrospectives & guidance	Lidz	2020	3		
1424	Working with Goals in Psychotherapy & Counselling	Cooper, Law	2018	3		
1425	Clinical Assessment & Diagnosis in Social Work Practice 3e	Corcoran, Walsh	2017	3		
1426	Cultural Sociology of the Middle East, Asia & Africa: an encyclopedia	Mishra, Stanton	2013	3		
1427	Direct Social Work Practice: theory & skills	Rooney	2017	3		
1428	Empowerment Series: an introduction to the profession of social work	Segal	2018	3		
1429	Ethical Issues in Social Work Practice	Frunză, Sandu	2019	3		

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1430	Evidence-Based Practice in Clinical Social Work 2e	Drisko, Grady	2019	3		
1431	Expressive Arts for Social Work & Social Change	Heinonen	2018	3		
1432	Generalist Social Work Practice: an empowering approach	Miley	2017	3		
1433	Handbook of Contemporary Sociological Theory	Abrutyn	2016	3		
1434	Handbook of Oncology Social Work: psychosocial care for people with cancer	Christ, Messner	2015	3		
1435	Handbook of Social Policy & Development	Midgley, Surender	2019	3		
1436	Health & Social Work: practice, policy & research	Heymann, Congress	2019	3		
1437	Holistic Engagement: transformative social work education in the 21st century	Adam, Pyles	2017	3		
1438	Intergenerational Transmission of Child Maltreatment	Schelbe, Geiger	2017	3		
1439	Introduction to Social Work & Social Welfare	Zastrow	2017	3		
1440	Introduction to Social Work & Social Welfare: critical thinking perspectives	Kirst-Ashman	2016	3		
1441	Legal Issues in Social Work Practice & Research	Loue	2019	3		
1442	Policy Analytics, Modelling & Informatics: innovative tools for solving complex social problems	Gil-Garcia, Pardo	2018	3		
1443	Political Social Work: using power to create social change	Lane, Pritzker	2018	3		
1444	Political Social Work: using power to create social change	Lane, Pritzker	2017	3		
1445	Practice Educating Social Work Students: supporting qualifying students on their placements	Kerr, Nicholas	2015	3		
1446	Pragmatic Program Evaluation for Social Work: an introduction	Rubin	2020	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1447	Process Facilitation in Psychoanalysis, Psychotherapy & Social Work	O'Neill	2018	3		
1448	Qualitative & Quantitative Models in Socio-Economic Systems & Social Work	Sánchez-Serrano	2020	3		
1449	Research Methods for Social Work 9e	Rubin, Babbie	2016	3		
1450	Sex Work & the New Zealand Model: decriminalisation & social change	Armstrong, abel	2020	3		
1451	Social Work & Social Policy: an introduction 2e	Dickens	2016	3		
1452	Social Work Evaluation: enhancing what we do 3e	Dudley	2020	3		
1453	Social Work for Sociologists: theory & practice	van Heugten, Gibbs	2015	3		
1454	Social Work Practice & Social Welfare Policy in the US: a history	Popple	2018	3		
1455	Social Work Practice with Children 4e	Webb, Zayas	2019	3		
1456	Social Work Practice with Children 4e	Webb, Zayas	2019	3		
1457	Social Work Treatment: interlocking theoretical approaches 6e	Turner	2017	3		
1458	Social Work, Poverty& Social Exclusion	Backwith	2015	3		
1459	Social Work: lectures on curriculum & pedagogy	Bodhi	2019	3		
1460	Spirituality & Hospice Social Work	Callahan	2017	3		
1461	Statistics for International Social Work & Other Behavioral Sciences	Lee, Dinis	2017	3		
1462	The Palgrave Handbook of Relational Sociology	Dépelteau	2018	3		
1463	The Road to Social Work & Human Service Practice 4e	Chenoweth, McAuliffe	2015	3		
1464	The Routledge Companion to Critical & Cultural Theory 2e	Malpas, Wake	2013	3		
1465	The Sage Handbook of Cultural Sociology	Inglis, Almila	2016	3		
1466	The Sage Handbook of the Sociology of Work & Employment	Edgell, Gottfried	2016	3		
1467	War, Violence &d Social Justice: theories for social work	Kamali	2015	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
	RELIGION					
1468	Advances in the Economics of Religion	Carvalho, Iyer	2019	3		
1469	Christian Mysticism's Queer Flame: spirituality in the lives of contemporary gay men	Kelly	2019	3		
1470	Ciphers of Transcendence: essays in philosophy of religion in honour of Patrick Masterson	O'Rourke	2020	3		
1471	Contemporary Debates in Philosophy of Religion	Peterson, VanArragon	2019	3		
1472	Current Controversies in Philosophy of Religion	Draper	2019	3		
1473	Encyclopedia of African Religion	Asante, Mazama	2009	3		
1474	Encyclopedia of Catholicism	Klinn	2008	3		
1475	Encyclopedia of Philosophers on Religion	Verkamp	2008	3		
1476	Encyclopedia of Psychology & Religion 2e (2 vol. set)	Leeming, Madden	2014	3		
1477	Eros Crucified: death, desire & the divine In psychoanalysis & philosophy of religion	Clemente	2019	3		
1478	Euthanasia, Abortion, Death Penalty & Religion: the right to life & its limitations	Ziebertz, Zaccaria	2018	3		
1479	Expanding Public Employee Religious Accommodation & its Threat to Administrative Legitimacy	Szymalak	2019	3		
1480	Experiment, Speculation & Religion in Early Modern Philosophy	Vanzo, Anstey	2019	3		
1481	Handbook of Conspiracy Theory & Contemporary Religion	Asprem, Dyrendal	2019	3		
1482	Higher Education & Belief Systems in the Asia Pacific Region: knowledge, spirituality, religion & structures of faith	Jun, Collins	2019	3		
1483	Kendrick Lamar & the Making of Black Meaning	Driscoll, Miller	2020	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1484	Muhammad 'Abduh & His Interlocutors: conceptualizing religion in a globalizing world	Kateman	2019	3		
1485	Narrative Cultures & the Aesthetics of Religion	Johannsen, Kirsch	2020	3		
1486	New Dimensions in Spirituality, Religion & Aging	Bengtson, Silverstein	2019	3		
1487	On Roman religion: lived religion & the individual in ancient Rome	Rüpke	2019	3		
1488	On the Resurrection of the Dead: a new metaphysics of afterlife for Christian thought	Crisp, Turner	2019	3		
1489	Philosophical Foundations of the Religious Axis: religion, politics & American political architecture	Pottenger	2020	3		
1490	Plantingian Religious Epistemology & World Religions: prospects & problems	Baldwin, Daniel	2019	3		
1491	Political & Judicial Rights through the Prism of Religious Belief	Sterkens, Ziebertz	2018	3		
1492	Political Science of Religion: theorising the political role of religion	Potz	2020	3		
1493	Queer Religiosities: an introduction to queer & transgender studies in religion	Wilcox	2020	3		
1494	Red Theology: on the Christian communist tradition	Boer	2019	3		
1495	Religion & Biopolitics	Weiberg-Salzmann	2020	3		
1496	Religion & the Meaning of Life: an existential approach	Williams	2020	3		
1497	Religious Truth & Identity in an Age of Plurality	Jonkers, Wiertz	2020	3		
1498	Science without God?: rethinking the history of scientific naturalism	Harrison, Roberts	2019	3		
1499	Solidarity & Reciprocity with Migrants in Asia: Catholic & Confucian ethics in dialogue	Yuen	2020	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1500	The Axiological Status of Theism & Other Worldviews	Lougheed	2020	3		
1501	The Encyclopedia of World Religions	Ellwood, Alles	2008	3		
1502	The Methods of Science & Religion: epistemologies in conflict	Smithh	2019	3		
1503	The Public Significance of Religion	Francis, Ziebertz	2018	3		
1504	The Routledge Handbook of Economic Theology	Schwarzkopf	2020	3		
1505	The T&T Clark History Of Monasticism: the Eastern Tradition	Binns	2020	3		
1506	The Wiley Blackwell Concise Companion to the Hadith	Brown	2020	3		
1507	Theology& Contemporary Continental Philosophy: the centrality of a negative dialectic	Dickinson	2019	3		
1508	Transcendence, Creation & Incarnation: from philosophy to religion	O'Hear	2020	3		
1509	Understanding the Connections between Science, Philosophy, Psychology, Religion, Politics & Economics—articles & reviews, 2006–2019	Starks	2019	3		
	HISTORY					
1510	Research methods for history 2 nd ed.	Lucy Faire	2016	3		
1511	Historical research: A guide for writers of dissertations, thesis ,articles and books	Bill Mcdowell	2014	3		
1512	Techniques of historical research and writing	Raji Afeez Tope	2017	3		
1513	Going to the sources	Antony Brundae	2017	3		
1514	A Companion to African History	Worger	2019	3		
1515	A Global History of Anti-Apartheid: 'Forward to Freedom' in South Africa	Konieczna, Skinner	2019	3		
1516	A History of Modern Africa: 1800 to the present 3e	Reid	2019	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1517	A History of the Soviet Union from the Beginning to the End	Kenez	2006	3		
1518	African Dominion: a new history of empire in early & medieval West Africa	Gomez	2019	3		
1519	An Economic History of West Africa 2e	Hopkins	2020	3		
1520	An Introduction to the Ancient World 3e	Blois, Mellor	2019	3		
1521	Belgium & the Congo, 1885-1980	Vanthemsche	2012	3		
1522	Beyond Timbuktu: an intellectual history of Muslim West Africa	Kane	2016	3		
1523	Black Public History in Chicago: civil rights activism from World War II into the Cold War	Rocksborough-Smith	2018	3		
1524	Bones, Stones & Molecules: out of Africa & human origins	Cameron, Groves	2004	3		
1525	Capital & Colonialism: the return on British investments in Africa, 1869–1969	Rönnbäck, Broberg	2019	3		
1526	Economic Development in the 21st Century: lessons for Africa throughout history	Ocran	2019	3		
1527	Encyclopedia of Prehistory vol. 1: Africa	Kusimba, Smith	2001	3		
1528	Frantz Fanon & Emancipatory Social Theory	Byrd, Miri	2020	3		
1529	Frantz Fanon & the Psychology of Oppression	Bulhan	1985	3		
1530	Gendering Knowledge in Africa & the African Diaspora: contesting history & power	Falola	2017	3		
1531	History of Africa 4e	Shillington	2018	3		
1532	How Europe Underdeveloped Africa	Rodney	1973	3		
1533	King Leopold's Congo & the "Scramble for Africa": a short history with documents	Rutz	2018	3		
1534	Moral Ecologies: histories of conservation, dispossession & resistance	Griffin, Jones	2019	3		
1535	Neutrality in World History	Müller	2019	3		
1536	Origins & Revolutions: human identity in earliest prehistory	Gamble	2007	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1537	Out of Africa I: the first hominin colonization of Eurasia	Fleagle, Shea	2010	3		
1538	Pandora's Box: a history of the First World War	Leonhard	2018	3		
1539	Reclaiming the Nation: the return of the national question in Africa, Asia & Latin America	Moyo, Yeros	2011	3		
1540	Revolution: structure & meaning in world history	Arjomand	2019	3		
1541	Silences in NGO Discourse	Shivji	2020	3		
1542	The Birth of the Archive: a history of knowledge	Friedrich	2018	3		
1543	The Collapse of the Soviet Union	Darraj	2000	3		
1544	The Congo from Leopold to Kabila: a People's History	Nzongola-Ntalaja	2018	3		
1545	The Elite Transition: from apartheid to neoliberalism in South Africa	Bond	2000	3		
1546	The Fall of France in the Second World War: history & memory	Carswell	2019	3		
1547	The Great African War: Congo & regional geopolitics, 1996–2006	Reyntjens	2009	3		
1548	The History & Description of Africa: and of the notable things therein contained	Leo Africanus	2010	3		
1549	The History of Africa: the quest for eternal harmony	Asante	2020	3		
1550	The Invention of Africa: gnosis, philosophy & the order of knowledge	Mudimbe		3		
1551	The Looting Machine: warlords, oligarchs, corporations, smugglers & the theft of Africa's wealth	Burgis	2015	3		
1552	The Myth of Race: the troubling persistence of an unscientific idea	Sussman	2014	3		
1553	The Post-Colonial Critic: interviews, strategies, dialogues	Spivak	1990	3		
1554	The Rise of Homo sapiens: the evolution of modern thinking	Coolidge, Wynn	2009	3		

