



UNIVERSITY OF RASUL
MANDI BAHAUDDIN
Project Management Unit

No.: UoR/RSL/PD/2025/149

Dated: May 13, 2025

NOTIFICATION

Consequent upon the approval by competent authority, and in align with Chapter-IV of PPRA rules 2014, following Firms, Companies, Book Sellers for Procurement of Books / Materials / Journals / Resources etc. are hereby qualified for the year 2024-25 & 2025-26.

Sr #	Name of Pre-Qualified Firms / Publishers / Book Sellers
1	Pak Book Corporation
2	Progressive International Agencies (Pvt) Limited
3	Pak Asia Book Corporation
4	SAB Books
5	Iqra Book Agency
6	Khaliqia Azizia Book Company
7	Allied Book Company
8	Vanguard Books (Private) Limited
9	Atlas Book Bank

The above firms are required to participate in upcoming tenders for procurement of books.


PROJECT DIRECTOR 13/05
25

C.C:

1. P.S to The Worthy Vice Chancellor, PUT Rasul, M.B.Din.
2. All Procurement Committee Members for Books.
3. All Pre-Qualified Firms.
4. Office File.

Name and Address of Bidder: _____



UNIVERSITY OF RASUL MANDI BHAUDDIN

BIDDING DOCUMENTS

FOR

National Competitive Bidding

Procurement of Books, Journals etc.

Bid Reference No:	UOR/PMU/2025-26/39
Package No.39 Package Name:	Books, Journals etc.
Procurement Procedure & Method	Single Stage One Envelope (Least Cost Method, Item Cost Basis priority for latest edition & year of printing)
Last Date & Time of Receipt of Bids	06-08-2025 14:00
Bid Opening Date & Time:	06-08-2025 14:30

Table of Contents

SECTION-I: INVITATION TO BIDS	4
TENDER NOTICE.....	4
SECTION II INSTRUCTIONS TO BIDDERS (ITB).....	5
<i>General Instructions</i>	5
2.1. INTRODUCTION	5
2.1.1 <i>Scope of Bid</i>	5
2.1.2 <i>Source of Funds</i>	5
2.1.3 <i>Eligible Bidders</i>	5
2.1.4 <i>Eligible Goods and Services</i>	5
2.1.5 <i>Cost of Bidding</i>	6
2.1.6 <i>One person one Bid</i>	6
2.2. THE BIDDING DOCUMENTS	6
2.2.1 <i>Content of Bidding Documents</i>	6
2.2.2 <i>Clarification of Bidding Documents</i>	6
2.2.3 <i>Amendment of Bidding Documents</i>	7
2.3. PREPARATION OF BIDS	7
2.3.1 <i>Language of Bid</i>	7
2.3.2 <i>Bid Form</i>	7
2.3.3 <i>Bid Prices</i>	8
2.3.4 <i>Bid Currencies</i>	8
2.3.5 <i>Documents Establishing Bidder's Eligibility and Qualification</i>	8
2.3.6 <i>Documents Establishing Goods' Eligibility and Conformity to Bidding Documents</i>	8
2.3.7 <i>Bid Security</i>	9
2.3.8 <i>Period of Validity of Bids</i>	9
2.3.9 <i>Format and Signing of Bid</i>	9
2.4. SUBMISSION OF BIDS.....	10
2.4.1 <i>Uploading of Bids</i>	10
2.4.2	10
<i>Deadline for Submission of Bids</i>	10
2.4.3 <i>Late Bids</i>	10
2.4.4	10
<i>Modification and Withdrawal of Bids</i>	10
2.5. OPENING AND EVALUATION OF BIDS	10
2.5.1 <i>E-Opening of Bids by the Procuring Agency</i>	10
2.5.2 <i>Confidentiality</i>	11
2.5.3 <i>Clarification of Bids</i>	11
2.5.4 <i>Preliminary Examination</i>	11
2.5.5 <i>Examination of Terms and Conditions; Technical Evaluation</i>	12
2.5.6 <i>Correction of Errors</i>	12
2.5.7 <i>Rejection of Bids</i>	12
2.5.8 <i>Post-Qualification & Evaluation of Bids</i>	12
2.5.9 <i>Contacting the Procuring Agency</i>	13
2.5.10. <i>Grievance Redressal</i>	13
2.6. AWARD OF CONTRACT	13
2.6.1 <i>Uploading of Evaluation Report & Notification of Award</i>	13
2.6.2 <i>Performance Guarantee</i>	13
2.6.3 <i>Signing of Contract/ Issuance of Purchase Order</i>	13
2.6.4 <i>Award Criteria</i>	14
2.6.5 <i>Procuring Agency's Right to Vary Quantities at Time of Award</i>	14
2.6.6	14
<i>Procuring Agency's Right to Accept or Reject All Bids</i>	14
2.6.7 <i>Re-bidding</i>	14
2.6.8 <i>Corrupt or Fraudulent Practices</i>	14
2.6.9 <i>Verification</i>	14
SECTION-III. TECHNICAL SPECIFICATIONS	15
3.1. TECHNICAL SPECIFICATIONS	15
SECTION-IV: BID DATA SHEET	108
23. <i>Evaluation Criteria</i>	109
SECTION V. GENERAL CONDITIONS OF CONTRACT.....	110
1. <i>Definitions</i>	110
2. <i>Application</i>	110
3. <i>Country of Origin</i>	110
4. <i>Standards</i>	110
4a. <i>Ensuring Storage Arrangements</i>	110
5. <i>Use of Contract Documents and Information; Inspection and Audit by the Procuring agency</i>	111
6. <i>Patent Rights</i>	111

7.	<i>Performance Guarantee</i>	111
8.	<i>Inspections Tests and Training</i>	111
9.	<i>Packing</i>	112
10.	<i>Delivery and Documents</i>	112
11.	<i>Insurance</i>	112
12.	<i>Transportation</i>	112
13.	<i>Incidental Services</i>	112
14.	<i>Spare Parts</i>	113
15.	<i>Warranty/ Guarantee</i>	113
16.	<i>Payment</i>	113
17.	<i>Prices</i>	113
18.	<i>Change Orders</i>	113
19.	<i>Contract Amendments</i>	114
20.	<i>Assignment</i>	114
21.	<i>Sub-contracts</i>	114
22.	<i>Delays in the Supplier's Performance</i>	114
23.	<i>Liquidated Damages</i>	114
24.	<i>Termination for Default</i>	115
25.	<i>Force Majeure</i>	116
26.	<i>Termination for Insolvency</i>	116
27.	<i>Termination for Convenience</i>	116
28.	<i>Arbitration and Resolution of Disputes</i>	116
29.	<i>Governing Language</i>	117
30.	<i>Applicable Law</i>	117
31.	<i>Notices</i>	117
32.	<i>Taxes and Duties</i>	117
33.	<i>Repeat Order</i>	117
SECTION VI. SPECIAL CONDITIONS OF CONTRACT		118
1.	<i>Definitions (GCC Clause 1)</i>	118
2.	<i>Country of Origin</i>	118
3.	<i>Performance guarantee (GCC Clause 7)</i>	118
4.	<i>Inspections and Tests (GCC Clause 8)</i>	118
5.	<i>Packing (GCC Clause 9)</i>	118
6.	<i>Delivery and Documents (GCC Clause 10)</i>	118
7.	<i>Warranty (GCC Clause 15)</i>	118
8.	<i>Payment (GCC Clause 16)</i>	118
9.	<i>Prices (GCC Clause 17)</i>	118
10.	<i>Liquidated Damages (GCC Clause 23)</i>	119
11.	<i>Resolution of Disputes (GCC Clause 28)</i>	119
12.	<i>Governing Language (GCC Clause 29)</i>	119
13.	<i>Applicable Law (GCC Clause 30)</i>	119
20.	<i>Notices (GCC Clause 31)</i>	119
SECTION VII. SCHEDULE OF REQUIREMENTS		120
7.1	<i>SCHEDULE OF REQUIREMENTS</i>	120
SECTION VIII. SAMPLE FORMS		121
8.1.	<i>BID SUBMISSION FORM</i>	121
8.4.	<i>BIDDER PROFILE FORM</i>	122
8.5.	<i>GENERAL INFORMATION FORM</i>	123
8.6.	<i>AFFIDAVIT</i>	124
8.7.	<i>PERFORMANCE GUARANTEE FORM</i>	125
8.8.	<i>TECHNICAL BID FORM</i>	126
	<i>Form-I</i>	126
8.9.	<i>CONTRACT FORM</i>	127
8.10.	<i>FINANCIAL BID FORM/PRICE SCHEDULE</i>	128
8.11.	<i>BID SECURITY FORM</i>	129
8.12.	<i>DRAFT INTEGRITY PACT</i>	130
SECTION IX- CHECK LIST/ TABLE OF CONTENTS		131

Section-I: INVITATION TO BIDS TENDER NOTICE

Bids are invited by **University of Rasul Mandi Bahauddin** (Procuring Agency) from prequalified Firms, Companies, Book Sellers having sufficient relevant experience as per bid documents, registered with Income Tax and Sales Tax Departments as per PPRA rules for purchase of books, etc. for the ADP Scheme titled “Provision of Infrastructural Academic and Operational facilities to the Punjab University of Technology Rasul M.B. Din” to be delivered at University of Rasul Mandi Bahauddin on DDP (Duty Delivered Paid) basis more specifically described in Technical Specifications.

Tender No.	Description of Packages	Estimated Cost/ Bid Security (Rs.)	Mode of Procurement	Closing Date & Time	Bid Validity
UOR/PMU/2025-26/39	Package/ lot No. 39 Books, Journals etc.	40,000,000/ 400,000	single stage One envelope procedure on least item cost basis priority for latest edition & year of printing	06-08-2025 14:00 14:30	120days

Interested eligible bidders registered on EPADS can download bid documents in English language containing detailed item specifications, quantity and terms & conditions from EPADS at punjab.eprocure.gov.pk. Bid documents can also be downloaded from Punjab PPRA website <http://ppra.punjab.gov.pk> and University of Rasul www.putrasul.edu.pk.

All e-Technical bids must be accompanied by a scanned copy of Bid Security Instrument and affidavit. All bidders are required to submit Original Bid Security Instrument and original affidavit in an envelope clearly marked with the Bidding Document Number and Title in the office of **Director Purchase, University of Rasul at his sub office in Admin Block, Hafiz Hayat Campus, University of Gujrat**, on or before bid submission date and time, failing which bid may be rejected. Bid Security should be in the form of a CDR of the amount as per tender notice in favor of “**University of Rasul** valid for bid validity period. **University NTN is 9022261-4**.”

The scanned copy of completed bids duly signed & stamped prepared in accordance with the instructions in the Bid Document must be uploaded on EPADS on or before **06-08-2025 14:00**. Bids will be opened on **06-08-2025 14:30** in the office of **Director Purchase, University of Rasul at his sub office in Admin Block, Hafiz Hayat Campus, University of Gujrat**, in the presence of bidder’s representatives who choose to attend having a valid authority letter from their respective organization. In case the last date of submission of bids falls on closed official days/ holidays, the date for submission and opening of the bids shall be the next working day (Monday to Friday) at the same time. Procuring Agency may cancel/ delete any item or may reduce or enhance the quantity of any item subject to provision of PPRA rules. Procuring Agency may reject all or any bid subject to the provision of Rule 35 of PPR14.

In case of any query, guidance can be sought from Imtiaz Ahmad Awan, Procurement Officer of the University. (Tel: +92 (546) 553354, Email: pd@putrasul.edu.pk). Any query/ clarifications from any prospective bidder should be emailed on pd@putrasul.edu.pk minimum 07 days before closing time. University of Rasul will not be responsible for any cost or expense incurred by Bidders in connection with the preparation or submission of Bids.

Note: Procurement shall be governed by Punjab Procurement Rules, 2014 amended up to date.

Project Director (PMU), University of Rasul Mandi Bahauddin

Section II Instructions to Bidders (ITB)

General Instructions

2.1. Introduction

2.1.1 Scope of Bid	i) The Procuring Agency (PA), as indicated in the Bid Data Sheet (BDS) invites Bids for the provision of Goods as specified in the Section-IV Bid Data Sheet (BDS) and Section III - Technical Specifications & Section VII- Schedule of Requirements. The successful bidder will be responsible for delivery of all items at consignee's end in new, safe, and sound condition within the specified period and timelines as stated in the Bid Data sheet (BDS).
2.1.2 Source of Funds	i) University of Rasul has received budget from the Government of Punjab. The Procuring Agency intends to apply the provided funds/ a portion of this budget to make eligible payments under the contract for which the Invitation to bids has been issued.
2.1.3 Eligible Bidders	<p>i) This Invitation for Bids is open to all prequalified firms, companies, booksellers, registered with relevant Registration Authorities and Tax Departments/ Authorities (Income Tax, Sales Tax & Punjab Sales Tax etc.) except as provided hereinafter.</p> <p>ii) Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consultancy services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation to Bids</p> <p>iii) Bidders shall not be under a declaration of blacklisting by Procuring Agency.</p> <p>iv) A Bidder shall not have a conflict of interest. Any Bidder found to have a conflict of interest shall be non-responsive.</p> <p>v) A Bidder may be ineligible if –</p> <p>a) The Bidder is declared bankrupt or, in the case of company or firm, insolvent;</p> <p>b) Payments in favour of the Bidder is suspended in accordance with the judgment of a court of law other than a judgment declaring bankruptcy and resulting, in accordance with the national laws, in the total or partial loss of the right to administer and dispose of its property;</p> <p>c) Legal proceedings are established against such Bidder involving an order suspending payments and which may result, in accordance with the national laws, in a declaration of bankruptcy or in any other situation entailing the total or partial loss of the right to administer and dispose of the property;</p> <p>d) The Bidder is convicted, by a final judgment, of any offence involving professional conduct;</p> <p>e) The Bidder is debarred and blacklisted due to involvement in corrupt and fraudulent practices in accordance with the provision of section 17A of PPRA Act, 2009 and Rule-21, read with Schedule appended with, Punjab Procurement Rules, 2014.</p> <p>f) The Bidder is debarred and blacklisted in general (i.e., to the extent of all public procurement) due to consistent performance failure in accordance with the section 17A of PPRA Act, 2009 and Rule-21, read with Schedule appended with, Punjab Procurement Rules, 2014.</p> <p>g) The firm/ supplier/ contractor is blacklisted/ debarred by any international organization.</p>
2.1.4. Eligible Goods and Services	<p>i) All goods and related services to be supplied under the contract shall have their origin in eligible source countries, as per policy of Govt. of Pakistan, and all expenditures made under the contract will be limited to such goods and services.</p> <p>ii) For purposes of this clause, "origin" means the place where the goods are mined, grown, or produced, or the place from which the related services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially-recognized product results that is substantially different in basic characteristics or in purpose or utility from its components.</p> <p>iii) The origin of goods and services is distinct from the nationality of the Bidder. <i>In any case, the requirements of Rules 10 & 26 of PPR-14, shall be followed.</i></p>

	iv) For this purpose, the term “Goods” includes any goods that are the subject of this IFB and the term “Services” shall include related services such as insurance, transportation, inspection, installation, commissioning, maintenance etc.
2.1.5 Cost of Bidding	i) The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring Agency named in the Bid Data Sheet, hereinafter referred to as “the Procuring Agency,” will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
2.1.6 One person one Bid	<p>i) As per Rule 36A of Punjab Procurement Rules 2014, a Bidder shall submit only one Bid in the same bidding process, either individually as a Bidder or as a member in a joint venture or any similar arrangement.</p> <p>ii) No Bidder can be a sub-contractor while submitting a Bid individually or as a member of a joint venture in the same Bidding process.</p> <p>iii) A Bidder, if acting in the capacity of sub-contractor in any Bid, shall not submit bid for the same.</p>

2.2. The Bidding Documents

2.2.1 Content of Bidding Documents	<p>i) The goods required, bidding procedures, and contract terms are prescribed in the bidding documents. In addition to the Invitation for Bids, the bidding documents include:</p> <ol style="list-style-type: none"> (a) Instructions to Bidders (ITB) (b) Technical Specifications (c) Bid Data Sheet (d) General Conditions of Contract (GCC) (e) Special Conditions of Contract (SCC) (f) Schedule of Requirements (g) Bid Submission Form (h) Manufacturer’s Authorization Form (if applicable) (i) Bidder Profile Form (j) General Information Form (k) Affidavit (l) Bid Security Form (if bid security as bank guarantee) (m) Technical Bid Form (n) Contract Form (at the time of contract signing) (o) Financial Bid Form/ Price Schedule (p) Performance Guarantee Form or CDR (at the time of contract signing) (q) Draft Integrity Pact (if applicable) (r) Check list/ Table of Contents <p>ii) The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder’s risk and may result in the rejection of its bid.</p> <p>iii) In case of discrepancies between the Invitation to Bid and the Bidding Documents listed in ITB 2.2.1 (i) above, the said Bidding Documents, not in conflict with any provision of PPR-14, will take precedence.</p> <p>iv) The Procuring Agency is not responsible for the completeness of the Bidding Documents and their addenda, if they were not downloaded directly from the Procuring Agency website or website of PPRA. Bidders must ensure that they submit all the required documents indicated in the Bidding Documents without fail on EPADS. Bids received without, undertakings, valid documentary evidence, supporting documents and the manner for the various requirements mentioned in the Bidding Documents or test certificates are liable to be rejected at the initial stage itself. The data sheets, valid documentary evidences for the critical components as detailed hereinafter should be submitted by the Bidder for scrutiny.</p>
2.2.2 Clarification of Bidding Documents	<p>i) A prospective Bidder requiring any clarification of the bidding documents may notify the Procuring Agency through EPADS / Email by email address pd@putrasul.edu.pk. In response to the clarification raised by the bidders, an addendum (if deemed appropriate) will be issued on EPADS,</p>

	<p>provided that such request is received no later than seven (7) days prior to the deadline for submission of applications.</p> <p>ii) The Procuring Agency will within three (3) working days after receiving the request for clarification, respond in writing or in electronic form to any request for clarification provided that such request is received not later than seven (7) days prior to the deadline for the submission of Bids. As prescribed in ITB 2.2.2 (i), above.</p> <p>iii) Copies of the Procuring Agency's response will be uploaded on the website of procuring agency on given date and forwarded to identified Prospective Bidders through an expeditious identified source of communication, e.g. e-mail etc., including a description of the inquiry, but without identifying its source.</p> <p>iv) Should the Procuring Agency deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under ITB 2.2.3.</p> <p>v) If indicated in the BDS, the Bidder's designated representative is invited at the Bidder's cost to attend a pre-Bid meeting at the place, date and time mentioned in the BDS. During this pre-Bid meeting, prospective Bidders may request clarification of the schedule of requirement, the Evaluation Criteria or any other aspects of the Bidding Documents.</p> <p>vi) Minutes of the pre-Bid meeting, if applicable, including the text of the questions asked by Bidders, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be transmitted promptly to all prospective Bidders who have obtained the Bidding Documents. Any modification to the Bidding Documents that may become necessary as a result of the pre-Bid meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to ITB 2.2.3. Non-attendance at the pre-Bid meeting will not be a cause for disqualification of a Bidder.</p>
<p>2.2.3 Amendment of Bidding Documents</p>	<p>i) At any time prior to the deadline for submission of bids,-but not later than three (3) days before the closing date of the submission of Bid, the Procuring Agency, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the bidding documents by amendment through issuance of appropriate addendum on EPADS.</p> <p>ii) Any addendum thus issued shall be part of the Bid Documents pursuant to ITB-2.2.1 hereof and shall be available at EPADS to all bidders of this Bid Documents.</p> <p>iii) In order to allow prospective bidders reasonable time in which to take an addendum into account in preparing their bids, the Procuring Agency, at its discretion, may extend the deadline for the submission of bids as per Rule 29.</p>

2.3. Preparation of Bids

<p>2.3.1 Language of Bid</p>	<p>i) The bid prepared by the bidder, as well as all correspondence and documents relating to the bid exchanged by the bidder and the Procuring Agency shall be in English. Supporting documents and printed literature furnished by the bidder may be accepted in another language provided these are accompanied by an accurate and certified translation of the relevant passages in English by a certified translator. In such a case for the purposes of interpretation of the Bid, the translated version shall prevail.</p>
<p>2.3.2 Bid Form</p>	<p>i) The Bidder shall upload bid form and appropriate price schedule (financial bid) furnished in the bidding documents complete on EPADS, along with relevant all the</p>

	documents as specified in Bidding Data Sheet and Check list. The Bidder shall submit the Bid Document with each page duly signed and stamped by the duly authorized representative of the Bidder.
2.3.3 Bid Prices	<ul style="list-style-type: none"> i) Item wise total price in figures and grand total price, in words and figures should be quoted at the respective columns on Form 8.10. The total quoted price must be inclusive of all applicable taxes and duties as per prevailing Govt. rules, transportation / delivery, and other charges etc. in Pak Rupees. ii) Prices indicated on the bid form shall be delivered duty paid (DDP) prices. This includes all the risks and costs of delivering goods to an agreed-upon location at University of Rasul. This means the seller is responsible for everything, including packaging, documentation, export approval, loading charges, and ultimate delivery at Site including custom clearance, transportation to site, unloading at site and any pre delivery storage. iii) The prices and discounts (if any) quoted by the Bidder in the Financial Bid Form and in the Price Schedules shall conform to the requirements specified below. iv) All items in the Schedule of Supply must be listed and priced/filled separately and will be uploaded on the EPADS. v) The Bidder shall quote any unconditional discounts (if any) and the methodology for their application on EPADS. vi) The Prices quoted in the Price Schedule by the bidder for the goods demanded on the item rate basis Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet. A Bid submitted with an adjustable price quotation will be treated as non-responsive and may be rejected. vii) Price Reasonability Certificate <ul style="list-style-type: none"> (a) Bidder shall certify that prices quoted are not more than prices charged from any Procuring agency in Pakistan during current financial year and in case of any discrepancy, bidder thereby undertakes to refund price charged in excess.
2.3.4 Bid Currencies	<ul style="list-style-type: none"> i) Firm and final prices shall be quoted in Pak Rupees
2.3.5 Documents Establishing Bidder's Eligibility and Qualification	<ul style="list-style-type: none"> i) The Bidder shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualifications to perform the contract if its bid is accepted. ii) The documentary evidence of the Bidder's eligibility to Bid shall establish to the Procuring Agency's satisfaction that the Bidder, at the time of submission of its Bid, is eligible as defined under ITB Clause 2.1.3. iii) The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall establish to the Procuring Agency's satisfaction: <ul style="list-style-type: none"> (a) that the Bidder has the financial, technical, and personnel capability necessary to perform the contract; (b) that, in the case of a Bidder not doing business within Pakistan, the Bidder is or will be (if awarded the contract) represented by an Agent in that 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 (c) that the Bidder meets the qualification criteria listed in the Bid Data Sheet.
2.3.6 Documents Establishing Goods' Eligibility and Conformity to Bidding Documents	<ul style="list-style-type: none"> i) Pursuant to ITB Clause 2.1.4, the Bidder shall upload, as part of its bid, documents establishing the eligibility and conformity to the bidding documents of all goods and services which the Bidder proposes to supply under the contract. ii) Supporting documents in hard form will neither be accepted nor considered. The documentary evidence of the eligibility of the goods and services shall consist of a statement in the Price Schedule/Financial Bid Form of the country of origin of the goods and services offered which shall be confirmed by a Certificate of Origin issued at the time of shipment.

