

Tender Document

Procurement of Library Books



Rawalpindi Women University

6th Road Satellite Town, Rawalpindi



TENDER NOTICE – PROCUREMENT OF LIBRARY BOOKS

Rawalpindi Women University ((hereinafter referred to as RWU)), Rawalpindi invites sealed bids from well-established Book Sellers (Firms / Distributors / Dealers / Suppliers / Publishers) for the Procurement of Library Books.

Terms & Conditions

1. All interested bidders should be registered with the Income Tax and Sales Tax Department and must be active tax filers.
2. The prices should be quoted in Pak Rupees. The GST is to be indicated separately where applicable.
3. The prices quoted should be valid for 90 days.
4. The University may reject all bids or proposals at any time before accepting a bid or proposal. The University shall upon request communicate to any bidder who submitted a bid or proposal, the grounds for its rejection of proposals, but is not required to justify those grounds.
5. Two (2%) bid security of estimated price in the shape of Demand Draft / Pay Order / Call Deposit Receipt in favor of Rawalpindi Women University, as mentioned in the bidding documents, must be attached along with the bids. Bid(s) without earnest money will not be considered. Bids with LESS earnest money will not be entertained. No Crossed-Cheque / Bank Challan / Cash or any other instrument other than Demand Draft / Pay Order / Call Deposit will be accepted.

PLEASE ATTACH BID SECURITY ALONG WITH THE TECHNICAL BID / PROPOSAL.

6. The pre-bid meeting will be held on **22nd April 2024** at 11:30 am.
7. Tender Documents are available on Punjab PPRA as well as on the University website. Detailed Terms & Conditions / Tender documents can be downloaded from Punjab PPRA (<https://eproc.punjab.gov.pk/ActiveTenders.aspx>) as well as from the University website (<https://rwu.edu.pk/tenders/>) after uploading / publication of the tender notice.
8. Please attach the tender fee/bid document fee along with the Technical Bid in the form of a Bank Draft / Pay Order / Call Deposit of **Rs. 1,000/-** in favor of **“Rawalpindi Women University”**. **OTHERWISE, THE BID WILL BE REJECTED. The bids without a Tender Fee will not be accepted/entertained.** No cash payment will be acceptable.

Procurement Method

- 1) Single Stage-Two Envelope

Interested parties may drop their bids in the Tender Box placed in the office of the Undersigned between 0800 hours to 1100 hours on **22nd April 2024**. The bids will be opened on the same day at 1130 Hours. Time and date are also applicable on bids received through courier services. No bid will be received after 1100 hours.

Secretary Library Purchase Committee

Rawalpindi Women University, 6th Road Satellite Town, Rawalpindi

Telephone: 051-9290879

Rawalpindi Women University
6th Road Satellite Town, Rawalpindi

REQUEST FOR PROPOSAL (RFP)
PROCUREMENT OF LIBRARY BOOKS

The proposed tender aims at PROCUREMENT OF LIBRARY BOOKS for FJWU. The details are as under:-

Bids will consist of the Following

1. Technical Proposal on Company Letter Head.
2. Number of years in business.
3. The bidder must be in relevant business for at least three (03) years.
4. Number of office locations (Local / Global).
5. The number of similar LIBRARY BOOKS provided to other Universities year-wise, if any.
6. Compliance to Specifications as per RFP.
7. Technical Brochures / Data Sheets for the BOOKS, where applicable.

Compliance to Specifications as per RFP in Tabular Form

8. All LIBRARY BOOKS should be new.
9. **The books offered should be of prime quality. Cheap books of low quality or substandard shall not be accepted and the said bid shall be treated as Irresponsive.**
10. **Inferior, low-quality, or substandard, books will be rejected. Earnest Money shall be forfeited and the bidder may also be blacklisted.**
11. All books should match the attached technical specifications as given in this tender document.

General Terms & Conditions for Bidding

12. **Firms should be registered with the Income Tax and Sales Tax Department and must be an active tax filer.**

13. **Firms should provide copies of their Income Tax Certificate, Sales Tax Certificate, and Professional Tax Certificate.**
14. The prices should be quoted in Pak Rupees including GST where applicable. The prices are to be quoted as per the list attached as Annexure “A”.
15. **The quantity of books(s) can be increased/decreased at the time of actual procurement. Books can also be deleted from the list.**