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1555	The Struggle against Imperialism: anticolonialism & the Cold War	Judge, Langdon	2018	3		
1556	The World in the Long 20th Century: an interpretive history	Dickinson	2018	3		
1557	Timbuktu & the Songhay Empire: Al-Sa'Di's Ta'Rikh Al-Sudan down to 1613 & other contemporary documents	Hunwick	2003	3		
1558	Toward the African Revolution	Fanon	1994	3		
1559	A Companion to the Anthropology of Africa	Grinker	2019	3		
1560	A History of Religion: East & West	Ling	1968	3		
1561	A History of the Church in Africa	Sundkler, Steed	2000	3		
1562	A New Paradigm of the African State	Muiu, Martin	2009	3		
1563	Accelerated Economic Growth in West Africa	Seck	2014	3		
1564	Africa as a Living Laboratory: Empire, Development & the Problem of Scientific Knowledge, 1870-1950	Tilley	2011	3		
1565	Africa in Stereo	Jaji	2014	3		
1566	Africa in the Age of Globalisation	Shizha, Diallo	2015	3		
1567	Africa in the World: Capitalism, Empire, Nation-State	Cooper	2014	3		
1568	African American Connecticut Explored	Normen, Harris	2016	3		
1569	African Data Privacy Laws	Makulilo	2016	3		
1570	African Diaspora Identities: Negotiating Culture in Transnational Migration	Arthur	2011	3		
1571	African Diasporic Women's Narrative: Politics of Resistance, Survival & Citizenship	Alexander	2014	3		
1572	African Palaeoenvironments & Geomorphic Landscape Evolution vol. 30	Runge	2011	3		
1573	African Perspectives on Ethics for Healthcare Professionals	Nortje, Hoffmann	2018	3		
1574	African Philosophy of Education Reconsidered	Waghid	2014	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1575	Africana Critical Theory: Reconstructing the Black Radical Tradition, from W. E. B. Du Bois & C. L. R. James to Frantz Fanon & Amilcar Cabral	Rabaka	2010	3		
1576	African-Centred Management Education	Abdulai	2014	3		
1577	Africa's Challenge to International Relations Theory	Dunn, Shaw	2001	3		
1578	Against Epistemic Apartheid	Rabaka	2010	3		
1579	Cracking stress problem	Richard J.B Willis		3		
1580	Discovering Your worth	Dr. Julian Melgosa		3		
1581	To adolescents and Parents	Dr. Julian Melgosa		3		
1582	Free From Addiction	Rafael Escandon and Cesar Galvez		3		
1583	Positive Mind	Dr. Julian Melgosa		3		
1584	For Raising Your Child	Dr. Raul Posse \$ Julian Melgosa		3		
1585	Smart Parent	Nancy Van Pelt		3		
1586	Enjoy Life	Dr. Julian Melgosa		3		
1587	Healing power of Forgiveness	Sharon Platt-McDonald		3		
1588	EDUCATION AND PSYCHOLOGY					
1589	No Matter What Happens Life Still Beautiful.	Enrique Chaij		3		
1590	The Bondage	Robert J. Wieland		3		
1591	Less Stress	Dr. Julian Melgosa		3		
1592	Smart Love	Nancy Van Pelt		3		
1593	Discovering Your worth	Dr. Julian Melgosa		3		
1594	Healthy Body	Dr. George D. Palmplona Roger		3		
1595	Cancer	Raniero Facchini		3		
1596	Diabetes	Ramon Gelabert		3		
1597	Physical Exercise	Dr. Julian Melgosa		3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1598	Healthy Juices	George D. Palmplona Roger		3		
1599	Healthy Foods	George D. Palmplona Roger		3		
1600	Health Power	Hans Diehl and Aileen Ludington		3		
1601	Diabetes prevention and treatment	DR. Ramon Gelabert		3		
1602	250 Recipes	George D. Palmplona Roger and Esther Malxetban MD.		3		
1603	Encyclopedia of Foods	Dr. Isidro Aquilar		3		
1604	Heart to Heart care	Nancy Van Pelt		3		
1605	Health and Education for the family.	Dr. Herminia Galbes- Isidro Aquilar		3		
1606	Encyclopedia of Plants	Dr. George D. Palmplona Roger		3		
1607	BUTULA STUDY CENTRE					
1608	Mastering the world of psychology	Denise B.	2010	3		
1609	Health behavior and health education.Theory,research and practice	Glanz, Karen Barbarak et al.		3		
1610	Looking at early years of education and care	Drury, Rose et al	2000	3		
1611	Health nutrition and care	Kabiru, M.	2010	3		
1612	Health nutrition and care	Njuguna, G. et al	2009	3		
1613	Curriculum development	Apiero, M.	2010	3		
1614	Construction: the theories of curriculum	Brunner, M.	1999	3		
1615	Early childhood development education handbook	KIE	2008	3		
1616	Child growth and development	Njagi, B.E.	2009	3		
1617	Historical development of early childhood education	Begin	2009	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1618	A manual of preschool in Kenya	KIE	1997	3		
1619	Kenya pre-school teachers, activities guide series 1:Management and language activities	KIE	1984	3		
1620	Topical approach to lifespan development	Sand, rock	2007	3		
1621	Kenya pre-school teachers, activities guide series 2:play and creative activities	KIE	1984	3		
1622	Creative art development in young children 7 th ed.	Mary, M.	2002	3		
1623	Toys materials for play and learning	KIE	1984	3		
1624	Creating innovative classroom materials for teaching.	Dellak, Herr et al	1981	3		
1625	Kenya pre-school teachers, activities guide series 3:Mathematics and environmental activities	KIE	1981	3		
1626	Exercises in experimental geometry	Enhances A.	2003	3		
1627	The power for community mobilization for family and schooling	Delgando G.	2001	3		
1628	Community development: A training manual for community mobilizers	KIE	2003	3		
1629	Toys and material manual: A handbook for ECD and primary school teacher.	NACECE	2000	3		
1630	Creative activitie. Little birds ECDE teacher Education	Gichumba, c. g. Et al	2009	3		
1631	Ways to im3prove your communication instantly 4 th ed.	Bennie, Bough	2005	3		
1632	The elements of technical writing 3 rd ed.	Thomas, E. Pearsall et al	2009	3		
1633	Advanced mathematics	Ryan M. S.	1993	3		
1634	Outline: Introduction to probability and statistics	Seymour L.	1998	3		
1635	Mathematics for management and finance	Mullings G. F. Et al		3		
1636	Quantitative methods for business decisions 5 th ed.	Slater R. et al	2002	3		

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1637	Structured computer organization	Andrews S. et al		3		
1638	Using information technology 7 th ed.	Brian Williams et al	2007	3		
1639	AIDS-The biological basis	Benjamin S. Weeks	2013	3		
1640	HIV/AIDS: Global frontiers in prevention/ intervention	Renee T. White	2008	3		
1641	Global reach: The power of multinational corporation.	Barnet, R. et al		3		
1642	Interdependent development	Brookfield, H.		3		
1643	Philosophy of education	Premchand jogi	2009	3		
1644	Instruction: Technology, media and methods	Brown, J. W. et al	1983	3		
1645	Perspectives on classrooms and schools	Cohen, L. et al		3		
1646	Communication in the classroom 5 th ed.	Coopers, P.	1995	3		
1647	Curriculum development models (Tylers ends- means)	Hilda taba		3		
1648	Curriculum models	Saylor-Alexander		3		
1649	Education psychology: Theory and practice 13 th	Robert E. Slavin	2020	3		
1650	Education psychology 14 th ed.	Anita Woolfolk	2018	3		
1651	Introduction to business management	Cronje, J. et al	2000	3		
1652	Operations research, methods and practice 3 rd ed.	Debra, Dun		3		
1653	Fundamentals of operation research	Kongere T.O		3		
1654	Management, an introduction	David B.	2005	3		
1655	Excellence; making quality work in your company.	James R. Evans et al	2000	3		
1656	A total quality management-A cross functional perspective	Rao C. Dambolena	1996	3		
1657	Statistics for economics, accounting and business studies 4 th ed.			3		
1658	Introduction to business communication	Warentho, T.	2011	3		
1659	Essentials for insurance	Marwa, S.	2007	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1660	Business accounting: case studies vol. 1, 9 th ed.	Frankwood & Sangster		3		
1661	Financial accounting and corporate reporting, 3 rd ed.	Ferries R. Kenneth	1993	3		
1662	Advanced accounting vol. 1	Maheswari S.	2002	3		
1663	Advanced accounting vol. 2	Maheswari S.	2002	3		
1664	Economic,, principles and applications	Mankiv G.	2007	3		
1665	Introductory economics; a modern approach	Varian H.R.	2010	3		
1666	A Concise Dictionary of Paleontology	Carlton	2020	3		
1667	A Dictionary of Nursing 8e	Law	2021	3		
1668	A Student's Dictionary of Psychology & Neuroscience 7e	Hayes, Stratton	2022	3		
1669	Crypto Dictionary: 500 Tasty Tidbits for the Curious Cryptographer	Aumasson	2021	3		
1670	Dictionary of Industrial Terminology 2e	Holloway	2021	3		
1671	Dictionary of Plant Breeding 3e	Schlegel	2020	3		
1672	Dictionary of Production Engineering vol. 1	CIRP	2019	3		
1673	Dictionary of Trade Policy Terms 6e	Goode	2020	3		
1674	Discovering Computers	Vermaat, Sebok	2017	3		
1675	Fintech Dictionary: Terminology for the Digitalized Financial World (Contributions to Finance and Accounting)	Alt, Huch	2022	3		
1676	Freudian Dictionary: A Comprehensive Guide to Freudian Concepts	Valls	2020	3		
1677	GMO Food: A Reference Handbook 2e	Newton	2022	3		
1678	Handbook of Research on Cyber Law, Data Protection & Privacy	Dewani, Khan	2022	3		
1679	Historical Dictionary of Cold War Intelligence	West	2021	3		
1680	Historical Dictionary of Human Rights 2e	Fomerand	2021	3		
1681	Historical Dictionary of Neoclassical Art & Architecture 2e	Palmer	2021	3		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1682	Iconicity in Language: An Encyclopaedic Dictionary	Cabrera	2020	3		
1683	ICT Applications for Smart Cities	Sappa	2022	3		
1684	Introduction to Psychology 11e	Kalat	2019	3		
1685	Medical Regulatory Affairs: An International Handbook for Medical Devices & Healthcare Products 3e	Wong, Tong	2022	3		
1686	Nursing Today: Transition & Trends 11e	Zerwekh, Garneau	2022	3		
1687	Oceanography: An Invitation to Marine Science 9e	Garrison, Ellis	2015	3		
1688	Oxford Handbook of Medical Ethics & Law	Smajdor, Herring	2022	3		
1689	Payment Methods & Finance for International Trade	Sang	2021	3		
1690	Physical Geography 11e	Petersen, Sack	2018	3		
1691	Saunders Nursing Drug Handbook 2023	Hodgson, Kizior	2023	3		
1692	The Routledge Dictionary of Nonverbal Communication	Givens, White	2021	3		
1693	The Routledge Handbook of Scientific Communication	Hanganu-Bresch	2022	3		
1694	Utilizing Blockchain Technologies in Manufacturing & Logistics Management	Goyal, Pradeep	2022	3		
1695	Welding: Principles & Applications 8e	Jeffus	2018	3		
	WEBUYE CAMPUS REQUEST					
1696	<i>Criminology: A sociological introduction.</i> 2 nd Ed.	Carrabine, E.	2009	2		
1697	<i>Introduction to criminology.</i> 7 th ed	Hagan, F.	2010	2		
1698	<i>The Oxford handbook of Criminology.</i> 3 rd Edition,	Maguire, R et al,	2002	2		
1699	<i>21st Century Criminology: A reference Handbook,</i>	Miller, J. M	2009	2		
1700	<i>Criminology. The Key Concepts,</i>	O'Brien, M. Yar, M	2008	2		
1701	<i>Criminology The Core.</i> 4 th Ed,	Siegel , L	2006	2		
1702	<i>Crime and Deviance: An introduction to criminology.</i>	Tibamanya M.M	1998	2		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1703	<i>Key Perspectives in Criminology,</i>	Tierney, J.	2006	2		
1704	<i>Criminology</i>	Treadwell , J.	2006	2		
1705	<i>Criminology and Public Policy: Putting Theory to Work,</i>	Barlow H. D. and Scott H. D	2010	2		
1706	Direct Social work practice: Theories and Skills. Fourth Edition.	Hepworth, D and Larsen, J. A.	1993	2		
1707	The practice of Macro Social Work. New York: Wadsworth/Thomson Learning.	Brueggemann, W. G.	2002	2		
1708	Generalist practice with Organizations and Communities. 2 nd Edition.	Kirst –Ashman, K.K and Hull Jr, G. H.	2001	2		
1709	Social Welfare in Third World Development, Basingstoke: Macmillan – Palgrave Macmillan	Jones, H,	1990	2		
1710	Social Development: The Developmental perspective in Social Welfare. London: Sage.	Midgley, J.	1993	2		
1711	Social work process (6 th Edition) Pacific grove,	Compton, B. R,	1999	2		
1712	Social Work in Contemporary Society.	Garvin, C.D	1992	2		
1713	Intermediate Microeconomics. A Modern Approach. 5 th Ed.	Hal, R. Varian.	1999	2		
1714	<i>Intermediate Microeconomics</i> . A modern Approach. (7 th ed)	Hal, R .Varian.	2006	2		
1715	Microeconomic (4 th ed). Mc Graw – Hill/Irwin. U.S.A.	Hyman, D. N	1989	2		
1716	<i>Modern Microeconomics</i> .	Koutsoyiannis, A	1979	2		
1717	Economic. (4 th ed)	Samulson . N	1998	2		
1718	<i>Microeconomics Theory and applications</i>	Masfield E,		2		
1719	<i>Price Theory</i> .	Waston.		2		
1720	<i>Economic Theory and operations analysis</i> .	Baumol. W,		2		
1721	<i>Microeconomic Theory, Basic Principles and extensions</i> .	Nicholas W,		2		
1722	<i>Microeconomic Theory</i> ,	Jhingham. M. L		2		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1723	<i>Introduction to statistical method.</i> 23rd edition.	Gupta G. B and Gupta V	2008	2		
1724	<i>Introductory Statistics for Business & Economics</i>	Wanacott, TH		2		
1725	<i>Statistical techniques in Business & Economics.</i>	Mason R.D and Lind D.A	1990	2		
1726	<i>Basic statistics for Business and Economics.</i> 8 th Ed.	Lind, Micheal	2013	2		
1727	<i>Applied Statistics for Economists</i>	Karmel, P. and Polasek,		2		
1728	<i>Introduction to statistical method.</i> 23 rd Edition	Gupta , G. B., and Gupta,	2008	2		
1729	Business accounting Vol. 1, 9 th edition, case studies	Frankwood and Sangster,		2		
1730	Understanding Business.	Nickels, W. G, McHugh J . M	2001	2		
1731	Introduction to Business: A Kenya Perspective	Kibera, Francis N.	1996	2		
1732	Modern Business Administration. London: Letts Educational	Appleby R.C	2003	2		
1733	Introduction to Business Management.	Cronje, J	2000	2		
1734	Fundamentals of Operations research	Kongere T, O,		2		
1735	<i>Business Law:</i> Thomson Learning	John rush	2006	2		
1736	Principles of Marketing	Thuo Kuria	2008	2		
1737	Principles of Marketing	Kotter Philip	2004	2		
1738	Fundamentals of Financial Management, 10 th Ed.	Brigham, E. F and Houston, J.F	2004	2		
1739	Elementart Linear algebra, (9 th Ed.	Anton, Howard	2005	2		
1740	Linear Algebra with Applications, 6 th Ed. Sudbury, Massachusetts	Williams, Gareth:	2008	2		
1741	Numerical methods in Science and Engineering: A practical approach	S. Rajasekaran and S. chand:		2		
1742	Introduction to Numerical Analysis: 2 nd Ed.	Hilderbrand, F. B.:	1991	2		
1743	Advanced engineering mathematics and company, 15 th ed.	H. K Dass, S. Chand	2006	2		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1744	Elementary Topology A First course.	Viro Y. O, Ivanov, O. A:		2		
1745	Introduction to topological Manifolds, GTM	Lee J. M:	2000	2		
1746	Advanced mathematics for engineering and science, world scientific,	C F Chan, Man Fong,	2003	2		
1747	Physics for Scientists and Engineers,	Serway R. and Jewett J.	2004	2		
1748	Waves and Oscillations	Subramhanyam, N,lal, B.	1989	2		
1749	Mechanics. Addison –	Symon, K.R	1971	2		
1750	Fundamentals of Optics. 4 th ed.	Jenkins FA and white HE	1981	2		
1751	Instant notes, Analytical Chemistry. Viva Books Private Limited, New delhi, Mumbai, Hyderabad. Entire.	Kealey, D. and Haines P. J.	2002	2		
1752	Organic Chemistry: Study guide and solutions manual 7 th ed.	Graham S.,Craig F	2000	2		
1753	Basic Medical Endocrinology. 4 th Ed.	H.M. Goodma..	2009	2		
1754	Principles of development, 4 th . Ed	Lewis Wolpert	2011	2		
1755	Botany – an introduction to plant Biology, Edition,	James D. Mauseth		2		
1756	Foundations of Parasitology 8 th ed	L.S.Roberts & J. Janovy, Jr.	2008	2		
1757	The Ecology of Plants,	Gurevitch, J., S.M. Scheiner	2006	2		
1758	Frank Wood's Business Accounting Volume 1 (14th Ed)	Alan Sangster Frank Wood	2018	2		
1759	Advanced accountancy vol. 1 19 th ed.	C. S. Gupter	2017	2		
1760	Issues in educational research in Africa	Kilemi Mwiria		2		
1761	An introduction to philosophy	Clement M. Oniango		2		
1762	Education in Kenya since independence	George Eshiwani	1993	2		
1763	Introduction to business	Francis N. Kibera		2		
1764	Criminology	Freda Adler	2021	2		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1765	Economic: A basic text	Wesonga,J.W.Moses		2		
1766	Fundamentals of accounting principles	Sietse Bernard Kopman	2018	2		
1767	Understanding the research process and methods	Mary Ngechu		2		
1768	General history of Africa Vols. 1	UNESCO		2		
1769	General history of Africa Vols. 2	UNESCO		2		
1770	General history of Africa Vols. 3	UNESCO		2		
1771	General history of Africa Vols. 4	UNESCO		2		
1772	General history of Africa Vols. 5	UNESCO		2		
1773	General history of Africa Vols. 6	UNESCO		2		
1774	General history of Africa Vols. 7	UNESCO		2		
1775	General history of Africa Vols. 8	UNESCO		2		
1776	Quantitative techniques	C.R. Kothari	2002	2		
1777	Indemnifying community development	Muli		2		
1778	Uhakiki wa tamthilia Kiswahili na maendeleo yake	Richard m.wafula		2		
1779	Misingi ya sarufi ya kiswahili	Habwe&karanja		2		
1780	The study of language 8th	Yule	2022	2		
1781	How Europe underdeveloped africa	Walter rodney	2018	2		
1782	Mtalaa wa isimu	Mgullu		2		
1783	Research in education	Sally Schummer	2014	2		
1784	History of Africa 4th	Kevin Shellington	2018	2		
1785	Public relation 2 nd ed.	Tom A. Kelleher	2020	2		
1786	Education management;theory and practices	Okumbe.		2		
1787	Kiswahili past present and future horizon			2		
1788	Development and planning of modern education	J. C. Aggarwal	2008	2		
1789	Theory and practice of education	Nancy Catty	2019	2		
1790	Essentials of education statistics	Ingule. F		2		
1791	General instructional methods	Mukwa, Chris		2		
1792	Reading chinua achebe :language and ideology in fiction	Simon Gigandi	1991	2		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1793	Kiswahili since 1875: a modern history	Harlet, robin		2		
1794	An introductory history of education	Sifuna, daniel		2		
1795	Ethics	Orukla, h.o		2		
1796	Modern history of Kenya 1895-1980	Ochieng w.r		2		
1797	Utafditi wa kiswahili	Inyasi simala		2		
1798	Comparative study of religion	j.n.k.mugambi		2		
1799	Ethics, education and development	Gerard a bannaars		2		
1800	Business administration	Cole kris	2017	2		
1801	Criminal justice	Rafael A. Mangual	2022	2		
1802	Intro to Information technology	Salami.any authr		2		
1803	Uhakiki wa tamthilia :Kiswahili na maendeleo yake	R.M. Wafula		2		
1804	Economic geography 3rd ed.	Neil M.	2018	2		
1805	Kichocheo cha fasihi :simulizi na andishi	K.W. Wamitila		2		
1806	Computer science	Glenn, Brookshear	2019	2		
1807	Kunga za kiswahili	Paul.M. Musau		2		
1808	Fonolojia ya Kiswahili sanifu (FOKISA) secondary na vvyuo	D.P.B. Massamba		2		
1809	Basic Business Statistics	Berenson, Mark	2019	2		
1810	Theory and Practice of Psychological Testing	Collin Cooper	2019	2		
1811	<i>Health Nutrition and Care</i>	Kabiru , M and Njenga		2		
1812	Early Childhood today 14 th ed.	Morrison George	2018	2		
1813	Early childhood education, society and culture	Joy Cullen and Merlyn	2011	2		
1814	Principle of marketing	Kotler	2019	2		
1815	Supply chain management	Lyso, k.	2020	2		
1816	Amstrong handbook human resource management practice	Amstrong	2023	2		
1817	Community health	Cecilia Hodges	2016	2		
1818	Social psychology	David Roahall	2021	2		
1819	Communication skills	Salemi		2		