	<p>iii) The documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings, and data, and shall consist of:</p> <p>(a) a detailed description of the essential technical and performance characteristics of the goods;</p> <p>iv) The required documents and other accompanying documents must be in English. In case any other language than English is used, the pertinent translation attested by the embassy in country of manufacturer into English shall be attached to the original version.</p>
2.3.7 Bid Security	<p>i) The Bidder shall furnish, in original before closing, as part of its bid, a bid security in the amount specified in the Bid Data Sheet in favour of Procuring Agency. Failing which result in rejection of bid.</p> <p>ii) Scanned Copy of original bid security shall be attached on EPADS with Bid. Original bid security shall be submitted in the office of Project Director University of Rasul on or before bid submission date and time, failing which bid shall be rejected. The bid security is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture Pursuant to ITB Clause 2.3.8.</p> <p>iii) The bid security shall be in Pak. Rupees and shall be in one of the following forms:</p> <p>(a) Bank guarantee or Call Deposit Receipt (CDR), valid for thirty (30) days beyond the validity of bid.</p> <p>iv) Any bid without bid security or less than the amount as demanded in invitation to bid will be rejected by the Procuring Agency as nonresponsive</p> <p>v) Unsuccessful bidders' bid security will be discharged or returned as promptly as possible but not later than thirty (30) days after the expiration of the period of bid validity prescribed by the Procuring Agency as rule 38(2)(a)(vii) of PPR14.</p> <p>vi) The successful Bidder's bid security will be discharged upon the Bidder signing the contract, and furnishing the performance guarantee.</p> <p>vii) The bid security may be forfeited:</p> <p>(a) if a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or</p> <p>(b) in the case of a successful Bidder, if the Bidder fails:</p> <p>(i) to sign the contract</p> <p>(ii) to furnish performance guarantee</p> <p>(iii) If the blacklisting proceedings under Section-17A of PPRA Act, 2009 read with Rule-21 of PPR-14 are initiated and the bidder is declared blacklisted after due process of law.</p>
2.3.8 Period of Validity of Bids	<p>i) Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid opening prescribed by the Procuring Agency. A bid valid for a shorter period shall be rejected by the Procuring Agency as nonresponsive.</p> <p>ii) In exceptional circumstances, the Procuring Agency may solicit the Bidder's consent to an extension of the period of validity (as per rule-28 of PPR-14). The request and the responses thereto shall be made in writing (or by email). The bid security provided shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder accepting the request will not be required nor permitted to modify its Bid.</p>
2.3.9 Format and Signing of Bid	<p>ii) The Bid should be in a format and in sequence as per check list provided at end.</p> <p>ii) The Bidder shall authorize a person/ persons for signing, submission/ uploading and further correspondence with Procuring Agency on behalf of bidder. Authority letter must be part of bid. However, in case of any issue bidder shall be responsible for all consequences.</p> <p>iii) The Bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person duly authorized to bind the Bidder to the contract. This authorization shall consist of a written confirmation as specified in the BDS and shall be attached to the Bid. The name and position held by each person signing the authorization</p>

	<p>must be typed or printed below the signature. All pages of the Bid, shall be signed and stamped by the authorized person.</p> <p>iv) Any interlineations, erasures & cutting, or overwriting shall be valid only if they are signed and stamped by the person or persons signing the bid.</p>
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2.4. Submission of Bids

2.4.1 Uploading of Bids	<p>i) Bidders are required to upload duly signed and stamped scanned copy of Bid with Financial bid, Bid Security as demanded in advertisement / invitation to bid on EPADS. The bidder shall complete and authenticate his e-bid and upload within time.</p> <p>ii) The bidder shall be allowed to alter or modify his e-bid or proposal before the closing date for submission of e-bid or proposal.</p> <p>iii) In case e-bid or proposal including entries and record submitted on the e-PADS found corrupt, un-readable or contains virus the e-bid or proposal shall be rejected.</p> <p>iv) The bidder shall submit original financial instrument before closing time in addition to uploading scanned copy with bid.</p>
2.4.2 Deadline for Submission of Bids	<p>i) Bids must be uploaded no later than the time and date specified in the Bid Data Sheet. The date, time and venue of pre-bid meeting, if convened, is as stipulated in the Bid Data Sheet.</p> <p>ii) The Procuring Agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents, in which case all rights and obligations of the Procuring Agency and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.</p>
2.4.3 Late Bids	<p>i) Any bid uploaded on EPADS (if possible) after the deadline for submission of bids prescribed by the Procuring Agency will not be entertained.</p> <p>ii) If the bidder submits the original Bid Security after the closing date/time it will be not be accepted and bid will be rejected.</p>
2.4.4 Modification and Withdrawal of Bids	<p>i) The Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Procuring Agency prior to the deadline prescribed for submission of bids.</p> <p>ii) No bid may be modified after the deadline for submission of bids.</p>

2.5. Opening and Evaluation of Bids

2.5.1 E-Opening of Bids by the Procuring Agency	<p>i) The Procuring Agency will download from e-PADS all bids in public, in the presence of bidders or bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders or bidders' representatives who are present shall sign an attendance sheet evidencing their presence.</p> <p>ii) The procuring agency will prepare minutes of the Bid opening. The record of the Bid opening shall include, as a minimum: the name of the Bidder and whether or not there is a withdrawal, substitution or modification, the Bid price if applicable.</p> <p>iii) The procuring agency will evaluate the bid in a manner prescribed as per Criteria & mentioned at BDS, and will reject any proposal which does not conform to these requirements. No amendment in the bid/ proposal shall be permitted during the Evaluation.</p> <p>iv) The Procuring Agency will notify Bidders by uploading the Evaluation Report through EPADS / Email who have been rejected on the grounds of their Bids being substantially non-responsive to the requirements of the Bidding Document.</p> <p>v) Minor oversight, clerical mistakes, other minor inconsistencies that do not alter the substances of the financial bid may be corrected by the Procuring Agency. When correcting computation error in case of discrepancy between a partial amount and the total amount or between the words and figures, the lowest formers will prevail.</p> <p>vi) Item based lowest items shall be accepted for the relevant bidder.</p>
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<p>2.5.2 Confidentiality</p>	<p>i) Information relating to the examination, clarification, evaluation and comparison of Bids and recommendation of contract award shall not be disclosed to Bidders or any other persons not officially concerned with such process until the time of the announcement of the respective evaluation report in accordance with the requirements of rule 37 of PPR-14.</p> <p>ii) Any effort by a Bidder to influence the Procuring Agency processing of Bids or award decisions may result in the rejection of its Bid.</p> <p>iii) Notwithstanding ITB Clause 2.2.2 from the time of Bid opening to the time of contract award, if any Bidder wishes to contact the Procuring Agency on any matter related to the Bidding process, it should do so in writing or in electronic forms that provides record of the content of communication.</p>
<p>2.5.3 Clarification of Bids</p>	<p>i) As per rule 33(2) of PPR-14, during evaluation of the bids, the Procuring Agency may, at its discretion, ask the Bidder for a clarification of its Bid including breakdown of prices to determine its reasonability. The request for clarification and the response shall be in writing or in electronic forms, and no change in the prices or substance of the bid shall be sought, offered, or permitted. Any clarification submitted by a Bidder that is not in response to a request by the Procuring Agency shall not be considered.</p> <p>ii) From the time of Bid opening to the time of Contract award if any Bidder wishes to contact the Procuring Agency on any matter related to the Bid it should do so in writing or in electronic forms that provide record of the content of communication.</p> <p>iii) The alteration or modification in The Bid which in any way affect the following parameters will be considered as a change in the substance of a bid:</p> <ol style="list-style-type: none"> a) Evaluation & qualification criteria; b) Required scope of work or specifications; c) All securities requirements; d) Tax requirements; e) Terms and conditions of bidding documents. f) Change in the ranking of the Bidder
<p>2.5.4 Preliminary Examination</p>	<p>i) The Procuring Agency will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required securities have been furnished, whether the documents have properly been signed, and whether the bids are generally in order. The Procuring Agency may waive any minor discrepancy, nonconformity, or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.</p> <p>ii) Arithmetical errors will be rectified on the following basis.</p> <ol style="list-style-type: none"> a) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Supplier does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. b) If there is a discrepancy between words and figures, the amount in words will prevail. <p>iii) Prior to the detailed evaluation, the Procuring Agency will determine the substantial responsiveness of each bid to the bidding documents, pursuant to ITB Clause 2.5.5. For purposes of these Clauses, a substantially responsive bid is one which most closely conforms to all the terms and conditions of the bidding documents without deviations. Deviations from, or objections or reservations to critical provisions, such as those concerning Bid Security (ITB Clause 2.3.8), Applicable Law (GCC Clause 30), Taxes and Duties (GCC Clause 32) & mandatory Registrations/ Renewals will be deemed to be a material deviation. The Procuring Agency's determination of a Bid's responsiveness is to be based on the contents of the Bid itself without recourse to extrinsic evidence.</p> <p>iv) If a bid is not substantially responsive, it will be rejected by the Procuring Agency and may not subsequently be made responsive by the Bidder by correction of the nonconformity.</p> <p>v) Prior to the detailed evaluation of Bids, the Procuring Agency will determine whether each Bid:</p> <ol style="list-style-type: none"> a) Meets the eligibility criteria defined in ITB 2.1.3 and ITB 2.1.4; b) Has been prepared as per the format and contents defined by the Procuring Agency in the Bidding Documents; c) Has been properly signed;

	<p>d) Is accompanied by the required securities; and</p> <p>e) Is responsive to the requirements of the Bidding Documents.</p> <p>The Procuring Agency's determination of a Bid's responsiveness will be based on the contents of the Bid itself.</p>
2.5.5 Examination of Terms and Conditions; Technical Evaluation	<p>i) The Procuring Agency shall examine the Bid to confirm that all terms and conditions specified in the GCC and the SCC have been accepted by the Bidder without any material deviation or reservation.</p> <p>ii) The Procuring Agency shall evaluate the technical aspects of the Bid submitted to confirm that all requirements specified in Section III-Technical Specifications, Section VII – Schedule of Requirements & Evaluation Criteria as provided in BDS, have been met without material deviation or reservation.</p> <p>iii) If after the examination of the terms and conditions and the technical evaluation, the Procuring Agency determines that the Bid is not responsive in accordance, it shall reject the Bid.</p> <p>iv) The Bidder shall permit the Procuring Agency to inspect the bidder's accounts and records relating to the performance of the Supplies.</p>
2.5.6. Correction of Errors	<p>i) Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: -</p> <p>a) If there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected, unless in the opinion of the Procuring Agency there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected;</p> <p>b) If there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected; and</p> <p>c) Where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.</p> <p>d) Where there is discrepancy between grand total of price schedule and amount mentioned on the Form of Bid, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors.</p> <p>ii) The amount stated in the Bid will, be adjusted by the Procuring Agency in accordance with the above procedure for the correction of errors. The concurrence of the Bidder shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, its Bid will then be rejected, and the Bid Security may be forfeited or the Bid Securing Declaration may be executed in accordance with ITB 2.3.8.</p>
2.5.7 Rejection of Bids	<p>Notwithstanding anything stated in this document, the Procuring Agency may reject any or all bids at any time prior to the acceptance of a bid subject to provision of PPRA Rules. The Procuring Agency may upon request, communicate to a bidder, the grounds for its rejection, but shall not be under obligation to justify those grounds.</p>
2.5.8 Post-Qualification & Evaluation of Bids	<p>i) The determination will take into account the Bidder's experience, Bidder's financial, technical, and production/ supplying capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 2.3.6, as well as such other information required for eligibility/ qualification expressed in BDS as the Procuring Agency deems necessary and appropriate-</p> <p>ii) The Procuring Agency will technically evaluate and compare the bids which have been determined to be substantially responsive, pursuant to ITB Clause 2.5.5, as per Technical Specifications required.</p> <p>iii) The financial evaluation of a Bid will be on the basis of form of Price Schedules/ Financial Bid Form 8.10 to be decided by the Procuring Agency which must include clear cut instruction regarding item wise or package wise evaluation inclusive of prevailing taxes, duties, fees etc.</p> <p>iv) The Procuring Agency's financial evaluation of a bid will be on delivered duty paid (DDP) price inclusive of prevailing taxes and duties. A bid most closely conforming to evaluation criteria and other conditions specified in the bidding documents and having lowest item wise cost will be selected as lowest evaluated bid for those items.</p>

2.5.9 Contacting the Procuring Agency	<ul style="list-style-type: none"> i) Subject to ITB clause 2.5.3, no Bidder shall contact the Procuring Agency on any matter relating to its bid, from the time of the bid opening to the time evaluation report is made public i.e., 10 days before the contract is awarded. If the Bidder wishes to bring additional information or has grievance to the notice of the Procuring Agency, it should do so in writing as PPRA rules. ii) Any direct or indirect effort by a bidding firm to influence the Procuring Agency during the process of selection of a bidder or award of contract may besides rejection of its bid result into its disqualification from participation in the Procuring Agency's future bids.
2.5.10. Grievance Redressal	<ul style="list-style-type: none"> i) As per Rule-67 of PPR-14, Procuring Agency has constituted a Grievance Redressed Committee (GRC) with proper powers and authorization to address the complaints. ii) Any Bidder feeling aggrieved can file its written complaint against the eligibility parameters or any other terms and conditions prescribed in the Bidding documents found contrary to provision of Rule 33, and the same shall be addressed by the Procuring Agency well before the proposal submission deadline. iii) Any party can file its written complaint against the eligibility parameters or any other terms and conditions prescribed in the bidding documents found contrary to provision of Rule 34 and the same shall be addressed by the Procuring Agency well before the proposal submission deadline. iv) Any Bidder feeling aggrieved by any act of the Procuring Agency after the submission of his Bid may lodge a written complaint concerning his grievances not later than ten days after the announcement of the Final evaluation reports. In case of single stage – two envelope bidding procedure any bidder feeling aggrieved from technical evaluation may file a grievance within 5 days of announcement of the technical evaluation report. After completion of the technical evaluation process, the procuring agency shall immediately upload the technical evaluation report on the website of PPRA and Procuring Agency for obtaining/ receiving grievance petitions from the prospective bidders (if any). v) In case, the complaint/grievance is filed after the issuance of the final evaluation report, the complainant cannot raise any objection on technical evaluation of the report. Provided that the complainant may raise the objection on any part of the final evaluation report in case where single stage one envelop bidding procedure is adopted. vi) The GRC shall investigate and decide upon the complaint within fifteen days of the receipt of the complaint. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.

2.6. Award of Contract

2.6.1. Uploading of Evaluation Report & Notification of Award	<ul style="list-style-type: none"> i) Prior to the expiration of the period of bid validity, the Procuring Agency will upload complete evaluation report on e-PADS & on website of Authority. ii) The PA will issue Letter of Intent (LoI) to the successful bidders(s) on E-PADS. The bidder will have to accept the LOI within five (05) days of issuance of letter. iii) Upon the successful Bidder's furnishing of the Performance Guarantee pursuant to ITB Clause 2.6.2 (i), the Procuring Agency will promptly notify each unsuccessful Bidder and will discharge its Bid security, pursuant to ITB Clause 2.3.8 (v).
2.6.2 Performance Guarantee	<ul style="list-style-type: none"> i) Within seven (07) days of the receipt of Letter of Intent, the successful Bidder shall furnish the performance guarantee in accordance with the Conditions of Contract, in the Performance Guarantee Form provided in the bidding documents, or in another form acceptable to the Procuring Agency. ii) Failure of the successful Bidder to comply with the requirement of ITB Clause (i) above or ITB Clause 2.6.3 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security along with other remedies available under PPR-14. After that, the Procuring Agency may decide to award the contract to the next lowest evaluated Bidder, keeping in view the Bid validity time, or call for new Bids keeping in view the concept of value for money as defined under rule-2(ae) read with Principles of Procurement as enunciated in rule-4 of PPR-14.
2.6.3 Signing of Contract/ Issuance of Purchase Order	<ul style="list-style-type: none"> i) At the same time as the Procuring Agency notifies the successful Bidder that its Bid has been accepted, the Procuring Agency will send the Bidder the Contract Form provided in the Bidding documents, incorporating all agreements between the parties. Within seven (07) days of issuance of Letter of Intent the successful Bidder shall sign formal Contract Agreement on stamped paper as per Stamp Act 1899, the cost of which shall be borne by the successful bidder duly stamped.

	<p>ii) At the time of signing of contract, the Procuring Agency reserves the right to hold negotiation on delivery, schedules of any and all items.</p> <p>iii) Negotiations will not be held for substantially altering:</p> <p>a The technical quality or details of the requirement, including the tasks or responsibilities of the bidder or the performance of the goods;</p> <p>b The terms and conditions of the Contract and;</p> <p>c Anything affecting the crucial or deciding factors in the evaluation of the proposals / bid and / or selection of successful Bidder.</p> <p>iv) The procuring agency shall issue purchase order after the receipt of required performance guarantee, as per rule 55 of PPR-14.</p>
2.6.4 Award Criteria	i) Subject to ITB Clause 2.6.2, under rule-55 of PPR-14, the Procuring Agency will award the contract to the successful Bidder whose Bid has been determined to be responsive and has been determined to be the lowest evaluated Bid, provided that the Bidder has been determined to be qualified to perform the contract satisfactorily.
2.6.5. Procuring Agency's Right to Vary Quantities at Time of Award	i) The Procuring Agency reserves the right at the time of contract award to increase or decrease the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions, on the analogy of rule-59 I(iv) of PPR-14 (not more than 15%).
2.6.6 Procuring Agency's Right to Accept or Reject All Bids	<p>i) As per rule 35 of PPR-14, the Procuring Agency reserves the right to accept or reject all bids, and to annul the bidding process at any time prior to contract award, without thereby incurring any liability to the Bidder or bidders or any obligation to inform the bidders of the grounds for the Procuring Agency's action.</p> <p>ii) The Bidders shall be promptly informed about the rejection of the Bids, if any.</p> <p>iii) The Procuring Agency shall upon request communicate to any Bidder, the grounds for its rejection of all Bids or proposals, but shall not be required to justify those grounds.</p>
2.6.7 Re-bidding	i) If the Procuring Agency rejects all the Bids under rule 35, it may proceed with the process of fresh Bidding but before doing that it shall assess the reasons for rejection and may, if necessary, revise specifications, evaluation criteria or any other condition for Bidders.
2.6.8 Corrupt or Fraudulent Practices	<p>i. The Procuring Agency requires that Bidders, Suppliers, and Contractors observe the highest standard of ethics during the procurement and execution of contracts. For the purposes of this provision, the terms set forth below are defined as follows:</p> <p>"Corrupt practices" in respect of procurement process, shall be as given in S-2 (d) of PPRA, Act, 2009:</p> <p>ii) Blacklisting & Debarment: Blacklisted and those found involved in "Corrupt Practices" are not allowed to participate in bidding. Requirements & Procedure for Blacklisting & Debarment will be As per as per S-17A of PPRA, Act, 2009 and <i>rule 21 and sub-rule (6) of rule 21 of PPR-14</i></p>
2.6.9 Verification	i) Procuring agency can verify any or all documents / information submitted by the bidder. In case of bogus documents and wrong information the same would not be considered for evaluation and the bid will be rejected.

Section-III. Technical Specifications

3.1. Technical Specifications

The bidders are required preferably to quote low-price editions, availability in ready stock. The pre-qualified bidders have to quote prices against those books which are available in their stock. Quoting of latest version will be encouraged and preferred. Indian origin books will not be accepted as per Govt. of Pakistan Policy.

Sr #	Title of Book	Author	Edition	Year	Qty
1	Analysis And Design Of Prestressed Concrete *	DI HU	Latest	Latest	2
2	Analysis Of Pavement Structures 2nd/Ed *	DAS	Latest	Latest	2
3	Analytical Approaches For Reinforced Concrete	WU	Latest	Latest	2
4	Building Construction Illustrated 5th/Ed	CHING	Latest	Latest	2
5	Building Theories: Architecture As The Art Of Building *	TRUBIANO	Latest	Latest	2
6	Concrete Permeability And Durability Performance: From Theory To Field Applications *	TORRENT	Latest	Latest	2
7	Construction Planning, Programming And Control 4th/Ed *	COOKE	Latest	Latest	2
8	Dams And Barrages In Focus: Reservations Of Small Federating Units: A Report By Sindh Vision	RAHOOJO	Latest	Latest	2
9	Design Of Shallow And Deep Foundations *	FRANK	Latest	Latest	2
10	Design Of Structural Elements 4th/Ed: Concrete, Steelwork, Masonry And Timber Designs To Eurocodes *	ARYA	Latest	Latest	2
11	Engineering Fluid Mechanics 12th/Ed	ELGER	Latest	Latest	2
12	Engineering Geology: Rock In Engineering Construction	GOODMAN	Latest	Latest	2
13	Engineering Of Foundations, Slopes And Retaining Structures *	SALGADO	Latest	Latest	2
14	Experiments In Hydraulics And Hydraulic Machines: Theory And Procedures (With Cd-Rom)..Ind/Ed	PRAKASH	Latest	Latest	2
15	Foundations Of Engineering Geology 3rd/Ed	WALTHAM	Latest	Latest	2
16	Fundamentals Of Wastewater Treatment And Engineering 2nd/Ed *	RIFFAT	Latest	Latest	2
17	Guide To Fluid Mechanics *	WANG	Latest	Latest	2
18	Handbook Of Irrigation System Selection For Semi-Arid Regions *	ALBAJI	Latest	Latest	2
19	Highway Planning, Survey, And Design *	AL-KHATEEB	Latest	Latest	2
20	Hydraulic & Hydrologic Engineering: Fundamentals And Applications *	SAMANI	Latest	Latest	2
21	Hydrology: An Introduction 2nd/Ed *	BRUTSAERT	Latest	Latest	2
22	Introduction To Structural Analysis *	PODDER	Latest	Latest	2
23	Introduction To Water Engineering, Hydrology And Irrigation *	ALBAJI	Latest	Latest	2
24	Irrigation And Hydraulic Structures: Theory-Design-Practice 5th/Ed (Ind/Ed)	IQBAL ALI	Latest	Latest	2
25	Irrigation Engineering: Principles Processes Procedures, Design, And Management *	SINGH	Latest	Latest	2
26	Practical Design Of Reinforced Concrete Structures (Ind/Ed)	GHOSH	Latest	Latest	2
27	Prestressed Concrete Design (Lpe)	NAGARAJAN	Latest	Latest	2
28	Principles Of Highway Engineering And Traffic Analysis 7th/Ed	MANNERING	Latest	Latest	2
29	Problems In Hydraulics And Fluid Mechanics	LONGO	Latest	Latest	2
30	Professional Ethics In Construction And Engineering *	CHALLENGER	Latest	Latest	2
31	Scientific Writings	DURRANI	Latest	Latest	2
32	Survey And Assessment Of Traditionally Constructed Brickwork *	JENKINS	Latest	Latest	2
33	Traffic And Pavement Engineering *	AL-KHATEEB	Latest	Latest	2
34	Understanding Fidic: The Rainbow Suite	HUGHES	Latest	Latest	2
35	Water Resources: Crisis, Contamination And Management *	TIWARI	Latest	Latest	2
36	Introduction To Estimating for Construction	Brian Greenhalgh	Latest	Latest	2
37	Engineering Drawing	Prof PJ Shah	Latest	Latest	5
38	Civil Engineering Materials	Nagaratnam Sivakugan	Latest	Latest	5
39	The Fundamentals Of Architecture	Lorraine Farrelly	Latest	Latest	5
40	Mechanics Of Solids	Abdul Mubeen	Latest	Latest	5
41	Strength Of Materials	S S Rattan	Latest	Latest	5
42	Traffic & Highway Engineering	Nicholas J. Garber & Lester A. Hoel	Latest	Latest	5
43	Construction Technology	Subir K Sarkar,Subhajit Saraswati	Latest	Latest	5
44	Design Of Steel Structures	S K Duggal	Latest	Latest	5
45	Theory Of Structures	G S Pandit S P Gupta	Latest	Latest	5
46	Structural Analysis	T S Thandavamoorthy	Latest	Latest	5
47	Advanced Soil Mechanics	Braja M Das	Latest	Latest	5
48	Principles Of Geotechnical Engineering	Braja M Das	Latest	Latest	5
49	Earthquake Resistant Design Of Building	Mehmet E Uz And Muhammad N S Hadi	Latest	Latest	3
50	Bridge Engineering	S Ponnuswamy	Latest	Latest	5
51	A Text Book Of Geology General And Engineering	K M Bangar	Latest	Latest	5

52	Engineering Geology	S K Duggal And H K Pandey	Latest	Latest	5
53	Environmental Engineering	N N Basak	Latest	Latest	5
54	3d Modeling And Animation: A Primer *	Chandramouli M	Latest	Latest	2
55	A+ Guide To Software Managing Maintaining, And Troubleshooting 9th/Ed	Andrews J	Latest	Latest	2
56	Ai For Communication *	Gunkel D J	Latest	Latest	2
57	Applied Machine Learning And Ai For Engineers: Solve Business Problems That Can't Be Solved Algorithm	Prosize J	Latest	Latest	2
58	Artificial Intelligence And Internet Of Things In Smart Farming *	Abdel-Basset M	Latest	Latest	2
59	Artificial Intelligence: An Introduction To The Big Ideas And Their Development 2nd/Ed *	Chen R H	Latest	Latest	2
60	Artificial Intelligence: Structures & Strategies For Complex Problem Solving 5th/Ed (Lpe)	Luger G F	Latest	Latest	2
61	Business Intelligence, Analytics, Data Science, And Ai 5th/Ed ~ *	Sharda R	Latest	Latest	2
62	Cloud And For Computing Platforms For Internet Of Things *	Bhambri P	Latest	Latest	2
63	Computer Vision And Internet Of Things: Technologies And Applications *	Sharma L	Latest	Latest	2
64	Dvd Studio Pro 4: The Complete Guide To Dvd Authoring With Macintosh (With Cd-	Nazarian B C	Latest	Latest	2
65	Effective Machine Learning Teams: Best Practices For Ml Practitioners *	Tan D	Latest	Latest	2
66	Effective Typescript: 83 Specific Ways To Improve Your Typescript 2nd/Ed *	Vanderkam D	Latest	Latest	2
67	Elementary Statistics Looking At The Big Picture (Ie)	Pfenning N	Latest	Latest	2
68	Encyclopedia Of Biometrics (2 Vols Set)	Li S Z	Latest	Latest	2
69	Encyclopedia Of Science And Technology ^	Trefil J	Latest	Latest	2
70	Essential Matlab For Engineers And Scientists 8th/Ed *	Valentine D T	Latest	Latest	2
71	Essentials Of Modern Business Statistics With Microsoft Excel	Anderson D R	Latest	Latest	2
72	Excel 2013 For Business Statistics: A Guide To Solving Practical Problems	Quirk T J	Latest	Latest	2
73	Exploratory Data Analysis Using R	Pearson R K	Latest	Latest	2
74	Exploring Operations Research With R *	Duggan J	Latest	Latest	2
75	File Interchange Handbook For Images Audio And Metadata	Gilmer B	Latest	Latest	2
76	Financial Data Analytics With R: Monte-Carlo Validation *	Chen J K	Latest	Latest	2
77	Fluent Python: Clear, Concise, And Effective Programming 2nd/Ed *	Ramalho L	Latest	Latest	2
78	Foundations Of Artificial Intelligence And Robotics: Volume 1 A Holistic View *	Chun W	Latest	Latest	2
79	Foundations Of Programming Languages 2nd/Ed	Lee K D	Latest	Latest	2
80	Fundamentals Of Database Management Systems 3rd/Ed *	Gillenson M L	Latest	Latest	2
81	Future Of Human-Computer Integration: Industry 5.0 Technology, Tools, And Algorithms *	Katuk N	Latest	Latest	2
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1484	SELF COMPASSION: STOP BEATING YOURSELF UP AND LEAVE INSECURITY BEHIND	KRISTIN NEFF	Latest	Latest	1
1485	COSY: THE BRITISH ART OF COMFORT	LAURA WEIR	Latest	Latest	1
1486	GET EVERYTHING DONE	MARK FORSTER	Latest	Latest	1
1487	WHAT MATTERS: REFLECTIONS ON IMPORTANT THINGS IN LIFE	MARY KENNEDY	Latest	Latest	1
1488	THE LAW OF CONNECTION: THE SCIENCE OF CREATING IDEAL PERSONAL AND PROFESSIONAL RELATIONSHIPS	MICHAEL LOSIER	Latest	Latest	1
1489	THE ART OF DISCARDING: HOW TO GET RID OF CLUTTER AND FIND JOY	NAGISA TATSUMI	Latest	Latest	1
1490	THE ART OF DISCARDING: HOW TO GET RID OF CLUTTER AND FIND JOY	NAGISA TATSUMI	Latest	Latest	1
1491	KINDFULNESS: BE A TRUE FRIEND TO YOURSELF	PADRAIG O'MORAIN	Latest	Latest	1
1492	KINDFULNESS: BE A TRUE FRIEND TO YOURSELF WITH MINDFUL SELF- COMPASSION	PADRAIG O'MORAIN	Latest	Latest	1
1493	MINDFULNESS ON THE GO: PEACE IN YOUR POCKET	PADRAIG O'MORAIN	Latest	Latest	1
1494	THE WISDOM OF GROUNDHOG DAY: HOW TO IMPROVE YOUR LIFE ONE DAY AT A TIME	PAUL HANNAM	Latest	Latest	1
1495	THE INNER FIX: BE STRONGER, HAPPIER AND BRAVER	PERSIA LAWSON	Latest	Latest	1
1496	THE ESSENTIAL DALAI LAMA	RAJIV MEHROTRA	Latest	Latest	1
1497	THE ART OF THINKING CLEARLY	ROLF DOBELLI	Latest	Latest	1
1498	SANE NEW WORLD: TAMING THE MIND	RUBY WAX	Latest	Latest	1
1499	A RADICAL AWAKENING: TURN PAIN INTO POWER, EMBRACE YOUR TRUTH, LIVE FREE	SHEFALI TSABARY	Latest	Latest	1
1500	HOW TO HOLD A GRUDGE: FROM RESENTMENT TO CONTENTMENT-THE POWER OF GRUDGES TO TRANSFORM YOIUR LIFE	SOPHIE HANNAH	Latest	Latest	1
1501	HOW TO HOLD A GRUDGE: FROM RESENTMENT TO CONTENTMENT-THE POWER OF GRUDGES TO TRANSFORM YOUR LIFE	SOPHIE HANNAH	Latest	Latest	1