IMPORTANT & MANDATORY

16. **For Technical qualification following major points should be notified by each bidder.**
 - **The Bidders will warrant that the quoted Books are new, genuine, or not pirated.**
 - **Books should not be in loose Binding / spiral binding, quoted books should be in Paper/Hard Binding.**
17. **Before submission of bids, the bidders may obtain further information and completely satisfy themselves about the required books for which they are bidding for.**
18. The prices quoted should be valid for 90 days.
19. One person or one company may submit one bid and if one person / one company submits more than one bid, the procuring agency shall reject all such bids.
20. In exceptional circumstances before the expiry of the original bid validity period, the University may request the firms to extend the period of validity for a specified additional period which shall in no case be more than the original bid validity period. The request and the responses thereto shall be made in writing. A firm may refuse the request without forfeiture of its earnest money. A firm agreeing to the request will be required to extend the validity of its earnest money for the period of the extension.
21. The successful firm shall pay such direct or indirect taxes, duties, fees, and other impositions levied under the applicable laws, the amount of which shall be deemed to have been included in the total cost/contract price. The University, if required by any law for the time being in force in Pakistan, shall deduct all applicable taxes and duties while making payments to the successful bidder.
22. **In case of submission of fake documents (pay order/demand draft or any other document) along with the bid, the University reserves the right to black-list such firm(s) from the University with information to PPRA authorities.**
23. The sentence “**BID FOR PROCUREMENT OF LIBRARY BOOKS**” should be indicated on the envelope as well as in quotations.
24. The University Library Purchase Committee will open bids, in the presence of the firm’s representatives who choose to appear, at the time, date, and location given in the Tender Notice.
25. The firm’s name, bid price, and such other details, as the University Purchase Committee at its discretion may consider appropriate, will be announced by the University Purchase Committee at the bid opening meeting.
26. At any time before the deadline for submission of bids, the University may, for any reason, whether at its initiative or in response to a clarification requested by a prospective firm(s), modify the bidding document by issuing an Addendum.
27. The University may reject all bids or proposals at any time before accepting a bid or proposal. The University shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.
28. **The successful firm(s), under Section-22(A)(b) of Schedule-I of Stamp Act 1899 read with Finance Act 1995 (Act-VI of 1995), is liable to pay Stamp Duty @ Twenty-Five Paisa for every One Hundred Rupees on account of provision of ordered BOOKS. The stamp duty will**

have to be paid in the form of Stamp Paper(s). The stamp paper(s) should be in the name of the firm.

29. **The successful firm(s) would be required to provide LIBRARY BOOKS within 3-5 weeks after issuance of Purchase Order(s) or within the period indicated in the Purchase Order(s). If a successful bidder(s) failed to deliver the ordered stores within the stipulated period indicated in the Purchase Order(s). University reserves the right to impose a penalty, not exceeding 1 % of the total amount of the contract for each day of delay subject to a maximum of 10% of the total amount of the contract, or cancel the purchase order and forfeit the earnest money.**
30. The successful bidder will provide a proper printed Bill having a proper serial number, separate Sale Tax Invoice, Delivery Challan & Professional tax certificate for payment.
31. Bidding Firms should not have been black-listed and debarred by any government civil department or semi-government organizations.
32. The Bidding Firm should not have a litigation case going on with any government civil department or semi-government department relating to its business. An affidavit in this regard will be submitted by the firm. If it is found at any stage that the firm has made a wrong statement, the contract will be terminated and the security fee will be confiscated.
33. Any bid not accompanied by the earnest money shall be treated as non-responsive and rejected by the University.
34. The earnest money of unsuccessful firm(s) will be returned upon award of the contract to the successful firm(s) or on the expiry of the validity of the bid whichever is earlier.
35. The earnest money of the successful firm will be returned when the firm delivers the required books as per PO or furnishes the required Performance Guarantee up to 10% and signs the Contract Agreement, where applicable.
36. The earnest money may be forfeited: -
 - a. if a firm withdraws a bid during the period of bid validity; or
 - b. if a firm does not accept the correction of its Bid Price; or
 - c. If a firm fails to furnish the required Performance Guarantee or sign the Contract Agreement (in the case of a successful firm).
 - d. If the company fails to deliver the books during the stipulated time.
37. Two (2%) bid security of estimated price in the shape of Demand Draft / Pay Order / Call Deposit Receipt in favor of Rawalpindi Women University, of each book as mentioned in bidding documents, must be attached along with the bids. Bid(s) without earnest money will not be considered. Bids with LESS earnest money will not be entertained. No Crossed-Cheque / Bank Challan / Cash or any other instrument other than Demand Draft / Pay Order / Call Deposit will be accepted.

Two (2%) bid security of the estimated price of each book is available on the next page.

PLEASE ATTACH BID SECURITY ALONG WITH THE TECHNICAL BID / PROPOSAL.