S/No.	Titles with Specifications	Authors	Year	Quantity	Unit Cost (Tax Inclusive)	Total Cost (Tax Inclusive)
1820	Modern economics	Robert mudida		2		
1821	Entrepreneurship	Salemi		2		
1822	Principle & practice of mgt	Salemi		2		
1823	Quantitative technique	Salemi		2		
1824	Human resource management	Gupta		2		
1825	Pure mathematics	Edward Atkins	2016	2		
1826	Urban geography	Diego Ian	2022	2		
1827	Business communication	Kitty locker	2023	2		
1828	Social work	Karen Lyons	2020	2		
1829	Environmental Education for sustainability	Toili \$muyoka		2		
1830	Teaching secondary school biology handbook for teachers	Toili		2		
1831	Swahili Grammar for Introductory and Intermediate Levels: (Sarufi ya Kiswahili cha Ngazi ya Kwanza na Kati)	<i>Oswald Almasi,</i> <i>Michael Fallon,</i>	2014	2		

4.1 Price Schedule: Textbooks Manufactured Outside Kenya, to be Imported

(Group C Tenders, goods to be imported) Currencies in accordance with ITT 15 Date: _____ ITT No: _____ Alternative No: _____								
Page N° _____ of _____								
1	2	3	4	5	6	7	8	9
Line Item N°	Description of Goods	Country of Origin	Delivery Date as defined by Incoterms	Quantity and physical unit	Unit price CIP <i>[insert place of destination]</i> in accordance with ITT 14.8(b)(i)	CIP Price per line item (Col. 5x6)	Price per line item for inland transportation and other services required in Kenya to convey the Goods to their final destination specified in TDS	Total Price per Line item (Col. 7+8)
<i>[insert number of the item]</i>	<i>[insert name of good]</i>	<i>[insert country of origin of the Good]</i>	<i>[insert quoted Delivery Date]</i>	<i>[insert number of units to be supplied and name of the physical unit]</i>	<i>[insert unit price CIP per unit]</i>	<i>[insert total CIP price per line item]</i>	<i>[insert the corresponding price per line item]</i>	<i>[insert total price of the line item]</i>
Total Price								

Name of Tenderer *[insert complete name of Tenderer]* Signature of Tenderer *[signature of person signing the Tender]* Date *[Insert Date]*

4.2 Price Schedule: Textbooks Manufactured Outside Kenya, already imported*

(Group C Tenders, Goods already imported)
Currencies in accordance with ITT 15

Date: _____
ITT No: _____
Alternative No: _____
Page N° _____ of _____

1	2	3	4	5	6	7	8	9	10	11	12
Line Item N°	Description of Goods	Country of Origin	Delivery Date as defined by Incoterms	Quantity and physical unit	Unit price including Custom Duties and Import Taxes paid, in accordance with ITT 14.8(c)(i)	Custom Duties and Import Taxes paid per unit in accordance with ITT 14.8(c)(ii), [to be supported by documents]	Unit Price net of custom duties and import taxes, in accordance with ITT 14.8(c)(iii) (Col. 6 minus Col.7)	Price per line item net of Custom Duties and Import Taxes paid, in accordance with ITT 14.8(c)(i) (Col. 5×8)	Price per line item for inland transportation and other services required in Kenya to convey the goods to their final destination, as specified in TDS in accordance with ITT 14.8 (c)(v)	Sales and other taxes paid or payable per item if Contract is awarded (in accordance with ITT 14.8(c)(iv)	Total Price per line item (Col. 9+10)
[insert number of the item]	[insert name of Goods]	[insert country of origin of the Good]	[insert quoted Delivery Date]	[insert number of units to be supplied and name of the physical unit]	[insert unit price per unit]	[insert custom duties and taxes paid per unit]	[insert unit price net of custom duties and import taxes]	[insert price per line item net of custom duties and import taxes]	[insert price per line item for inland transportation and other services required in Kenya]	[insert sales and other taxes payable per item if Contract is awarded]	[insert total price per line item]
										Total Tender Price	

Name of Tenderer [insert complete name of Tenderer] Signature of Tenderer [signature of person signing the Tender] Date [insert date]

* [For previously imported Goods, the quoted price shall be distinguishable from the original import value of these Goods declared to customs and shall include any rebate or mark-up of the local agent or representative and all local costs except import duties and taxes, which have been and/or have to be paid by the Procuring Entity. For clarity the Tenderers are asked to quote the price including import duties, and additionally to provide the import duties and the price net of import duties which is the difference of those values.]

4.4 Price and Completion Schedule - Related Services

4.3 Price Schedule: Textbooks Manufactured in Kenya

KENYA					(Group A and B Tenders)			Page N° _____ of _____	
					Currencies in accordance with ITT 15				
Date: _____									
ITT No: _____									
Alternative No: _____									

1	2	3	4	5	6	7	8	9	10
Line Item N°	Description of Goods	Delivery Date as defined by Incoterms	Quantity and physical unit	Unit price EXW	Total EXW price per line item (Col. 4×5)	Price per line item for inland transportation and other services required in Kenya to convey the Goods to their final destination	Cost of local labor, raw materials and components from within origin in Kenya % of Col. 5	Sales and other taxes payable per line item if Contract is awarded (in accordance with ITT 14.8(a)(ii))	Total Price per line item (Col. 6+7)
<i>[insert number of the item]</i>	<i>[insert name of Good]</i>	<i>[insert quoted Delivery Date]</i>	<i>[insert number of units to be supplied and name of the physical unit]</i>	<i>[insert EXW unit price]</i>	<i>[insert total EXW price per line item]</i>	<i>[insert the corresponding price per line item]</i>	<i>[Insert cost of local labor, raw material and components from within the Purchase's country as a % of the EXW price per line item]</i>	<i>[insert sales and other taxes payable per line item if Contract is awarded]</i>	<i>[insert total price per item]</i>
								Total Price	

Name of Tenderer *[insert complete name of Tenderer]* Signature of Tenderer *[signature of person signing the Tender]* Date *[insert date]*

Date: _____

ITT No: _____

Alternative No: _____

1	2	3	4	5	6	7
Service N°	Description of Services (excludes inland transportation and other services required in Kenya to convey the goods to their final destination)	Country of Origin	Delivery Date at place of Final destination	Quantity and physical unit	Unit price	Total Price per Service (Col. 5*6 or estimate)
<i>[insert number of the Service]</i>	<i>[insert name of Services]</i>	<i>[insert country of origin of the Services]</i>	<i>[insert delivery date at place of final destination per Service]</i>	<i>[insert number of units to be supplied and name of the physical unit]</i>	<i>[insert unit price per item]</i>	<i>[insert total price per item]</i>
Total Tender Price						

Name of Tenderer *[insert complete name of Tenderer]* Signature of Tenderer *[signature of person signing the Tender]* Date *[insert date]*

4.5 Price Schedule for Development and First Printing of New Titles & Reprints*

<p>The total cost of the development and first printing of a new title is $A + B + (C \times S)$</p> <p>The broken-down costs of development and printing of a new title are required for both Single Book Option (SBO) and Multiple Book Option (MBO). In the case of SBO, the cost elements will be used to calculate the unit price of a reprint. In the case of a MBO, the cost elements will be used to: (i) evaluate the Tenders, (ii) calculate the unit price of the definitive print quantity (the contract value) and (iii) calculate the unit price of a reprint.</p>					
A	B	C	S	Unit price of a first print run	Unit Price of a Reprint*
First fixed cost Expenditures incurred in arriving at the point where a title is in final film, camera-ready copy or electronic media form	Second fixed cost Cost of plate making and making ready printing and binding machinery prior to the production of the first finished copy in a production run	Variable cost Cost for producing a single copy once B is completed (including shipment to the final destination)	Number of copies in the first print run	$A + B + (C \times S)$	$B + (C \times S_1)$ (S_1 = number of copies in reprint run)
<i>[insert unit price per item]</i>	<i>[insert unit price per item]</i>	<i>[insert unit price per item]</i>	<i>[insert number of copies]</i>	<i>[insert unit price per item]</i>	<i>[insert unit price per item]</i>

* Reprint unit prices will only be applicable when the contract scope includes reprint components

FORM OF TENDER SECURITY-[Option 1–Demand Bank Guarantee]

Beneficiary: _____

Request for Tenders No: _____

Date: _____

TENDER GUARANTEE No.: _____

Guarantor: _____

We have been informed that _____ (here inafter called "the Applicant") has submitted or will submit to the Beneficiary its Tender (here inafter called " the Tender") for the execution of _____ under Request for Tenders No. _____ ("the ITT").

Furthermore, we understand that, according to the Beneficiary's conditions, Tenders must be supported by a Tender guarantee.

At the request of the Applicant, we, as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of ____ (____) upon receipt by us of the Beneficiary's complying demand, supported by the Beneficiary's statement, whether in the demand itself or a separate signed document accompanying or identifying the demand, stating that either the Applicant:

- (a) has withdrawn its Tender during the period of Tender validity set forth in the Applicant's Letter of Tender ("the Tender Validity Period"), or any extension thereto provided by the Applicant; or
- b) having been notified of the acceptance of its Tender by the Beneficiary during the Tender Validity Period or any extension there to provided by the Applicant, (i) has failed to execute the contract agreement, or (ii) has failed to furnish the Performance.

This guarantee will expire: (a) if the Applicant is the successful Tenderer, upon our receipt of copies of the contract agreement signed by the Applicant and the Performance Security and, or (b) if the Applicant is not the successful Tenderer, upon the earlier of (i) our receipt of a copy of the Beneficiary's notification to the Applicant of the results of the Tendering process; or (ii) thirty days after the end of the Tender Validity Period.

Consequently, any demand for payment under this guarantee must be received by us at the office indicated above on or before that date.

[signature(s)]

FORMAT OF TENDER SECURITY [Option 2–Insurance Guarantee]

TENDER GUARANTEE No.: _____

Whereas [Name of the tenderer] (hereinafter called “the tenderer”) has submitted its tender dated [Date of submission of tender] for the [Name and/or description of the tender] (hereinafter called “the Tender”) for the execution of _____ under Request for Tenders No. _____ (“the ITT”).

KNOW ALL PEOPLE by these presents that WE of [Name of Insurance Company] having our registered office at (hereinafter called “the Guarantor”), are bound unto [Name of Procuring Entity] (hereinafter called “the Procuring Entity”) in the sum of (Currency and guarantee amount) for which payment well and truly to be made to the said Procuring Entity, the Guarantor binds itself, its successors and assigns, jointly and severally, firmly by these presents.

Sealed with the Common Seal of the said

Guarantor this ____ day of _____ 20 ____.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the Applicant:

has withdrawn its Tender during the period of Tender validity set forth in the Principal's Letter of Tender (“the Tender Validity Period”), or any extension thereto provided by the Principal; or

having been notified of the acceptance of its Tender by the Procuring Entity during the Tender Validity Period or any extension thereto provided by the Principal; (i) failed to execute the Contract agreement; or (ii) has failed to furnish the Performance Security, in accordance with the Instructions to tenderers (“ITT”) of the Procuring Entity's Tendering document.

then the guarantee undertakes to immediately pay to the Procuring Entity up to the above amount upon receipt of the Procuring Entity's first written demand, without the Procuring Entity having to substantiate its demand, provided that in its demand the Procuring Entity shall state that the demand arises from the occurrence of any of the above events, specifying which event(s) has occurred.

This guarantee will expire: (a) if the Applicant is the successful Tenderer, upon our receipt of copies of the contract agreement signed by the Applicant and the Performance Security and, or (b) if the Applicant is not the successful Tenderer, upon the earlier of (i) our receipt of a copy of the Beneficiary's notification to the Applicant of the results of the Tendering process; or (ii) twenty-eight days after the end of the Tender Validity Period.

Consequently, any demand for payment under this guarantee must be received by us at the office indicated above on or before that date.

[Date]
[Signature of the Guarantor]

[Witness]
[Seal]

TENDER - SECURING DECLARATIONFORM

[The Bidder shall complete this Form in accordance with the instructions indicated]

Date:.....*[insert date (as day, month and year) of Tender Submission]*

Tender No.:.....*[insert number of tendering process]*

To:.....*[insert complete name of Purchaser]*

I/We, the undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Tender-Securing Declaration.