1502	LIFE IS HUGE: THE WIT AND WISDOM OF SUSAN JEFFERS	SUSAN JEFFERS	Latest	Latest	1
1503	BE THE BEST, BEST MAN AND MAKE A STUNNING SPEECH	PHILLIP KHAN-PANNI	Latest	Latest	1
1504	101 TINY CHANGES TO BRIGHTEN YOUR DAY	AILBHE MALONE	Latest	Latest	1
1505	BODY LANGUAGE: THE SIGNALS YOU DON'T KNOW YOU'RE SENDING AND HOW TO MASTER THEM...	GLENN WILSON	Latest	Latest	1
1506	RELAXATION: THE COMPLETE MANUAL FOR A CALM AND HEALTHY LIFE	IGLOO BOOKS	Latest	Latest	1
1507	HOW TO SURVIVE THE END OF THE WORLD: WHEN IT'S IN YOUR OWN HEAD	AARON GILLIES	Latest	Latest	1
1508	BAD CHOICES: HOW ALGORITHMS CAN HELP YOU THINK SMARTER AND LIVE HAPPIER	ALI ALMOSSAWI	Latest	Latest	1
1509	HAPPINESS: YOUR ROUTE MAP TO INNER JOY	ANDY COPE	Latest	Latest	1
1510	THE LITTLE BOOK OF EMOTIONAL INTELLIGENCE: HOW TO FLOURISH IN A CRAZY WORLD	ANDY COPE	Latest	Latest	1
1511	THE MINDFULNESS PLAYBOOK: HOW TO BRING CALM AND HAPPINESS INTO YOUR DAILY LIFE	BARBARA MARIPOSA	Latest	Latest	1
1512	THE MINDFULNESS PLAYBOOK: HOW TO BRING CALM AND HAPPINESS INTO YOUR DAILY LIFE	BARBARA MARIPOSA	Latest	Latest	1
1513	THE TIBETAN ART OF POSITIVE THINKING: SKILFUL THOUGHTS FOR SUCCESSFUL LIVING	CHRISTOPHER HANSARD	Latest	Latest	1
1514	THE ART OF HAPPINESS AT WORK	DALAI LAMA	Latest	Latest	1
1515	THE ESSENTIAL DALAI LAMA	DALAI LAMA	Latest	Latest	1
1516	THE BEATING SHYNESS WORKBOOK: A PRACTICAL WAY TO GAIN CONFIDENCE AND FEEL BETTER	DENA MICHELLI	Latest	Latest	1
1517	SIMPLE RULES: HOW TO SUCCEED IN A COMPLEX WORLD	DONALD SULL	Latest	Latest	1
1518	THE WONDERFUL WEEKEND BOOK: RECLAIM LIFE'S SIMPLE PLEASURES	ELSPETH THOMPSON	Latest	Latest	1
1519	LEAP YEAR: HOW TO MAKE BIG DECISIONS BE MORE RESILIENT AND CHANGE YOUR LIFE FOR GOOD	HELEN RUSSELL	Latest	Latest	1
1520	BADASS HABITS: CULTIVATE THE AWARENESS, BOUNDARIES, AND DAILY UPGRADES YOU NEED TO MAKE THEM STICK	JEN SINCERO	Latest	Latest	1
1521	50 SELF-HELP CLASSICS: 50 INSPIRATIONAL BOOKS TO TRANSFORM YOUR LIFE	TOM BUTLER-BOWDON	Latest	Latest	1
1522	50 SELF-HELP CLASSICS: THE GREATEST BOOKS DISTILLED	TOM BUTLER-BOWDON	Latest	Latest	1
1523	ULTIMATE ENERGY: HOW TO GET FROM TIRED TO INSPIRED	TRICIA WOOLFREY	Latest	Latest	1
1524	BOOKS FOR LIVING: A READER'S GUIDE TO LIFE	WILL SCHWALBE	Latest	Latest	1
1525	BOOKS FOR LIVING: A READER'S GUIDE TO LIFE	WILL SCHWALBE	Latest	Latest	1
1526	BOOKS FOR LIVING: A READER'S GUIDE TO LIFE	WILL SCHWALBE	Latest	Latest	1
1527	WONDER GIRLS: SUCCESS STORIES OF MILLENNIALS WHO FOUGHT TO DO IT THEIR WAY	VARSHA ADUSUMILLI	Latest	Latest	1
1528	LIFE HACKS: UNCOMMON SOLUTIONS TO COMMON PROBLEMS	ANNABEL STAFF	Latest	Latest	1
1529	THE CREATIVE NUDGE: SIMPLE STEPS TO HELP YOU THINK DIFFERENTLY	KEVIN CHESTERS	Latest	Latest	1
1530	THE ALMANACK OF NAVAL RAVIKANT: A GUIDE TO WEALTH AND HAPPINESS	ERIC JORGENSON	Latest	Latest	1
1531	DARE TO BE YOU	SHAHZAD MALIK	Latest	Latest	1
1532	BE	BAHRIYE GOREN-GULEK	Latest	Latest	1
1533	LETTERS FROM MOTHERLESS DAUGHTERS: WORDS OF COURAGE, GRIEF, AND HEALING	HOPE EDELMAN	Latest	Latest	1
1534	MAKING HABITS, BREAKING HABITS: WHY WE DO THINGS, WHY WE DON'T, AND HOW TO MAKE ANY CHANGE STICK	JERMY DEAN	Latest	Latest	1
1535	THINK YOURSELF GORGEOUS: HOW TO FEEL GOOD-INSIDE AND OUT	ANITA NAIK	Latest	Latest	1
1536	THE FUTURE IS YOURS: INTRODUCING FUTURE LIFE PROGRESSION - THE DYNAMIC TECHNIQUE THAT REVEALS YOUR DESTINY	ANNE JIRSCH	Latest	Latest	1
1537	CALM CHRISTMAS AND A HAPPY NEW YEAR: A LITTLE BOOK OF FESTIVE JOY	BETH KEMPTON	Latest	Latest	1
1538	THE WAY OF THE FEARLESS WRITER: ANCIENT EASTERN WISDOM FOR A FLOURISHING WRITING LIFE	BETH KEMPTON	Latest	Latest	1
1539	WABI SABI: JAPANESE WISDOM FOR A PERFECTLY IMPERFECT LIFE	BETH KEMPTON	Latest	Latest	1

1540	AGE IS JUST A NUMBER: WHAT A 97 YEAR OLD RECORD BREAKER CAN TEACH US ABOUT GROWING OLDER	CHARLES EUGSTER	Latest	Latest	1
1541	OVERCOMING INSOMNIA AND SLEEP PROBLEMS: A SELF-HELP GUIDE USING COGNITIVE BEHAVIOURAL TECHNIQUES	COLIN A. ESPIE	Latest	Latest	1
1542	MANY LIVES, MANY MASTERS	DR BRIAN WEISS	Latest	Latest	1
1543	FEEL GOOD 101: THE OUTSIDERS' GUIDE TO A HAPPIER LIFE	EMMA BLACKERY	Latest	Latest	1
1544	THE HAPPINESS TRACK: HOW TO APPLY THE SCIENCE OF HAPPINESS TO ACCELERATE YOUR SUCCESS	EMMA SEPPALA	Latest	Latest	1
1545	GUIDANCE FROM THE GREATEST: WHAT THE WORLD WAR TWO GENERATION CAN TEACH US ABOUT HOW WE LIVE OUR LIVES	GAVIN MORTIMER	Latest	Latest	1
1546	THE ORGANISED TIME TECHNIQUE: HOW TO GET YOUR LIFE RUNNING LIKE CLOCKWORK	GEMMA BRAY	Latest	Latest	1
1548	10 MINDFUL MINUTES: GIVING OUR CHILDREN - AND OURSELVES - THE SKILLS TO REDUCE STRESS AND ANXIETY FOR HEALTHIER, HAPPIER LIVES	GOLDIE HAWN	Latest	Latest	1
1549	THE CLARITY CLEANSE: 12 STEPS TO FINDING RENEWED ENERGY, SPIRITUAL FULFILMENT AND EMOTIONAL HEALING	HABIB SADEGHI	Latest	Latest	1
1550	VERY GOOD LIVES: THE FRINGE BENEFITS OF FAILURE AND THE IMPORTANCE OF IMAGINATION	J.K. ROWLING	Latest	Latest	1
1551	A BRIEF GUIDE TO SELF-HELP CLASSICS	JAMES M. RUSSELL	Latest	Latest	1
1552	SUPER SURVIVORS: SUPERHERO THERAPY FOR FACING DISASTER- RELATED TRAUMA	JANINA SCARLET	Latest	Latest	1
1553	HOME COMING: RECLAIMING & CHAMPIONING YOUR INNER CHILD	JOHN BRADSHAW	Latest	Latest	1
1554	MINDFULNESS FOR ALL: THE WISDOM TO TRANSFORM THE WORLD	JON KABAT-ZINN	Latest	Latest	1
1555	TEN THINGS VIDEO GAMES CAN TEACH US: ABOUT LIFE, PHILOSOPHY AND EVERYTHING	JORDAN ERICA WEBBER	Latest	Latest	1
1556	CREATING SACRED SPACE WITH FENG SHUI	KAREN KINGSTON	Latest	Latest	1
1557	THE BIG FAT BITCH BOOK FOR GIRLS	KATE FIGES	Latest	Latest	1
1558	THE WEEKEND EFFECT: THE LIFE-CHANGING BENEFITS OF TAKING TWO DAYS OFF	KATRINA ONSTAD	Latest	Latest	1
1559	MINDFULNESS: A PRACTICAL GUIDE TO FINDING PEACE IN A FRANTIC WORLD (WITH CD)	MARK WILLIAMS	Latest	Latest	1
1560	NIKSEN: EMBRACING THE DUTCH ART OF DOING NOTHING	OLGA MECKING	Latest	Latest	1
1561	OVERCOMING DEPRESSION: TALKS WITH YOUR THERAPIST (OVERCOMING AUDIO CDS)	PAUL GILBERT	Latest	Latest	1
1562	THE COMPASSIONATE MIND: HOW TO USE COMPASSION TO DEVELOP HAPPINESS, SELF-ACCEPTANCE AND WELL-BEING	PAUL GILBERT	Latest	Latest	1
1563	HOW WE CHANGE: (AND TEN REASONS WHY WE DON'T)	ROSS ELLENHORN	Latest	Latest	1
1564	GET YOUR SH!T TOGETHER: YOUR PRESCRIPTION FOR A SIMPLER LIFE	RUTH FIELD	Latest	Latest	1
1565	THE POWER OF GEMS AND CRYSTALS: HOW THEY CAN TRANSFORM YOUR LIFE	SOOZI HOLBECHE	Latest	Latest	1
1566	LOVE LIFE, LIVE LIFE: HOW TO HAVE HAPPINESS AND SUCCESS BEYOND YOUR WILDEST EXPECTATIONS	SUE STONE	Latest	Latest	1
1567	MESSY: HOW TO BE CREATIVE AND RESILIENT IN A TIDY-MINDED WORLD	TIM HARFORD	Latest	Latest	1
1568	MESSY: HOW TO BE CREATIVE AND RESILIENT IN A TIDY-MINDED WORLD	TIM HARFORD	Latest	Latest	1
1569	7 LAWS OF HIGHEST PROSPERITY: MAKING YOUR LIFE COUNT FOR WHAT REALLY COUNTS	CECIL O. KEMP	Latest	Latest	1
1570	BODY LANGUAGE QUICK AND EASY	RICHARD WEBSTER	Latest	Latest	1
1571	BE	A.C. PING	Latest	Latest	1
1572	BREATHING SPACE: LIVING AND WORKING AT A COMFORTABLE PACE IN A SPED-UP SOCIETY	JEFF DAVIDSON	Latest	Latest	1
1573	NAVIGATING THE FUTURE: A PERSONAL GUIDE TO ACHIEVING SUCCESS IN THE NEW MILLENNIUM	MIKELA TARLOW	Latest	Latest	1
1574	LA VIDA RICA: THE LATINA'S GUIDE TO SUCCESS	YRMA RICO	Latest	Latest	1
1575	HOW TO THINK LIKE CHURCHILL	DANIEL SMITH	Latest	Latest	1
1576	HOW TO THINK LIKE STEPHEN HAWKING	DANIEL SMITH	Latest	Latest	1
1577	ANTI-STRESS PUZZLES: REFOCUS YOUR THOUGHTS AND REVIVE YOUR MIND	GARETH MOORE	Latest	Latest	1
1578	MEMORY COACH: TRAIN AND SUSTAIN A MEGA-MEMORY IN 40 DAYS	GARETH MOORE	Latest	Latest	1

1579	LATTE OR CAPPUCCINO: 125 DECISIONS THAT WILL CHANGE YOUR LIFE	HILLY JANES	Latest	Latest	1
1580	THE MUMS' BOOK OF GLAMOUR: HOW TO BE FABULOUS	VEENA BHAIRO-SMITH	Latest	Latest	1
1581	THE MAGICAL APPROACH: SETH SPEAKS ABOUT THE ART OF CREATIVE LIVING (A SETH BOOK)	JANE ROBERTS	Latest	Latest	1
1582	FULLY ENGAGED: USING THE PRACTICING MIND IN DAILY LIFE	THOMAS M. STERNER	Latest	Latest	1
1583	LITERARY FIRST AID KIT: WORDS FOR EVERYDAY DILEMMAS, DECISIONS AND EMERGENCIES	ABBIE HEADON	Latest	Latest	1
1584	HOW TO LIVE A CONFIDENT LIFE	BOUNTY BOOKS	Latest	Latest	1
1585	HOW TO LIVE A MINDFUL LIFE: ONE HUNDRED WAYS TO A CENTRED LIFE	BOUNTY BOOKS	Latest	Latest	1
1586	THE UNEXPECTED JOY OF BEING SOBER: DISCOVERING A HAPPY, HEALTHY, WEALTHY ALCOHOL-FREE LIFE	CATHERINE GRAY	Latest	Latest	1
1587	CRYSTALS FOR EVERYDAY LIVING: DISCOVER HOW TO TRANSFORM YOUR LIFE THROUGH THE POWER OF CRYSTALS	CHRISTINA RODENBECK	Latest	Latest	1
1588	YOUR PACE OR MINE: WHAT RUNNING TAUGHT ME ABOUT LIFE, LAUGHTER AND COMING LAST	LISA JACKSON	Latest	Latest	1
1589	JOURNEY INTO MINDFULNESS: GENTLE WAYS TO LET GO OF STRESS AND LIVE IN THE MOMENT	PATRIZIA COLLARD	Latest	Latest	1
1590	MINDFULNESS FOR EVERY DAY	YVETTE JANE	Latest	Latest	1
1591	DRUNK TANK PINK: THE SUBCONSCIOUS FORCES THAT SHAPE HOW WE THINK, FEEL, AND BEHAVE	ADAM ALTER	Latest	Latest	1
1592	THE ANSWER: HOW TO TAKE CHARGE OF YOUR LIFE & BECOME THE PERSON YOU WANT TO BE	ALLAN PEASE	Latest	Latest	1
1593	WHY MEN DON'T HAVE A CLUE AND WOMEN ALWAYS NEED MORE SHOES	ALLAN PEASE	Latest	Latest	1
1594	PRESENCE: BRINGING YOUR BOLDEST SELF TO YOUR BIGGEST CHALLENGES	AMY CUDDY	Latest	Latest	1
1595	YOU DESERVE BETTER: AN IMPERFECT GUIDE TO FINDING YOUR HAPPINESS	ANNE-MARIE	Latest	Latest	1
1596	HOW TO BREAK UP WITH YOUR PHONE: THE 30-DAY PLAN TO TAKE BACK YOUR LIFE	CATHERINE PRICE	Latest	Latest	1
1597	MOVING FORWARD: TAKING THE LEAD IN YOUR LIFE	DAVE PELZER	Latest	Latest	1
1598	C'EST LA VIE: THE FRENCH ART OF LETTING GO	FABRICE MIDAL	Latest	Latest	1
1599	HAPPY: FINDING JOY IN EVERY DAY AND LETTING GO OF PERFECT	FEARNE COTTON	Latest	Latest	1
1600	SPEAK YOUR TRUTH: CONNECTING WITH YOUR INNER TRUTH AND LEARNING TO FIND YOUR VOICE	FEARNE COTTON	Latest	Latest	1
1601	HOW TO THINK LIKE A FISH: AND OTHER LESSONS FROM A LIFETIME IN ANGLING	JEREMY WADE	Latest	Latest	1
1602	MY FATHER'S WAKE: HOW THE IRISH TEACH US TO LIVE, LOVE AND DIE	KEVIN TOOLIS	Latest	Latest	1
1603	MY FATHER'S WAKE: HOW THE IRISH TEACH US TO LIVE, LOVE AND DIE	KEVIN TOOLIS	Latest	Latest	1
1604	HOW TO DO THE WORK: RECOGNISE YOUR PATTERNS, HEAL FROM YOUR PAST, AND CREATE YOUR SELF	NICOLE LEPERA	Latest	Latest	1
1605	HOW TO MEET YOUR SELF: THE WORKBOOK FOR SELF-DISCOVERY	NICOLE LEPERA	Latest	Latest	1
1606	THE 50 THINGS: LESSONS FOR WHEN YOU FEEL LOST, LOVE DAD	PETER DUNNE	Latest	Latest	1
1607	THE SMALL PLEASURES OF LIFE: THE FRENCH ART OF LIVING A GOOD LIFE	PHILIPPE DELERM	Latest	Latest	1
1608	BEST KNICKERS ALWAYS: 50 LESSONS FOR MIDLIFE	REBECCA PERKINS	Latest	Latest	1
1609	HOW TO QUIT SMOKING: THE ULTIMATE SMOKEFREE FORMULA	ROBERT WEST	Latest	Latest	1
1610	MINDFUL DRINKING: HOW CUTTING DOWN CAN CHANGE YOUR LIFE	ROSAMUND DEAN	Latest	Latest	1
1611	MINDFUL DRINKING: HOW CUTTING DOWN CAN CHANGE YOUR LIFE	ROSAMUND DEAN	Latest	Latest	1
1612	THE ART OF CREATIVITY	SUSIE PEARL	Latest	Latest	1
1613	O'S LITTLE GUIDE TO FINDING YOUR TRUE PURPOSE	MACMILLAN	Latest	Latest	1
1614	HOW TO AGE	ANNE KARPFF	Latest	Latest	1
1615	SNARK: IT'S MEAN, IT'S PERSONAL, AND IT'S DESTROYING OUR CONVERSATION	DAVID DENBY	Latest	Latest	1
1616	HELP THEM BEAT THE BOOZE: HOW TO SURVIVE LIFE WITH A PROBLEM DRINKER	EDMUND TIRBUTT	Latest	Latest	1
1617	LOST AT SEA: THE JON RONSON MYSTERIES	JON RONSON	Latest	Latest	1

1618	BE A TRIANGLE: HOW I WENT FROM BEING LOST TO GETTING MY LIFE INTO SHAPE	LILLY SINGH	Latest	Latest	1
1619	O'S LITTLE BOOK OF HAPPINESS	MACMILLAN	Latest	Latest	1
1620	O'S LITTLE BOOK OF LOVE AND FRIENDSHIP	MACMILLAN	Latest	Latest	1
1621	PLATONIC: HOW UNDERSTANDING YOUR ATTACHMENT STYLE CAN HELP YOU MAKE AND KEEP FRIENDS	MARISA G. FRANCO	Latest	Latest	1
1622	DAILY RITUALS: HOW GREAT MINDS MAKE TIME, FIND INSPIRATION, AND GET TO WORK	MASON CURREY	Latest	Latest	1
1623	SOLVE FOR HAPPY:ENGINEER YOUR PATH TO JOY	MO GAWDAT	Latest	Latest	1
1624	THE PATH MADE CLEAR:DISCOVERING YOUR LIFE'S DIRECTION AND PURPOSE	OPRAH WINFREY	Latest	Latest	1
1625	59 SECONDS: THINK A LITTLE, CHANGE A LOT	RICHARD WISEMAN	Latest	Latest	1
1626	I IS FOR INFLUENCE: THE NEW SCIENCE OF PERSUASION	ROB YEUNG	Latest	Latest	1
1627	THE KINDNESS METHOD: CHANGING HABITS FOR GOOD	SHAHROO IZADI	Latest	Latest	1
1628	O'S LITTLE BOOK OF CALM AND COMFORT (O'S LITTLE BOOKS/GUIDES)	THE EDITORS OF O THE OPRAH MAGAZINE	Latest	Latest	1
1629	HOW TO THRIVE IN THE DIGITAL AGE	TOM CHATFIELD	Latest	Latest	1
1630	THINKING 101: LESSONS ON HOW TO TRANSFORM YOUR THINKING AND YOUR LIFE	WOO-KYOUNG AHN	Latest	Latest	1
1631	THE HEADSPACE GUIDE TO MEDITATION & MINDFULNESS	ANDY PUDDICOMBE	Latest	Latest	1
1632	BEING MORTAL: MEDICINE AND WHAT MATTERS IN THE END	ATUL GAWANDE	Latest	Latest	1
1633	THE CHECKLIST MANIFESTO:HOW TO GET THINGS RIGHT	ATUL GAWANDE	Latest	Latest	1
1634	JOY: THE HAPPINESS THAT COMES FROM WITHIN	OSHO	Latest	Latest	1
1635	TRUST: LIVING SPONTANEOUSLY AND EMBRACING LIFE	OSHO	Latest	Latest	1
1636	THE CHARISMA EFFECT: HOW TO MAKE A POWERFUL AND LASTING IMPRESSION	ANDREW LEIGH	Latest	Latest	1
1637	WHAT SHAMU TAUGHT ME ABOUT LIFE, LOVE, AND MARRIAGE	AMY SUTHERLAND	Latest	Latest	1
1638	RADICAL HONESTY: HOW TO TRANSFORM YOUR LIFE BY TELLING THE TRUTH	BRAD BLANTON	Latest	Latest	1
1639	BASIC BLACK: THE ESSENTIAL GUIDE FOR GETTING AHEAD AT WORK (AND IN LIFE)	CATHIE BLACK	Latest	Latest	1
1640	THINKING BODY, DANCING MIND: TAOSPORTS FOR EXTRAORDINARY PERFORMANCE IN ATHLETICS, BUSINESS, AND LIFE	CHUNGLIANG AL HUANG	Latest	Latest	1
1641	A PROFOUND MIND: CULTIVATING WISDOM IN EVERYDAY LIFE	DALAI LAMA	Latest	Latest	1
1642	EVEN EAGLES NEED A PUSH: LEARNING TO SOAR IN A CHANGING WORLD	DAVID MCNALLY	Latest	Latest	1
1643	AGING WITH GRACE: WHAT THE NUN STUDY TEACHES US ABOUT LEADING LONGER, HEALTHIER, AND MORE MEANINGFUL LIVES	DAVID SNOWDON, PH.D.	Latest	Latest	1
1644	FIGHT YOUR FEAR AND WIN: SEVEN SKILLS FOR PERFORMING YOUR BEST UNDER PRESSURE--AT WORK, IN SPORTS, ON STAGE	DON GREENE	Latest	Latest	1
1645	STRESS MANAGEMENT: A COMPREHENSIVE GUIDE TO WELLNESS	EDWARD A. CHARLESWORTH	Latest	Latest	1
1646	WHAT I KNOW NOW: LETTERS TO MY YOUNGER SELF	ELLYN SPRAGINS	Latest	Latest	1
1647	INSTANT EMOTIONAL HEALING: ACUPRESSURE FOR THE EMOTIONS	GEORGE J. PRATT	Latest	Latest	1
1648	CONQUERING FEAR: LIVING BOLDLY IN AN UNCERTAIN WORLD	HAROLD S. KUSHNER	Latest	Latest	1
1649	THE MEMORY BOOK: THE CLASSIC GUIDE TO IMPROVING YOUR MEMORY AT WORK, AT SCHOOL, AND AT PLAY	HARRY LORAYNE	Latest	Latest	1
1650	YOU SAY MORE THAN YOU THINK: USE THE NEW BODY LANGUAGE TO GET WHAT YOU WANT!, THE 7-DAY PLAN	JANINE DRIVER	Latest	Latest	1
1651	WELLTH: HOW TO BUILD A LIFE, NOT A RESUME	JASON WACHOB	Latest	Latest	1
1652	FIND YOUR PEOPLE: BUILDING DEEP COMMUNITY IN A LONELY WORLD	JENNIE ALLEN	Latest	Latest	1
1653	THE ARTIST'S WAY: 25TH ANNIVERSARY EDITION	JULIA CAMERON	Latest	Latest	1
1654	THE RESILIENCE FACTOR	KAREN REIVICH	Latest	Latest	1
1655	THE MAGIC LAMP: GOAL SETTING FOR PEOPLE WHO HATE SETTING GOALS	KEITH ELLIS	Latest	Latest	1
1656	TRANQUILITY BY TUESDAY: 9 WAYS TO CALM THE CHAOS AND MAKE TIME FOR WHAT MATTERS	LAURA VANDERKAM	Latest	Latest	1
1657	WRITING THE MIND ALIVE: THE PROPRIOCEPTIVE METHOD FOR FINDING YOUR AUTHENTIC VOICE	LINDA TRICHTER	Latest	Latest	1
1658	WHEN I SAY NO, I FEEL GUILTY	MANUEL J. SMITH	Latest	Latest	1
1659	THE ART OF EVERYDAY ECSTASY	MARGOT ANAND	Latest	Latest	1
1660	I'VE BEEN THINKING: REFLECTIONS, PRAYERS, AND MEDITATIONS FOR A MEANINGFUL LIFE	MARIA SHRIVER	Latest	Latest	1