Sr.	Title	Approximate Price	2 % Bid Security
Department of Mathematics			
1.	Contemporary abstract algebra	PKR 15349.28	306.98
2.	Introduction to graph theory	PKR 13845.70	276.91
3.	Numerical Methods for Engineers	PKR 50225.87	1004.51
4.	Ideal Fluid Dynamics for Scientists and Engineers	PKR 1800	36
5.	Viscous Fluid Dynamics for Scientists and Engineers	PKR 1600	32
6.	Differential Equations with Boundary Value Problems	PKR 29914.78	598.29
7.	Introduction to Partial Differential Equations	PKR 6398.2	127.96
8.	Elementary Applied Partial Differential Equations with Fourier Series and Boundary Value Problems	PKR 30855.31	617.10
9.	Perturbation Methods for Engineers and Scientists	PKR 19368.76	387.37
10.	Complex Analysis: A First Course with Applications	PKR 27048.39	540.96
11.	Linear Algebra and Its Applications	PKR 16315.41	326.30
12.	Calculus	PKR 40945.28	818.9
13.	Differential Equations with Boundary	PKR 37896.53	757.93
14.	Value Problems	PKR 59487.26	1189.74
15.	Linear Algebra with Applications	PKR 59183.35	1183.66
16.	Linear Algebra A Modern Introduction	PKR 27790.5	555.81
	Total Mathematics Books Price	PKR 665963.68	PKR 13319.18
Department of Political Science			
17.	Pakistan's Foreign Policy, 1947-2013	PKR 1583.55	31.67
18.	Military, Civil Society and Democratization in Pakistan	PKR 9597.3	191.94
19.	A history of Pakistan and its origins	PKR 28791	575.82
20.	Political Thought From Plato to Present	PKR 5633.61	112.67
21.	Constitutional Developments in Pakistan	PKR 20445.4	408.90
22.	Comparative Politics Today: A Theoretical Framework	PKR 1596.35	31.92
23.	A History of Political Theory	PKR 2690.44	53.80
24.	Studies in Muslim Political Thought and Administration	PKR 529	10.58
25.	Constitutional and Political History of Pakistan	PKR 25589.60	511.79
26.	Politics Among Nations: The Struggle for Power and Peace	PKR 63975.60	1279.51

27.	Military and Politics in Pakistan	PKR 23993.25	479.86
28.	International Politics: A Framework for Analysis	PKR 2636.05	52.72
29.	Pakistan: A Modern History	PKR 2015.43	40.30
	Total Political Science Books Price	PKR 189076.58	PKR 3781.48
Department of Botany			
30.	Plant Taxonomy	PKR 8749.53	174.99
31.	Plant systematics A Phylogenetic Approach	PKR 59010.59	1180.21
32.	Plant Anatomy	PKR 23286.24	465.72
33.	Plant Ecology	PKR 28788.70	575.77
34.	Introduction to Bioinformatics.	PKR 31975.00	639.50
35.	Botany: An Introduction to Plant Biology	PKR 12582.06	251.64
36.	Plant Physiology	PKR 8144.90	162.89
37.	Fundamentals of Plant Physiology	PKR 42202.52	844.05
38.	Phycology	PKR 9338.17	186.76
39.	A Field Guide to Medicinal Plants and Herbs	PKR 5818.98	116.37
40.	Molecular Cell Biology	PKR 3579.68	71.59
41.	Genetics	PKR 6452.38	129.04
42.	From DNA to Diversity: Molecular Genetics and the Evolution of Animal Design	PKR 23448.67	468.97
	Total Botany Books Price	PKR 263377.42	PKR 5267.5
Department of Zoology			
43.	Zoology	PKR 5400.08	108.00
44.	Lehninger Principles of Biochemistry	PKR 12537.27	250.74
45.	Principles of Animal Behavior	PKR 27729.79	554.59
46.	Molecular Cell Biology	PKR 33091.16	661.82
47.	Principles and techniques of Biochemistry and Molecular biology	PKR 20474.24	409.48
48.	Economic Zoology.	PKR 9814.83	196.29
49.	The Hive and the Honeybee	PKR 17962.94	359.25
50.	Principle of Animal Physiology	PKR 7799.40	155.98
51.	Guyton and Hall Textbook of Medical Physiology (Guyton Physiology)	PKR 9207.00	184.14
52.	Developmental Biology,	PKR 47871.33	957.42
53.	Research Methodology: Methods and Techniques.	PKR 8506.40	170.12
54.	Principles of Genetics.	PKR 13858.50	277.17
55.	Wildlife Ecology and Management.	PKR 18292.45	365.84