I/We accept that I/ we will automatically be suspended from being eligible for tendering in any contract with the Purchaser for the period of time of *[insert number of months or years]* starting on *[insert date]*, if we are in breach of our obligation (s) under the bid conditions, because we—(a) have withdrawn our tender during the period of tender validity specified by us in the Tendering Data Sheet; or (b) having been notified of the acceptance of our Bid by the Purchaser during the period of bid validity, (i) fail or refuse to execute the Contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the instructions to tenders.

I/We understand that this Tender Securing Declaration shall expire if we are not the successful Tenderer (s), upon the earlier of:

Our receipt of a copy of your notification of the name of the successful Tenderer; or

Thirty days after the expiration of our Tender.

I/We understand that if I am/we are/in a Joint Venture, the Tender Securing Declaration must be in the name of the Joint Venture that submits the bid, and the Joint Venture has not been legally constituted at the time of bidding, the Tender Securing Declaration shall be in the names of all future partners as named in the letter of intent.

Signed:.....

.....

Capacity / title (director or partner or sole proprietor, etc.)

.....

Name:.....

..... Duly authorized to sign the bid for and on behalf of: *[insert complete name of Tenderer]* Dated on day of, *[Insert date of signing]* Seal or stamp

8.

COPYRIGHT'S AUTHORIZATION FORM

[The Tenderer shall require the Copyright Owner to fill in this Form in accordance with the instructions indicated. This Form of authorization should be on the Form head of the Copyright Owner and should be signed by a person with the proper authority to sign documents that are binding on the Copyright Owner.]

Date:.....*[insert date (as day, month and year) of Tender Submission]*

ITT No.:.....*[insert number of Tendering process]*

Alternative No.:.....*[insert identification No if this is a Tender for an alternative]*

To:*[insert name of the Procuring Entity]* WHERE AS

We _____ who are the copyright owner of the following textbook(s):

_____ Having office sat _____ do hereby authorize
_____ to submit a Tender, the purpose of which is to
provide the following goods: and to subsequently negotiate and sign the Contract with you for the above goods copyrighted by us.

In accordance with Clause 28 of the General Conditions of Contract, we shall indemnify and hold harmless the Procuring Entity and its employees and officers against all third-party claims for infringement of copyright arising from the use of the above text book(s) or any part thereof in Kenya.

Signed: _____ *[insert signature(s) of authorized representative(s) of the Copyright Owner]* Name: _____ *[insert complete name (s) of authorized representative(s) of the Copyright Owner]* Dated on _____ day of _____, _____ *[insert date of signing]*.

PART 2 - SUPPLY REQUIREMENTS

SECTION V - SCHEDULE OF REQUIREMENTS

Notes for Preparing the Schedule of Requirements

The Schedule of Requirements shall be included in the tendering document by the Procuring Entity, and shall cover, at a minimum, a description of the goods and services to be supplied and the delivery schedule.

The objective of the Schedule of Requirements is to provide sufficient information to enable Tenderers to prepare their Tenders efficiently and accurately, in particular, the Price Schedule, for which a form is provided in Section IV. In addition, the Schedule of Requirements, together with the Price Schedule, should serve as a basis in the event of quantity variation at the time of award of contract pursuant to ITT 42.1.

The date or period for delivery should be carefully specified, taking into account (a) the implications of delivery terms stipulated in the Instructions to Tenderers pursuant to the *Incoterms* rules (i.e., CIP term—implies that “delivery” takes place when goods are delivered **to the carriers**), and (b) the date prescribed herein from which the Procuring Entity's delivery obligations start (i.e., notice of award, contract signature, opening or confirmation of the Form of credit).

S/No.	Titles with Specifications	Specifications offered	Delivery Period	Remarks
1	Cerebral visual impairment in children, new York springer			
2	History of theory of teaching children and youths with visual impairment			
3	Visual impaired and work N.Y Routledge			
4	Education achievement and psychosocial transition in visually impaired adolescent.			
5	Impaired vision. University of Amsterdam			
6	Mobility of visually impaired people. Springer			
7	Psychoacoustics: Perception of normal impaired hearing with audiology application.			
8	Children with hearing loss: Developing listening and talking, birth to six. Plural publishing.			
9	Hearing loss: Mechanisms, prevention and cure.			
10	Understanding childhood hearing loss: Whole family approaches to living and thriving.			
11	Fundamentals of audiology for the speech language pathologist			
12	Early literacy development in deaf children.			
13	The complete guide to special education			
14	The essential of special education law			
15	General special education inclusion in an age of change			
16	Education disability and inclusion			
17	Opportunities for improving programs and services for children with disability			
S/No.	Titles with Specifications			
18	Restorative practice and special needs			
19	Special education law in a nutshell			
20	The special education toolbox			
21	Braille primer			
22	Inclusive learning and teaching in higher education. A synthesis of research.			
23	Creating an inclusive learning environment. Essays on teaching excellence. Towards the best in the academy			

24	Whistling Vivaldi: How stereotypes affect us and what we can do			
25	Inclusive leadership in higher education: International perspectives and approaches.			
26	Bandwidth recovery: Helping students reclaim cognitive resources lost to poverty, racism and social marginalization			
27	Encyclopedia of public health			
28	Encyclopedia of neuropsychological disorders			
30	Academia in Crisis: the rise & risk of neoliberal education in Europe			
31	Adapted Physical Education National Standards 3e			
32	Advances in Artificial Systems for Medicine & Education II			
33	Advances in Computer Science for Engineering & Education II			
34	Advances in Human Factors in Training, Education & Learning Sciences			
35	Affect, Embodiment & Place in Critical Literacy: assembling theory & practice			
36	Argumentation in Chemistry Education: research, policy & practice			
37	Argumentation Strategies in the Classroom			
S/No. Titles with Specifications				
38	Assistive Technology in Special Education: resources to support literacy, communication & learning differences			
39	Attracting & Keeping the Best Teachers: issues & opportunities			
40	Bridging Research & Practice in Science Education: Selected Papers from the ESERA 2017 Conference			
41	Buildings for Education: a multidisciplinary overview of the design of school buildings			
42	Challenges for Religious Education: is there a disconnection between faith & reason?			
43	Child Development & Education in the Twenty-First Century			
44	Children & the Ethics of Creativity: Rhythmic Affectensities in Early Childhood Education			
45	Collaboration in Designing a Pedagogical Approach in Information Literacy [1st ed. 2020]			

46	Computer-Assisted & Web-Based Innovations in Psychology, Special Education & Health			
47	Conducting Quantitative Research In Education			
48	Current Issues & Trends in Special Education: research, technology & teacher preparation			
49	Curriculum Development in Nursing Education 4e			
50	Debates in Mathematics Education 2e			
51	Decolonizing Education: Nourishing the Learning Spirit			
S/No.	Titles with Specifications			
52	Designing, Conducting & Publishing Quality Research in Mathematics Education			
53	Development & the Right to Education in Africa			
54	Education & Social Change: Contours in the History of American Schooling 6e			
55	Education for Responsibility			
56	e-Learning, e-Education & Online Training			
57	Encyclopedia of Education & Information Technologies			
58	Encyclopedia of International Higher Education Systems & Institutions			
59	Encyclopedia of Science Education			
60	Encyclopedia of Special Education: a reference for the education of children, adolescents & adults with disabilities & other exceptional individuals (3 vol. set)			
61	Encyclopedia of Sustainability in Higher Education			
62	Ethical Education: towards an ecology of human development			
63	Exceptional Children: an introduction to special education			
64	Exceptional Children: an introduction to special education			
65	Feyerabend's Epistemological Anarchism: how science works & its importance for science education			
66	Gifted Education: current perspectives & issues			
67	Guide to Teaching Computer Science: an activity-based approach 3e			

68	Handbook of Distance Education 4e			
69	Handbook of Early Childhood Special Education			
70	Handbook of Islamic Education			
S/No.	Titles with Specifications			
71	Handbook of Vocational Education & Training			
72	Higher Education & Sustainability: opportunities & challenges for achieving sustainable development goals			
73	Higher Education for & beyond the Sustainable Development Goals			
74	Indigenous & Decolonizing Studies in Education			
75	Integrating Computer Science Across the Core: Strategies for K-12 Districts			
76	Integrating Computer Science Across the Core: strategies for K-12 districts			
77	International Handbook of Mathematical Learning Difficulties			
78	International Reflections on the Netherlands Didactics of Mathematics : visions on & experiences with realistic mathematics education			
79	Internationalising Learning in Higher Education			
80	Measuring University Internationalization: indicators across national contexts			
81	Optimizing student learning : a lean systems approach to improving K-12 education 2e			
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1109	Sustainable Agriculture: Advances in Technological Interventions			
1110	Sustainable Agriculture: biotechniques in plant biology			
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1111	Sustainable Biological Systems for Agriculture: emerging issues in nanotechnology, biofertilizers, wastewater & farm machines			
1112	Sustainable Food & Agriculture: an integrated approach			
1113	Sustainable Food Systems from Agriculture to Industry: improving production & processing			
1114	Sustainable Insect Pest Management			
1115	Sustainable Technologies for the Management of Agricultural Wastes			

1116	Technological Interventions in Management of Irrigated Agriculture			
1117	The Palgrave Handbook of Agricultural & Rural Development in Africa			
1118	The Precision Farming Revolution: Global Drivers of Local Agricultural Methods			
1119	Unmanned Aerial Vehicle: applications in agriculture & environment			
1120	Wheat Rust Diseases : methods & protocols			
	Veterinary Books			
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1222	Backyard Poultry Medicine & Surgery: A Guide for Veterinary Practitioners 2e			
1223	Camel Clinical Biochemistry & Hematology			
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1226	Clinical Biochemistry of Domestic Animals 6e			
1227	Clinical Laboratory Animal Medicine: An Introduction 5e			
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1229	Feline Clinical Parasitology			
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1231	Functional Anatomy & Physiology of Domestic Animals 5e			
1232	Improving Dairy Herd Health			
1233	Introduction to Animal & Veterinary Anatomy & Physiology 4e			
1234	Laser Surgery in Veterinary Medicine			
1235	Pathology & Parasitology for Veterinary Technicians 2e			
1236	Principles of Veterinary Parasitology			
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	& Allied Health			
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1268	Evidence-based Gastroenterology & Hepatology 4e			
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1291	Medicinal Plants: From Farm to Pharmacy			
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1311	The Wiley Blackwell Companion to Medical Sociology			
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1332	Clinical Biochemistry & Metabolic Medicine 8e			
1333	Clinical Biochemistry 8e			
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1336	Handbook of Biochemistry & Molecular Biology 5e			
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1578	Against Epistemic Apartheid			
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1581	To adolescents and Parents			
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1593	Discovering Your worth			
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1601	Diabetes prevention and treatment			
1602	250 Recipes			
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1619	Kenya pre-school teachers, activities guide series 1:Management			

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1666	A Concise Dictionary of Paleontology			

1667	A Dictionary of Nursing 8e			
1668	A Student's Dictionary of Psychology & Neuroscience 7e			
1669	Crypto Dictionary: 500 Tasty Tidbits for the Curious Cryptographer			
1670	Dictionary of Industrial Terminology 2e			
1671	Dictionary of Plant Breeding 3e			
1672	Dictionary of Production Engineering vol. 1			
1673	Dictionary of Trade Policy Terms 6e			
1674	Discovering Computers			
1675	Fintech Dictionary: Terminology for the Digitalized Financial World (Contributions to Finance and Accounting)			
1676	Freudian Dictionary: A Comprehensive Guide to Freudian Concepts			
1677	GMO Food: A Reference Handbook 2e			
1678	Handbook of Research on Cyber Law, Data Protection & Privacy			
1679	Historical Dictionary of Cold War Intelligence			
1680	Historical Dictionary of Human Rights 2e			
1681	Historical Dictionary of Neoclassical Art & Architecture 2e			
S/No.	Titles with Specifications			
1682	Iconicity in Language: An Encyclopaedic Dictionary			
1683	ICT Applications for Smart Cities			
1684	Introduction to Psychology 11e			
1685	Medical Regulatory Affairs: An International Handbook for Medical Devices & Healthcare Products 3e			
1686	Nursing Today: Transition & Trends 11e			
1687	Oceanography: An Invitation to Marine Science 9e			
1688	Oxford Handbook of Medical Ethics & Law			
1689	Payment Methods & Finance for International Trade			
1690	Physical Geography 11e			
1691	Saunders Nursing Drug Handbook 2023			
1692	The Routledge Dictionary of Nonverbal Communication			
1693	The Routledge Handbook of Scientific Communication			
1694	Utilizing Blockchain Technologies in Manufacturing & Logistics			

	Management			
1695	Welding: Principles & Applications 8e			
	WEBUYE CAMPUS REQUEST			
1696	<i>Criminology: A sociological introduction.</i> 2 nd Ed.			
1697	<i>Introduction to criminology.</i> 7 th ed			
1698	<i>The Oxford handbook of Criminology.</i> 3 rd Edition,			
1699	<i>21st Century Criminology: A reference Handbook,</i>			
1700	<i>Criminology. The Key Concepts,</i>			
1701	<i>Criminology The Core.</i> 4 th Ed,			
1702	<i>Crime and Deviance: An introduction to criminology.</i>			
S/No.	Titles with Specifications			
1703	<i>Key Perspectives in Criminology,</i>			
1704	<i>Criminology</i>			
1705	<i>Criminology and Public Policy: Putting Theory to Work,</i>			
1706	Direct Social work practice: Theories and Skills. Fourth Edition.			
1707	The practice of Macro Social Work. New York: Wadsworth/Thomson Learning.			
1708	Generalist practice with Organizations and Communities. 2 nd Edition.			
1709	Social Welfare in Third World Development, Basingstoke: Macmillan – Palgrave Macmillan			
1710	Social Development: The Developmental perspective in Social Welfare. London: Sage.			
1711	Social work process (6 th Edition) Pacific grove,			
1712	Social Work in Contemporary Society.			
1713	Intermediate Microeconomics. A Modern Approach. 5 th Ed.			
1714	<i>Intermediate Microeconomics.</i> A modern Approach. (7 th ed)			
1715	Microeconomic (4 th ed). Mc Graw – Hill/ Irwin. U.S.A.			
1716	<i>Modern Microeconomics.</i>			
1717	Economic. (4 th ed)			
1718	<i>Microeconomics Theory and applications</i>			
1719	<i>Price Theory.</i>			
1720	<i>Economic Theory and operations analysis.</i>			

1721	<i>Microeconomic Theory, Basic Principles and extensions.</i>			
1722	<i>Microeconomic Theory,</i>			
S/No.	Titles with Specifications			
1723	<i>Introduction to statistical method.</i> 23rd edition.			
1724	<i>Introductory Statistics for Business & Economics</i>			
1725	<i>Statistical techniques in Business & Economics.</i>			
1726	<i>Basic statistics for Business and Economics.</i> 8 th Ed.			
1727	<i>Applied Statistics for Economists</i>			
1728	<i>Introduction to statistical method.</i> 23 rd Edition			
1729	Business accounting Vol. 1, 9 th edition, case studies			
1730	Understanding Business.			
1731	Introduction to Business: A Kenya Perspective			
1732	Modern Business Administration. London: Letts Educational			
1733	Introduction to Business Management.			
1734	Fundamentals of Operations research			
1735	<i>Business Law:</i> Thomson Learning			
1736	Principles of Marketing			
1737	Principles of Marketing			
1738	Fundamentals of Financial Management, 10 th Ed.			
1739	Elementary Linear algebra, (9 th Ed.			
1740	Linear Algebra with Applications, 6 th Ed. Sudbury, Massachusetts			
1741	Numerical methods in Science and Engineering: A practical approach			
1742	Introduction to Numerical Analysis: 2 nd Ed.			
1743	Advanced engineering mathematics and company, 15 th ed.			
S/No.	Titles with Specifications			
1744	Elementary Topology A First course.			
1745	Introduction to topological Manifolds, GTM			
1746	Advanced mathematics for engineering and science, world scientific,			
1747	Physics for Scientists and Engineers,			