1661	BREAKING THE PATTERNS OF DEPRESSION	MICHAEL D. YAPKO	Latest	Latest	1
1662	STEP BY STEP DAILY MEDITATIONS	MURIEL ZINK	Latest	Latest	1
1663	THE MASTER KEY TO RICHES	NAPOLEON HILL	Latest	Latest	1
1664	THE SIX PILLARS OF SELF-ESTEEM	NATHANIEL BRANDEN	Latest	Latest	1
1665	THE GOOD, THE BAD & THE DIFFERENCE	RANDY COHEN	Latest	Latest	1
1666	ALL I REALLY NEED TO KNOW I LEARNED IN KINDERGARTEN: UNCOMMON THOUGHTS ON COMMON THINGS	ROBERT FULGHUM	Latest	Latest	1
1667	THE 33 STRATEGIES OF WAR	ROBERT GREENE	Latest	Latest	1
1668	THE DAILY LAWS: 366 MEDITATIONS ON POWER, SEDUCTION, MASTERY, STRATEGY AND HUMAN NATURE	ROBERT GREENE	Latest	Latest	1
1669	THE WORRY CURE: SEVEN STEPS TO STOP WORRY FROM STOPPING YOU	ROBERT L. LEAHY	Latest	Latest	1
1670	EGO IS THE ENEMY	RYAN HOLIDAY	Latest	Latest	1
1671	STILLNESS IS THE KEY	RYAN HOLIDAY	Latest	Latest	1
1672	THE DAILY STOIC: 366 MEDITATIONS ON WISDOM, PERSEVERANCE, AND THE ART OF LIVING	RYAN HOLIDAY	Latest	Latest	1
1673	THE OBSTACLE IS THE WAY: THE TIMELESS ART OF TURNING TRIALS INTO TRIUMPH	RYAN HOLIDAY	Latest	Latest	1
1674	THE NOT SO BIG LIFE: MAKING ROOM FOR WHAT REALLY MATTERS	SARAH SUSANKA	Latest	Latest	1
1675	BURN AFTER WRITING (CELESTIAL 2.0)	SHARON JONES	Latest	Latest	1
1676	BURN AFTER WRITING (COWGIRL)	SHARON JONES	Latest	Latest	1
1677	BURN AFTER WRITING (ICE CREAM CATS)	SHARON JONES	Latest	Latest	1
1678	EXPONENTIAL LIVING: STOP SPENDING 100% OF YOUR TIME ON 10% OF WHO YOU ARE	SHERI RILEY	Latest	Latest	1
1679	WHY GOOD THINGS HAPPEN TO GOOD PEOPLE: HOW TO LIVE A LONGER, HEALTHIER, HAPPIER LIFE BY THE SIMPLE ACT OF GIVING	STEPHEN POST, PH.D.	Latest	Latest	1
1680	HOW DID I GET SO BUSY?	VALORIE BURTON	Latest	Latest	1
1681	THE YELLOW WORLD: TRUST YOUR DREAMS AND THEY'LL COME TRUE	ALBERT ESPINOSA	Latest	Latest	1
1682	ALLEN CARR'S EASY WAY TO STOP SMOKING	ALLEN CARR	Latest	Latest	1
1683	THE ONLY WAY TO STOP SMOKING PERMANENTLY	ALLEN CARR	Latest	Latest	1
1684	I CHING: OR BOOK OF CHANGES	C. G. JUNG	Latest	Latest	1
1685	THE ANXIETY SOLUTION: A QUIETER MIND, A CALMER YOU	CHLOE BROTHERIDGE	Latest	Latest	1
1686	WHY WE MEDITATE: 7 SIMPLE PRACTICES FOR A CALMER MIND	DANIEL GOLEMAN	Latest	Latest	1
1687	THE ORGANIZED MIND: THINKING STRAIGHT IN THE AGE OF INFORMATION OVERLOAD	DANIEL J. LEVITIN	Latest	Latest	1
1688	HOW SPIES THINK: TEN LESSONS IN INTELLIGENCE	DAVID OMAND	Latest	Latest	1
1689	WHY HAS NOBODY TOLD ME THIS BEFORE?	DR JULIE SMITH	Latest	Latest	1
1690	HOW TO BE MORE INTERESTING	EDWARD DE BONO	Latest	Latest	1
1691	I AM RIGHT, YOU ARE WRONG: SEE ALL POINTS OF VIEW AND MAKE BETTER DECISIONS	EDWARD DE BONO	Latest	Latest	1
1692	LATERAL THINKING: BE MORE CREATIVE AND PRODUCTIVE	EDWARD DE BONO	Latest	Latest	1
1693	SIMPLICITY: BE A SHARPER, FASTER, CLEARER THINKER	EDWARD DE BONO	Latest	Latest	1
1694	SIX THINKING HATS: RUN BETTER MEETINGS, MAKE FASTER DECISIONS	EDWARD DE BONO	Latest	Latest	1
1695	TEACH YOUR CHILD HOW TO THINK: HELP THEM SURVIVE AND THRIVE	EDWARD DE BONO	Latest	Latest	1
1696	TEACH YOURSELF TO THINK: FIVE EASY STEPS TO DIRECT, PRODUCTIVE THINKING	EDWARD DE BONO	Latest	Latest	1
1697	YOUR MOOD JOURNAL	FEARNE COTTON	Latest	Latest	1
1698	ESCAPE TO WONDERLAND: A COLOURING-BOOK ADVENTURE	GOOD WIVES AND WARRIORS	Latest	Latest	1
1699	THE THINGS YOU CAN SEE ONLY WHEN YOU SLOW DOWN: HOW TO BE CALM IN A BUSY WORLD	HAEMIN SUNIM	Latest	Latest	1
1700	IT'S NOT ALWAYS DEPRESSION	HILARY JACOBS HENDEL	Latest	Latest	1
1701	BREATH: THE NEW SCIENCE OF A LOST ART	JAMES NESTOR	Latest	Latest	1
1702	BIG PANDA AND TINY DRAGON	JAMES NORBURY	Latest	Latest	1
1703	THE POWER OF STRANGERS: THE BENEFITS OF CONNECTING IN A SUSPICIOUS WORLD	JOE KEOHANE	Latest	Latest	1
1704	THE FOURFOLD REMEDY: EPICURUS AND THE ART OF HAPPINESS	JOHN SELLARS	Latest	Latest	1
1705	12 RULES FOR LIFE: AN ANTIDOTE TO CHAOS	JORDAN B. PETERSON	Latest	Latest	1
1706	24 RULES FOR LIFE: THE BOX SET INCLUDES (12 RULES FOR LIFE: AN ANTIDOTE TO CHAOS, BEYOND ORDER: 12 MORE RULES FOR LIFE)	JORDAN B. PETERSON	Latest	Latest	1

1707	BEYOND ORDER: 12 MORE RULES FOR LIFE	JORDAN B. PETERSON	Latest	Latest	1
1708	THE ELEMENT: HOW FINDING YOUR PASSION CHANGES EVERYTHING	KEN ROBINSON	Latest	Latest	1
1709	HOW TO BE A BAWSE: A GUIDE TO CONQUERING LIFE	LILLY SINGH	Latest	Latest	1
1710	DAVID & GOLIATH: UNDERDOGS, MISFITS AND THE ART OF BATTLING GIANTS	MALCOLM GLADWELL	Latest	Latest	1
1711	WHAT THE DOG SAW AND OTHER ADVENTURES	MALCOLM GLADWELL	Latest	Latest	1
1712	THE CASE FOR WORKING WITH YOUR HANDS: OR WHY OFFICE WORK IS BAD FOR US AND FIXING THINGS FEELS GOOD	MATTHEW CRAWFORD	Latest	Latest	1
1713	THE LITTLE BOOK OF HYGGE: THE DANISH WAY TO LIVE WELL	MEIK WIKING	Latest	Latest	1
1714	THE LITTLE BOOK OF LYKKE: THE DANISH SEARCH FOR THE WORLD'S HAPPIEST PEOPLE	MEIK WIKING	Latest	Latest	1
1715	THE STRESS SOLUTION: THE 4 STEPS TO RESET YOUR BODY, MIND, RELATIONSHIPS AND PURPOSE	RANGAN CHATTERJEE	Latest	Latest	1
1716	NUDGE: IMPROVING DECISIONS ABOUT HEALTH, WEALTH AND HAPPINESS	RICHARD H. THALER	Latest	Latest	1
1717	AND NOW FOR THE GOOD NEWS...: THE MUCH-NEEDED TONIC FOR OUR FRAZZLED WORLD	RUBY WAX	Latest	Latest	1
1718	ON THE SHORTNESS OF LIFE: LIFE IS LONG IF YOU KNOW HOW TO USE IT	SENECA	Latest	Latest	1
1719	ZEN:THE ART OF SIMPLE LIVING	SHUNMYO MASUNO	Latest	Latest	1
1720	QUIET POWER: GROWING UP AS AN INTROVERT IN A WORLD THAT CAN'T STOP TALKING	SUSAN CAIN	Latest	Latest	1
1721	QUIET: THE POWER OF INTROVERTS IN A WORLD THAT CAN'T STOP TALKING	SUSAN CAIN	Latest	Latest	1
1722	EMOTIONAL AGILITY: GET UNSTUCK, EMBRACE CHANGE AND THRIVE IN WORK AND LIFE	SUSAN DAVID	Latest	Latest	1
1723	THINK LIKE AN ARTIST...AND LEAD A MORE CREATIVE, PRODUCTIVE LIFE	WILL GOMPERTZ	Latest	Latest	1
1724	MAKE YOUR BED: LITTLE THINGS THAT CAN CHANGE YOUR LIFE...AND MAYBE THE WORLD	WILLIAM H. MCRAVEN	Latest	Latest	1
1725	LIFE IN A NUTSHELL	RENEE GUENETTE	Latest	Latest	1
1726	HOW TO STAY SANE IN AN AGE OF DIVISION	ELIF SHAFAK	Latest	Latest	1
1727	SEVA: SIKH WISDOM FOR LIVING WELL BY DOING GOOD	JASREEN MAYAL KHANNA	Latest	Latest	1
1728	HOW BAD ARE BANANAS? THE	MIKE BERNERS-LEE	Latest	Latest	1
1729	MINDFUL THOUGHTS FOR CITY DWELLERS: THE JOY OF URBAN LIVING	LUCY ANNA SCOTT	Latest	Latest	1
1730	CALM YOUR ANXIETY JOURNAL: TAKE CONTROL OF YOUR ANXIETY AND QUIET YOUR MIND	MS. LIZA KINDRED	Latest	Latest	1
1731	THE INCREDIBLE UNLIKELINESS OF BEING: EVOLUTION AND THE MAKING OF US	ALICE ROBERTS	Latest	Latest	1
1732	THIS BOOK WILL MAKE YOU HAPPY	DR JESSAMY HIBBERD	Latest	Latest	1
1733	LIGHTLY: HOW TO LIVE A SIMPLE, SERENE & STRESS-FREE LIFE	FRANCINE JAY	Latest	Latest	1
1734	START YOUR DAY WITH KATIE: POSITIVE AFFIRMATIONS FOR EVERY DAY OF THE YEAR	KATIE PIPER	Latest	Latest	1
1735	THE LITTLE BOOK OF BHAVANA: THE THAI SECRETS OF EVERYDAY RESILIENCE	LEAH WEISS	Latest	Latest	1
1736	THE FEAR-FIGHTER MANUAL: LESSONS FROM A PROFESSIONAL TROUBLEMAKER	LUVVIE AJAYI JONES	Latest	Latest	1
1737	F**K NO: HOW TO STOP SAYING YES, WHEN YOU CAN'T, YOU SHOULDN'T, OR YOU JUST DON'T WANT TO	SARAH KNIGHT	Latest	Latest	1
1738	GET YOUR SH*T TOGETHER: HOW TO STOP WORRYING ABOUT WHAT YOU SHOULD DO SO YOU CAN FINISH WHAT YOU NEED TO DO AND START DOING WHAT YOU WANT TO DO	SARAH KNIGHT	Latest	Latest	1
1739	GET YOUR SHOT TOGETHER: HOW TO STOP WORRYING ABOUT WHAT YOU SHOULD DO SO YOU CAN FINISH WHAT YOU NEED TO DO AND START DOING WHAT YOU WANT TO DO	SARAH KNIGHT	Latest	Latest	1
1740	THE LIFE-CHANGING MAGIC OF NOT GIVING A F**K	SARAH KNIGHT	Latest	Latest	1
1741	THE JANE AUSTEN HANDBOOK	MARGARET C. SULLIVAN	Latest	Latest	1
1742	TINY HABITS: THE SMALL CHANGES THAT CHANGE EVERYTHING	BJ FOGG	Latest	Latest	1
1743	THE BOY, THE MOLE, THE FOX AND THE HORSE: THE ANIMATED STORY	CHARLIE MACKESY	Latest	Latest	1
1744	THE TALENT CODE	DANIEL COYLE	Latest	Latest	1

1745	WHAT ARE YOU HUNGRY FOR? THE SOLUTION TO PERMANENT WEIGHT LOSS, WELL-BEING AND LIGHTNESS OF SOUL	DEEPAK CHOPRA, M.D.	Latest	Latest	1
1746	HOW TO HAVE A BEAUTIFUL MIND	EDWARD DE BONO	Latest	Latest	1
1747	HOW TO HAVE CREATIVE IDEAS: 62 EXERCISES TO DEVELOP THE MIND	EDWARD DE BONO	Latest	Latest	1
1748	THINK BEFORE IT'S TOO LATE	EDWARD DE BONO	Latest	Latest	1
1749	BIGGER THAN US: THE POWER OF FINDING MEANING IN A MESSY WORLD	FEARNE COTTON	Latest	Latest	1
1750	THE HAPPINESS HYPOTHESIS: TEN WAYS TO FIND HAPPINESS AND MEANING IN LIFE	JONATHAN HAIDT	Latest	Latest	1
1751	THE POSITIVE WAY TO CHANGE YOUR LIFE	NORMAN VINCENT PEALE	Latest	Latest	1
1752	FOUR THOUSAND WEEKS: EMBRACE YOUR LIMITS AND CHANGE YOUR LIFE WITH THE SMASH-HIT	OLIVER BURKEMAN	Latest	Latest	1
1753	THE TALENT LAB: THE SECRETS OF CREATING AND SUSTAINING SUCCESS	OWEN SLOT	Latest	Latest	1
1754	THE TALENT LAB: THE SECRETS OF CREATING AND SUSTAINING SUCCESS	OWEN SLOT	Latest	Latest	1
1755	I CAN MAKE YOU HAPPY (WITH CD)	PAUL MCKENNA	Latest	Latest	1
1756	THE 3 THINGS THAT WILL CHANGE YOUR DESTINY TODAY (WITH CD & DVD)	PAUL MCKENNA	Latest	Latest	1
1757	THE LUCK FACTOR: THE SCIENTIFIC STUDY OF THE LUCKY MIND	RICHARD WISEMAN	Latest	Latest	1
1758	OPTION B: FACING ADVERSITY, BUILDING RESILIENCE, AND FINDING JOY	SHERYL SANDBERG	Latest	Latest	1
1759	TAP TO TIDY: ORGANISING, CRAFTING & CREATING HAPPINESS IN A MESSY WORLD	STACEY SOLOMON	Latest	Latest	1
1760	THE SOURCE: OPEN YOUR MIND, CHANGE YOUR LIFE	TARA SWART	Latest	Latest	1
1761	VISUAL THINKING: THE HIDDEN GIFTS OF PEOPLE WHO THINK IN PICTURES, PATTERNS AND ABSTRACTIONS	TEMPLE GRANDIN	Latest	Latest	1
1762	PEACE IS EVERY STEP: THE PATH OF MINDFULNESS IN EVERYDAY LIFE	THICH NHAT HANH	Latest	Latest	1
1763	EMPOWERED: LIVE YOUR LIFE WITH PASSION AND PURPOSE	VEE KATIVHU	Latest	Latest	1
1764	YES TO LIFE IN SPITE OF EVERYTHING	VIKTOR E FRANKL	Latest	Latest	1
1765	HOW TO STOP WORRYING & START	DALE CARNEGIE	Latest	Latest	1
1766	HOW TO WIN FRIENDS & INFLUENCE PEOPLE (THE ORIGINAL 1936 EDITION)	DALE CARNEGIE	Latest	Latest	1
1767	AS A MAN THINKETH	JAMES ALLEN	Latest	Latest	1
1768	THE POWER OF YOUR SUBCONSCIOUS MIND	JOSEPH MURPHY	Latest	Latest	1
1769	HEALING THE EMPTINESS: A GUIDE TO EMOTIONAL AND SPIRITUAL WELL BEING	YASMIN MOGAHED	Latest	Latest	1
1770	BRAINPOWER GAME PLAN: SHARPEN YOUR MEMORY, IMPROVE YOUR CONCENTRATION, AND AGE-PROOF YOUR MIND IN JUST 4 WEEKS	CYNTHIA R. GREEN	Latest	Latest	1
1771	BECOME A BETTER YOU: 7 KEYS TO IMPROVING YOUR LIFE EVERY DAY	JOEL OSTEEN	Latest	Latest	1
1772	CHANGE THE WAY YOU SEE EVERYTHING: THROUGH ASSET- BASED THINKING	KATHRYN D. CRAMER	Latest	Latest	1
1773	THE ART OF THE VISIT: BEING THE PERFECT HOST/BECOMING THE PERFECT GUEST	KATHY BERTONE	Latest	Latest	1
1774	THERE'S A BETTER DAY A-COMIN': HOW TO FIND THE UPSIDE DURING THE DOWN TIMES	RONDA RICH	Latest	Latest	1
1775	LIFE CRISIS: THE MINDFUL WAY	CATHERINE G. LUCAS	Latest	Latest	1
1776	PAIN MANAGEMENT: THE MINDFUL WAY	CHERYL REZEK	Latest	Latest	1
1777	DRUG ADDICTION RECOVERY: THE MINDFUL WAY	CHRISTOPHER DINES	Latest	Latest	1
1778	THE EMPATHY TRAP: UNDERSTANDING ANTISOCIAL PERSONALITIES (OVERCOMING COMMON PROBLEMS)	DR JANE MCGREGOR	Latest	Latest	1
1779	HOW TO STOP WORRYING (OVERCOMING COMMON PROBLEMS)	FRANK TALLIS	Latest	Latest	1
1780	UNDERSTANDING HOARDING: RECLAIM YOUR SPACE AND YOUR LIFE (OVERCOMING COMMON PROBLEMS)	JO COOKE	Latest	Latest	1
1781	OVERCOMING EMOTIONAL ABUSE: SURVIVE AND HEAL (NEW EDITION) (OVERCOMING COMMON PROBLEMS)	SUSAN ELLIOT-WRIGHT	Latest	Latest	1
1782	STRESS-RELATED ILLNESS: ADVICE FOR PEOPLE WHO GIVE TOO MUCH	TIM CANTOPHER	Latest	Latest	1
1783	GIANT STEPS: SMALL CHANGES TO MAKE A BIG DIFFERENCE	ANTHONY ROBBINS	Latest	Latest	1
1784	THE PASSION TEST: THE EFFORTLESS PATH TO DISCOVERING YOUR DESTINY	JANET BRAY ATTWOOD	Latest	Latest	1
1785	THE HOT YOUNG WIDOWS CLUB (TED 2)	NORA MCINERNY	Latest	Latest	1

1786	THE SECRET TO TEEN POWER	PAUL HARRINGTON	Latest	Latest	1
1787	THE SECRET DAILY TEACHINGS	RHONDA BYRNE	Latest	Latest	1
1788	THE SECRET TO LOVE, HEALTH, AND MONEY: A MASTERCLASS	RHONDA BYRNE	Latest	Latest	1
1789	A MANUAL FOR BEING HUMAN	SOPHIE MORT	Latest	Latest	1
1790	LIVE LIFE IN CRESCENDO: YOUR MOST IMPORTANT WORK IS ALWAYS AHEAD OF YOU	STEPHEN R. COVEY	Latest	Latest	1
1791	THE 3RD ALTERNATIVE	STEPHEN R. COVEY	Latest	Latest	1
1792	THE 7 HABITS OF HIGHLY EFFECTIVE FAMILIES	STEPHEN R. COVEY	Latest	Latest	1
1793	THE 7 HABITS OF HIGHLY EFFECTIVE PEOPLE: POWERFUL LESSONS IN PERSONAL CHANGE	STEPHEN R. COVEY	Latest	Latest	1
1794	THE 7 HABITS OF HIGHLY EFFECTIVE PEOPLE: POWERFUL LESSONS IN PERSONAL CHANGE	STEPHEN R. COVEY	Latest	Latest	1
1795	THE SPEED OF TRUST: ONE THING THAT CHANGES EVERYTHING	STEPHEN R. COVEY	Latest	Latest	1
1796	64 LESSONS FOR A LIFE WITHOUT LIMITS	T.D. JAKES	Latest	Latest	1
1797	THE TEN SECRETS OF HEAVEN: MYSTERIES OF THE AFTERLIFE REVEALED	THERESA CHEUNG	Latest	Latest	1
1798	AGELESS SOUL: AN UPLIFTING MEDITATION ON THE ART OF GROWING OLDER	THOMAS MOORE	Latest	Latest	1
1799	EMERGENCE: SEVEN STEPS FOR RADICAL LIFE CHANGE	DEREK RYDALL	Latest	Latest	1
1800	REAL LIFE: PREPARING FOR THE 7 MOST CHALLENGING DAYS OF YOUR LIFE	DR. PHIL MCGRAW	Latest	Latest	1
1801	RECOVERY: A GUIDE FOR ADULT CHILDREN OF ALCOHOLICS	HERBERT L. GRAVITZ	Latest	Latest	1
1802	IT'S YOUR TIME	JOEL OSTEEN	Latest	Latest	1
1803	RINNAVATION: GETTING YOUR BEST LIFE EVER	LISA RINNA	Latest	Latest	1
1804	HOW TO OVERCOME FEAR: AND LIVE YOUR LIFE TO THE FULLEST	MARCOS WITT	Latest	Latest	1
1805	ROAR: INTO THE SECOND HALF OF YOUR LIFE (BEFORE IT'S TOO LATE)	MICHAEL CLINTON	Latest	Latest	1
1806	REAL LIFE: PREPARING FOR THE 7 MOST CHALLENGING DAYS OF YOUR LIFE	PHIL MCGRAW	Latest	Latest	1
1807	FREE WILL	SAM HARRIS	Latest	Latest	1
1808	LIVING WITH THE PASSIVE AGGRESSIVE MAN	SCOTT WETZLER	Latest	Latest	1
1809	THE 7 HABITS OF HIGHLY EFFECTIVE TEENS PERSONAL WORKBOOK	SEAN COVEY	Latest	Latest	1
1810	THE 7 HABITS OF HIGHLY EFFECTIVE PEOPLE PERSONAL WORKBOOK	STEPHEN R. COVEY	Latest	Latest	1
1811	THE YOGI CODE: SEVEN UNIVERSAL LAWS OF INFINITE SUCCESS	YOGI CAMERON	Latest	Latest	1
1812	QUIT SMOKING TODAY WITHOUT GAINING WEIGHT (WITH CD)	PAUL MCKENNA	Latest	Latest	1
1813	HOW TO DEAL WITH ANGER: A 5-STEP CBT-BASED PLAN FOR MANAGING ANGER AND OVERCOMING FRUSTRATION	ISABEL CLARKE	Latest	Latest	1
1814	HEAL YOURSELF WITH EMOTIONAL FREEDOM TECHNIQUE	JOHN FREEDOM	Latest	Latest	1
1815	SECRETS OF HAPPY PEOPLE: 50 TECHNIQUES TO FEEL GOOD (SECRETS OF SUCCESS SERIES)	MATT AVERY	Latest	Latest	1
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1817	HOW TO BE CONFIDENT	ANNA BARNES	Latest	Latest	1
1818	HOW TO QUIETEN YOUR MIND	ANNA BARNES	Latest	Latest	1
1819	STRESS LESS: HOW TO STOP FREAKING OUT AND LIVE LIFE TO THE FULL	JASMIN KIRKBRIDE	Latest	Latest	1
1820	LIVE BETTER: A BOOK OF SPIRITUAL GUIDANCE	SOPHIE GOLDING	Latest	Latest	1
1821	THE ESSENTIALS OF PERSUASIVE PUBLIC SPEAKING	SIMS WYETH	Latest	Latest	1
1822	THE AHA FACTOR: HOW TO USE YOUR INTUITION TO GET WHAT YOU DESIRE AND DESERVE	MARIANA M. COOPER	Latest	Latest	1
1823	THE FREEMIND EXPERIENCE: THE THREE PILLARS OF ABSOLUTE HAPPINESS	TOM FORTES MAYER	Latest	Latest	1
1824	OPTIMAL STRESS: LIVING IN YOUR BEST STRESS ZONE	CAROL J. SCOTT	Latest	Latest	1
1825	THE DE-STRESS DIVA'S GUIDE TO LIFE: 77 WAYS TO RECHARGE, REFOCUS, AND ORGANIZE YOUR LIFE	RUTH KLEIN	Latest	Latest	1
1826	LIVING AND DYING WITH CONFIDENCE	ANYEN RINPOCHE	Latest	Latest	1
1827	LIFE IS SPIRITUAL PRACTICE: ACHIEVING HAPPINESS WITH THE TEN PERFECTIONS	JEAN SMITH	Latest	Latest	1
1828	KEEP GOING: 10 WAYS TO STAY CREATIVE IN GOOD TIMES AND BAD	AUSTIN KLEON	Latest	Latest	1
1829	SHOW YOUR WORK: 10 WAYS TO SHARE YOUR CREATIVITY AND GET DISCOVERED	AUSTIN KLEON	Latest	Latest	1
1830	A NORMAL FAMILY: EVERYDAY ADVENTURES WITH OUR AUTISTIC SON	HENRY NORMAL	Latest	Latest	1