56.	Basic and clinical endocrinology,	PKR 21497.95	429.95
57.	Handbook of Fisheries and Aquaculture.	PKR 307.11	307.11
58.	Pathways to Pregnancy and Parturition	PKR 56061.02	1121.22
59.	Andrology	PKR 24079.62	481.59
60.	Model System in Behavioral Ecology.	PKR 30391.45	607.82
	Total Zoology Books Price	PKR 364882.54	PKR 7598.53
Department of Psychology			
61.	American Psychological Association (7thed.)	PKR 16027.49	320.54
62.	Discovering statistics using IBM SPSS statistics	PKR 28152.08	563.04
63.	Research methods for the behavioral sciences	PKR 23673.34	473.46
64.	Islamic Psychology: Human Behaviour and Experience from an Islamic Perspective	PKR 4478.74	89.57
65.	The psychology of gender	PKR 56604.87	1132.09
66.	Introduction to forensic psychology: Research and application.	PKR 51185.6	1023.71
67.	Experimental psychology.	PKR 9088.64	181.77
68.	Developmental Psychology: A Guide to Developmental and Child Psychology.	PKR 7354.73	147.094
69.	Roles and contexts in counselling psychology: professionals in practice.	PKR 54384.7	1087.69
70.	Fundamentals of Abnormal Psychology.	PKR 25272.89	505.45
71.	Applied cognitive psychology: A textbook.	PKR 41974.4	839.48
72.	Personality psychology: Domains of knowledge about human nature.	PKR 48731.89	974.63
73.	Psychological testing and assessment: An introduction to tests and measurement.	PKR 3755.74	75.11
74.	Feminist psychology: History, practice, research, and the future. Bloomsbury Publishing USA.	PKR 20154.33	403.08
75.	Introduction to structural equation modeling using IBM SPSS statistics and AMOS. Introduction to structural equation modeling using IBM SPSS Statistics and AMOS, 1-312.	PKR 10672.19	10672.19
	Total Psychology Books Price	PKR 401511.63	PKR 18488.90
Department of Statistics			
76.	Linear models in statistics.	PKR 62366.45	1247.32
77.	Probability and Random Variables,	PKR 16651.31	333.02
78.	Introduction to Probability Theory,	PKR 6388.60	127.77
79.	Testing Statistical Hypotheses.	PKR 17505.47	350.10

80.	Statistical Inference.	PKR 28471.99	569.43
81.	Statistical Theory.	PKR 47986.5	959.73
82.	Introduction to the Theory of Statistics.	PKR 6395.00	127.90
83.	Linear Statistical Inference and its Applications.	PKR 25279.28	505.58
84.	Sampling Theory of Surveys with Application	PKR 9741.25	194.82
85.	Advanced Sampling Theory with Applications-How Michael selected Amy	PKR 35186.90	703.73
86.	Introduction to Probability and Statistics	PKR 21306.00	426.12
	Total Statistics Books Price	PKR 277278.75	PKR 5545.52
Department of Computer Science			
87.	CONCEPTS OF DATABASE MANAGEMENT 9/E	PKR 15035.77	300.71
88.	DATABASE SYSTEMS DESIGN, IMPLEMENTATION AND MANAGEMENT 12/E	PKR 15035.77	300.71
89.	PROBLEM SOLVING WITH C++ (GLOBAL EDITION)	PKR 37067.97	741.35
90.	BUILDING JAVA PROGRAMS A BACK TO BASICS APPROACH 4/E	PKR 1849.07	36.98
91.	CISCO INTELLIGIENT WAN (IWAN)	PKR 13490.60	269.81
92.	UNDERSTANDING COMPUTERS TODAY AND TOMORROW 16/E	PKR 14763.84	295.27
93.	HANDS-ON ETHICAL HACKING AND NETWORK DEFENSE 3/E	PKR 55974.65	1119.49
94.	PRACTICAL STRATEGIES FOR TECHNICAL COMMUNICATION 3/E	PKR 31667.89	633.35
95.	PROBLEM-SOLVING CASES IN MICROSOFT ACCESS & EXCEL 15/E	PKR 12652.44	253.04
96.	ESSENTIALS OF MIS 13/E	PKR 10342.69	206.85
97.	INTRODUCTION TO PROBABILITY & STATISTICS 15/E	PKR 34390.32	687.80
98.	PROGRAMMING LOGIC & DESIGN 9/E	PKR 23033.52	460.67
99.	HANDS ON WITH GOOGLE DATA STUDIO	PKR 10825.75	216.51
100.	ARTIFICIAL INTELLIGENCE FOR DUMMIES	PKR 8173.70	163.47
101.	BEGINNING FLUTTER: A HANDS ON GUIDE TO APP DEVELOPMENT	PKR 9648.48	192.96
102.	MICROSOFT OFFICE 2019 FOR DUMMIES	PKR 6650.92	133.01
103.	JAVASCRIPT THE NEWTOYS	PKR 6196.65	123.93
104.	COMPTIA SYSA+STUDY GUIDE WITH ONLINE LABS(EXAM CSO-002)	PKR 10553.83	211.07