1748	Waves and Oscillations			
1749	Mechanics. Addison –			
1750	Fundamentals of Optics. 4 th ed.			
1751	Instant notes, Analytical Chemistry. Viva Books Private Limited, New delhi, Mumbai, Hyderabad. Entire.			
1752	Organic Chemistry: Study guide and solutions manual 7 th ed.			
1753	Basic Medical Endocrinology. 4 th Ed.			
1754	Principles of development, 4 th . Ed			
1755	Botany – an introduction to plant Biology, Edition,			
1756	Foundations of Parasitology 8 th ed			
1757	The Ecology of Plants,			
1758	Frank Wood's Business Accounting Volume 1 (14th Ed)			
1759	Advanced accountancy vol. 1 19 th ed.			
1760	Issues in educational research in Africa			
1761	An introduction to philosophy			
1762	Education in Kenya since independence			
1763	Introduction to business			
1764	Criminology			
S/No.	Titles with Specifications			
1765	Economic: A basic text			
1766	Fundamentals of accounting principles			
1767	Understanding the research process and methods			
1768	General history of Africa Vols. 1			
1769	General history of Africa Vols. 2			
1770	General history of Africa Vols. 3			
1771	General history of Africa Vols. 4			
1772	General history of Africa Vols. 5			
1773	General history of Africa Vols. 6			
1774	General history of Africa Vols. 7			
1775	General history of Africa Vols. 8			
1776	Quantitative techniques			
1777	Indemnifying community development			

1778	Uhakiki wa tamthilia Kiswahili na maendeleo yake			
1779	Misingi ya sarufi ya kiswahili			
1780	The study of language 8th			
1781	How Europe underdeveloped africa			
1782	Mtalaa wa isimu			
1783	Research in education			
1784	History of Africa 4th			
1785	Public relation 2 nd ed.			
1786	Education management;theory and practices			
1787	Kiswahili past present and future horizon			
1788	Development and planning of modern education			
1789	Theory and practice of education			
1790	Essentials of education statistics			
1791	General instructional methods			
1792	Reading chinua achebe :language and ideology in fiction			
S/No.	Titles with Specifications			
1793	iswahi since 1875:a modern history			
1794	An introductory history of education			
1795	Ethics			
1796	Modern history of Kenya 1895-1980			
1797	Utafditi wa kiswahili			
1798	Comparative study of religion			
1799	Ethics, education and development			
1800	Business administration			
1801	Criminal justice			
1802	Intro to Information technology			
1803	Uhakiki wa tamthilia :Kiswahili na maendeleo yake			
1804	Economic geography3rd ed.			
1805	Kichocheo cha fasihi :simulizi na andishi			
1806	Computer science			
1807	Kunga za kiswahili			
1808	Fonolojia ya Kiswahili sanifu (FOKISA) secondary na vvyuo			

1809	Basic Business Statistics			
1810	Theory and Practice of Psychological Testing			
1811	<i>Health Nutrition and Care</i>			
1812	Early Childhood today 14 th ed.			
1813	Early childhood education, society and culture			
1814	Principle of marketing			
1815	Supply chain management			
1816	Amstrong handbook human resource management practice			
1817	Community health			
1818	Social psychology			
1819	Communication skills			
S/No.	Titles with Specifications			
1820	Modern economics			
1821	Entrepreneurship			
1822	Principle & practice of mgt			
1823	Quantitative technique			
1824	Human resource management			
1825	Pure mathematics			
1826	Urban geography			
1827	Business communication			
1828	Social work			
1829	Environmental Education for sustainability			
1830	Teaching secondary school biology handbook for teachers			
1831	Swahili Grammar for Introductory and Intermediate Levels: (Sarufi ya Kiswahili cha Ngazi ya Kwanza na Kati)			

1. List of Textbooks and Delivery Schedule

[The Procuring Entity shall fill in this table, with the exception of the column “Tenderer’s offered Delivery date” to be filled by the Tenderer]

Line Item N°	Description of Goods	Quantity	Physical unit	Final (Project Site) Destination as specified in TDS	Delivery (as per Incoterms) Date		
					Earliest Delivery Date	Latest Delivery Date	Tenderer’s offered Delivery date <i>[to be provided by the Tenderer]</i>
<i>[insert item No]</i>	<i>[insert description of Goods]</i>	<i>[insert quantity of item to be supplied]</i>	<i>[insert physical unit for the quantity]</i>	<i>[insert place of Delivery]</i>	<i>[insert the number of days following the date of effectiveness the Contract]</i>	<i>[insert the number of days following the date of effectiveness the Contract]</i>	<i>[insert the number of days following the date of effectiveness the Contract]</i>
1							
2							
3							
4							
5							

2. List of Related Services and Completion Schedule
[This table shall be filled in by the Procuring Entity. The Required Completion Dates should be realistic, and consistent with the required Goods Delivery Dates (as per Incoterms)]

Service	Description of Service	Quantity ¹	Physical Unit	Place where Services shall be performed	Final Completion Date(s) of Services
<i>[insert Service No]</i>	<i>[insert description of Related Services]</i>	<i>[insert quantity of items to be supplied]</i>	<i>[insert physical unit for the items]</i>	<i>[insert name of the Place]</i>	<i>[insert required Completion Date(s)]</i>
1					
2					
3					
4					
5					

TECHNICAL SPECIFICATIONS

The purpose of the Technical Specifications (TS), is to define the technical characteristics of the Goods and Related Services required by the Procuring Entity. The Procuring Entity shall prepare the detailed TS take into account that:

The TS constitute the benchmarks against which the Procuring Entity will verify the technical responsiveness of Tenders and subsequently evaluate the Tenders. Therefore, well-defined TS will facilitate preparation of responsive Tenders by Tenderers, as well as examination, evaluation, and comparison of the Tenders by the Procuring Entity.

The TS shall require that all goods and materials to be incorporated in the goods be new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided for otherwise in the contract.

The TS shall make use of Lowest practices. Samples of specifications from successful similar procurements in the same country or sector may provide a sound basis for drafting the TS.

The PPRA encourages the use of metric units.

Standardizing technical specifications may be advantageous, depending on the complexity of the goods and the repetitiveness of the type of procurement. Technical Specifications should be broad enough to avoid restrictions on workmanship, materials, and equipment commonly used in manufacturing similar kinds of goods.

Standards for equipment, materials, and workmanship specified in the tendering document shall not be restrictive. Recognized international standards should be specified as much as possible. Reference to brand names, catalogue numbers, or other details that limit any materials or items to a specific manufacturer should be avoided as far as possible. Where unavoidable, such item description should always be followed by the words “or substantially equivalent.” When other particular standards or codes of practice are referred to in the TS, whether from the Procuring Entity's or from other eligible countries, a statement should follow other authoritative standards that ensure at least a substantially equal quality, then the standards mentioned in the TS will also be acceptable.

Technical Specifications shall be fully descriptive of the requirements in respect of, but not limited to, the following:

Standards of materials and workmanship required for the production and manufacturing of the Goods.

Detailed tests required (type and number).

Other additional work and/or Related Services required to achieve full delivery/completion.

Detailed activities to be performed by the Supplier, and participation of the Procuring Entity thereon.

List of detailed functional guarantees covered by the Warranty and the specification of the liquidated damages to be applied in the event that such guarantees are not met.

The TS shall specify all essential technical and performance characteristics and requirements, including guaranteed or acceptable maximum or minimum values, as appropriate. Whenever necessary, the Procuring Entity shall include an additional ad-hoc Tendering form (to be an Attachment to the Tender Submission Sheet), where the Tenderer shall provide detailed information on such technical performance characteristics in respect to the corresponding acceptable or guaranteed values.

When the Procuring Entity requests that the Tenderer provides in its Tender a part or all of the Technical Specifications, technical schedules, or other technical information, the Procuring Entity shall specify in detail the nature and extent of the required information and the manner in which it has to be presented by the Tenderer in its Tender.

[If a summary of the Technical Specifications (TS) has to be provided, the Procuring Entity shall insert information in the table below. The Tenderer shall prepare a similar table to justify compliance with the requirements].

“**Summary of Technical Specifications.** The Goods and Related Services shall comply with following Technical Specifications and Standards:

Item No	Name of Goods or Related Service	Technical Specifications and Standards
[insert item No]	[insert name]	[insert TS and Standards]

Detailed Technical Specifications and Standards

[whenever necessary].
[Insert detailed description of TS]

_____”]



Inspections and Tests

The following inspections and tests shall be performed:.....*[insert list of inspections and tests]*



PART 3 – CONTRACT

SECTION VI - GENERAL CONDITIONS OF CONTRACT

Definitions

The following words and expressions shall have the meanings hereby assigned to them:

“Contract” means the Contract Agreement entered into between the Procuring Entity and the Supplier, together with the Contract Documents referred to therein, including all attachments, appendices, and all documents incorporated by reference therein.

“Contract Documents” means the documents listed in the Contract Agreement, including any amendments thereto.

“Contract Price” means the price payable to the Supplier as specified in the Contract Agreement, subject to such additions and adjustments there to or deductions there from, as may be made pursuant to the Contract.

“Day” means calendar day.

“Completion” means the fulfillment of the Related Services by the Supplier in accordance with the terms and conditions set forth in the Contract.

“GCC” means the General Conditions of Contract.

“Goods” means all of the text books and reading materials, teacher's material, other production inputs such as paper that the Supplier is required to supply to the Procuring Entity under the Contract.

“Procuring Entity” means the entity purchasing the Goods and Related Services, as specified in the **SCC**.

“Related Services” means manuscript, publishing and manufacturing; as well as other related services such as distribution, binding and packing and the services incidental to the supply of the goods, such as insurance, transportation, training and other such obligations of the Supplier under the Contract.

“SCC” means the Special Conditions of Contract.

“Subcontractor” means any person, private or government entity, or a combination of the above, to whom any part of the Goods to be supplied or execution of any part of the Related Services is subcontracted by the Supplier.

“Supplier” means the person, private or government entity, or a combination of the above, whose Tender to perform the Contract has been accepted by the Procuring Entity and is named as such in the Contract Agreement.

“The Project Site,” where applicable, means the place named in the **SCC**, where the goods would be delivered.

“Public Procurement Regulatory Authority (PPRA) shall mean the agency responsible in Kenya for regulating and monitoring the public procurement function.

Contract Documents

Subject to the order of precedence set forth in the Contract Agreement, all documents forming the Contract (and all parts thereof) are intended to be correlative, complementary, and mutually explanatory. The Contract Agreement shall be read as a whole.

Fraud and Corruption

The Government of Kenya requires compliance with anti-corruption laws and guidelines and its prevailing sanctions policies and procedures as set forth in Laws of Kenya.

The Procuring Entity requires the Supplier to disclose any commissions or fees that may have been paid or are to be paid to agents or any other party with respect to the Tendering process or execution of the Contract. The information disclosed must include at least the name and address of the agent or other party, the amount and currency, and the purpose of the commission, gratuity or fee.

Interpretation

If the contexts requires it, singular means plural and vice versa.

Incoterms

Unless inconsistent with any provision of the Contract, the meaning of any trade term and the rights and obligations of parties there under shall be as prescribed by Incoterms.

The terms EXW, CIP, FCA, CFR and other similar terms, when used, shall be governed by the rules prescribed in the current edition of Incoterms specified in the **SCC** and published by the International Chamber of Commerce in Paris, France.

Entire Agreement

4.4 The Contract constitutes the entire agreement between the Procuring Entity and the Supplier and supersedes all communications, negotiations and agreements (whether written or oral) of the parties with respect there to made prior to the date of Contract.

Amendment

No amendment or other variation of the Contract shall be valid unless it is in writing, is dated, expressly refers to the Contract, and is signed by a duly authorized representative of each party thereto.

Non-waiver

Subject to GCC Sub-Clause 4.5 (b) below, no relaxation, forbearance, delay, or indulgence by either party in enforcing any of the terms and conditions of the Contract or the granting of time by either party to the other shall prejudice, affect, or restrict the rights of that party under the Contract, neither shall any waiver by either party of any breach of Contract operate as waiver of any subsequent or continuing breach of Contract.

Any waiver of a party's rights, powers, or remedies under the Contract must be in writing, dated, and signed by an authorized representative of the party granting such waiver, and must specify the right and the extent to which it is being waived.

Severability

If any provision or condition of the Contract is prohibited or rendered invalid or unenforceable, such prohibition, in validity or unenforceability shall not affect the validity or enforceability of any other provisions and conditions of the Contract.

Language

The Contract as well as all correspondence and documents relating to the Contract exchanged by the Supplier and the Procuring Entity, shall be written in the language specified in the **SCC**. Supporting documents and printed literature that are part of the Contract may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified, in which case, for purposes of interpretation of the Contract, this translation shall govern.

The Supplier shall bear all costs of translation to the governing language and all risks of the accuracy of such translation, for documents provided by the Supplier.

Joint Venture

If the Supplier is a joint venture, all of the parties shall be jointly and severally liable to the Procuring Entity for the fulfillment of the provisions of the Contract and shall designate one party to act as a leader with authority to bind the joint venture. The composition or the constitution of the joint venture shall not be altered without the prior consent of the Procuring Entity.

Eligibility

The Supplier and its Subcontractors shall have the nationality of an eligible country. A Supplier or Subcontractor shall be deemed to have the nationality of a country if it is a citizen or constituted, incorporated, or registered, and operates in conformity with the provisions of the laws of that country.

All Goods and Related Services to be supplied under the Contract shall have their origin in Eligible Countries. For the purpose of this Clause, origin means the country where the goods have been grown, mined, cultivated, produced, manufactured, or processed; or through manufacture, processing, or assembly, another commercially recognized article results that differs substantially in its basic characteristics from its components.

Notices

Any notice given by one party to the other pursuant to the Contract shall be in writing to the address specified in the **SCC**. The term “in writing” means communicated in written form with proof of receipt.

A notice shall be effective when delivered or on the notice's effective date, whichever is later.

Governing Law

The Contract shall be governed by and interpreted in accordance with the Laws of Kenya.

Throughout the execution of the Contract, the Supplier shall comply with the import of goods and services prohibitions in Kenya when:

As a matter of law or official regulations, Kenya prohibits commercial relations with that country; or by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, Kenya prohibits any import of goods from that country or any payments to any country, person, or entity in that country.

Settlement of Disputes

The Procuring Entity and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

If, after twenty-eight (28) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Procuring Entity or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under the Contract. Arbitration proceedings shall be conducted in accordance with the rules of procedure **specified in the SCC**.

Notwithstanding any reference to arbitration herein,

the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and

the Procuring Entity shall pay the Supplier any monies due the Supplier.

Inspections and Audit by the PPRA

The Supplier shall keep, and shall make all reasonable efforts to cause its Subcontractors and sub-consultants to keep, accurate and systematic accounts and records in respect of the Textbooks in such form and details as will clearly identify relevant time changes and costs.