1831	THE LIGHT WE CARRY: OVERCOMING IN UNCERTAIN TIMES	MICHELLE OBAMA	Latest	Latest	1
1832	FROM DARKNESS INTO LIGHT	A. HELWA	Latest	Latest	1
1833	FROM DARKNESS INTO LIGHT	A. HELWA	Latest	Latest	1
1834	STEPH & DOM'S GUIDE TO LIFE	STEPH PARKER	Latest	Latest	1
1835	LOCKDOWN PARENTING FAILS	NATHAN JOYCE	Latest	Latest	1
1836	CONFESSIONS OF A SERIAL DIETER	KALLI PURIE	Latest	Latest	1
1837	THE MOOD CURE: THE 4-STEP PROGRAM TO TAKE CHARGE OF YOUR EMOTIONS-TODAY	JULIA ROSS	Latest	Latest	1
1838	THE SIX VALUE MEDALS	EDWARD DE BONO	Latest	Latest	1
1839	THE BOOK YOU READ TO TEACH YOUR CHILDREN: 8 WAYS TO KEEP LEARNING AT HOME FUN	KATIE TOLLITT	Latest	Latest	1
1840	THE BOOK OF THE COURTIER	BALDESAR CASTIGLIONE	Latest	Latest	1
1841	THE ROAD TO CHARACTER	DAVID BROOKS	Latest	Latest	1
1842	LIFE IS HARD: HOW PHILOSOPHY CAN HELP US FIND OUR WAY	KIERAN SETIYA	Latest	Latest	1
1843	HOW TO LIVE WHEN YOU COULD BE DEAD	DEBORAH JAMES	Latest	Latest	1
1844	LIFE FORCE: HOW NEW BREAKTHROUGHS IN PRECISION MEDICINE CAN TRANSFORM THE	TONY ROBBINS	Latest	Latest	1
1845	LIFE FORCE: HOW NEW BREAKTHROUGHS IN PRECISION MEDICINE CAN TRANSFORM THE QUALITY OF YOUR LIFE & THOSE YOU LOVE	TONY ROBBINS	Latest	Latest	1
1846	GAMES PEOPLE PLAY: THE PSYCHOLOGY OF HUMAN RELATIONSHIPS	ERIC BERNE	Latest	Latest	1
1847	THE DO IT YOURSELFIE GUIDE: THE ULTIMATE SELFIE GUIDE TO CAPTURE THE BEST VERSION OF YOURSELF	WILLEM POPELIER	Latest	Latest	1
1848	WOMEN'S INSTITUTE PRACTICAL KNOW-HOWS FOR GRANNIES	SHEILA PURCELL	Latest	Latest	1
1849	STEAL LIKE AN ARTIST: 10 THINGS NOBODY TOLD YOU ABOUT BEING CREATIVE	AUSTIN KLEON	Latest	Latest	1
1850	ELEMENTAL LOVE STYLES: FIND COMPATIBILITY AND CREATE A LASTING RELATIONSHIP	CRAIG MARTIN	Latest	Latest	1
1851	THE CONSCIOUS HEART: SEVEN SOUL-CHOICES THAT CREATE YOUR RELATIONSHIP DESTINY	KATHLYN HENDRICKS	Latest	Latest	1
1852	FERTILITY & CONCEPTION: THE COMPLETE GUIDE TO GETTING PREGNANT	ZITA WEST	Latest	Latest	1
1853	WHY MEN LOVE BITCHES	SHERRY ARGOV	Latest	Latest	1
1854	THE COUPLE'S TAO TE CHINS: ANCIENT ADVICE FOR MODERN LOVERS	WILLIAM MARTIN	Latest	Latest	1
1855	SLEEPING THROUGH THE NIGHT: HOW INFANTS, TODDLERS, AND THEIR PARENTS CAN GET A GOOD NIGHT'S SLEEP	JODI A. PH.D. MINDELL	Latest	Latest	1
1856	THE MILLS & BOON MODERN GIRL'S GUIDE TO HAPPY ENDINGS	ADA ADVERSE	Latest	Latest	1
1857	SECRETS ABOUT MEN: EVERY WOMAN SHOULD KNOW	BARBARA DE ANGELIS	Latest	Latest	1
1858	THE ART OF LOVING	ERICH FROMM	Latest	Latest	1
1859	FROM THIS DAY FORWARD	COKIE ROBERTS	Latest	Latest	1
1860	THE REVOLUTIONARY ART OF CHANGING YOUR HEART: AN ESSENTIAL GUIDE TO RECHARGING YOUR RELATIONSHIP	ANDREW FULLER	Latest	Latest	1
1861	WHO'S THAT SLEEPING IN MY BED?: THE ART OF RELATIONSHIPS FOR GROWN-UPS	KAREN SMEDLEY	Latest	Latest	1
1862	JANE AUSTEN'S GUIDE TO ROMANCE: THE REGENCY RULES	LAUREN HENDERSON	Latest	Latest	1
1863	ARE MEN NECESSARY?	MAUREEN DOWD	Latest	Latest	1
1864	MISERY BEAR'S GUIDE TO LOVE & HEARTBREAK	MISERY BEAR	Latest	Latest	1
1865	THE MARRIAGE BOOK	NICKY LEE	Latest	Latest	1
1866	LOVING AGAINST THE ODDS: CREATING THE MARRIAGE YOU'VE ALWAYS WANTED	ROB PARSONS	Latest	Latest	1
1867	THE SIXTY MINUTE MARRIAGE: TRANSFORM YOUR RELATIONSHIP IN ONE HOUR	ROB PARSONS	Latest	Latest	1
1868	DARE: WHAT HAPPENS WHEN FANTASIES COME TRUE	TRACEY COX	Latest	Latest	1
1869	HOW TO CLICK: THE ART OF DATING WITH CONFIDENCE	TREVOR SILVESTER	Latest	Latest	1
1870	LOVE BIRDS: HOW TO LIVE WITH THE ONE YOU LOVE	TREVOR SILVESTER	Latest	Latest	1
1871	LOSING IT: HOW WE POPPED OUR CHERRY OVER THE LAST 80 YEARS	KATE MONRO	Latest	Latest	1
1872	FIND TRUE LOVE (MANGA LIFE)	LISA HELMANIS	Latest	Latest	1
1873	COURTLY LOVE: THE PATH OF SEXUAL INITIATION	JEAN MARKALE	Latest	Latest	1
1874	YOUNG PEOPLE IN LOVE AND IN HATE	NICK LUXMOORE	Latest	Latest	1
1875	LAW OF CONNECTION: THE SCIENCE OF CREATING IDEAL PERSONAL AND PROFESSIONAL RELATIONSHIP	MICHAEL LOSIER	Latest	Latest	1

1876	RESPECT: EVERYTHING A GUY NEEDS TO KNOW ABOUT SEX, LOVE AND CONSENT	INTI CHAVEZ PEREZ	Latest	Latest	1
1877	SOUL MATES: MAGICAL AND MYSTERIOUS WAYS TO FIND TRUE LOVE	JENNY SMEDLEY	Latest	Latest	1
1878	HOW TO NOT DIE ALONE: THE SURPRISING SCIENCE THAT WILL HELP YOU FIND LOVE	LOGAN URY	Latest	Latest	1
1879	REAL LIFE	MELISSA KITE	Latest	Latest	1
1880	THE BODY LANGUAGE OF LOVE	ALLAN PEASE	Latest	Latest	1
1881	LOVE WILL FIND YOU: MAGNETS TO BRING YOU AND YOUR SOULMATE TOGETHER	KATHRYN ALICE	Latest	Latest	1
1882	HUMPED ME, DUMPED ME: WHY YOU WERE FUCKED AND CHUCKED AND HOW TO BOUNCE BACK	YASMIN BROOKS	Latest	Latest	1
1883	SEX TIPS FOR HUSBANDS & WIVES FROM 1894	RUTH SMYTHERS	Latest	Latest	1
1884	MINDFUL RELATIONSHIPS	OLI DOYLE	Latest	Latest	1
1885	LOVE, FREEDOM, ALONENESS: THE KOAN OF RELATIONSHIPS	OSHO	Latest	Latest	1
1886	THE POWER OF LOVE	OSHO	Latest	Latest	1
1887	IT'S NORMAL	MAHINDER WATSA	Latest	Latest	1
1888	THE ART OF SEDUCTION	ROBERT GREENE	Latest	Latest	1
1889	DEAR DOLLY: ON LOVE, LIFE AND FRIENDSHIP, COLLECTED WISDOM FROM HER SUNDAY TIMES STYLE COLUMN	DOLLY ALDERTON	Latest	Latest	1
1890	EVERYTHING I KNOW ABOUT LOVE	DOLLY ALDERTON	Latest	Latest	1
1891	THE SEVEN-DAY LOVE PRESCRIPTION	JOHN SCHWARTZ GOTTMAN	Latest	Latest	1
1892	HOOKING UP: A GIRL'S ALL-OUT GUIDE TO SEX & SEXUALITY	AMBER MADISON	Latest	Latest	1
1893	FAIR PLAY: SHARE THE MENTAL LOAD, REBALANCE YOUR RELATIONSHIP AND TRANSFORM YOUR LIFE	EVE RODSKY	Latest	Latest	1
1894	HOW NOT TO HATE YOUR HUSBAND	JANCEE DUNN	Latest	Latest	1
1895	THE CHOICE EFFECT: LOVE AND COMMITMENT IN AN AGE OF TOO MANY OPTIONS	AMALIA MCGIBBON	Latest	Latest	1
1896	THE POWER OF RUDE: A WOMAN'S GUIDE TO ASSERTING HERSELF	REBECCA REID	Latest	Latest	1
1897	LESSONS FROM A BEDSIDE: WISDOM FOR LIVING	BREDA CASSERLY	Latest	Latest	1
1898	COURAGE: THE JOY OF LIVING DANGEROUSLY	OSHO	Latest	Latest	1
1899	A TREASURY OF GHAZALI: A COMPANION FOR THE UNTETHERED SOUL	MUSTAFA ABU SWAY	Latest	Latest	1
1900	ASTROTHERAPY: ASTROLOGY AND THE REALIZATION OF THE SELF	GREGORY SZANTO	Latest	Latest	1
1901	RADICAL BEAUTY: HOW TO TRANSFORM YOURSELF FROM THE INSIDE OUT	DEEPAK CHOPRA, M.D.	Latest	Latest	1
1902	SPIRIT OF CRICKET: REFLECTIONS ON PLAY AND LIFE	MIKE BREARLEY	Latest	Latest	1
1903	THE 365 BULLET GUIDE: HOW TO ORGANIZE YOUR LIFE CREATIVELY, ONE DAY AT A TIME	ZENNOR COMPTON	Latest	Latest	1
1904	101 MORE THINGS TO DO WITH RAMEN NOODLES	TONI PATRICK	Latest	Latest	1
1905	WHAT I KNOW NOW ABOUT SUCCESS: LETTERS FROM EXTRAORDINARY WOMEN TO THEIR YOUNGER SELVES	ELLYN SPRAGINS	Latest	Latest	1
1906	POPE FRANCIS IN HIS OWN WORDS	JULIE SCHWIETERT COLLAZO	Latest	Latest	1
1907	EARTH PRAYERS: 365 PRAYERS, POEMS, AND INVOCATIONS FROM AROUND THE WORLD	ELIZABETH ROBERTS	Latest	Latest	1
1908	THE TEN COMMANDMENTS: THE MASTER KEY TO LIFE	EMMET FOX	Latest	Latest	1
1909	SANE: HOW I SHAPED UP MY MIND, IMPROVED MY MENTAL STRENGTH, AND FOUND CALM	EMMA YOUNG	Latest	Latest	1
1910	BEDTIME STORIES FOR STRESSED OUT ADULTS: TALES TO SOOTHE TIRED SOULS	LUCY MANGAN	Latest	Latest	1
1911	SHOWING UP FOR LIFE: THOUGHTS ON THE GIFTS OF A LIFETIME	BILL GATES	Latest	Latest	1
1912	A MAN NAMED DAVE AND HELP YOURSELF	DAVE PELZER	Latest	Latest	1
1913	VICTORY SECRETS OF ATTILA THE HUN	WESS ROBERTS	Latest	Latest	1
1914	THE SECOND MOUNTAIN	DAVID BROOKS	Latest	Latest	1
1915	GRIEF WORKS: STORIES OF LIFE, DEATH AND SURVIVING	JULIA SAMUEL	Latest	Latest	1
1916	TOGETHER IS BETTER: A LITTLE BOOK OF INSPIRATION	SIMON SINEK	Latest	Latest	1
1917	SO AUDREY: 59 WAYS TO PUT A LITTLE HEPBURN IN YOUR STEP	CINDY DE LA HOZ	Latest	Latest	1
1918	INSPIRING COURAGE	BARBARA BONNER	Latest	Latest	1
1919	YOU & I, AS MOTHERS: A RAW AND HONEST GUIDE TO MOTHERHOOD	LAURA PREPON	Latest	Latest	1
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1921	UNDER PRESSURE: CONFRONTING THE EPIDEMIC OF STRESS AND ANXIETY IN GIRLS	LISA DAMOUR	Latest	Latest	1

1922	UNTANGLED: GUIDING TEENAGE GIRLS THROUGH THE SEVEN TRANSITIONS INTO ADULTHOOD	LISA DAMOUR	Latest	Latest	1
1923	LAST CHILD IN THE WOODS: SAVING OUR CHILDREN FROM NATURE-DEFICIT DISORDER	RICHARD LOUV	Latest	Latest	1
1924	HOW TO TALK SIBLINGS WITHOUT RIVALRY: HOW TO HELP YOUR CHILDREN LIVE TOGETHER SO YOU CAN LIVE TOO	ADELE FABER	Latest	Latest	1
1925	HOW TO TALK SO KIDS CAN LEARN: AT HOME AND IN SCHOOL	ADELE FABER	Latest	Latest	1
1926	HOW TO TALK SO KIDS WILL LISTEN & LISTEN SO KIDS WILL TALK	ADELE FABER	Latest	Latest	1
1927	HOW TO TALK SO TEENS WILL LISTEN AND LISTEN SO TEENS WILL TALK	ADELE FABER	Latest	Latest	1
1928	HOW TO TALK WHEN KIDS WON'T LISTEN: DEALING WITH WHINING, FIGHTING, MELTDOWNS AND OTHER CHALLENGES	JOANNA FABER	Latest	Latest	1
1929	THE CHALLENGING CHILD: UNDERSTANDING, RAISING, AND ENJOYING THE FIVE DIFFICULT TYPES OF CHILDREN	STANLEY I. GREENSPAN	Latest	Latest	1
1930	PARENT ALERT HOW TO KEEP YOUR KIDS SAFE ONLINE	NADIA SAWALHA	Latest	Latest	1
1931	PARENTING MADE SIMPLE: STRAIGHTFORWARD, PRACTICAL STRATEGIES FOR COMMON CHILDHOOD CHALLENGES	SARAH HUGHES	Latest	Latest	1
1932	PANIC & JOY: MY SOLO PATH TO MOTHERHOOD	EMMA BROCKES	Latest	Latest	1
1933	HELLO, MUM: THE PERFECT MOTHER'S DAY GIFT	POLLY DUNBAR	Latest	Latest	1
1934	DIRTBIRDS' SELF-HELP GUIDE: HOW TO HAVE CONFIDENCE WHEN YOU FEEL LOWER THAN A SNAKE'S ARSE	SUE COLLINS	Latest	Latest	1
1935	KEEPING YOUR CHILD IN MIND: OVERCOMING DEFIANCE, TANTRUMS, AND OTHER EVERYDAY BEHAVIOR PROBLEMS BY SEEING THE WORLD THROUGH YOUR CHILD'S EYES	CLAUDIA M. GOLD	Latest	Latest	1
1936	READY: WHY WOMEN ARE EMBRACING THE NEW LATER MOTHERHOOD	ELIZABETH GREGORY	Latest	Latest	1
1937	I WISH MY TEACHER KNEW: HOW ONE QUESTION CAN CHANGE EVERYTHING FOR OUR KIDS	KYLE SCHWARTZ	Latest	Latest	1
1938	THE COLLAPSE OF PARENTING: HOW WE HURT OUR KIDS WHEN WE TREAT THEM LIKE GROWN-UPS	LEONARD SAX	Latest	Latest	1
1939	THE ONE MINUTE FATHER: IMPROVES EVERY MOMENT YOU SPEND WITH YOUR CHILD	SPENCER JOHNSON	Latest	Latest	1
1940	THE HIGHLY SENSITIVE PARENT	ELAINE N. ARON	Latest	Latest	1
1941	'MUM, WHAT'S WRONG WITH YOU?': 101 THINGS ONLY MOTHERS OF TEENAGE GIRLS KNOW	LORRAINE CANDY	Latest	Latest	1
1942	WHAT WE'RE TEACHING OUR SONS	OWEN BOOTH	Latest	Latest	1
1943	PUNISHED BY REWARDS: TWENTY- FIFTH ANNIVERSARY EDITION	ALFIE KOHN	Latest	Latest	1
1944	A SPECIAL MOTHER: GETTING THROUGH THE EARLY DAYS OF A CHILD'S DIAGNOSIS OF LEARNING DISABILITIES AND RELATED DISORDERS	ANNE FORD	Latest	Latest	1
1945	YOU'RE NOT THE BOSS OF ME: BRAT- PROOFING YOUR FOUR- TO TWELVE- YEAR-OLD CHILD	BETSY BROWN BRAUN	Latest	Latest	1
1946	RAISING YOUR SPIRITED CHILD: A GUIDE FOR PARENTS WHOSE CHILD IS MORE INTENSE, SENSITIVE, PERCEPTIVE, PERSISTENT, AND ENERGETIC	MARY SHEEDY KURCINKA	Latest	Latest	1
1947	THE EXPLOSIVE CHILD	ROSS GREENE	Latest	Latest	1
1948	BUY, BUY BABY	SUSAN GREGORY THOMAS	Latest	Latest	1
1949	CONFESSIONS OF A SINGLE MUM: WHAT IT LIKE WHEN YOU ARE EXPECTING THE UNEXPECTED	AMY NICKELL	Latest	Latest	1
1950	HOW TO BE A GROWN-UP	DAISY BUCHANAN	Latest	Latest	1
1951	DUMMY: THE COMEDY AND CHAOS OF REAL-LIFE PARENTING	MATT COYNE	Latest	Latest	1
1952	HOW TO BE A HAPPY MUM: THE NETMUMS GUIDE TO STRESS-FREE FAMILY LIFE	SIOBHAN FREEGARD	Latest	Latest	1
1953	HOW TO STOP LOSING YOUR SH*T WITH YOUR KIDS: EFFECTIVE STRATEGIES FOR STRESSED OUT PARENTS	CARLA NAUMBURG	Latest	Latest	1
1954	THE FISH FINGER YEARS	FIONA GIBSON	Latest	Latest	1
1955	HAPPY MUM HAPPY BABY: MY ADVENTURES IN MOTHERHOOD	GIOVANNA FLETCHER	Latest	Latest	1
1956	HAPPY MUM, HAPPY BABY: MY ADVENTURES IN MOTHERHOOD	GIOVANNA FLETCHER	Latest	Latest	1
1957	HAPPY MUM, HAPPY BABY: MY ADVENTURES INTO MOTHERHOOD	GIOVANNA FLETCHER	Latest	Latest	1
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1959	SH*TTY MUM: THE PARENTING GUIDE FOR THE REST OF US	MARY ANN ZOELLNER	Latest	Latest	1
1960	GROWING PAINS: MAKING SENSE OF CHILDHOOD - A PSYCHIATRIST'S STORY	MIKE SHOOTER	Latest	Latest	1

1961	CUCKOO IN THE NEST: 28 AND BACK LIVING WITH MUM AND DAD, LIVING THE DREAM	NAT LUURTSEMA	Latest	Latest	1
1962	THE PARENTING BOOK	NICKY LEE	Latest	Latest	1
1963	CALMER EASIER HAPPIER BOYS: BRINGING OUT THE BEST IN BOYS AT HOME AND AT SCHOOL	NOEL JANIS-NORTON	Latest	Latest	1
1964	CALMER EASIER HAPPIER BOYS: BRINGING OUT THE BEST IN BOYS AT HOME AND AT SCHOOL	NOEL JANIS-NORTON	Latest	Latest	1
1965	CALMER EASIER HAPPIER SCREEN TIME	NOEL JANIS-NORTON	Latest	Latest	1
1966	TEENAGERS: WHAT EVERY PARENT HAS TO KNOW	ROB PARSONS	Latest	Latest	1
1967	THE SIXTY MINUTE FATHER: TAKE AN HOUR TO CHANGE YOUR CHILD'S LIFE FOREVER	ROB PARSONS	Latest	Latest	1
1968	THE SIXTY MINUTE GRANDPARENT: BECOMING THE BEST GRANDPARENT YOU CAN BE	ROB PARSONS	Latest	Latest	1
1969	THE SIXTY MINUTE MOTHER	ROB PARSONS	Latest	Latest	1
1970	HELP YOUR CHILD DEAL WITH STRESS AND THRIVE: THE TRANSFORMATIVE POWER OF SELF-REG	STUART SHANKER	Latest	Latest	1
1971	GROW: PERSONAL DEVELOPMENT FOR PARENTS	TREVOR SILVESTER	Latest	Latest	1
1972	THINGS I WISH I'D KNOWN: WOMEN TELL THE TRUTH ABOUT MOTHERHOOD	VICTORIA YOUNG	Latest	Latest	1
1973	FAMILIES OF ADULTS WITH AUTISM: STORIES AND ADVICE FOR THE NEXT GENERATION	JANE JOHNSON	Latest	Latest	1
1974	OVERCOMING LOSS: ACTIVITIES AND STORIES TO HELP TRANSFORM CHILDREN'S GRIEF AND LOSS	JULIA SORENSEN	Latest	Latest	1
1975	EXTREME PARENTING: PARENTING YOUR CHILD WITH A CHRONIC ILLNESS	SHARON DEMPSEY	Latest	Latest	1
1976	THIRD CULTURE KIDS: GROWING UP AMONG WORLDS	DAVID C. POLLOCK	Latest	Latest	1
1977	THE OPTIMISTIC CHILD: A REVOLUTIONARY APPROACH TO RAISING RESILIENT CHILDREN	MARTIN SELIGMAN	Latest	Latest	1
1978	HOW TO RAISE A FEMINIST: BRINGING UP KIDS WITH THE CONFIDENCE TO CHANGE THE WORLD	ALLISON VALE	Latest	Latest	1
1979	HELPING YOUR CHILD WITH FEARS AND WORRIES: A SELF-HELP GUIDE FOR PARENTS	CATHY CRESWELL	Latest	Latest	1
1980	OVERCOMING YOUR CHILD'S FEARS AND WORRIES: A SELF-HELP GUIDE USING COGNITIVE BEHAVIORAL TECHNIQUES	CATHY CRESWELL	Latest	Latest	1
1981	THE EMPTY NEST: YOUR CHANGING FAMILY, YOUR NEW DIRECTION	CELIA DODD	Latest	Latest	1
1982	THRIVE: HOW TO CULTIVATE CHARACTER SO YOUR CHILDREN CAN FLOURISH ONLINE	DR TOM HARRISON	Latest	Latest	1
1983	WILL I EVER PEE ALONE AGAIN?	EMMA CONWAY	Latest	Latest	1
1984	THERE'S NO SUCH THING AS 'NAUGHTY': THE GROUNDBREAKING GUIDE FOR PARENTS WITH CHILDREN AGED 0-5	KATE SILVERTON	Latest	Latest	1
1985	THE ENCHANTED HOUR: THE MIRACULOUS POWER OF READING ALOUD IN THE AGE OF DISTRACTION	MEGHAN COX GURDON	Latest	Latest	1
1986	BETWEEN: A GUIDE FOR PARENTS OF EIGHT TO THIRTEEN-YEAR-OLDS	SARAH OCKWELL-SMITH	Latest	Latest	1
1987	HOW TO BE A CALM PARENT: LOSE THE GUILT, CONTROL YOUR ANGER AND TAME THE STRESS - FOR MORE PEACEFUL AND ENJOYABLE PARENTING AND CALMER, HAPPIER CHILDREN TOO	SARAH OCKWELL-SMITH	Latest	Latest	1
1988	THE STAY-AT-HOME SURVIVAL GUIDE: FIELD-TESTED STRATEGIES FOR STAYING SMART, SANE, AND CONNECTED WHEN YOU'RE RAISING KIDS AT HOME	MELISSA STANTON	Latest	Latest	1
1989	THE ARTS & CRAFTS BUSY BOOK	TRISH KUFFNER	Latest	Latest	1
1990	THE PRESCHOOLER'S BUSY BOOK	TRISH KUFFNER	Latest	Latest	1
1991	HOMEWORK HELP FOR MUMS AND DADS	KAREN DOLBY	Latest	Latest	1
1992	THE BUSY PARENT GUIDE TO SUPER HEALTHY KIDS	NICOLE MONTEFORTE	Latest	Latest	1
1993	THE PLAYHOORAY! HANDBOOK: 100 FUN ACTIVITIES FOR BUSY PARENTS AND LITTLE KIDS WHO WANT TO PLAY	CLAIRE RUSSELL	Latest	Latest	1
1994	EACH AND EVERY ONE: THE CLOSEST FAMILIES KEEP THE BIGGEST SECRETS	RACHAEL ENGLISH	Latest	Latest	1
1995	21ST CENTURY BOYS: HOW MODERN LIFE IS DRIVING THEM OFF THE RAILS AND HOW WE CAN GET THEM BACK ON TRACK	SUE PALMER	Latest	Latest	1
1996	THE BABY LOSS GUIDE: PRACTICAL AND COMPASSIONATE SUPPORT WITH A DAY-BY-DAY RESOURCE TO NAVIGATE THE PATH OF GRIEF	ZOE CLARK-COATES	Latest	Latest	1