105.	NETWORKING ALL IN ONE FOR DUMMIES	PKR 8794.32	175.88
106.	COMPTIA LINUX+ STUDY GUIDE WITH ONLINE LABS 4E (EXAM XKO-004)	PKR 39540.87	790.81
107.	PROFESSIONAL ANDROID	PKR 11056.08	221.12
108.	(ISC) CISSP CERTIFIED INFORMATION SYSTEMS SECURITY PROFESSIONAL OFFICAL PRACTICE TEST 2/E	PKR 10157.14	203.14
109.	NETWORK FORENSICS	PKR 19178.60	383.57
110.	VMWARE VSPHERE POWERCLI REFERENCE : AUTOMATING VSPHERE ADMINISTRATION 2ND/E	PKR 15694.78	313.89
111.	COMPTIA SECURITY+ DELUXE STUDY GUIDE WITH ONLINE LABS 5/Ed	PKR 35989.87	719.79
112.	GUIDE TO OPERATING SYSTEMS 5/E	PKR 55648.34	1112.96
113.	FINANCIAL ANALYSIS WITH MICROSOFT EXCEL 2016	PKR 5038.58	100.77
	Total Computer Science Books Price	PKR 518452.44	PKR 10368.91

Department of Mass Communication

114.	A Handbook of Media Communication Research: Qualitative and Quantitative Methodologies	PKR 55309.23	1106.18
115.	Mass Communication Research Methods: A Step-by-Step Approach.	PKR 16939.23	338.78
116.	Research Methodology: Tools and Techniques.	PKR 5118.56	102.37
117.	Research Design	PKR 38459.58	769.19
118.	Research methods.	PKR 1689.12	33.78
119.	Research methods: the basics	PKR 54384.7	1087.69
120.	SPSS Survival Manual: A Step by Step Guide to Data Analysis Using IBM SPSS	PKR 14667.87	293.35747
	Total Mass Communication Books Price	PKR 186568.29	PKR 3731.34

Department of English

121.	The Rutledge Handbook of Language and Culture,	PKR 16804.87	336.09
122.	Psychology of Gender,	PKR 29700.44	594.00
123.	A Short History of English Literature	PKR 11705.50	234.11
124.	Formalism and Functionalism in Linguistics the Engineer and the Collector	PKR 7981.75	159.63
125.	The Handbook of Technology and Second Language Teaching and Learning. Hoboken	PKR 17579.05	351.58
126.	The Handbook of Global Interventions in Communication Theory	PKR 36789.65	735.79
127.	Living Language: An Introduction to Linguistic Anthropology	PKR 10998.50	219.97

128.	World English Volume 2: Ideologies Bloomsbury	PKR 17838.18	356.76
129.	Research methods and methodologies in education	PKR 13775.32	275.50
	Total English Books Price	PKR 163173.26	PKR 3263.43

Total Estimated Price: Rs. 28,02345.53/- Bid Security Rs. 66,806.03/-

38. Important Note:

a. It is important to note that if a company is applying for one or two or all books of each department, the pay order for bid security or bid securities must be SINGULAR (totaling of bid security of all book (s) they are offering to bid for).

b. The pay order for each department must be separate.

39. A firm can bid for all the books or any book of an Annexure as Evaluation shall be on book wise basis.

Additional Terms & Conditions: LIBRARY BOOKS

1. An offer shall be made as per our demanded specification or equivalent.
2. During the technical evaluation, no amendments in the technical proposal shall be permitted.
3. If the delivered goods/services are not according to the required quality standards/specifications, the same shall be liable to be rejected after technical inspection. The vendor would be required to supply as per requirements mentioned in our RFP otherwise the purchase/work order will be canceled after the due date with confiscation of earnest money.
4. Any defective/sub-standard book (s) will be replaced by the bidder at the same quoted cost.

Bidding Procedure / Evaluation Criteria

The bids will comprise a **“single package containing two separate envelopes”**. Each envelope should contain separately the **“TECHNICAL PROPOSAL”** and the **“FINANCIAL PROPOSAL”**.

39. The envelopes should be marked as **“TECHNICAL PROPOSAL”** and the **“FINANCIAL PROPOSAL”** in bold and capital letters.
40. Initially, the envelope marked **“Technical Proposal”** will be opened and bids will be evaluated as per specifications indicated in Annexure “A” along with other terms and conditions mentioned in tender documents. **The firm(s) failing to qualify technically will not be short-listed and their financial proposals will not be entertained. The Technical Proposal envelope should not contain any information relating to finances or rates that are a part of Financial Proposals. Otherwise, the bid will be rejected.**
41. The **“Financial Proposals”** of only those firms will be opened/considered, which will meet the tender’s specifications. The “Financial P
42. Proposals” shall be opened in the presence of the participating firm(s), Date/time will be communicated to the firms in advance.
43. Financial proposals of bids found technically non-responsive will not be entertained / will be returned un-opened and the concerned firm/individual will be informed accordingly.
44. **“Technically Compliant”** and **“Lowest Evaluated”** bid(s) will be accepted. Selection criteria will be BOOK WISE basis.