Pursuant to paragraph 2.2e. of Appendix to the General Conditions the Supplier shall permit and shall cause its subcontractors and sub-consultants to permit, the PPRA and/or persons appointed by the PPRA to inspect the Site and/or the accounts and records relating to the procurement process, selection and/or contract execution, and to have such accounts and records audited by auditors appointed by the PPRA. The Supplier's and its subcontractors' and sub-consultants' attention is drawn to Sub-Clause 3.1 which provides, inter alia, that acts intended to materially impede the exercise of the PPRA's inspection and audit rights constitute a prohibited practice subject to contract termination.

Scope of Supply

The Goods and Related Services to be supplied shall be as specified in the Schedule of Requirements.

Delivery and Documents

Subject to GCC Sub-Clause 33.1, the Delivery of the Goods and Completion of the Related Services shall be in accordance with the Delivery and Completion Schedule specified in the Schedule of Requirements. The details of shipping and other documents to be furnished by the Supplier are specified in the **SCC**.

Supplier's Responsibilities

The Supplier shall supply all the Goods and Related Services included in the Scope of Supply in accordance with GCC Clause 12, and the Delivery and Completion Schedule, as per GCC Clause 13.

Contract Price

Prices charged by the Supplier for the Goods supplied and the Services performed under the Contract shall not vary from the prices quoted by the Supplier in its Tender, with the exception of any price adjustments authorized in the **SCC**.

15.1 Where the contract price is different from the corrected tender price, in order to ensure the contractor is not paid less or more relative to the contract price (*which would be the tender price*), payment valuation certificates and variation orders on omissions and additions valued based on rates in the Bill of Quantities or schedule of rates in the Tender, will be adjusted by a plus or minus percentage. The percentage already worked out during tender evaluation is worked out as follows: $(\text{corrected tender price} - \text{tender price}) / \text{tender price} \times 100$.

Terms of Payment

The Contract Price, including any Advance Payments, if applicable, shall be paid as specified in the **SCC**.

The Supplier's Invitation to payment shall be made to the Procuring Entity in writing, accompanied by invoices describing, as appropriate, the Goods delivered and Related Services performed, and by the documents submitted pursuant to GCC Clause 13 and upon fulfillment of all other obligations stipulated in the Contract.

Payments shall be made promptly by the Procuring Entity, but in no case later than sixty (60) days after submission of an invoice or Invitation to payment by the Supplier, and after the Procuring Entity has accepted it.

The currencies in which payments shall be made to the Supplier under this Contract shall be those in which the Tender price is expressed.

In the event that the Procuring Entity fails to pay the Supplier any payment by its due date or within the period set forth in the **SCC**, the Procuring Entity shall pay to the Supplier interest on the amount of such delayed payment at the rate shown in the **SCC**, for the period of delay until payment has been made in full, whether before or after judgment or arbitrage award.

Taxes and Duties

For goods manufactured outside Kenya, the Supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside Kenya.

For goods Manufactured within Kenya, the Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Procuring Entity.

If any tax exemptions, reductions, allowances or privileges may be available to the Supplier in Kenya, the Procuring Entity shall use its Lowest efforts to enable the Supplier to benefit from any such tax savings to the maximum allowable extent.

Performance Security

If required as specified in the **SCC**, the Supplier shall, within twenty-eight (28) days of the notification of contract award, provide a performance security for the performance of the Contract in the amount specified in the **SCC**.

The proceeds of the Performance Security shall be payable to the Procuring Entity as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

As specified in the **SCC**, the Performance Security, if required, shall be denominated in the currency (ies) of the Contract, or in a freely convertible currency acceptable to the Procuring Entity; and shall be in one of the format stipulated by the Procuring Entity in the **SCC**, or in another format acceptable to the Procuring Entity. The Performance Security shall be discharged by the Procuring Entity and returned to the Supplier not later than twenty-eight (28) days following the date of Completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in the **SCC**.

Copyright

The copyright in all drawings, documents, and other materials containing data and information furnished to the Procuring Entity by the Supplier herein shall remain vested in the Supplier, or, if they are furnished to the Procuring Entity directly or through the Supplier by any third party, including suppliers of materials, the copyright in such materials shall remain vested in such third party unless otherwise specified in the **SCC**.

Confidential Information

The Procuring Entity and the Supplier shall keep confidential and shall not, without the written consent of the other party hereto, divulge to any third party any documents, data, or other information furnished directly or indirectly by the other party hereto in connection with the Contract, whether such information has been furnished prior to, during or following completion or termination of the Contract. Notwithstanding the above, the Supplier may furnish to its Subcontractor such documents, data, and other information it receives from the Procuring Entity to the extent required for the Subcontractor to perform its work under the Contract, in which event the Supplier shall obtain from such Subcontractor an undertaking of confidentiality similar to that imposed on the Supplier under GCC Clause 20.

The Procuring Entity shall not use such documents, data, and other information received from the Supplier for any purposes unrelated to the contract. Similarly, the Supplier shall not use such documents, data, and other information received from the Procuring Entity for any purpose other than the performance of the Contract. The obligation of a party under GCC Sub-Clauses 20.1 and 20.2 above, however, shall not apply to information that: the Procuring Entity or Supplier need to share with the PPRA or other Government institutions with interest in Contract;

now or here after enters the public domain through no fault of that party;

can be proven to have been possessed by that party at the time of disclosure and which was not previously obtained, directly or indirectly, from the other party; or

otherwise lawfully becomes available to that party from a third party that has no obligation of confidentiality. The above provisions of GCC Clause 20 shall not in any way modify any undertaking of confidentiality given by either of the parties here to prior to the date of the Contract in respect of the Supply or any part thereof.

The provisions of GCC Clause 20 shall survive completion or termination, for whatever reason, of the Contract.

Subcontracting

The Supplier shall notify the Procuring Entity in writing of all subcontracts awarded under the Contract if not already specified in the Tender. Such notification, in the original Tender or later shall not relieve the Supplier from any of its obligations, duties, responsibilities, or liability under the Contract.

Subcontracts shall comply with the provisions of GCC Clauses 3 and 7.

Specifications and Standards

Technical Specifications and Drawings:

The Goods and Related Services supplied under this Contract shall conform to the technical specifications and standards mentioned in Section VII, Schedule of Requirements and, when no applicable standard is mentioned, the standard shall be equivalent or superior to the official standards whose application is appropriate to the Goods' country of origin.

The Supplier shall be entitled to disclaim responsibility for any design, data, drawing, specification or other document, or any modification thereof provided or designed by or on behalf of the Procuring Entity, by giving a notice of such disclaimer to the Procuring Entity.

Wherever references are made in the Contract to codes and standards in accordance with which it shall be executed, the edition or the revised version of such codes and standards shall be those specified in the Schedule of Requirements. During Contract execution, any changes in any such codes and standards shall be applied only after approval by the Procuring Entity and shall be treated in accordance with GCC Clause 33.

Packing and Documents

The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. During transit, the packing shall be sufficient to withstand, without limitation, rough handling and exposure to extreme temperatures, salt and precipitation, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in the **SCC**, and in any other instructions ordered by the Procuring Entity.

Insurance

Unless otherwise specified in the **SCC**, the Goods supplied under the Contract shall be fully insured—in a freely convertible currency from an eligible country—against loss or damage incidental to manufacture or acquisition, transportation, storage, and delivery, in accordance with the applicable Incoterms or in the manner

specified in the **SCC**.

Transportation

Unless otherwise specified in the **SCC**, responsibility for arranging transportation of the Goods shall be in accordance with the specified Incoterms.

Inspections and Tests

The Supplier shall at its own expense and at no cost to the Procuring Entity carry out all such tests and/or inspections of the Goods and Related Services as are specified in the **SCC**.

The inspections and tests may be conducted on the premises of the Supplier or its Subcontractor, at point of delivery, and/or at the Goods' final destination, or in another place in Kenya as specified in the **SCC**. Subject to GCC Sub-Clause 26.3, if conducted on the premises of the Supplier or its Subcontractor, all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring Entity.

The Procuring Entity or its designated representative shall be entitled to attend the tests and/or inspections referred to in GCC Sub-Clause 26.2, provided that the Procuring Entity bear all of its own costs and expenses incurred in connection with such attendance including, but not limited to, all traveling and board and lodging expenses.

Whenever the Supplier is ready to carry out any such test and inspection, it shall give a reasonable advance notice, including the place and time, to the Procuring Entity. The Supplier shall obtain from any relevant third party or manufacturer any necessary permission or consent to enable the Procuring Entity or its designated representative to attend the test and/or inspection.

The Procuring Entity may require the Supplier to carry out any test and/or inspection not required by the Contract but deemed necessary to verify that the characteristics and performance of the Goods comply with the technical specifications codes and standards under the Contract, provided that the Supplier's reasonable costs and expenses incurred in the carrying out of such test and/or inspection shall be added to the Contract Price. Further, if such test and/or inspection impedes the progress of manufacturing and/or the Supplier's performance of its other obligations under the Contract, due allowance will be made in respect of the Delivery Dates and Completion Dates and the other obligations so affected.

The Supplier shall provide the Procuring Entity with a report of the results of any such test and/or inspection. The Procuring Entity may reject any Goods or any part thereof that fail to pass any test and/or inspection or do not conform to the specifications. The Supplier shall either rectify or replace such rejected Goods or parts thereof or make alterations necessary to meet the specifications at no cost to the Procuring Entity, and shall repeat the test and/or inspection, at no cost to the Procuring Entity, upon giving a notice pursuant to GCC Sub-Clause 26.4.

The Supplier agrees that neither the execution of a test and/or inspection of the Goods or any part thereof, nor the attendance by the Procuring Entity or its representative, nor the issue of any report pursuant to GCC Sub-Clause 26.6, shall release the Supplier from any warranties or other obligations under the Contract.

Liquidated Damages

Except as provided under GCC Clause 32, if the Supplier fails to deliver any or all of the Goods by the Date(s) of delivery or perform the Related Services within the period specified in the Contract, the Procuring Entity may without prejudice to all its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in the **SCC** of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in those **SCC**. Once the maximum is reached, the Procuring Entity may terminate the Contract pursuant to GCC Clause 35.

Warranty

The Supplier warrants that all the Goods are new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided otherwise in the Contract. Subject to GCC Sub-Clause 22.1(b), the Supplier further warrants that the Goods shall be free from defects arising from any act or omission of the Supplier or arising from design, materials, and workmanship, under normal use in the conditions prevailing in the country of final destination.

Unless otherwise specified in the **SCC**, the warranty shall remain valid for twelve (12) months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the **SCC**, or for eighteen (18) months after the date of shipment from the port or place of loading in the country of origin, whichever period concludes earlier.

The Procuring Entity shall give notice to the Supplier stating the nature of any such defects together with all available evidence thereof, promptly following the discovery thereof. The Procuring Entity shall afford all

reasonable opportunity for the Supplier to inspect such defects.

Upon receipt of such notice, the Supplier shall, within the period specified in the SCC, expeditiously repair or replace the defective Goods or parts thereof, at no cost to the Procuring Entity.

If having been notified, the Supplier fails to remedy the defect within the period specified in the SCC, the Procuring Entity may proceed to take within a reasonable period such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the Procuring Entity may have against the Supplier under the Contract.

Patent Indemnity

The Supplier shall, subject to the Procuring Entity's compliance with GCC Sub-Clause 29.2, indemnify and hold harmless the Procuring Entity and its employees and officers from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any nature, including attorney's fees and expenses, which the Procuring Entity may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract by reason of:

The installation of the Goods by the Supplier or the use of the Goods in the country where the Site is located; and

The sale in any country of the products produced by the Goods.

Such indemnity shall not cover any use of the Goods or any part thereof other than for the purpose indicated by or to be reasonably inferred from the Contract, neither any infringement resulting from the use of the Goods or any part thereof, or any products produced thereby in association or combination with any other equipment, plant, or materials not supplied by the Supplier, pursuant to the Contract.

If any proceedings are brought or any claim is made against the Procuring Entity arising out of the matters referred to in GCC Sub-Clause 29.1, the Procuring Entity shall promptly give the Supplier a notice thereof, and the Supplier may at its own expense and in the Procuring Entity's name conduct such proceedings or claim and any negotiations for the settlement of any such proceedings or claim.

If the Supplier fails to notify the Procuring Entity within twenty-eight (28) days after receipt of such notice that it intends to conduct any such proceedings or claim, then the Procuring Entity shall be free to conduct the same on its own behalf.

The Procuring Entity shall, at the Supplier's request, afford all available assistance to the Supplier in conducting such proceedings or claim, and shall be reimbursed by the Supplier for all reasonable expenses incurred in so doing.

The Procuring Entity shall indemnify and hold harmless the Supplier and its employees, officers, and Subcontractors from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any nature, including attorney's fees and expenses, which the Supplier may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract arising out of or in connection with any design, data, drawing, specification, or other documents or materials provided or designed by or on behalf of the Procuring Entity.

Limitation of Liability

Except in cases of criminal negligence or willful misconduct,

The Supplier shall not be liable to the Procuring Entity, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the Supplier to pay liquidated damages to the Procuring Entity; and

the aggregate liability of the Supplier to the Procuring Entity, whether under the Contract, in tort or otherwise, shall not exceed the total Contract Price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment, or to any obligation of the supplier to indemnify the Procuring Entity with respect to patent infringement.

Change in Laws and Regulations

Unless otherwise specified in the Contract, if after the date of 28 days prior to date of Tender submission, any law, regulation, ordinance, order or by law having the force of law is enacted, promulgated, abrogated, or changed in the place of Kenya where the Site is located (which shall be deemed to include any change in interpretation or application by the competent authorities) that subsequently affects the Delivery Date and/or the Contract Price, then such Delivery Date and/or Contract Price shall be correspondingly increased or decreased, to the extent that the Supplier has thereby been affected in the performance of any of its obligations

under the Contract. Notwithstanding the foregoing, such additional or reduced cost shall not be separately paid or credited if the same has already been accounted for in the price adjustment provisions where applicable, in accordance with GCC Clause 15.

Force Majeure

The Supplier shall not be liable for forfeiture of its Performance Security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

For purposes of this Clause, "Force Majeure" means an event or situation beyond the control of the Supplier that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the Supplier. Such events may include, but not be limited to, acts of the Procuring Entity in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring Entity in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring Entity in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

Change Orders and Contract Amendments

The Procuring Entity may at any time order the Supplier through notice in accordance GCC Clause 8, to make changes within the general scope of the Contract in any one or more of the following:

drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Procuring Entity;

the method of shipment or packing;

the place of delivery; and

the Services to be provided by the Supplier.

If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or in the Delivery/Completion Schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this Clause must be asserted within twenty-eight (28) days from the date of the Supplier's receipt of the Procuring Entity's change order.

Prices to be charged by the Supplier for any Related Services that might be needed but which were not included in the Contract shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.

Subject to the above, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties. This includes, if specified in the SCC, any variation to the contract resulting from a value engineering proposal agreed between the parties.

Extensions of Time

If at any time during performance of the Contract, the Supplier or its subcontractors should encounter conditions impeding timely delivery of the Goods or completion of Related Services pursuant to GCC Clause 13, the Supplier shall promptly notify the Procuring Entity in writing of the delay, its likely duration, and its cause. As soon as practicable after receipt of the Supplier's notice, the Procuring Entity shall evaluate the situation and may at its discretion extend the Supplier's time for performance, in which case the extension shall be ratified by the parties by amendment of the Contract.