1997	ATTACHED: ARE YOU ANXIOUS, AVOIDANT OR SECURE? HOW THE SCIENCE OF ADULT ATTACHMENT CAN HELP YOU FIND - AND KEEP - LOVE	AMIR LEVINE	Latest	Latest	1
1998	THE JOY JOURNAL FOR MAGICAL EVERYDAY PLAY: EASY ACTIVITIES & CREATIVE CRAFT FOR KIDS AND THEIR GROWN-UPS	LAURA BRAND	Latest	Latest	1
1999	SCREAMFREE PARENTING: HOW TO RAISE AMAZING ADULTS BY LEARNING TO PAUSE MORE AND REACT LESS	HAL RUNKEL, LMFT	Latest	Latest	1
2000	THE HAPPIEST BABY ON THE BLOCK	HARVEY KARP, M.D.	Latest	Latest	1
2001	POSITIVE DISCIPLINE FOR CHILDREN WITH SPECIAL NEEDS	JANE NELSEN, ED.D.	Latest	Latest	1
2002	POSITIVE DISCIPLINE FOR TEENAGERS	JANE NELSEN, ED.D.	Latest	Latest	1
2003	THE BABY SIGNING BIBLE: BABY SIGN LANGUAGE MADE EASY	LAURA BERG	Latest	Latest	1
2004	THE JOY OF FATHERHOOD, EXPANDED 2ND EDITION: THE FIRST TWELVE	MARCUS JACOB GOLDMAN	Latest	Latest	1
2005	AUTOBIOGRAPHY OF A ONE-YEAR- OLD	ROHAN CANDAPPA	Latest	Latest	1
2006	365 MANNERS KIDS SHOULD KNOW: GAMES, ACTIVITIES, AND OTHER FUN WAYS TO HELP CHILDREN AND TEENS LEARN	SHERYL EBERLY	Latest	Latest	1
2007	FIVE MINUTE MUM: GIVE ME FIVE: FIVE MINUTE, EASY, FUN GAMES FOR BUSY PEOPLE TO DO WITH LITTLE KIDS	DAISY UPTON	Latest	Latest	1
2008	FIVE MINUTE MUM: ON THE GO: FROM LONG JOURNEYS TO FAMILY GATHERINGS, EASY, FUN FIVE- MINUTE GAMES TO ENTERTAIN CHILDREN	DAISY UPTON	Latest	Latest	1
2009	THINGS MY SON NEEDS TO KNOW ABOUT THE WORLD	FREDRIK BACKMAN	Latest	Latest	1
2010	THE BOOK YOU WISH YOUR PARENTS HAD READ (AND YOUR CHILDREN WILL BE GLAD THAT YOU DID)	PHILIPPA PERRY	Latest	Latest	1
2011	CRIBSHEET: A DATA-DRIVEN GUIDE TO BETTER, MORE RELAXED PARENTING, FROM BIRTH TO PRESCHOOL	EMILY OSTER	Latest	Latest	1
2012	CHILD OBESITY	GOUTHAM RAO	Latest	Latest	1
2013	HOW TO GROW A GROWN UP:PREPARE YOUR TEEN FOR THE REAL WORLD	DOMINIQUE THOMPSON	Latest	Latest	1
2014	HALF A WIFE: THE WORKING FAMILY'S GUIDE TO GETTING A LIFE BACK	GABY HINSLIFF	Latest	Latest	1
2015	HOW THE WORLD IS MAKING OUR CHILDREN MAD AND WHAT TO DO ABOUT IT: A FIELD GUIDE TO RAISING EMPOWERED CHILDREN AND GROWING A MORE BEAUTIFULWORLD	LOUIS WEINSTOCK	Latest	Latest	1
2016	FATHERHOOD: THE TRUTH	MARCUS BERKMANN	Latest	Latest	1
2017	THE UNMUMSY MUM DIARY	SARAH TURNER	Latest	Latest	1
2018	SOCIALSKLZ :-) (SOCIAL SKILLS) FOR SUCCESS: HOW TO GIVE CHILDREN THE SKILLS THEY NEED TO THRIVE IN THE MODERN WORLD	FAYE DE MUSHONDIT	Latest	Latest	1
2019	THE GANDHI EXPERIMENT	MARGARET HEPWORTH	Latest	Latest	1
2020	NOT BUYING IT: STOP OVERSPENDING AND START RAISING HAPPIER, HEALTHIER, MORE SUCCESSFUL KIDS	BRETT GRAFF	Latest	Latest	1
2021	GOT TEENS?: THE DOCTOR MOMS' GUIDE TO SEXUALITY, SOCIAL MEDIA AND OTHER ADOLESCENT REALITIES	LOGAN LEVKOFF	Latest	Latest	1
2022	BEAUTIFUL BOY: A FATHER'S JOURNEY THROUGH HIS SON'S ADDICTION	DAVID SHEFF	Latest	Latest	1
2023	MAKE YOUR KID A MONEY GENIUS (EVEN IF YOU'RE NOT)	BETH KOBLINER	Latest	Latest	1
2024	THE SMART PARENT'S GUIDE TO GETTING YOUR KIDS THROUGH CHECKUPS, ILLNESSES, AND ACCIDENTS	JENNIFER TRACHTENBERG	Latest	Latest	1
2025	TEENAGER'S JOURNEY: SURVIVING ADOLESCENCE	RICHARD B. PELZER	Latest	Latest	1
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2028	BUY THE ROSES, BOOK THE TRIP, SAY THE WORDS: A NO-REGRETS JOURNAL FOR PURE HAPPINESS	LUCY JUAREZ	Latest	Latest	1
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2031	میٹھ بول میں جادو	ڈیل کارنیگی	Latest	Latest	1
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2040	Muslim Conduct of State	Hameed ullah Muhammad	Latest	Latest	1
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3972	Surgery Of The Newborn	David M. Burge, Mervyn Griffiths, Neill V. Freeman	Latest	Latest	1
3973	Surgery On Call	Leonard G. Gomella ,Bruce Mann , Alan T. Lefor	Latest	Latest	1
3974	Surgical Gems In Dermatology	Perry Robins (Editor)	Latest	Latest	1
3975	Surgical Treatment Of Astigmatism	James P. Gills, Robert G. Martin	Latest	Latest	1
3976	Sustainable Bio-Medical Waste Management	P. K. Behera	Latest	Latest	1
3977	Syncope And Transient Loss Of Consciousness	David G. Benditt Michele Brignole Antonio Raviele Wouter Wieling	Latest	Latest	1
3978	Syndromes Rapid Recognition And Perioperative Implications	Bruno Bissonnette	Latest	Latest	1
3979	Syringomyelia Current Concepts In Diagnosis And Treatment	Ulrich Batzdorf	Latest	Latest	1
3980	Taylor's Cardiovascular Diseases	Alan K. David (Editor), Robert Taylor (Editor), Scott A. Fields	Latest	Latest	1
3981	Tender Touch: Massaging Your Baby To Health And Happiness	Paul Staerker	Latest	Latest	1

3982	Text Book Of Human Histology With Colour Atlas	Inderbir Singh	Latest	Latest	1
3983	Text Book Of Pediatric Dentistry	Dr S G Damle	Latest	Latest	1
3984	Textbook Of Orthopaedics	John Ebnezz	Latest	Latest	1
3985	Textbook Of Endocrine Physiology	James E. Griffin , Sergio R. Ojeda	Latest	Latest	1
3986	Textbook Of Immunology	Seemi Farhat Basir	Latest	Latest	1
3987	Textbook Of Mammography	Audrey K. Tucker	Latest	Latest	1
3988	Textbook Of Molecular Medicine Science In Medicine	Andrew R Marks And Ushma S	Latest	Latest	1
3989	Textbook Of Neurology	Navneet Kumar	Latest	Latest	1
3990	Textbook Of Occupational Medicine Practice	David Koh, Chia Kee Seng, J. Jeyaratnam	Latest	Latest	1
3991	Textbook Of Oral And Maxillofacial Surgery	Neelima Anil Malik	Latest	Latest	1
3992	Textbook Of Pediatric Hematology & Hemato-Oncology	Lokeshwar Mr	Latest	Latest	1
3993	Textbook Of Pedodontics With 500 Multiple Choice Questions	Satish Chandra Shaleen Chandra Rk Bali	Latest	Latest	1
3994	Textbook Of Preventive And Community Dentistry	S. S. Hiremath	Latest	Latest	1
3995	Textbook Of Primary Care Medicine	John Noble Md	Latest	Latest	1
3996	Textbook Of Surgery	Roshan Lall Gupta	Latest	Latest	1
3997	Textbook Of Surgery Vol I	Townsend	Latest	Latest	1
3998	The 5 Minute Infectious Diseases Consult	Sherwood Gorbach, Matthew Falagas, Eleftherios Mylonakis	Latest	Latest	1
3999	The Addictive Personality: Understanding The Addictive Process And Compulsive Behavior	Craig Nakken	Latest	Latest	1
4000	The Anatomy Of General Surgical Operations	Glyn G. Jamieson	Latest	Latest	1
4001	The Baby Business How Money, Science And Politics Drive The Commerce Of Conception	Debora L. Spar	Latest	Latest	1
4002	The Basic Science Of Vascular Surgery	Joseph M. Giordano, Hugh H. Trout, Ralph G. Depalma	Latest	Latest	1
4003	The Biochemistry Of Insects	Darcy Gilmour	Latest	Latest	1
4004	The Bioterrorism Sourcebook	Michael Grey Kenneth Spaeth	Latest	Latest	1
4005	The Birth Book	William Sears, Martha Sears	Latest	Latest	1
4006	The Brain Supremacy	Kathleen Taylor	Latest	Latest	1
4007	The Case Control Method	Haroutune Armenian	Latest	Latest	1
4008	The Cell Cycle And Development	Novarits Foundation	Latest	Latest	1
4009	The China Study The Most Comprehensive Study Of Nutrition Ever Conducted And The Startling Implications For Diet	T. Colin Campbell And Thomas M.	Latest	Latest	1
4010	The Ciba Collection Of Medical Illustrations Nervous System Anatomy And Physiology	Frank Henry Netter	Latest	Latest	1
4011	The Ciba Collection Of Medical Illustrations: Respiratory System (Ciba Collection Of Medical Illustrations, Vol. 7)	Frank H Netter	Latest	Latest	1
4012	The Cleveland Clinic Intensive Review Of Internal Medicine	James F. Stoller , By (Author) Muzaffar Ahmad , By (Author) David L. Longworth	Latest	Latest	1
4013	The Complexity Paradox	Kenneth L Mossman	Latest	Latest	1
4014	The Corsini Encyclopedia Of Psychology	Irving B. Weiner, W. Edward Craighead	Latest	Latest	1
4015	The Dictionary Of Health Economics	Anthony J Culyer	Latest	Latest	1
4016	The Dictionary Of Immunology	W John Herbert Peter C Wilkinson David I Stott	Latest	Latest	1
4017	The Doctors Book Of Home Remedies	Debora	Latest	Latest	1
4018	The Dyslexic Adult Interventions And Outcomes An Evidence Based Approach	David Mcloughlin Carol Leather	Latest	Latest	1
4019	The Emergence Of Humans	Patricia J. Ash, David J. Robinson	Latest	Latest	1
4020	The Health Practitioner S Guide To Climate Change	Jenny Griffiths, Mala Rao, Fiona Adshead	Latest	Latest	1
4021	The Low Gi Eating Plan For An Optimal Pregnancy	Jennie Brand-Miller, Dr. Kate Marsh, Robert Moses	Latest	Latest	1
4022	The Lungs	B. Corrin	Latest	Latest	1
4023	The Marriage And Family Experience : Intimate Relationships In A Changing Society	Bryan Strong, Theodore Cohen	Latest	Latest	1
4024	The Medical Management Of Aids In Women	Deborah Cotton , D. Heather Watts	Latest	Latest	1
4025	The Merck Index: An Encyclopedia Of Chemicals, Drugs, And Biologicals	Maryadele J O Neil	Latest	Latest	1

4026	The Neurobiology Of Australian Marsupials: Brain Evolution In The Other Mammalian Radiation	Ken Ashwell	Latest	Latest	1
4027	The Occupational Therapy Examination Review Guide	Debra N. Anderson, Jolene Marie Jacobson	Latest	Latest	1
4028	The Orthodontic Patient Treatment And Biomechanics	Anthony Ireland Fraser	Latest	Latest	1
4029	The Paralyzed Hand	Douglas W. Lamb	Latest	Latest	1
4030	The Practice Of Counselling	Phillip R Armstrong	Latest	Latest	1
4031	The Practice Of Liver Transplantation	Roger Williams	Latest	Latest	1
4032	The Psychophysiology Of Low Back Pain	Adams, Nicola Adams, Nicola Adams	Latest	Latest	1
4033	The Public Financing Of Pharmaceuticals	Jaume Puig-Junoy	Latest	Latest	1
4034	The Pulmonary Endothelium Function In Health And Disease	Norbert Voelkel Sharon Rounds	Latest	Latest	1
4035	The Radiation Biology Of The Vascular Endothelium	David B. Rubin	Latest	Latest	1
4036	The Science And Ethics Of Engineering The Human Germ Line	Jon W. Gordon, M.D.	Latest	Latest	1
4037	The Scottish Mental Health Tribunal Practice And Procedure	Derek Auchie Alisa Carmichael	Latest	Latest	1
4038	The Skin	David Weedon	Latest	Latest	1
4039	The Transactional Analyst In Action	Michele Novellino	Latest	Latest	1
4040	The Truth About Hormones	Vivienne Parry	Latest	Latest	1
4041	The Womans Health And Drug Reference Book	Frederick Zuspan, William P. Rayburn	Latest	Latest	1
4042	The Wound Management Manual	Bok Lee	Latest	Latest	1
4043	Theories Of Personality	Jess Feist Gregory Feist Tomi-Ann Roberts	Latest	Latest	1
4044	Therapeutic Drugs: Supplement	Sir Colin Dollery	Latest	Latest	1
4045	Therapeutic Endoscopy In Gastrointestinal Surgery	Raphael S., M.D. Chung	Latest	Latest	1
4046	Therapeutic Exercise Foundations And Techniques	Carolyn Kisner	Latest	Latest	1
4047	Therascribe 5.0 Users Manual	Arthur E. Jongsma	Latest	Latest	1
4048	Thompsons Core Textbook Of Anatomy	J.A. Loeb, Linda Wilson-Pauwels	Latest	Latest	1
4049	Tissue And Cell Donation An Essential Guide	Ruth M Warwick Deirdre Fehily Scott A Brubaker	Latest	Latest	1
4050	Titanium, Niobium Zirconium, And Tantalum For Medical And Surgical Applications	Lyle D. Zardiackas Howard Freese, Matthew Kraay	Latest	Latest	1
4051	Tools For Teaching Comprehensive Human Sexuality Education: Lessons, Activities, And Teaching	Dominick Splendorio, Lori Reichel	Latest	Latest	1
4052	Total Hip Arthroplasty	Nas S. Eftekhar, Robert J. Demarest	Latest	Latest	1
4053	Toward A Moral Horizon Nursing Ethics For Leadership And Practice	Janet Storch Patricia Rodney Rosalie Starzomski	Latest	Latest	1
4054	Transcriptional Control Of Cell Growth The E2f Gene Family	Peggy J. Farnham	Latest	Latest	1
4055	Transforming Public Health Practice	Bernard J. Healey, Cheryll D. Lesneski	Latest	Latest	1
4056	Transfusion And Hematopoietic Stem Cell	S. Sekiguchi	Latest	Latest	1
4057	Transfusion Associated Hepatitis Diagnosis Treatment & Prevention	S K Sarin Hess	Latest	Latest	1
4058	Transplant Administration	Lisa Norris	Latest	Latest	1
4059	Treatment Of Traumatized Adults And Children	Allen Rubin David W. Springer	Latest	Latest	1
4060	Treatments For Anger In Specific Populations	Ephrem Fernandez	Latest	Latest	1
4061	Trendspotting For The Next Decade	Richard Laermer	Latest	Latest	1
4062	Trusting On The Edge Managing Uncertainty And Vulnerability In The Midst Of Serious Mental Health Problems	Patrick Brown, Michael Calnan	Latest	Latest	1
4063	U.S.Pharmacopeia National Formulary Usp Nf	Usp Nf	Latest	Latest	1
4064	Understanding Food Principles And Preparation	Amy Christine Brown	Latest	Latest	1
4065	Understanding Health And Social Care	Jon Glasby	Latest	Latest	1
4066	Understanding Health Insurance	Rowell, Michelle A. Green, Jo Ann C. Rowell	Latest	Latest	1
4067	Understanding Health Policy	Thomas S. Bodenheimer, Kevin Grumbach	Latest	Latest	1
4068	Understanding Normal And Clinical Nutrition	Kathryn Pinna, Sharon Rady Rolfes, Ellie Whitney	Latest	Latest	1
4069	Understanding Normal And Clinical Nutrition	Sharon Rady Rolfes, Kathryn Pinna, Ellie Whitney	Latest	Latest	1
4070	Understanding Nutrition	Eleanor Whitney Sharon Rady Rolfes Tim Crowe David Adam Walsh	Latest	Latest	1
4071	Understanding Pathophysiology	Mcance Huether	Latest	Latest	1

4072	Understanding The Older Client	David A. Littell	Latest	Latest	1
4073	Understanding Viruses	Teri Shors	Latest	Latest	1
4074	Unforgotten Love And The Culture Of Dementia Care	Bianca Brijnath	Latest	Latest	1
4075	Values Based Commissioning Of Health And Social Care	Christopher Heginbotham	Latest	Latest	1
4076	Vascular Diseases	Donald Eugene Strandness Jr. Md (Editor), Arina Van Breda Md (Editor)	Latest	Latest	1
4077	Vascular Injuries In Surgical Practice	Frederick S. Bongard, S.Eric Wilson, Malcolm O. Perry	Latest	Latest	1
4078	Viral Infections Of The Heart	J E Banatvala	Latest	Latest	1
4079	Vitrification In Assisted Reproduction	Michael J Tucker Juergen Liebermann	Latest	Latest	1
4080	Voice Surgery	Wilbur James Gould, Robert Thayer Sataloff, Joseph Richard Spiegel	Latest	Latest	1
4081	Wanting To Talk Counselling Case Studies In Communication Disorders	Diana Syder	Latest	Latest	1
4082	Wardlaws Perspectives In Nutrition	Carol Byrd-Bredbenner Gaile Moe Jacqueline Berning	Latest	Latest	1
4083	Westmead Pocket Anaesthetic Manual	Anthony Padley	Latest	Latest	1
4084	What Is Psychology	Ellen E. Pastorino, Susann M Doyle-Portillo	Latest	Latest	1
4085	Williams Obstetrics	F. Gary Cunningham, Norman F. Gant, Kenneth J. Leveno	Latest	Latest	1
4086	Williams Textbook Of Endocrinology	Jean D. Wilson Md, Daniel W. Foster Md, Henry M. Kronenberg Md	Latest	Latest	1
4087	Williams Textbook Of Endocrinology	Jean D. Md Wilson Daniel W.	Latest	Latest	1
4088	Winning The Fat War Expert Ways To Lose Weight In A Fat World	Anne Diamond	Latest	Latest	1
4089	Wound Care Essentials	Sharon Baranoski Msn Rn Cwoen Apn Faan, Elizabeth A. Ayello Phd Rn Acns-Bc Etn Fa	Latest	Latest	1
4090	Xnbi71 Fitness, Health And Wellness	Hugh Shannon,	Latest	Latest	1
4091	Year Book Of Infectious Diseases	Sheldon M.M.D. Wolff	Latest	Latest	1
4092	You Are The Placebo	Dr Joe Dispenza	Latest	Latest	1
4093	A Textbook Of Epilepsy	John Laidlaw Alan Richens David Chadwick	Latest	Latest	1
4094	An Introduction To Human Disease : Pathology And Pathophysiology Correlations	Leonard V., Md Crowley	Latest	Latest	1
4095	Anatomy & Physiology	Helen Mcguinness	Latest	Latest	1
4096	Cleft Palate & Craniofacial Anomalies: Effects On Speech And Resonance	Ann W. Kummer	Latest	Latest	1
4097	Climate Change Adaptation For Health & Social Services	Rae Walker Wendy Mason	Latest	Latest	1
4098	Community Medicine With Recent Advances	A. H. Suryakantha	Latest	Latest	1
4099	Encyclopedia Of Aromatherapy	Chrissie Wildwood	Latest	Latest	1
4100	Health Psychology	Richard O Straub	Latest	Latest	1
4101	Hypertension In Practice	D.G. Beevers, G.A. Macgregor, D.Gareth & Macgregor	Latest	Latest	1
4102	Marine Biology	Peter Castro Michael Huber	Latest	Latest	1
4103	Molecular Biology Of The Eye: Genes, Vision, And Ocular Disease	Joram Piatigorsky Toshimichi Shinohara	Latest	Latest	1
4104	Our Bodies Ourselves	Boston Women S Health Book Collective, Judy Norsigian	Latest	Latest	1
4105	Parkinsons Disease And Movement Disorders	Mehotra	Latest	Latest	1
4106	Pharmaceutical Analysis V.I	Ashutosh Kar	Latest	Latest	1
4107	Pharmaceutical Care Practice	Robert J. Cipolle, Peter C. Morley, Linda M. Strand	Latest	Latest	1
4108	Prescotts Microbiology	Joanne Willey Sherwood Woolverton	Latest	Latest	1
4109	Subcellular Fractionation : A Practical Approach	J. M. Graham, D. Rickwood	Latest	Latest	1
4110	State & Society in Pakistan	Burki, Shahid Javed	Latest	Latest	1
4111	Issue in Pakistan's Economy	Akbar, S. Zaidi.	Latest	Latest	1
4112	Pakistan's Foreign policy: An Historical analysis.	S. M. Burke and Lawrence Ziring.	Latest	Latest	1
4113	Pakistan Political Roots & Development	Mehmood, Safdar	Latest	Latest	1