Bidder Profile Form

[To be signed & stamped by the Bidder and reproduced on the letterhead. To be attached with Technical Bid]

Sr.#	Particulars
1	Name of the Company:
2	Registered Office:
Address:	
Office Telephone Number:	
Fax Number:	
3	Contact Person:
Name:	
Personal Telephone Number:	
Email Address:	
4	Local office if any:
Address:	
Office Telephone Number:	
Fax Number:	
5	Registration Details:

a) Audited Financial Statement Attachment/Income Tax Returns (Last ___ year (s))

Yes	No
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b) Details of Experience (Last _____ Years)

(i)	Similar Project (Agency/Department)	Item Name
(ii)	Value of total Projects/Tenders/Pos	Amount

General Information Form

[To be signed & stamped by the Bidder and reproduced on the letterhead. To be attached with Technical Bid]

	Particulars		
Company Name			
Abbreviated Name			
National Tax No.		Sales Tax Registration No.	
PRA Tax No.			
No. of Employees		Company's Date of Formation	

*Please attach copies of NTN, GST Registration & Professional Tax Certificate

Registered Office Address		State/Province	
City/Town		Postal Code	
Phone		Fax	
Email Address		Website Address	

Rawalpindi Women University

6th Road Satellite Town, Rawalpindi

SPECIFICATIONS – LIBRARY BOOKS

- A list of required **LIBRARY BOOKS** is attached as **Annexure “A”**

LIST – LIBRARY BOOKS**(Must be provided on Company Letter Head)**

S/No	Title	Specifications			Quantity	Unit Price (w/o GST)	Total Price (w/o GST)	GST	G. Total (with GST)
		Author	Publisher	Edition					
Department of Mathematics									
1.	C Contemporary abstract algebra	J.A. Gallian		Latest	1				
2.	Introduction to graph theory	Robin J. Wilson		Latest	1				
3.	Numerical Methods for Engineers	Steven C. Chapra Raymond P. Canale		Latest	1				
4.	Ideal Fluid Dynamics for Scientists and Engineers	Prof. Nawazish Ali Shah		Latest	1				
5.	Viscous Fluid Dynamics for Scientists and Engineers	Prof. Nawazish Ali Shah		Latest	1				
6.	Differential Equations with Boundary Value Problems	Dennis G. Zill		Latest	1				
7.	Introduction to Partial Differential Equations	K. Sankara Rao		Latest	1				
8.	Complex Analysis: A First Course with Applications	Dennis G. Zill		Latest	1				
9.	Elementary Applied Partial Differential Equations with Fourier	Richard Haberman		Latest	1				

	Series and Boundary Value Problems								
10.	Perturbation Methods for Engineers and Scientists	Alan W. Bush		Latest	1				
11.	Linear Algebra and its applications	Gilbert Strang		Latest	1				
12.	Calculus	William Briggs, Lyle Cochran, Bernard Gillett		Latest	1				
13.	Differential Equations with Boundary Value Problems	David Calvis		Latest	1				
14.	Linear Algebra A Modern Introduction	David Poole		Latest	1				
15.	Thomas Calculus	Joel Hass		Latest	1				
16.	Linear Algebra with applications	Williams		Latest	1				

Department of Political Science

1.	Pakistan's Foreign Policy, 1947-2013	Abdul Sattar,		Latest	1				
2.	Military, Civil Society and Democratization in Pakistan	Akbar Zaidi		Latest	1				
3.	A history of Pakistan and its origins	Christophe Jaffrelot,		Latest	1				

4.	Political Thought From Plato to Present	Ebenstein		Latest	1				
5.	Constitutional Developments in Pakistan	G.W.Choudhury,		Latest	1				
6.	Comparative Politics Today: A Theoretical Framework	Gabriel A. Almond, G.Bingham Powell,		Latest	1				
7.	A History of Political Theory	George Holland Sabine		Latest	1				
8.	Studies in Muslim Political Thought and Administration	H K Sherwani,		Latest	1				
9.	Constitutional and Political History of Pakistan	Hamid Khan,		Latest	1				
10.	Politics Among Nations: The Struggle for Power and Peace	Hans J. Morgenthau,		Latest	1				
11.	Military and Politics in Pakistan	Hasan Askari Rizvi,		Latest	1				

LIST – LIBRARY BOOKS

(Must be provided on Company Letter Head)

12.	International Politics: A Framework for Analysis	Holsti, K.J.		Latest	1				
13.	Pakistan: A Modern History	Lan Talbot,		Latest	1				
Department of Botany									
1.	Plant Taxonomy	Tod F. Stuessy		Latest	1				
2.	Plant systematics A Phylogenetic Approach	Walter S. Judd, Christopher S. Campbell, and Elizabeth A. Kellogg		Latest	1				
3.	Plant Anatomy	Mauseth, J.D		Latest	1				
4.	Plant Ecology	Ernst-Detlef Schulze , Erwin Beck , Nina Buchmann , Stephan Clemens , Klaus Müller-Hohenstein , Michael Scherer-Lorenzen		Latest	1				
5.	Introduction to Bioinformatics.	Anna Tramontano		Latest	1				
6.	Botany: An Introduction to Plant Biology	James D. Mauseth		Latest	1				
7.	Plant Physiology	Lincoln Taiz and Eduardo Zeiger		Latest	1				
8.	Fundamentals of Plant Physiology	Lincoln Taiz, Eduardo Zeiger, Ian Max Møller, Angus S. Murphy		Latest	1				
9.	Phycology	Robert Edward Lee		Latest	1				