Except in case of Force Majeure, as provided under GCC Clause 32, a delay by the Supplier in the performance of its Delivery and Completion obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 27, unless an extension of time is agreed upon, pursuant to GCC Sub-Clause 34.1.

Termination

Termination for Default

The Procuring Entity, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate the Contract in whole or in part:

if the Supplier fails to deliver any or all of the Goods within the period specified in the Contract, or within any extension thereof granted by the Procuring Entity pursuant to GCC Clause 34;

if the Supplier fails to perform any other obligation under the Contract; or

if the Supplier, in the judgment of the Procuring Entity has engaged in Fraud and Corruption, as defined in paragraph 2.2a of the Appendix to the GCC, in competing for or in executing the Contract.

In the event the Procuring Entity terminates the Contract in whole or in part, pursuant to GCC Clause 35.1(a),

the Procuring Entity may procure, upon such terms and in such manner as it deems appropriate, Goods or Related Services similar to those un delivered or not performed, and the Supplier shall be liable to the Procuring Entity for any additional costs for such similar Goods or Related Services. However, the Supplier shall continue performance of the Contract to the extent not terminated.

Termination for Insolvency.

The Procuring Entity may at any time terminate the Contract by giving notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In such event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to the Procuring Entity

Termination for Convenience.

The Procuring Entity, by notice sent to the Supplier, may 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 Procuring Entity's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.

The Goods that are complete and ready for shipment within twenty-eight (28) days after the Supplier's receipt of notice of termination shall be accepted by the Procuring Entity at the Contract terms and prices. For the remaining Goods, the Procuring Entity may elect:

To have any portion completed and delivered at the Contract terms and prices; and/or

to cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Related Services and for materials and parts previously procured by the Supplier.

Assignment

Neither the Procuring Entity nor the Supplier shall assign, in whole or in part, their obligations under this Contract, except with prior written consent of the other party.

Export Restriction

Notwithstanding any obligation under the Contract to complete all export formalities, any export restrictions attributable to the Procuring Entity, to Kenya, or to the use of the products/goods, systems or services to be supplied, which arise from trade regulations from a country supplying those products/goods, systems or services, and which substantially impede the Supplier from meeting its obligations under the Contract, shall release the Supplier from the obligation to provide deliveries or services, always provided, however, that the Supplier can demonstrate to the satisfaction of the Procuring Entity that it has completed all formalities in a timely manner, including applying for permits, authorizations and licenses necessary for the export of the products/goods, systems or services under the terms of the Contract. Termination of the Contract on this basis shall be for the Procuring Entity's convenience pursuant to Sub-Clause 35.3.

SECTION VII - SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract (SCC) shall supplement and / or amend the General Conditions of Contract (GCC). Whenever there is a conflict, the provisions herein shall prevail over those in the GCC.

[The Procuring Entity shall select insert the appropriate wording using the samples below or other acceptable wording, and delete the text in italics].

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
GCC 1.1(h)	The Procuring Entity is: Masinde Muliro University of Science and Technology
GCC 1.1 (m)	The Project Site(s)/ Main Campus Final Destination(s) is/are: <i>[Insert name(s) and detailed information on the location(s) of the site(s)]</i>
GCC 4.2 (a)	The meaning of the trade terms shall be as prescribed by Incoterms. If the meaning of any trade term and the rights and obligations of the parties thereunder shall not be as prescribed by Incoterms, they shall be as prescribed by: <i>[exceptional; refer to other internationally accepted trade terms]</i>
GCC 4.2 (b)	The version edition of Incoterms shall be <i>[insert date of current edition: Incoterms 2010]</i>
GCC 5.1	The language is: English
GCC 8.1	For notices , the Procuring Entity's address shall be: Masinde Muliro University of Science & Technology P.O Box 190 – 50100, Kakamega Kakamega –Webuye Road Telephone No: 0702 597360 / 057 2505222 / 057 2505223 Email: info@mmust.ac.ke
GCC 10.2	<p>The rules of procedure for arbitration proceedings pursuant to GCC Clause 10.2 shall be as follows:</p> <p><i>(a)Contract with foreign Supplier:</i> <i>For contracts entered into with foreign suppliers, International commercial arbitration shall be applied. Among the rules to govern the arbitration proceedings, the Procuring Entity may wish to consider the United Nations Commission on International Trade Law (UNCITRAL) Arbitration Rules of 1976, the Rules of Conciliation and Arbitration of the International Chamber of Commerce (ICC), the Rules of the London Court of International Arbitration or the Rules of Arbitration Institute of the Stockholm Chamber of Commerce.]</i></p> <p><i>If the Procuring Entity chooses the UNCITRAL Arbitration Rules, the following sample clause should be inserted:</i></p> <p>GCC 10.2 (a)—Any dispute, controversy or claim arising out of or relating to this Contract, or breach, termination or invalidity thereof, shall be settled by arbitration in accordance with the UNCITRAL Arbitration Rules as at present in force.</p> <p><i>If the Procuring Entity chooses the Rules of ICC, the following sample clause should be inserted:</i></p> <p>GCC 10.2 (a)—All disputes arising in connection with the present Contract shall be finally settled under the Rules of Conciliation and Arbitration of the International Chamber of Commerce by one or more arbitrators appointed in accordance with said Rules.</p>

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
	<p><i>If the Procuring Entity chooses the Rules of Arbitration Institute of Stockholm Chamber of Commerce, the following sample clause should be</i></p> <p>GCC 10.2 (a)—Any dispute, controversy or claim arising out of or in connection with this Contract, or the breach termination or invalidity thereof, shall be settled by arbitration in accordance with the Rules of the Arbitration Institute of the Stockholm Chamber of Commerce.</p> <p><i>If the Procuring Entity chooses the Rules of the London Court of International Arbitration, the following clause should be inserted:</i></p> <p>GCC 10.2 (a)—Any dispute arising out of or in connection with this Contract, including any question regarding its existence, validity or termination shall be referred to and finally resolved by arbitration under the Rules of the London Court of International Arbitration, which rules are deemed to be incorporated by reference to this clause.</p> <p><i>(b)Contracts with Supplier national of Kenya:</i> In the case of a dispute between the Procuring Entity and a Supplier who is a national of Kenya, the dispute shall be referred to adjudication or arbitration in accordance with the laws of Kenya.</p>
GCC 13.1	<p>Details of Shipping and other Documents to be furnished by the Supplier are <i>[insert the required documents, such as a negotiable bill of lading, a non-negotiable sea way bill, an airway bill, a railway consignment note, a road consignment note, insurance certificate, Manufacturer's or Supplier's warranty certificate, inspection certificate issued by nominated inspection agency, Supplier's factory shipping details etc.].</i></p> <p>The above documents shall be received by the Procuring Entity before arrival of the Goods and, if not received, the Supplier will be responsible for any consequent expenses.</p>
GCC 15.1	<p>The prices charged for the Goods supplied and the related Services performed <i>shall not</i> be adjustable.</p> <p>If prices are adjustable, the following method shall be used to calculate the price adjustment: _____</p>
GCC 16.1	<p><i>Sample provision</i> GCC 16.1—The method and conditions of payment to be made to the Supplier under this Contract shall be as follows: Payment for Goods supplied from abroad: Payment of foreign currency portion shall be made in (____) <i>[currency of the Contract Price]</i> in the following manner:</p> <p>(i)Advance Payment: Ten (10) percent of the Contract Price shall be paid within thirty (30) days of signing of the Contract, and upon submission of claim and a bank guarantee for equivalent amount valid until the Goods are delivered and in the form provided in the tendering document or another form acceptable to the Procuring Entity. NA</p> <p>(ii)On Shipment: Eighty (80) percent of the Contract Price of the Goods shipped shall be paid through irrevocable confirmed Form of credit opened in favor of the Supplier in a bank in its country, upon submission of documents specified in GCC</p>

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
	<p>Clause 12.</p> <p>(iii)On Acceptance: Ten (10) percent of the Contract Price of Goods received shall be paid within thirty (30) days of receipt of the Goods upon submission of claim supported by the acceptance certificate issued by the Procuring Entity.</p> <p>Payment of local currency portion shall be made in <i>[Insert the name of the Procuring Entity's currency]</i> within thirty (30) days of presentation of claim supported by a certificate from the Procuring Entity declaring that the Goods have been delivered and that all other contracted Services have been performed.</p> <p>Payment for Goods and Services supplied from within Kenya: Payment for Goods and Services supplied from within Kenya shall be made in <i>[insert name of the Procuring Entity's currency]</i>, as follows:</p> <p>(i)Advance Payment: Ten (10) percent of the Contract Price shall be paid within thirty (30) days of signing of the Contract against a simple receipt and a bank guarantee for the equivalent amount and in the form provided in the tendering document or another form acceptable to the Procuring Entity.</p> <p>(ii)On Delivery: Eighty (80) percent of the Contract Price shall be paid on receipt of the Goods and upon submission of the documents specified in GCC Clause 13.</p> <p>(iii)On Acceptance: The remaining ten (10) percent of the Contract Price shall be paid to the Supplier within thirty (30) days after the date of the acceptance certificate for the respective delivery issued by the Procuring Entity.</p>
GCC 16.5	<p>The payment-delay period after which the Procuring Entity shall pay interest to the supplier shall be <i>[insert number]</i> days.</p> <p>The interest rate that shall be applied is <i>[insert number]</i> %</p>
GCC 18.1	A Performance Security <i>shall not be required</i>
GCC 18.3	NA
GCC 18.4	NA
GCC 19.1	The copyright of the manuscript and artwork shall remain vested in <i>[insert name of person whom the copyright shall remain vested in]</i> .
GCC 23.2	The packing, marking and documentation within and outside the packages shall be: <i>[insert in detail the type of packing required, the markings in the packing and all documentation required]</i>
GCC 24.1	<p>The insurance coverage shall be as specified in the Incoterms.</p> <p>If not in accordance with Incoterms, insurance shall be as follows: <i>[insert specific insurance provisions agreed upon, including coverage, currency and amount]</i></p>
GCC 25.1	<p>Responsibility for transportation of the Goods shall be as specified in the Incoterms.</p> <p>If not in accordance with Incoterms, responsibility for transportations shall be as follows: <i>[insert "The Supplier is required under the Contract to transport the Goods to a specified place of final destination within Kenya, defined as the Project Site, transport to such place of destination in Kenya, including insurance and storage, as shall be specified in the Contract, shall be arranged by the Supplier, and related costs shall be included in the Contract Price"; or any other agreed upon trade terms (specify the respective responsibilities of the Procuring</i></p>

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
	<i>Entity and the Supplier)]</i>
GCC 26.1	The inspections and tests shall be: <i>[insert nature, frequency, procedures for carrying out the inspections and tests]</i>
GCC 26.2	The Inspections and tests shall be conducted at: Central store
GCC 27.1	The liquidated damage shall be: <i>[insert number]</i> % per week
GCC 27.1	The maximum amount of liquidated damages shall be: <i>[insert number]</i> %
GCC 28.3	The period of validity of the Warranty shall be: <i>[insert number]</i> days For purposes of the Warranty, the place(s) of final destination(s) shall be: <i>[insert name(s) of location(s)]</i>
GCC 28.5	The period for repair or replacement shall be: <i>[insert number(s)]</i> days.
GCC 33.4	<i>[Value engineering may be included if it has been specified]</i> Value Engineering: The Supplier may, at any time, submit to the Procuring Entity a written value engineering proposal that seeks to yield any benefits to the Procuring Entity, without sacrificing the necessary functions or quality of the Goods or Related Services. The value engineering proposal shall be prepared at the cost of the Supplier. If the value engineering proposal is approved by the Procuring Entity and results in a reduction of the Contract Price, the amount to be paid to the Supplier shall be a percentage _____ <i>[insert appropriate percentage. The percentage is normally up to 50%]</i> of the amount of the reduction in the Contract Price.

SECTION VIII - CONTRACT FORMS

This Section contains forms which, once completed, will form part of the Contract. The forms for Performance Security and Advance Payment Security, when required, shall only be completed by the successful Tenderer after contract award.

Notification of Intention to Award

[This Notification of Intention to Award shall be sent to each Tenderer that submitted a Tender.] [Send this Notification to the Tenderer's Authorized Representative named in the Tenderer Information Form]

For the attention of Tenderer's Authorized Representative Name: *[insert Authorized Representative's name]* Address: *[insert Authorized Representative's Address]*
Email Address: *[insert Authorized Representative's email address]*

[IMPORTANT: insert the date that this Notification is transmitted to all participating Tenderers. The Notification must be sent to all Tenderers simultaneously. This means on the same date and as close to the same time as possible.]

DATE OF TRANSMISSION: This Notification is sent by: *[email/fax]* on *[date]* (local time)

Notification of Intention to Award

[Procuring Entity]: *[insert the name of the Procuring Entity]*

Contract title: *[insert the name of the contract]*

ITT No: *[insert ITT reference number from Procurement Plan]*

This Notification of Intention to Award (Notification) notifies you of our decision to award the above contract.

The transmission of this Notification begins the Standstill Period. During the Standstill Period you may:

Request a debriefing in relation to the evaluation of your Tender, and/or

Submit a Procurement-related Complaint in relation to the decision to award the contract.

The successful Tenderer

Name:	<i>[insert name of successful Tenderer]</i>
Address:	<i>[insert address of the successful Tenderer]</i>
Contract price:	<i>[insert contract price of the successful Tenderer]</i>
Total combined score:	<i>[insert the total combined score of the successful Tenderer]</i>

Other Tenderers [INSTRUCTIONS: insert names of all Tenderers that submitted a Tender. If the Tender's price was evaluated include the evaluated price as well as the Tender price as readout.]

Name of Tenderer	Technical Score (If applicable)	Tender price	Evaluated Tender Cost	Combined Score (if applicable)
[insert name]	[insert Technical score]	[insert Tender price]	[insert evaluated cost]	[insert combined score]
[insert name]	[insert Technical score]	[insert Tender price]	[insert evaluated cost]	[insert combined score]
[insert name]	[insert Technical score]	[insert Tender price]	[insert evaluated cost]	[insert combined score]
[insert name]	[insert Technical score]	[insert Tender price]	[insert evaluated cost]	[insert combined score]
[insert name]	[insert Technical score]	[insert Tender price]	[insert evaluated cost]	[insert combined score]

How to request a debriefing?

DEADLINE: The deadline to request a debriefing expires at midnight on [insert date] (local time).

You may request a debriefing in relation to the results of the evaluation of your Tender. If you decide to request a debriefing your written request must be made within three (3) Business Days of receipt of this Notification of Intention to Award.

Provide the contract name, reference number, name of the Tenderer, contact details; and address the Invitation to debriefing as follows:

Attention:.....[insert full name of person, if applicable]

Title/position:.....[insert title/position]

Agency:.....[insert name of Procuring Entity]

Email address:.....[insert email address]

If your Invitation to a debriefing is received within the 3 Business Days deadline, we will provide the debriefing within five (5) Business Days of receipt of your request. If we are unable to provide the debriefing within this period, the Standstill Period shall be extended by five (5) Business Days after the date that the debriefing is provided. If this happens, we will notify you and confirm the date that the extended Standstill Period will end.

The debriefing may be in writing, by phone, video conference call or in person. We shall promptly advise you in writing how the debriefing will take place and confirm the date and time.

If the deadline to request a debriefing has expired, you may still request a debriefing. In this case, we will provide the debriefing as soon as practicable, and normally no later than fifteen (15) Business Days from the date of publication of the Contract Award Notice.