4114	The Emergence of Bangladesh	Wilcox, Wayne	Latest	Latest	1
4115	Pakistan Kayyun Toota	Mehmood, Safdar	Latest	Latest	1
4116	Ethno - National Movement in Pakistan	Amin, Tahir.	Latest	Latest	1
4117	Enigma of Political Development	Ziring, Lawrence	Latest	Latest	1
4118	History & Culture of Sindh	Zahid, Ansar	Latest	Latest	1
4119	Political Parties in Pakistan, Vol. I, II & III	Afzal, M. Rafique	Latest	Latest	1
4120	The Political System of Pakistan	Sayeed, Khalid Bin	Latest	Latest	1
4121	Party, Politics in Pakistan	Aziz, K. K.	Latest	Latest	1
4122	Pakistan Under Martial Law	Muhammad Waseem	Latest	Latest	1
4123	Making of Pakistan: The Military Perspective	Haq, Noor ul	Latest	Latest	1
4124	Emergence of Islam	Hameed ullah Muhammad	Latest	Latest	1
4125	Muslim Conduct of State	Hameed ullah Muhammad	Latest	Latest	1
4126	Introduction to Islam	Hameed ullah Muhammad	Latest	Latest	1
4127	An Introduction to the Study of Islamic Law	Hussain Hamid Hassan	Latest	Latest	1
4128	Principles of Islamic Jurisprudence	Ahmad Hasan	Latest	Latest	1
4129	Muslim Jurisprudence and the Quranic Law of Crimes	Mir Waliullah	Latest	Latest	1
4130	Studies in Islamic Law, Religion and Society	H. S. Bhatia	Latest	Latest	1
4131	Introduction to Al Sharia Al Islamia	Dr. Muhammad Zia-ul-Haq,	Latest	Latest	1
4132	Effective Business Communication, Hand Outs.	Murphy	Latest	Latest	1
4133	Business Maths	Cheryl Cleaves	Latest	Latest	1
4134	Business Maths using Excel	Burton, Shelton	Latest	Latest	1
4135	Mathematics for Business Economics and Social Science	Budnick	Latest	Latest	1
4136	Management	Mary Coulter & Robbins	Latest	Latest	1
4137	Micro Economics: Problems and Solutions	David M. Winch	Latest	Latest	1
4138	Economic	Mc Connell & Brue	Latest	Latest	1
4139	Economic Theory	Muhammad Hussain Choudhry	Latest	Latest	1
4140	Principles of Economics	Ruffin and Gregory	Latest	Latest	1
4141	Economics	Samuelson and Nordhaus	Latest	Latest	1
4142	Principles of Economics,	Scott and Nigro	Latest	Latest	1
4143	Success in Communication	Stuart Sillar	Latest	Latest	1
4144	Effective Business Communication	Murphy & Hilderbrant	Latest	Latest	1
4145	Business Communication	Raymond V. Lesikar	Latest	Latest	1
4146	Business Communication Today	Bovee & Thill	Latest	Latest	1
4147	Communication for Business-A Practical Approach	Shirley Taylor	Latest	Latest	1
4148	Introduction to the Practice of Statistics	David, S Moore et.al	Latest	Latest	1
4149	Statistics for Management	Levin I. Richard	Latest	Latest	1
4150	Probability and Statistics	Michael J. Evans & Jeffrey S. Rosenthal	Latest	Latest	1
4151	Statistics for Business and Economics	Starr K. Martian & Sobal Gross Marion	Latest	Latest	1
4152	Introduction to Statistics	Walpole, R	Latest	Latest	1
4153	Statistics for Business	Shaum and Seigel	Latest	Latest	1
4154	Macroeconomics	Dornbusch and Fischer	Latest	Latest	1
4155	Economic	Mc Connell & Brue	Latest	Latest	1
4156	Economic Theory	Muhammad Hussain Choudhry	Latest	Latest	1
4157	Principles of Economics,	Ruffin & Gregory,	Latest	Latest	1
4158	Economics	Samuelson and Nordhaus	Latest	Latest	1
4159	Financial & Managerial Accounting	Williams, Haka, Bettner	Latest	Latest	1
4160	Financial Accounting	Professor Muhammad Ammanullah Khan	Latest	Latest	1
4161	Business Accounting 1	Frank Wood's	Latest	Latest	1
4162	Accounting for Business Decision	Meigs and Meigs	Latest	Latest	1
4163	Managing Human Resources	By Luis R. Gomez Mejia, David B. Balkin, Robert L. Cardy	Latest	Latest	1
4164	Business Communications Essentials	Court Bovee, John Thill	Latest	Latest	1
4165	Principles of Marketing	Philip Kotler	Latest	Latest	1
4166	Principles of Marketing	David Jobber	Latest	Latest	1
4167	Basics Marketing	Jerome McCarthy & William, D. Pareanth	Latest	Latest	1
4168	Financial & Managerial Accounting	Williams, Haka, Bettner	Latest	Latest	1
4169	Financial Accounting	Professor Muhammad Ammanullah Khan	Latest	Latest	1
4170	Business Accounting –II,	Frank wood	Latest	Latest	1
4171	Accounting for Business Decision	Miegs and Meigs	Latest	Latest	1
4172			Latest	Latest	1
4173	Corporate Finance Essentials	Ross, Westerfield, Jordan	Latest	Latest	1

4174	Fundamentals of Financial Management	James C. Vanhorne	Latest	Latest	1
4175	Fundamentals of Financial Management	Eugene F. Brigham	Latest	Latest	1
4176	Principles of corporate finance	Brealey, R. A. & Myers	Latest	Latest	1
4177	Cost Accounting: Planning and Control	Matz Usry	Latest	Latest	1
4178	Cost Accounting	Matz, Hammer Usry	Latest	Latest	1
4179	Managerial Accounting	Garrison H. Ray, Noreen W. Eric	Latest	Latest	1
4180	Marketing Management, Analysis, Planning, Control,	Philip Kotler	Latest	Latest	1
4181	Fundamentals of Marketing	William J. Stanton & Charles Futrell	Latest	Latest	1
4182	Marketing Management: A Comprehensive Reader	Jagdish Sheth and Dennis E. Garrett	Latest	Latest	1
4183	Basic Marketing: Managerial Approach	E. Jerome McCarthy & William. D. Pareanthe	Latest	Latest	1
4184	Fundamentals of corporate finance	Ross, S. A., Westerfield, R. W. & Jordan, B. D	Latest	Latest	1
4185	Fundamentals of Financial Management	Eugene F. Brigham	Latest	Latest	1
4186	Financial Management	Jones	Latest	Latest	1
4187	Analysis of Financial Statements	White, Sondhi and Fried	Latest	Latest	1
4188	Mercantile and Industrial Laws in Pakistan	Dr. Khwaja Amjad Saeed	Latest	Latest	1
4189	Practical approach to the Companies Ordinance	Nazir Ahmad Shaheen,	Latest	Latest	1
4190	Business Law	Sajid A Qurashi	Latest	Latest	1
4191	The Negotiable Instrument	Liaqat Ali Butt	Latest	Latest	1
4192	Organizational Behaviour	Robbins, P. S., & Judge, T. A	Latest	Latest	1
4193	Consumer Behaviour	Hawkins	Latest	Latest	1
4194	Consumer Behavior	Shiffman and Kanuk	Latest	Latest	1
4195	Consumer Behavior	Loudon and Bitta	Latest	Latest	1
4196	Management Information System- Managing the digital firms	Kenneth C. Laudon	Latest	Latest	1
4197	Management Information Systems	Prentice Hall of India	Latest	Latest	1
4198	Management Information Systems	Raymond Mcleod, Jr,	Latest	Latest	1
4199	Business Research Methods	William G. Zikmund	Latest	Latest	1
4200	Operations Management	William J. Stevenson	Latest	Latest	1
4201	Operations Management	Jay Heizer & Barry Render	Latest	Latest	1
4202	Donald F. Koratko	Entrepreneurship – Theory Process Practice	Latest	Latest	1
4203	Business: A Changing World	Paperback O. C. Ferrell and Geoffrey Hirt	Latest	Latest	1
4204	Global Business	Czinkota, Michael. R Ronkainen, Ilkka.A	Latest	Latest	1
4205	International Business and Trade: Theory, Practice, and Policy	Claude M. Jonnard	Latest	Latest	1
4206			Latest	Latest	1
4207	The Economics of Money and Banking and Financial Markets	Mishkin, Frederic. S,	Latest	Latest	1
4208	Money and Banking in Pakistan	Meenai, S. A	Latest	Latest	1
4209	Money & Banking	Lucket, D. G.,	Latest	Latest	1
4210	Economic	Mc Connell & Brue	Latest	Latest	1
4211	Commercial Bank Management	Rose, Peter S.,	Latest	Latest	1
4212	An introduction to Islamic finance	Zamir Iqbal & Abbas Mirakhos	Latest	Latest	1
4213	Introduction to the Practice of Statistics	David, S Moore et.al	Latest	Latest	1
4214	Statistics for Management	Levin I. Richard	Latest	Latest	1
4215	Probability and Statistics	Michael J. Evans & Jeffrey S. Rosenthal	Latest	Latest	1
4216	Statistics for Business and Economics	Starr K. Martian & Sobal Gross Marion	Latest	Latest	1
4217	Introduction to Statistics	Walpole, R	Latest	Latest	1
4218	Statistics for Business	Shaum and Seigel	Latest	Latest	1
4219	Total Quality Management	John S. Oakland	Latest	Latest	1
4220	Total Quality Management	Subburaj Ramasamy	Latest	Latest	1
4221	Managing quality: An integrative approach	Foster, T. S	Latest	Latest	1
4222	Total quality management: Context and performance.	Sadikoglu, E.	Latest	Latest	1
4223	Organisational Change for Corporate Sustainability.	Dunphy, D., A. Griffiths and S. Benn	Latest	Latest	1
4224	Strategy for Success in Asia	Corporate Strategy	Latest	Latest	1
4225	Decision Support Systems: Concepts and Resources for Managers.	Power, D. J	Latest	Latest	1
4226	New Perspectives on Microsoft Excel 2000 - Comprehensive Enhanced	J., D. Oja, R. Ageloff and P. Carey	Latest	Latest	1
4227	Electronic Commerce. A Managerial Perspective	Efraim Turban David King, Judy McKay, Peter	Latest	Latest	1

		Marshall, Jae Lee, Dennis Viehland			
4228	Electronic Commerce	Greenstein & Feinman	Latest	Latest	1
4229	Electronic Commerce. Business, Technology. Society	Kenneth C. Laudon Carol Guercio trave	Latest	Latest	1
4230	Electronic Commerce	Gary P. Schneider	Latest	Latest	1
4231	The Leadership Experience	Richard L. Daft	Latest	Latest	1
4232	The Heart of Leadership	Robert E. Staub	Latest	Latest	1
4233	The Timeless Leader	John K. Clemens and Steve Albrecht	Latest	Latest	1
4234	Managerial Economics	Mark Hirschey	Latest	Latest	1
4235	Managerial Economics	William F. Samuelson, Stephen G. Marks	Latest	Latest	1
4236	anagerial Economics: Analysis, Problems	Lila J. Truett and Dale B. Truett	Latest	Latest	1
4237	Managerial Economics and Business Strategy	Micheal Baye	Latest	Latest	1
4238	Managerial Economics in a Global Economy	Dominick Salvatore	Latest	Latest	1
4239	Managerial Economics	Petersen, Lewis and Jain	Latest	Latest	1
4240	Least Squares Estimation of Econometric Models	Abdul R. Butt	Latest	Latest	1
4241	The E-business (R) evoltion: Living and Working in an Interconnected World	Daniel Amor	Latest	Latest	1
4242	Electronic Commerce: A Managerial Perspective	Turban, E., Lee, J., King, D., & Chung, H.,	Latest	Latest	1
4243	Sales Management; Concepts Practices and Case	Eugene M. Johnson, David L., Kurtz & Eberhard E	Latest	Latest	1
4244	Contemporary Advertising	Bovee & Arens	Latest	Latest	1
4245	Advertising Excellence	Bovee, Thill, Dovel, Woo	Latest	Latest	1
4246	Advertising	Wright M:G;	Latest	Latest	1
4247	The Fundamentals of Advertising	Wilmshurst & Mackay;	Latest	Latest	1
4248	E – marketing	Strauss, Judy, Adel El – Ansary, and Raymond Frost	Latest	Latest	1
4249	principles of internet marketing	Hanson, Word	Latest	Latest	1
4250	Supply Chain management	Sunil Chopra	Latest	Latest	1
4251	Logistics and Supply Chain management. – Creating value added networks	Martin Christopher	Latest	Latest	1
4252	Operations Management	W. Stevenson	Latest	Latest	1

Section-IV: Bid Data Sheet

The following specific data for the goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) Section II. Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

A. Introduction		
BDS Clause Number	ITB Number	Amendments of, and Supplements to, Clauses in the Instruction to Bidders
1.	2.1.1	Name of Procuring Agency: University of Rasul The subject of procurement is: Books, Journals etc. Period for delivery of goods: 90 days Commencement date for delivery of Goods: immediately on signing the contract and issuance of Procurement/Supply order
2.	2.1.2	Financial year for the operations of the Procuring Agency: 2025-26 Name of Project: Provision of Infrastructural, Academic and Operational Facilities to the Punjab University of Technology Rasul MB Din Name of financing institution: Government of Punjab (Development Fund) Name and identification number of the Contract: Books, Journals etc. (UOR/PMU/2025-26/39)
3.	2.1.3	provide relevant certificates of non-debarred/ non-blacklisting, NTN, STRN, non-bankrupt, non-involvement in corrupt and fraudulent practices
4.	2.1.4	Ineligible countries are: As per Govt. of the Pakistan Policy
5.	2.3.6	
B. Bidding Documents		
6.	2.2.2(i)	The address for clarification of Bidding Documents: Project Director, University of Rasul. 0546-553354, email: pd@putrasul.edu.pk
7.	2.2.2 (iv)	Date of Uploading of responses to clarifications (if any) on procuring agency website: 03 days before closing date
8.	2.2.2 (v)	Pre-bid meeting will not be convened.
C. Bid Price, Currency, Language and Country of Origin		
9	2.3.1	Language of the bid – English and other documents brochures etc., if not available in English will be provided after translation in English language by approved translation agency.
10	2.3.4	The Firm and final prices shall be quoted in Pak Rupees The price quoted shall be Delivered Duty Paid .
11.	2.3.4	The Full and final prices shall be quoted in Pak Rupees
12.	2.1.4 (ii)	<u>Country of origin: N.A.</u>
D. Preparation and Submission of Bids		
13.	2.1.3	Qualification Criteria/ Knock down criteria (upload following documents on EPADS). a) NTN registration certificate of firm. verifiable copy b) General Sales Tax registration certificate of firm. verifiable copy c) Active Tax Payer Status FBR d) Professional Tax certificate 2024 or latest. Attested copy e) Firm must be in operation from last 03 years (NTN registration 03 years old) g) An affidavit on legal stamp paper worth Rs. 300 to the effect that <ul style="list-style-type: none"> • Bidder is neither currently blacklisted or debarred from any government / semi-Government organization nor is any litigation pending in this regard. • The documents/photocopies provided with Bid are authentic. In case of any fake/bogus document found at any stage, the Bidder shall be blacklisted as per Law/ Rules. • The provided information is correct.

		(Bidder must provide the Original Affidavit on Stamp Paper and original Bid Security Instrument on or before deadline for submission)
14.	2.3.6& 2.3.7	Spare parts: N.A.
15.	2.4.2 (i)	Bids shall be uploaded with documents on EPADS.
16.	2.4.2 (ii)	Deadline for Bid submission: 06-08-2025 14:00 and can be amended as per need.
17.	2.6.2	Amount of Performance Guarantee is: five percent (5%) of the contract amount in shape of Bank Guarantee, Call Deposit in favour of Punjab University of Technology Rasul valid till satisfactory Inspection report of all items.
18.	2.3.7	Estimated Contract Price is: Rs. 40,000,000/- Amount of Bid security is about 1% of estimated price= Rs. 400,000/- Bid security in shape of Call Deposit Receipt (CDR) in favour of Punjab University of Technology Rasul valid till satisfactory Inspection report of all items.
19.	2.3.8	Bid validity period after opening of the Bid is: 120 days
E. Opening and Evaluation of Bids		
20.	2.5.1	Time, date/ Month/ Year, and place for Bid opening. 30 minutes after closing time of bid submission in the office of Director Purchase, University of Rasul at his sub office in Admin Block, Hafiz Hayat Campus, University of Gujrat.
21.	2.3.5	The currency that shall be used for Bid evaluation and comparison purposes only in Pak Rupees.
22.	2.6.3	The Successful Bidder will provide the stamp paper of a minimum amount of Rs.1200/- or 0.25% of the total order value whichever is greater.

F. Bid Evaluation Criteria

23. Evaluation Criteria

ITB 2.5.8	Criteria for bid evaluation: Lowest Delivered Duty Paid (DDP) least cost item wise offered by the qualified responsive bidder.
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A- Mandatory Criteria

As per Qualification Criteria given above/ Knock down criteria (**BDS clause 13**)

Note: Supporting documents (where demanded) must be attached. Purchase order will be issued on the basis of lowest rate per item.

G. Award of Contract

2.6.5	Percentage for quantity increase or decrease is: 15%
2.6.2	The Performance Guarantee shall be: five percent (5%) of the contract amount
2.6.2	The Performance Security (or guarantee) shall be in the form of: CDR or Bank Guarantee in favour of Punjab University Technology of Rasul valid till satisfactory Inspection report of all items.

Section V. General Conditions of Contract

1. Definitions	<p>1.1 In this Contract, the following terms shall be interpreted as indicated:</p> <ul style="list-style-type: none"> (a) “The Contract” means the agreement entered into between the Procuring Agency and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein. (b) “The Contract Price” means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations. (c) “The Goods” means all the equipment, machinery, and/or other materials which the Supplier is required to supply to the Procuring Agency under the Contract. (d) “The Services” means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Supplier covered under the Contract. (e) “GCC” means the General Conditions of Contract contained in this section. (f) “SCC” means the Special Conditions of Contract. (g) “The Procuring Agency” means the organization purchasing the Goods, as named in SCC. (h) “The Procuring Agency’s country” is Islamic Republic of Pakistan. (i) “The Supplier” means the individual or firm supplying the Goods and Services under this Contract. (j) “The Project Site,” where applicable, means the place or places mentioned in the Form of Bid (k) “Day” means calendar day.
2. Application	<p>2.1 These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.</p>
3. Country of Origin	<p>3.1 All Goods and Services supplied under the Contract shall have their origin in the countries and territories eligible under the rules, as further elaborated in the SCC.</p> <p>3.2 For purposes of this Clause, “origin” means the place where the Goods were mined, grown, or produced, or from which the Services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.</p> <p>3.3 The origin of Goods and Services is distinct from the nationality of the Supplier.</p>
4. Standards	<p>4.1 Technical Specifications, and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods’ country of origin. Such standards shall be the latest issued by the concerned institution.</p>
4a. Ensuring Storage Arrangements	<p>4.2 To ensure storage arrangements for the intended supplies, the supplier shall inform the Procuring Agency two weeks before goods are loaded on ship. However, in case no space is available at Consignee’s place at the time of supply, the Procuring Agency shall, within two weeks to such intimation, inform the supplier, in writing, of the possible time-frame of availability of space by which the supplies could be made. In case the supplier abides by the given time frame as mentioned in Schedule of Requirements, he will not be penalized for delay as per Clause GCC 23.1</p>

<p>5. Use of Contract Documents and Information; Inspection and Audit by the Procuring agency.</p>	<p>5.1 The Supplier shall not, without the Procuring Agency’s prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring Agency in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.</p> <p>5.2 The Supplier shall not, without the Procuring Agency’s prior written consent, make use of any document or information enumerated in GCC Clause 5.1 except for purposes of performing the Contract.</p> <p>5.3 Any document, other than the Contract itself, enumerated in GCC Clause 5.1 shall remain the property of the Procuring Agency and shall be returned (all copies) to the Procuring Agency on completion of the Supplier’s performance under the Contract if so required by the Procuring Agency.</p> <p>5.4 The Supplier shall permit the Procuring Agency to inspect the Supplier’s accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the donors, if so required by the donors.</p>
<p>6. Patent Rights</p>	<p>6.1 The Supplier shall indemnify the Procuring Agency against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof in the Procuring Agency’s country.</p>
<p>7. Performance Guarantee</p>	<p>7.1 Within seven (07) days of receipt of letter of intent/ notification of contract award, the successful Bidder shall furnish to the Procuring Agency the performance guarantee in the amount specified in SCC/ BDS & clause 2.6.2 of ITB.</p> <p>7.2 The proceeds of the performance guarantee shall be payable to the Procuring Agency as compensation for any loss resulting from the Supplier’s failure to complete its obligations under the Contract.</p> <p>7.3 The performance guarantee shall be denominated in the currency of the Contract acceptable to the Procuring Agency and shall be in one of the following forms:</p> <ul style="list-style-type: none"> (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in Pakistan, in the form provided in the Bidding documents or another form acceptable to the Procuring Agency; or (b) a Bank Guarantee or Bank call-deposit (CDR), (c) In case of expiry of performance guarantee, the contractor shall renew the performance guarantee valid for warranty period, if required by the procuring agency <p>7.4 The performance guarantee will be discharged by the Procuring Agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier’s performance obligations under the Contract, including any warranty obligations, unless specified otherwise in SCC.</p>
<p>8. Inspections Tests and Training</p>	<p>8.1 The Procuring Agency or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring Agency. Inspection Committee shall specify what inspections and tests the Procuring Agency requires and where they are to be conducted. The Procuring Agency shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.</p>

	<p>8.2 The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at the Goods' final destination. If conducted on the premises of the Supplier or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring Agency.</p> <p>8.3 Should any inspected or tested Goods fail to conform to the Specifications, the Procuring Agency may reject the Goods, and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Procuring Agency.</p> <p>8.4 The Procuring Agency post-delivery right to inspect, test and, where necessary, reject the goods after the Goods' arrival in the Procuring Agency's country shall in no way be limited or waived by reason of the Goods having previously been inspected, tested, and passed by the Procuring Agency or its representative prior to the Goods' shipment from the country of origin.</p> <p>8.5 Nothing in GCC Clause 8 shall in any way release the Supplier from any warranty or other obligations under this Contract.</p>
9. Packing	<p>9.1 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. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, 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.</p> <p>9.2 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 SCC, and in any subsequent instructions ordered by the Procuring Agency.</p>
10. Delivery and Documents	<p>10.1 Delivery of the Goods shall be made by the Supplier in accordance with the Form of bid. The details of delivery and/or other documents to be furnished by the Supplier are specified in SCC.</p> <p>10.2 Upon delivery, the Procuring Agency shall give receiving certificate to the supplier with the statement that, "completion certificate along with satisfactory report shall be issued after due inspection as per clause-8 of GCC, which will enable the supplier to put up the bill".</p> <p>10.3. For purposes of the Contract, DDP trade term used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of Incoterms</p> <p>10.4 Documents to be submitted by the Supplier are specified in SCC.</p>
11. Insurance	Not Required
12. Transportation	<p>12.1 The Supplier shall arrange such transportation of the goods as is required to prevent them from damage or deterioration during transit to their final destination within the time as indicated in the Schedule of Requirements.</p> <p>12.2. The goods shall be supplied at Site as per Schedule of Requirements on the risk and cost of the Supplier. Transportation including loading/unloading of goods shall be the responsibility of Supplier.</p>
13. Incidental Services	<p>13.1 The Supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:</p> <p>a) performance or supervision of on-site assembly and/or start-up of the supplied Goods;</p>

	<p>b) furnishing of tools required for assembly and/or maintenance of the supplied Goods;</p> <p>c) furnishing of a detailed operations and maintenance manual in English for each appropriate unit of the supplied Goods;</p> <p>d) In case of specialized items, supplier will provide necessary training to the University of Rasul staff / faculty free of cost on-site, in assembly, start-up, operation, maintenance, and repair of the supplied Goods. The terms and conditions for such training, may however, be mutually decided between the University of Rasul and the successful bidders, if so required.</p> <p>13.2. Prices charged by the Supplier for incidental services shall be included in the Contract Price for the Goods and shall not exceed:</p> <p>(i) the prevailing rates charged for other parties by the Supplier for similar services; and</p> <p>(ii) original price of goods.</p>
14. Spare Parts	14.1 Not Applicable
15. Warranty/ Guarantee	<p>15.1 The time period of warranty / guarantee means the period up to issuance of completion certificate.</p> <p>15.2 The Supplier warrants that the Goods supplied under the Contract are new, unused and in original packing. The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the Procuring Agency's specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.</p> <p>15.3 The Procuring Agency shall promptly notify the Supplier in writing of any claims arising under this warranty.</p> <p>15.4 Upon receipt of such notice, the Supplier shall, within the period specified in SCC and with all reasonable speed, replace the defective Goods or parts thereof, without costs to the Procuring Agency.</p> <p>15.5 If the Supplier, having been notified, fails to rectify the defect(s) within the period specified in SCC, within a reasonable period, the Procuring Agency may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Procuring Agency may have against the Supplier under the Contract/ relevant provision of PPA-14 including Blacklisting.</p>
16. Payment	<p>16.1 The method and conditions of payment to be made to the Supplier under this Contract shall be specified in SCC.</p> <p>16.2 The Supplier's request(s) for payment shall be made to the Procuring Agency in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and Services performed, and by documents submitted pursuant to SCC, and upon fulfillment of other obligations stipulated in the Contract.</p> <p>16.3 The currency of payment is Pak. Rupees.</p>
17. Prices	17.1 Prices charged by the Supplier for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid, with the exception of any price adjustments authorized in SCC or in the Procuring Agency's request for bid validity extension, as the case may be.
18. Change Orders	18.1 The Procuring Agency may at any time, by a written order given to the Supplier, make changes within the general scope of the Contract in any one or more of the following:

	<p>(a) the method of shipment or packing;</p> <p>(b) the place of delivery; and/or</p> <p>(c) the Services to be provided by the Supplier.</p> <p>18.2. 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 delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within thirty (30) days from the date of the Supplier's receipt of the Procuring Agency's change order. But, in no case, the overall impact of the change should exceed 15% of the contract cost and no provisions of PPR-14 should be violated.</p>
19. Contract Amendments	19.1 Subject to GCC Clause 18, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties. No variation in finalized brands/ makes/models shall be allowed except in special conditions where the manufacturer has stopped producing or suspended that model or the latest model of similar series or version has been launched by the manufacturer or non-availability due to international mergers of the manufacturers or similar unavoidable constraints.
20. Assignment	20.1 The Supplier shall not assign, in whole or in part, its obligations to perform under this Contract, except with the Procuring Agency's prior written consent. The procuring agency may assign any or all rights and responsibilities to another agency or entity.
21. Sub-contracts	21.1 If supplier awarded sub-contracts, such award shall not relieve the Supplier from any liability or obligation under the Contract. 21.2. Subcontracts must comply with the provisions of GCC Clause 20.
22. Delays in the Supplier's Performance	22.1 Delivery of the Goods and performance of services shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring Agency in the Schedule of Requirements. 22.2 If at any time during performance of the Contract, the Supplier or its subcontractor(s) encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the Procuring Agency in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Procuring Agency shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract. 22.3 Except as provided under GCC Clause 25, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 23, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without the application of liquidated damages.
23. Liquidated Damages	23.1 Subject to the GCC Clause 25, if the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring Agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in SCC. Once the maximum is reached, the Procuring Agency may

	consider termination of the Contract pursuant to GCC Clause 24 along with other remedies available under PPR-14.
24. Termination for Default	<p>24.1 The Procuring Agency, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate this Contract in whole or in part:</p> <ul style="list-style-type: none"> (a) if the Supplier fails to deliver any or all of the Goods within the period(s) specified in the Contract / bidding documents, or within any extension thereof granted by the Procuring Agency pursuant to GCC Clause 22; or (b) if the Supplier fails to perform any other obligation(s) under the Contract. or (c) if the Supplier, in the judgment of the Procuring Agency has engaged in corrupt or fraudulent practices in competing for or in executing the Contract. For the purpose of this clause corrupt practices will be defined as per section 2(d) of the PPRA Act 2009.: <p>(d) “corrupt practice” means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official, bidder or Contractor in the procurement process or in Contract execution to the detriment of the procuring agency; or misrepresentation of facts in order to influence a procurement process or the execution of a Contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive the procuring agency of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty; it may include any of the following:</p> <ul style="list-style-type: none"> i. coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party; ii. collusive practice by arrangement between two or more parties to the procurement process or Contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain; iii. offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain; iv. any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation; v. obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a Contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; 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 inspection and audit process vi The Contractor may inform the date of placement of order to the foreign Principal / manufacturer, in case of items to be imported within 15 days of issuance of purchase order, if required by the Procuring Agency. If supplier fails to place order within 15 days of the issuance of purchase order and does not

	<p>provide the aforementioned information (if required by the Procuring Agency), the contract may be considered for termination or cancellation.</p> <p>On the happening of any of the above event, the performance guarantee will be forfeited.</p> <p>24.2 In the event the Procuring Agency terminates the Contract in whole or in part, pursuant to GCC Clause 24.1, the Procuring Agency may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Procuring Agency for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of the Contract to the extent not terminated.</p>
25. Force Majeure	<p>25.1 Notwithstanding the provisions of GCC Clauses 22, 23, and 24, the Supplier shall not be liable for forfeiture of its performance guarantee, 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.</p> <p>25.2 For purposes of this clause, “Force Majeure” means an event beyond the control of the Supplier and not involving the Supplier’s fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Procuring Agency in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes etc.</p> <p>25.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring Agency in writing of such condition and the cause thereof. The Committee, constituted by the Procuring Agency for redressing grievances, will examine the pros and cons of the case and all reasonable alternative means for completion of purchase order under the Contract and will submit its recommendations to the competent authority. However, Unless otherwise directed by the Procuring Agency 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.</p> <p>25.4 The procuring agency may extend the delivery period in case of force majeure with or without imposing penalty.</p>
26. Termination for Insolvency	<p>26.1 The Procuring Agency may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring Agency.</p>
27. Termination for Convenience	<p>27.1 The Procuring Agency, by written 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 Agency’s convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.</p> <p>27.2 The Goods that are complete and ready for shipment within thirty (30) days after the Supplier’s receipt of notice of termination shall be accepted by the Procuring Agency at the Contract terms and prices. For the remaining Goods, the Procuring Agency may choose:</p> <ul style="list-style-type: none"> (a) to have any portion completed and delivered at the Contract terms and prices; and/or (b) to cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Services and for materials and parts previously procured by the Supplier.
28. Arbitration and Resolution of Disputes	<p>28.1 The Procuring Agency 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.</p> <p>28.2 If, after thirty (30) days from the commencement of such informal negotiations, the Procuring Agency and the Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms specified in SCC. These mechanisms may include, but are not restricted to, conciliation mediated by a third party, adjudication in an agreed and/or arbitration as per rule 68 of PPR-14 and in accordance with Arbitration Act-1940.</p>

29. Governing Language	29.1 The Contract shall be written in English language. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.
30. Applicable Law	30.1 The Contract shall be interpreted in accordance with the laws of Punjab (Pakistan) unless otherwise specified in SCC.
31. Notices	31.1 Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by e-mail and confirmed in writing to the other party's address specified in SCC. 31.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.
32. Taxes and Duties	32.1 Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Procuring Agency. In case of imposition of new taxes/duties or concession thereof after the deadlines for the submission of bids the effect thereof shall be borne or availed by the procuring agency as the case may be.
33. Repeat Order	33.1 The contractor may provide goods on repeat order (not exceeding 15% of the original procurement order) under the provision of Punjab Procurement Rules 2014, if asked for on same terms and conditions.

Section VI. Special Conditions of Contract

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. Definitions (GCC Clause 1)	<p>GCC 1.1 (g) The Procuring Agency is: University of Rasul Mandi Bahauddin</p> <p>GCC 1.1 (h) The Procuring Agency's country is: Islamic Republic of Pakistan</p> <p>GCC 1.1 (i) The Supplier is: [<i>Bidder to provide detail here</i>]</p> <hr/> <p>GCC 1.1 (j) The Project Site is: UNIVERSITY OF Rasul, 13km Sarai Alamgir Road, Mandi Bahauddin.</p>
2. Country of Origin	GCC Clause 3 All countries
3. Performance guarantee (GCC Clause 7)	3.1 As per Rule 56 of PPR-14, the amount of performance guarantee, as a percentage of the Contract Price, shall be 5% (five per cent) in the shape of non-recourse, irrevocable and unconditional CDR or bank guarantee as per GCC 7 from scheduled bank of Pakistan on the prescribed format attached with the bidding document (for bank guaranty only).
4. Inspections and Tests (GCC Clause 8)	<p>4.1 Post-delivery Inspection will be arranged at a site as desired by the procuring agency. The acceptance parameters are as following:</p> <ol style="list-style-type: none"> 1. Confirming to the contractual specifications of items 2. Satisfactory performance of functional test of the equipment 3. Proper test report will be prepared with functional compliance and physical attributes of goods, if conducted
5. Packing (GCC Clause 9)	The packing, marking and documentation within and outside the packages shall be as per manufacturer standards meeting the safety requirements. Packing should ensure safe and sound delivery at site.
6. Delivery and Documents (GCC Clause 10)	<p>6.1 Upon delivery, the Supplier shall provide the following documents to the Procuring Agency:</p> <ol style="list-style-type: none"> (i) Original copies of Delivery Note (Delivery Challan) (in duplicate) showing item's description, quantity etc. (ii) copies of the packing list identifying contents of each package; (iii) insurance certificate if applicable; (iv) original and one copy of the usual transport document (for example, a negotiable bill of lading, a non-negotiable sea waybill, an inland waterway document, an air waybill, a railway consignment note, a road consignment note, or a multimodal transport document) which the buyer may require to take the goods; <p>6.2 After Satisfactory inspection the Supplier shall provide the following documents to the Procuring Agency:</p> <ol style="list-style-type: none"> (i) Original copies of the Supplier's invoice (in duplicate) showing Goods', items description, quantity, unit price, and total amount; (ii) Original copies of the Sales Tax Invoices (where applicable) in duplicate showing item's description, quantity, per unit cost (without GST), amount of GST and total amount (with GST). (iii) Certificate of origin.
7. Warranty (GCC Clause 15)	<p>7.1 The supplier warrants that the books are new and original.</p> <p>7.2 Replace the defective goods within seven (07) days for local and sixty (60) days for foreign goods of the notice thereof.</p>
8. Payment (GCC Clause 16)	<p>8.1 GCC 16.1-The method and conditions of payment to be made to the Supplier under this Contract shall be as follows:</p> <ol style="list-style-type: none"> a) Payment in Pak Rupees will be made through cross cheque of supplied items after deduction of prevailing taxes. The contractor shall provide all necessary supporting documents along with invoice for payment. b) Payment will be made in maximum two (2) instalments. The cost of first consignment should not be less than 50%. In case of full delivery, payment will be made as a whole as per para "a" above.
9. Prices (GCC Clause 17)	9.1 Prices shall be: Fixed and shall not be adjusted.

10. Liquidated Damages (GCC Clause 23)	10.1 GCC 23.1-Applicable rate: 0.5 % per week of late delivered goods. 10.2 Maximum deduction: 10 % of contract price (a) In case deliveries are not completed within the time frame specified in the schedule of requirements / contract, a Notice will be served to the Bidder which will be followed by liquidated damages and the procuring agency may terminate the Contract to the extent of undelivered portion of Goods and performance guarantee may be forfeited / encashed to the Procuring Agency's account and the Bidder may be blacklisted
11. Resolution of Disputes (GCC Clause 28)	11.1 The dispute resolution mechanism to be applied pursuant to GCC Clause 28.2 shall be as follows: As per Rule 68 of PPR-14, in the case of a dispute between the Procuring Agency and the Supplier, the dispute shall be referred to conciliation mediated by a third party, adjudication or arbitration in accordance with the Pakistan Arbitration Act, 1940.
12. Governing Language (GCC Clause 29)	14.1 The Governing Language shall be: English.
13. Applicable Law (GCC Clause 30)	18.1 The procurement process will be governed under Punjab Procurement Rules – 2014 or latest. The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan which includes the following legislation: a. The Contract Act 1872. b. The Arbitration Act 1940
20. Notices (GCC Clause 31)	20.1 Procuring Agency's address for notice purposes: Office of Convener, Procurement Committee, Punjab University of Technology Rasul, 13km, Sarai Alamgir Road, Mandi Bahauddin. Tel: 0546-553216 Tel: 0546-553354 <hr/> 20.2 Supplier's address for notice purposes: Please provide: <hr/> <hr/>

Section VII. Schedule of Requirements

7.1 Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates a delivery date which is the date at which delivery is required.

Number	Description	Quantity	Delivery schedule (shipment)
--------	-------------	----------	------------------------------

In 90 days from date of signing contract _____¹

In order to determine the correct date of delivery hereafter specified, the Procuring Agency has taken into account the additional time that will be needed for international or national transit to the Project Site or to another common place.

Delivery time is 90 days. Titles of books along with specifications and quantity is given in Section III Specifications on pages 15 to 107.

¹ The Procuring Agency must specify here the date from which the delivery schedule will start. That date should be either the date of contract award, or the date of contract signature, or the date of opening of letter of credit, or the date of confirmation of the Letter of Credit, as appropriate. The Bid Form should include only a cross-reference to this Schedule.

Section VIII. Sample Forms

8.1. Bid Submission Form

[To be signed & stamped by the Bidder and reproduced on the letter head. To be uploaded with the Bid, in case of Single Stage One Envelope Procedure and with the Technical Bid, in case of Single Stage Two Envelope Procedure]

No: _____ Date: _____

To
Convener, Procurement Committee,
University of Rasul Mandi Bahauddin.

Having examined the bidding documents including Addenda Nos. _____ if any, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver full package (Books, Journals etc.) in conformity with the said bidding documents for the sum of [*total bid amount in words and figures* firm and final including all taxes etc] or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the **guarantee of a bank in a sum equivalent to 10% of the Contract Price** for the due performance of the Contract, in the form prescribed by the Procuring Agency.

We agree to a Bid by this Bid for bid for a period of 120 days from the date fixed from Bid opening under clause 2.3.8 of the Instructions to Bidder, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed (if required), this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

The Composition of our bid uploaded consists of:

Bid includes the following:

- a) Original Bid form scanned (as per **form 8.1** of Bidding documents) on letter head of the firm, duly signed and stamped.
- b) Complete bidding document (without filling) signed and stamped by the bidder
- c) All the forms relevant to the bid, to be reproduced on the letter head of the bidder as indicated on each individual form.
- d) Original Bid security form (as per **form 8.11** if applicable) along with Original financial instrument [*Bank Guarantee / Bank call-deposit (CDR)*] valid for **30 Days**, beyond the validity of Bid and affidavit submitted in PMU Office.
- e) Price schedule / financial form scanned (as per **form 8.10**) to be reproduced on the letter head of the bidder duly signed and stamped.
- f) Copy of bid security form along with copy of financial instruments [*Bank Guarantee / Bank call-deposit (CDR)*] valid for **30 Days**, beyond the validity of Bid in the manner as prescribed on the bid security form **8.11** (if applicable).
- g) Documents listed in check list.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of goods provider	Amount (Rs.)

(If none, state none)

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this _____ day of _____ 20_____.

[signature] [Name & in the capacity of]
Duly authorized to sign Bid for and on behalf of _____

8.4. Bidder Profile Form

[To be signed & stamped by the Bidder and reproduced on the letter head. To be uploaded with Bid]

Please provide all the addresses of offices, works/ manufacturing units/ repairing units/ storage units.

Sr.#	Particulars
1.	Name of the company:
2.	Registered Office:
Address: _____	
Office Telephone Number: _____	
Email: _____	
3.	Contact Person:
Name: _____	
Personal Telephone Number: _____	
Email Address: Email: _____	
4.	Details of District wise offices
Address: _____	
Office Telephone Number: _____	
Email: _____	
Address: _____	
Office Telephone Number: _____	
Email: _____	
Address: _____	
Office Telephone Number: _____ // _____	
Email: _____	
5.	Registration Details:

a) Attachment of Income Tax Returns (as per bid document)

b) Details of Experience (Last 03 Years)

(i)	Supply of Similar nature & similar cost or above (Agency/Department)	Item Name relevant to package
	1-	
	2-	
	3-	
	4-	
	5-	
(ii)	Value of total Projects/Tenders/Pos	Amount (Rs. In Million)
	1-	
	2-	
	3-	
	4-	
	5-	

c) Staff Detail and last month Payroll with following detail duly signed and stamped

S#	Name of Employee	Designation	Highest qualification	PEC Registration#

d) Bank Statement (last 03 years)

e) Fixed Assets detail

f) Bank balance / credit Limit

g) detail of set up for provision of after sale service.

h) List of offices other than head office with Complete address, ownership / rent agreement, years of office established on the same place.

8.5. General Information Form

[To be signed & stamped by the Bidder and reproduced on the letter head. To be uploaded 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	

Signed by an authorized Officer of the company

Name of Officer: _____

Title of Officer: _____

Name of Company: _____

8.6. Affidavit

[To be printed on PKR 300 Stamp Paper, duly attested by oath commissioner. Submitted to PA before closing time]

Name: _____

(Applicant)

I, the undersigned, do hereby certify that all the statements made in the Bidding document and in the supporting documents are true, correct and valid to the best of my knowledge and belief and may be verified by employer if the procuring agency, at any time, deems it necessary.

The undersigned hereby authorize and request the bank, person, company or corporation to furnish any additional information requested by the University of Rasul Mandi Bahauddin of the Punjab deemed necessary to verify this statement regarding my (our) competence and general reUniversity ofation.

The undersigned understands and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of the University of Rasul Mandi Bahauddin. The undersigned further affirms on behalf of the firm that:

- (i) The firm is neither currently blacklisted by any Department nor any litigation is pending before PPRA or any other court of law competence in this regard against any such blacklisting order.
- (ii) The documents/photocopies provided with Bid are authentic. In case, any fake/bogus document was found at any stage, the firm shall be blacklisted as per Law/ Rules.
- (iii) Affidavit for correctness of information.
- (iv) We undertake that in case our bid accepted the goods to be supplied under the contract agreement will be genuine, brand new, non-refurbished, un-altered in any way, as per required specification, imported (if any) through proper channel.
- (v) We have read all terms & conditions and undertake to abide by all Terms & Conditions mentioned in this bidding document.
- (vi) We also hereby categorically confirm that the proposal / bid offered by us complies to particulars and specification as given in the Bidding Documents.
- (vii) It is certified that quoted rates against each item are as per market rate and we will refund the excess amount, in case we offered the same items at lowest rate anywhere in Pakistan.

[Name of the Contractor/ Bidder/ Supplier] undertakes to treat all information provided as confidential.

Signed by an authorized Officer of the company

Name of Officer: _____

Title of Officer: _____

Name of Company: _____

Date: _____

8.7. Performance Guarantee Form

[To be signed & stamped by the Bidder and reproduced on the letter head. To be provided with contract documents]

To,
Convener, Purchase Committee,
University of Rasul Mandi Bahauddin.

WHEREAS [*name of Supplier*] (hereinafter called “the Supplier”) has undertaken, in pursuance of “Invitation to Bid for the Provision/ Installation of **Package No.** UOR/PMU/2025-26/39, “Books, Journals etc.” to supply [(hereinafter called “the Contract”). Dated _____ 20_____

AND WHEREAS it has been stipulated by you in the said Contract that the Supplier shall furnish you with a bank guarantee by a schedule bank for the sum specified therein as security for compliance with the Supplier’s performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Supplier a guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of _____ [*amount of the guarantee in words and figures*], and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of _____ [*amount of guarantee*] as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the _____ day of _____ 20_____ or _____ days [insert number of days] after the rectification of the Defects, whichever is later.

[NAME OF GUARANTOR]

Signature _____

Name _____

Title _____

Address _____

Seal _____

Date _____

8.8. Technical Bid Form

Form-I

[To be signed & stamped by the Bidder and reproduced on the letter head. To be uploaded with Technical Bid]
To,
Convener, Procurement Committee,
Punjab University of Technology Rasul.

Having examined the bidding documents the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply, install and commission the following items in conformity with the below mentioned required specification against each item.

Sr. No.	Title of Book	Author Name	Quantity along with Unit	Country of Origin	Delivery Time	Book Edition	Year of Printing
1	2	3	4	5		6	7

Stamp & Signature of Bidder _____

8.9. Contract Form

[To be signed & stamped by the Bidder and reproduced on the letter head. To be provided with contract documents]

THIS AGREEMENT made the _____ day of _____ 20____ between [University of Rasul Mandi Bahauddin] (hereinafter called “the Procuring Agency”) of the one part and [name of Supplier] of (hereinafter called “the Supplier”) of the other part:

WHEREAS the Procuring Agency invited bids for certain goods and ancillary services, viz., **package No. UOR/PMU/2025-26/39**, Books, Journals etc.. and has accepted a bid by the Supplier for the supply of those goods and services in the sum of [contract price in words and figures] (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSES AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) the Form of Bid and the Price Schedule submitted by the Bidder;
 - (b) Schedule of Requirements;
 - (c) the Technical Specifications;
 - (d) the General Conditions of Contract;
 - (e) the Special Conditions of Contract; and
 - (f) the Procuring Agency’s Notification of Award/ Letter of Intent.
 - (g) Contract agreement
 - (h) Complete Bidding Document
3. In consideration of the payments to be made by the Procuring Agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring Agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Procuring Agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services, 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.
5. All disUniversity ofes or differences between the parties in connections with or arising out of this agreement shall be settled through arbitration in accordance with the provisions of Punjab Procurement Rules 2014. The arbitration should be made through mutually agreed single arbitrator under Arbitration Act 1940.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year mentioned above.

Procuring Agency	Supplier / Contractor
Signature: _____	Signature: _____
Name: _____	Name: _____
Designation: _____	Designation: _____
Date: _____	Date: _____

WITNESS:

1. _____
2. _____

8.10. Financial Bid Form/Price Schedule

[To be signed & stamped by the Bidder and reproduced on the letter head. To be uploaded with the Bid, in case of Single Stage One Envelope Procedure and with the Technical Bid, in case of Single Stage Two Envelope Procedure]

8.10.1. In case of foreign Titles, Bidder must provide 70-80 % of ordered books mentioned in the Letter of Acceptance.

8.10.2 In case of local titles, 90% of books should be provided by the supplier against the Letter of Acceptance.

To,
Convener, Procurement Committee,
Punjab University of Technology Rasul.

Having examined the bidding documents the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply, install and commission the following items in conformity with the below mentioned prices at _____.

Sr. No.	Book Name	Author	Edition	Year of Print	Country of origin	Quantity along with Unit	Pak Rupees			
							Unit Price	Total Price	Discount in %age	Net Amount
1	2	3	4	5	6	7	8	9	10	11
	Grand Total									

Amount of Grand total in Words: _____)

We understand that the Procuring Agency intends to award the contract to the lowest evaluated bidder. We will not claim any additional cost in respect of aforesaid equipment due to any price variations till the expiry of warranty period. We undertake, to complete the work / supply within the given time period in case we are declared lowest evaluated bidder.

Note: All applicable taxes at the time of payment will be deducted. Change in the rate of tax announced by the Govt. from time to time will be applicable for the purpose of deduction of tax.

Note:

In case of difference between unit price and total price, unit price shall prevail and total price shall be “final”. (Please refer ITB clause 2.5.6).

In case of difference between amount in “words” and amount in “figures”, amount in “words” shall be considered final.

Stamp & Signature of Bidder _____

Name: _____

Designation: _____

Date: _____

8.11. Bid Security Form

[To be signed & stamped by the Bidder and reproduced on the letter head. To be uploaded with Technical Bid.
Required if the bid security is in shape of bank guarantee]

Whereas *[name of the Bidder]* (hereinafter called “the Bidder”) has submitted its Bid dated *[date of submission of Bid]* for the supply of *[name and/or description of the goods]* (hereinafter called “the Bid”).

KNOW ALL PEOPLE by these presents that WE *[name of bank]* of *[name of country]*, having our registered office at *[address of bank]* (hereinafter called “the Bank”), are bound unto *[name of Procuring Agency]* (hereinafter called “the Procuring Agency”) in the sum of for which payment well and truly to be made to the said Procuring Agency, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this _____ day of _____ 20____.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of Bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its Bid by the Procuring Agency during the period of Bid validity:
 - (a) fails or refuses to execute the Contract Form, if required; or
 - (b) fails or refuses to furnish the Performance Guarantee, in accordance with the Instructions to Bidders;

we undertake to pay to the Procuring Agency up to the above amount upon receipt of its first written demand, without the Procuring Agency having to substantiate its demand, provided that in its demand the Procuring Agency will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including thirty (30) days after the period of Bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

[Signature of the bank]

[The Procuring Agency may alter or modify the details of this form in accordance with PPR-14 keeping in view its requirements, nature of procurement i.e. Bulk/Framework, item wise/package wise and form of contract to be adopted (i.e. DDP, CIF, C&F, FOR, FOP etc. if applicable) However, for a standard procurement/contract contents of a generalized this Form may be as provided above.]

8.12. Draft Integrity Pact

(For the procurement of Rs. 10,000,000 and above)

The lowest evaluated successful bidder shall sign and stamp the below mentioned Integrity Pact for the procurement contracts exceeding Rupees 10 million. Failure to provide such integrity pact shall make the bidder non-responsive.

Contract No. _____ Dated _____ Contract Value: [To be filled in at the time of signing of Contract]

Contract Title: _____

..... [Name of Supplier] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Punjab (GOP) or any administrative subdivision or agency thereof or any other entity owned or controlled by GOP through any corrupt business practice.

Without limiting the generality of the foregoing, [name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GOP, except that which has been expressly declared pursuant hereto.

[Name of Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GOP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[Name of Supplier] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to GOP under any law, contract or other instrument, be voidable at the option of GOP. Notwithstanding any rights and remedies exercised by GOP in this regard, [name of Supplier] agrees to indemnify GOP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GOP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [name of Supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GOP.

Name of Buyer:

Signature:

[Seal]

Name of Seller/Supplier:

Signature:

[Seal]

Section IX- Check List/ Table of Contents

[To be uploaded after being signed and stamped on Bidder's letter head pad]

The provision of this checklist is essential prerequisite along with submission of tenders

Sr. #	Detail of documents with Bid	Annex#
1	Letter for Submission of Tender Documents on Letter head	
2	Original Bid Submission (Form 8.1) on letter head of the firm duly signed and stamped.	A
3	Technical Bid Form (as per form 8.8 of Bidding documents) on letter head of the firm duly signed and stamped. (Form-I)	A
4	Complete bidding Documents unfilled duly signed and stamped.	B
5	NTN registration certificate of firm. verifiable copy	C
6	General Sales Tax registration certificate of firm. verifiable copy	C
7	Active Tax Payer Status FBR	C
8	Professional Tax certificate 2022 or latest. Attested copy	C
9	An affidavit (form 8.6) on legal stamp paper worth Rs. 300 to the effect as per BDS 13(g)	D
10	Bidders profile Form (as per form 8.4 of Bidding documents) on letter head of the firm, duly signed and stamped.	E
11	General Information Form (as per form 8.5 of Bidding documents) on letter head of the firm duly signed and stamped.	E
12	Financial Bid Form/ Price Schedule (as per form 8.10 of Bidding documents) on letter head of the firm duly signed and stamped	F

Note: Bidder is required to submit Original Bid Security Instrument, original affidavit (form 8.6) on legal stamp paper worth Rs. 300 to the effect as per BDS 13(i) in an envelope clearly marked with the Bidding Document Number and Title in the office of Project Director PMU, University of Rasul), before Bid submission deadline, failing which bid shall be rejected.

Certified that all the above required documents are uploaded in sequence given above.

Sr. #	Detail of documents required at the time of contract signing
1	Letter of Acceptance
2	Performance Guarantee of amount of Rs. 5% of contract value (CDR or Bank Guarantee form 8.7)
3	Contract form 8.9 on non-judicial e-stamped paper of value @ 0.25% of contract value or min Rs. 1200
4	Integrity Pact Form 8.12 (in case contract value is above Rs. 10.000M)

Certified that all the above required documents will be provided at the time of signing of contract.

Stamp & Signature of Bidder _____