10.	A Field Guide to Medicinal Plants and Herbs	Steven Foster, James A. Duke, Roger Tory		Latest	1				
11.	Molecular Cell Biology	Lodish. H.		Latest	1				
12.	Genetics	Strickberger, M.V.		Latest	1				
13.	From DNA to Diversity: Molecular Genetics and the Evolution of Animal Design	Sean B. Carroll ; Jennifer K. Grenier; Scott D. Weatherbee		Latest	1				
14.	Biology of Plants	Raveb, P.H, Evert, R, F, Eichhorn,, S.E. 2010		Latest	1				

Department of Zoology

1.	Zoology	Miller, A.S. and Harley		Latest	1				
2.	Lehninger Principles of Biochemistry	Nelson, D. L., Cox, M. M		Latest	1				
3.	Principles of Animal Behavior	Dungatkin, L. A		Latest	1				
4.	Molecular Cell Biology	Harvey Lodish, Arnold Berk, Chris A. Kaiser, Monty Krieger, Anthony Bretscher, Hidde Ploegh, Angelika Amon, Kelsey C. Martin.		Latest	1				
5.	Principles and techniques of Biochemistry and Molecular biology	Keith Wilson, John Walker		Latest	1				
6.	Economic Zoology.	Ravindranathan, K. R.		Latest	1				
7.	The Hive and the Honeybee	Anon		Latest	1				

8.	Principle of Animal Physiology	Moyes, Christopher D. Schulte, Patricia M		Latest	1				
9.	Guyton and Hall Textbook of Medical Physiology (Guyton Physiology)	John E. E m Michael E H.		Latest	1				
10.	Developmental Biology,	Gilbert, S.F.		Latest	1				
11.	Research Methodology: Methods and Techniques.	Kothari, C.R., & Gaurav, G.		Latest	1				
12.	Principles of Genetics.	Snustad, D.P., Simmons, M.J.		Latest	1				
13.	Wildlife Ecology and Management.	Bolen, E.G. and Robinson, W.L.,		Latest	1				
14.	Basic and clinical endocrinology,	Greenspan, F.S. and Strewler, G.J.,		Latest	1				
15.	Handbook of Fisheries and Aquaculture.	Sharma, O. P.		Latest	1				
16.	Pathways to Pregnancy and Parturition	P. L. Senger		Latest	1				
17.	Andrology	E. Nieschlag, H. M. Behre and S. Nieschlag.		Latest	1				
18.	Model System in Behavioral Ecology.	Dugatkin, L. A.,		Latest	1				
Department of Psychology									
1	American Psychological Association (7thed.)	American Psychological Association		Latest	1				

2	Discovering statistics using IBM SPSS statistics	Field, A.		Latest	1				
3	Research methods for the behavioral sciences	Gravetter, F. J., & Forzano, L. A. B.		Latest	1				
4	Islamic Psychology: Human Behaviour and Experience from an Islamic Perspective	Rasool, G. H.		Latest	1				
5	The psychology of gender	Wood, G. W.		Latest	1				
6	Introduction to forensic psychology: Research and application.	Bartol, C.		Latest	1				
7	Experimental psychology.	Myers, A. & Hansen, C. H.		Latest	1				
8	Developmental Psychology: A Guide to Developmental and Child Psychology.	Whiteley, C.		Latest	1				
9	Roles and contexts in counselling psychology: professionals in practice.	Best, D., Nicholos, H., & Bradley, M.		Latest	1				
10	Fundamentals of Abnormal Psychology.	Comer, R. J.		Latest	1				

11	Applied cognitive psychology: A textbook.	Herrmann, D. J., Yoder, C. Y., Gruneberg, M., & Payne, D. G.		Latest	1				
12	Personality psychology: Domains of knowledge about human nature.	Larsen, R. J., Buss, D. M., Wismeijer, A., Song, J., & Van den Berg, S.		Latest	1				
13	Psychological testing and assessment: An introduction to tests and measurement.	Cohen, R. J., Swerdlik, M. E., & Phillips, S. M.		Latest	1				
14	Feminist psychology: History, practice, research, and the future. Bloomsbury Publishing USA.	Maass, V. S.		Latest	1				
15	Introduction to structural equation modeling using IBM SPSS statistics and AMOS. Introduction to structural equation modeling using IBM SPSS Statistics and AMOS, 1-312.	Blunch, N. J.		Latest	1				

Department of Statistics

1	Linear models in statistics.	Rencher, A. C., & Schaalje, G. B.		Latest	1				
2	Probability and Random Variables,	Stirzaker, D.,		Latest	1				
3	Introduction to Probability Theory,	Rohatgi, S.,		Latest	1				