How to make a complaint

DEADLINE: The deadline for submitting a Procurement-related Complaint challenging the decision to award the contract expires on midnight, [insert date] (local time).

Provide the contract name, reference number, name of the Tenderer, contact details; and address the Procurement-related Complaint as follows:

Attention:.....[insert full name of person, if applicable]

Title/position:.....[insert title/position]

Agency:.....[insert name of Procuring Entity]

Email address:.....[insert email address]

At this point in the procurement process, you may submit a Procurement-related Complaint challenging the decision to award the contract. You do not need to have requested, or received, a debriefing before making this complaint. Your complaint must be submitted within the Standstill Period and received by us before the Standstill Period ends.

Further information:

Further information: For more information refer to the Public Procurement and Disposals Act 2015 and its Regulations available from the Website info@ppra.go.ke or complaints@ppra.go.ke.

In summary, there are four essential requirements:

You must be an 'interested party'. In this case, that means a Tenderer who submitted a Tender in this procurement, and is the recipient of a Notification of Intention to Award.

The complaint can only challenge the decision to award the contract.

You must submit the complaint within the deadline stated above.

You must include, in your complaint, all of the information required by the Procurement Regulations (as described in Annex III).

Standstill Period

DEADLINE: The Standstill Period is due to end at midnight on [insert date] (local time).

The Standstill Period lasts ten (10) Business Days after the date of transmission of this Notification of Intention to Award.

The Standstill Period may be extended. This may happen where we are unable to provide a debriefing within the five

(5) Business Day deadline. If this happens we will notify you of the extension.

If you have any questions regarding this Notification please do not hesitate to contact us. On behalf of the Procuring Entity:

Signature:_____ **Name:**_____ **Title/position:**

_____ **Telephone:**_____ **Email:**_____

REQUEST FOR REVIEW

FORM FOR REVIEW(r.203(1))

PUBLIC PROCUREMENT ADMINISTRATIVE REVIEW BOARD

APPLICATION NO.....OF.....20.....

BETWEEN

.....APPLICANT

AND

.....RESPONDENT (Procuring Entity)

Request for review of the decision of the..... (Name of the Procuring Entity ofdated the...day of20.....in the matter of Tender No.....of20..... for(Tender description).

REQUEST FOR REVIEW

I/We.....,the above named Applicant(s), of address: Physical address.....P. O. Box No..... Tel. No.....Email, hereby request the Public Procurement Administrative Review Board to review the whole/part of the above mentioned decision on the following grounds , namely:

1.

2.

By this memorandum, the Applicant requests the Board for an order/orders that:

1.

2.

SIGNED(Applicant) Dated on.....day of/...20.....

FOR OFFICIAL USE ONLY Lodged with the Secretary Public Procurement Administrative Review Board on.....day of20.....

SIGNED

Board Secretary

LETTER OF AWARD

[Form head paper of the Procuring Entity]

_____ *[date]*

To: _____ *[name and address of the Supplier]*

Subject: _____ *Notification of Award Contract No*__

This is to notify you that your Tender dated.....*[insert date]*.....for execution of the.....*[insert name of the contract and identification number, as given in the SCC]*for the Accepted Contract Amount of.....*[insert amount in numbers and words and name of currency]*, as corrected and modified in accordance with the Instructions to Tenderers is hereby accepted by our Agency.

You are requested to furnish the Performance Security within 28 days in accordance with the Conditions of Contract, using for that purpose the of the Performance Security Form included in Section X, Contract Forms, of the tendering document.

Authorized

Signature:.....

Name _____ and _____ Title _____ of

Signatory:.....

Name _____ of

Agency:.....

Attachment: Contract Agreement

CONTRACT AGREEMENT

[The successful Tenderer shall fill in this form in accordance with the instructions indicated]

THIS AGREEMENT made the *[insert: **number**]* day of *[insert: **month**]*, *[insert: **year**]*. BETWEEN *[insert complete name of Procuring Entity]*, a *[insert description of type of legal entity, for example, an agency of the Ministry of of the Government of Kenya or corporation incorporated under the laws of Kenya]* and having its principal place of business at *[insert address of Procuring Entity]* (herein after called “the Procuring Entity”), of the one part, and *[insert name of Supplier]*, a corporation incorporated under the laws of *[insert: country of Supplier]* and having its principal place of business at *[insert: address of Supplier]* (hereinafter called “the Supplier”), of the other part:

WHEREAS the Procuring Entity invited Tenders for certain Goods and ancillary services, viz., *[insert brief description of Goods and Services]* and has accepted a Tender by the Supplier for the supply of those Goods and Services

The Procuring Entity and the Supplier agree as follows:

In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Contract documents referred to.

The following documents shall be deemed to form and be read and construed as part of this Agreement.

This Agreement shall prevail overall other contract documents.

The Form of Acceptance

The Form of Tender

Special Conditions of Contract

General Conditions of Contract

The Specification (including Schedule of Requirements and Technical Specifications)

The completed Schedules (including Price Schedules)

Any other document listed in GCC as forming part of the Contract

In consideration of the payments to be made by the Procuring Entity to the Supplier as specified in this Agreement, the Supplier hereby covenants with the Procuring Entity to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

The Procuring Entity hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS where of the parties here to have caused this Agreement to be executed in accordance with the laws of Kenya on the day, month and year indicated above.

For and on behalf of the Procuring Entity Signed: _____ *[insert signature]*

In the capacity of _____ *[insert title or other appropriate designation]*

in the presence of _____ *[insert identification of official witness]* For

and on behalf of the Supplier

Signed: _____ *[insert signature of authorized representative(s) of the Supplier]* in the capacity of _____ *[insert title or other appropriate designation]* in the presence of _____ *[insert identification of official witness]*

PERFORMANCE SECURITY [Option 1 - Unconditional Demand Bank Guarantee]

[Guarantor letterhead]

Beneficiary: *[insert name and Address of Procuring Entity]* **Date:** *[Insert date of issue]*

Guarantor: *[Insert name and address of place of issue, unless indicated in the letterhead]*

We have been informed that _____ (hereinafter called "the Contractor") has entered into Contract No. _____ dated _____ with *(name of Procuring Entity)* _____ (the Procuring Entity as the Beneficiary), for the execution of _____ (herein after called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.

At the request of the Contractor, we as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of _____ *(in words)*,¹ such sum being payable in the types and proportions of currencies in which the Contract Price is payable, upon receipt by us of the Beneficiary's complying demand supported by the Beneficiary's statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating that the Applicant is in breach of its obligation(s) under the Contract, without the Beneficiary needing to prove or to show grounds for your demand or the sum specified there in.

This guarantee shall expire, no later than the..... Day of.....,2.....², and any demand for payment under it must be received by us at the office indicated above on or before that date.

The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed *[six months]* *[one year]*, in response to the Beneficiary's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee."

[Name of Authorized Official, signature(s) and seals/stamps] _____

Note: All italicized text (including footnotes) is for use in preparing this form and shall be deleted from the final product.

¹*The Guarantor shall insert an amount representing the percentage of the Accepted Contract Amount specified in the Letter of Acceptance, less provisional sums, if any, and denominated either in the currency of the Contract or a freely convertible currency acceptable to the Beneficiary.*

²*Insert the date twenty-eight days after the expected completion date as described in GC Clause 11.9. The Procuring Entity should note that in the event of an extension of this date for completion of the Contract, the Procuring Entity would need to request an extension of this guarantee from the Guarantor. Such request must be in writing and must be made prior to the expiration date established in the guarantee.*

PERFORMANCE SECURITY

[Option2–Performance Bond]

[Note: Procuring Entities are advised to use Performance Security–Unconditional Demand Bank Guarantee instead of Performance Bond due to difficulties involved in calling Bond holder to action]

[Guarantor letterhead or SWIFT identifier code] **Beneficiary:** *[insert name and Address of Procuring Entity]*

Date: _____ *[Insert date of issue]*

PERFORMANCE BOND No.: _____

Guarantor: *[Insert name and address of place of issue, unless indicated in the letterhead]*

By this Bond _____ as Principal (hereinafter called “the Contractor”) and _____ as Surety (hereinafter called “the Surety”), are held and firmly bound unto _____ as Oblige (hereinafter called “the Procuring Entity”) in the amount of _____ for the payment of which sum well and truly to be made in the types and proportions of currencies in which the Contract Price is payable, the Contractor and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS the Contractor has entered into a written Agreement with the Procuring Entity dated the day of , 20 _____, for _____ in accordance with the documents, plans, specifications, and amendments there to, which to the extent here in provided for, are by reference made part here of and are here in after referred to as the Contract.

NOW, THEREFORE, the Condition of this Obligation is such that, if the Contractor shall promptly and faithfully perform the said Contract (including any amendments thereto), then this obligation shall be null and void; otherwise, it shall remain in full force and effect. Whenever the Contractor shall be, and declared by the Procuring Entity to be, in default under the Contract, the Procuring Entity having performed the Procuring Entity's obligations there under, the Surety may promptly remedy the default, or shall promptly:

Complete the Contract in accordance with its terms and conditions; or
obtain a tender or tenders from qualified tenderers for submission to the Procuring Entity for completing the Contract in accordance with its terms and conditions, and upon determination by the Procuring Entity and the Surety of the lowest responsive Tenderers, arrange for a Contract between such Tenderer, and Procuring Entity and make available as work progresses (even though there should be a default or a succession of defaults under the Contract or Contracts of completion arranged under this paragraph) sufficient funds to pay the cost of completion less the Balance of the Contract Price; but not exceeding, including other costs and damages for which the Surety may be liable here under, the amount set for thin the first paragraph hereof. The term “Balance of the Contract Price,” as used in this paragraph, shall mean the total amount payable by Procuring Entity to Contractor under the Contract, less the amount properly paid by Procuring Entity to Contractor; or pay the Procuring Entity the amount required by Procuring Entity to complete the Contract in accordance with its terms and conditions up to a total not exceeding the amount of this Bond.

The Surety shall not be liable for a greater sum than the specified penalty of this Bond.

Any suit under this Bond must be instituted before the expiration of one year from the date of the issuing of the Taking-Over Certificate. No right of action shall accrue on this Bond to or for the use of any person or corporation other than the Procuring Entity named here in or the heirs, executors, administrators, successors, and assigns of the Procuring Entity.

In testimony whereof, the Contractor has hereunto set his hand and affixed his seal, and the Surety has caused these presents to be sealed with his corporate seal duly attested by the signature of his legal representative, this day _____ of _____ 20____.

SIGNED ON _____ on behalf of

By _____ in the capacity of _____ in the presence of

SIGNED ON _____ on behalf of

By _____ in the capacity of _____ in the presence of

ADVANCE PAYMENT SECURITY - DEMAND BANK GUARANTEE

[Guarantor Form head or SWIFT identifier code]

Beneficiary:*[Insert name and Address of Procuring Entity]*

Date:*[Insert date of issue]*

ADVANCE PAYMENT GUARANTEE No.:*[Insert guarantee reference number]* **Guarantor:***[Insert name and address of place of issue, unless indicated in the Form head]*

We have been informed that.....*[insert name of Supplier, which in the case of a joint venture shall be the name of the joint venture]* (herein after called "the Applicant") has entered into Contract No.....*[insert reference number of the contract]* dated *[insert date]* with the Beneficiary, for the execution of.....*[insert name of contract and brief description of Textbooks and Reading Materials and related Services]* (herein after called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, an advance payment in the sum *[insert amount in figures]* () *[insert amount in words]* is to be made against an advance payment guarantee. At the request of the Applicant, we as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of.....*[insert amount in figures]* () *[insert amount in words]*¹ upon receipt by us of the Beneficiary's complying demand supported by the Beneficiary's statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating either that the Applicant:

Has used the advance payment for purposes other than toward delivery of Goods; or
has failed to repay the advance payment in accordance with the Contract conditions, specifying the amount which the Applicant has failed to repay.

A demand under this guarantee may be presented as from the presentation to the Guarantor of a certificate from the Beneficiary's bank stating that the advance payment referred to above has been credited to the Applicant on its account number.....*[insert number]* at.....*[insert name and address of Applicant's bank]*.

The maximum amount of this guarantee shall be progressively reduced by the amount of the advance payment repaid by the Applicant as specified in copies of interim statements or payment certificates which shall be presented to us. This guarantee shall expire, at the latest, upon our receipt of a copy of the interim payment certificate indicating that ninety

(90) percent of the Accepted Contract Amount, has been certified for payment, or on the *[insert day]* day of *[insert month]*, 2 *[insert year]*, whichever is earlier. Consequently, any demand for payment under this guarantee must be received by us at this office on or before that date.

[signature(s)] _____

Note: All italicized text (including footnotes) is for use in preparing this form and shall be deleted from the final product.

¹The Guarantor shall insert an amount representing the amount of the advance payment and denominated either in the currency(ies) of the advance payment as specified in the Contract, or in a freely convertible currency acceptable to the Procuring Entity.

BENEFICIAL OWNERSHIP DISCLOSURE FORM

INSTRUCTIONS TO TENDERERS: DELETE THIS BOX ONCE YOU HAVE COMPLETED THE FORM

This Beneficial Ownership Disclosure Form ("Form") is to be completed by the successful tenderer. In case of joint venture, the tenderer must submit a separate Form for each member. The beneficial ownership information to be submitted in this Form shall be current as of the date of its submission.

For the purposes of this Form, a Beneficial Owner of a Tenderer is any natural person who ultimately owns or controls the Tenderer by meeting one or more of the following conditions:

- Directly or indirectly holding 25% or more of the shares.*
- Directly or indirectly holding 25% or more of the voting rights.*
- Directly or indirectly having the right to appoint a majority of the board of directors or equivalent governing body of the Tenderer.*

Tender Reference No.: _____ [insert identification no] Name of the Assignment: _____ [insert name of the assignment] to:

_____ [insert complete name of Procuring Entity]

In response to your notification of award dated _____ [insert date of notification of award] to furnish additional information on beneficial ownership: _____ [select one option as applicable and delete the options that are not applicable]

We hereby provide the following beneficial ownership information.

Details of beneficial ownership

Identity of Beneficial Owner	Directly or indirectly holding 25% or more of the shares (Yes / No)	Directly or indirectly holding 25 % or more of the Voting Rights (Yes / No)	Directly or indirectly having the right to appoint a majority of the board of the directors or an equivalent governing body of the Tenderer (Yes / No)
<i>[include full name (last, middle, first), nationality, country of residence]</i>			

OR

We declare that there is no Beneficial Owner meeting one or more of the following conditions: directly or indirectly holding 25% or more of the shares. Directly or indirectly holding 25% or more of the voting rights. Directly or indirectly having the right to appoint a majority of the board of directors or equivalent governing body of the Tenderer.

OR

We declare that we are unable to identify any Beneficial Owner meeting one or more of the following conditions. [If this option is selected, the Tenderer shall provide explanation on why it is unable to identify any Beneficial Owner]

Directly or indirectly holding 25% or more of the shares. Directly or indirectly holding 25% or more of the voting rights.

Directly or indirectly having the right to appoint a majority of the board of directors or equivalent governing

body of the Tenderer] ”

Name of the Tenderer:[insert complete name of the Tenderer]_____*

*Name of the person duly authorized to sign the Tender on behalf of the Tenderer: ** [insert complete name of person duly authorized to sign the Tender]*

Title of the person signing the Tender: [insert complete title of the person signing the Tender]

Signature of the person named above: [insert signature of person whose name and capacity are shown above]

Date signed [insert date of signing] day of..... [Insert month], [insert year]