4	Testing Statistical Hypotheses.	Lehmann,E.L.		Latest	1				
5	Statistical Inference.	Rohatgi,V.K.		Latest	1				
6	Statistical Theory.	Lindgren,B.W.		Latest	1				
7	Introduction to the Theory of Statistics.	Mood,A.M.Graybill,F.A.andBoss, D.C.		Latest	1				
8	Linear Statistical Inference and its Applications.	Rao,C.R.,		Latest	1				
9	Sampling Theory of Surveys with Application	Sukhatme,P.V.,Sukhatme,D.V.,Sukhatme,S.andAdok,C.,		Latest	1				
10	Advanced Sampling Theory with Applications-How Michael selected Amy	Singh, S.		Latest	1				
11	Introduction to Probability and Statistics	William Mendenhall, Robert J. Beaver, Barbara M. Beaver		Latest	1				

Department of Computer Science

1	Concepts of Database Management	Starks. Last		9/E	1				
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2	Database Systems Design, Implementation and Management	Coronel		12/E	1				
3	Problem Solving With C++	Savitch		Global Edition	1				
4	Building Java Programs A Back To Basics Approach	Reges		4/E	1				
5	Cisco Intelligent WAN (Iwan)	Brad Edgeworth		Latest	1				
6	Understanding Computers Today And Tomorrow	Morley, Parker		16/E	1				
7	Hands-On Ethical Hacking And Network Defense	Michael T		3/E	1				
8	Practical Strategies For Technical Communication	Mike Markel		3/E	1				
9	Problem-Solving Cases In Microsoft Access & Excel	Monk Brady		15/E	1				
10	Essentials Of MIS	Laudon		13/E	1				

11	Introduction To Probability & Statistics	Beaver		15/E	1				
12	Programming Logic & Design	Farrell		9/E	1				
13	Hands On With Google Data Studio	Lee Hurst		Latest	1				
14	Artificial Intelligence For Dummies	Mueller		Latest	1				
15	Beginning Flutter: A Hands On Guide To App Development	Marco L. Napoli		Latest	1				
16	Microsoft Office 2019 For Dummies	Wang		Latest	1				
17	Javascript The Newtoys	Crowder		Latest	1				
18	Comptia Sysa+Study Guide With Online Labs(Exam Cso-002)	Chapple		Latest	1				
19	Networking All In One For Dummies	Doug Lowe		Latest	1				
20	Comptia Linux+ Study Guide With Online Labs (Exam Xko-004)	Bresnahan		4 TH E	1				
21	Professional Android	Meier		Latest	1				
22	(Isc) Cissp Certified Information Systems	Chapple		2/E	1				

	Security Professional Offical Practice Test								
23	Network Forensics	Messier		Latest	1				
24	Vmware Vsphere Powercli Reference : Automating Vsphere Administration	Sizemore		2nd/E	1				
25	Comptia Security+ Deluxe Study Guide With Online Labs	David Seidl		5/E	1				
26	Guide To Operating Systems	Tomsho		5/E	1				
27	Financial Analysis With Microsoft Excel 2016	Mayes		Latest	1				

Department of Media Studies

1	A Handbook of Media Communication Research: Qualitative and Quantitative Methodologies	Jensen, K. B.		Latest	1				
2	Mass Communication Research Methods: A Step-by-Step Approach.	Hisa, H, J.		Latest	1				

3	Research Methodology: Tools and Techniques.	Pandey, P., Pandey, M. M.		Latest	1				
4	Research Design	Creswell, J. W.		Latest	1				
5	Research methods.	White, T. L., & McBurney, D. H.		Latest	1				
6	Research methods: the basics	Nicholas, W.		Latest	1				
7	SPSS Survival Manual: A Step by Step Guide to Data Analysis Using IBM SPSS	Julie Pallant		Latest	1				

Department of English

1	The Rutledge Handbook of Language and Culture,	Farzad Sharifian		Latest	1				
2	Psychology of Gender,	VS Helgeson		Latest	1				
3	A Short History of English Literature	Blamires		Latest	1				
4	Formalism and Functionalism in Linguistics the Engineer and the Collector	Thomas, Margaret		Latest	1				

5	The Handbook of Technology and Second Language Teaching and Learning. Hoboken	Chapelle, C. A., & Sauro, S.		Latest	1				
6	The Handbook of Global Interventions in Communication Theory	Miike, Yoshitaka, and Jing Yin		Latest	1				
7	Living Language: An Introduction to Linguistic Anthropology	Ahearn, Laura M		Latest	1				
8	World English Volume 2: Ideologies Bloomsbury	Tupas, R		Latest	1				
9	Research methods and methodologies in education	Coe, R., Warning, M., Hedges, L.V. & Ashley, L. D. (Eds.).		Latest	1				