

OFFICE OF THE PRINCIPAL
SHIRI CHOTTE SHAH GOVERNMENT DEGREE COLLEGE MENDHAR
(NAAC Accredited with Grade "B")



No. GDCM/Est./24/2664

Date: -13/06/2024

EXPRESSION OF INTEREST
FOR EMPANELMENT OF REPUTED BOOK
PUBLISHERS/SUPPLIERS/VENDORS FOR FINANCIAL YEAR 2024-25

Dear Sir/Madam,

SUBJECT: Call for the Expression of Interest for empanelment of reputed books publishers/suppliers/vendors for supply/procurement of books to College Library for the year i.e. 2024-25.

As you may be aware, College Library, Government Degree College Mendhar is an esteemed library for teaching and learning for students and faculty.

We are in the process of empanelment of books from Suppliers/Publishers/Vendors for the period of financial year 2024-25.

In this regard, Government Degree College, Mendhar intends to submit your "Expression of Interest".

Eligibility Criteria: Proof of the following mentioned supporting documents must be enclosed in support of the eligibility criteria and absence of any of them will render the publisher/vendor/supplier ineligible for the empanelment:

1. Book Publisher/Supplier/Vendor must be a regular service provider to at least one premium Government Institute of Jammu Kashmir UI for higher education.
2. Registration of Federation of Publishers and Booksellers Association in India (FPBAI).
3. Permanent Account No. (PAN) issued by the Income Tax Department.
4. Evidence of income tax clearance certificate of last three consecutive years.
5. Form "C" should be attached with application form at the time submission of EOL.

Note: The applicant should read all terms and conditions properly before submitting the application for empanelment.

General Terms and Conditions:-

1. The applications received after the due date and time will not be considered by the College.
2. All the pages of empanelment are to be signed and stamped by the firm along with the application.
3. The application must be along with CDR of Rs. 5000/- (Five Thousand) as security deposit drawn from Jammu Kashmir Bank Ltd, in favour of Principal Govt. Degree College, Mendhar and security deposit will be returned to the supplier after the expiry of the empanelment period. However, in case of unsatisfactory performance during the empanelment period, security deposit will be forfeited.
4. The College reserves the right to reject or accept any offer without assigning any reason or cancel or withdraw the notice.

Conv. Lib. Committee
[Signature]

[Signature]
Principal 13/6
Govt. Degree College
SCS Govt. Degree College
MENDHAR

SPECIAL TERMS AND CONDITIONS

You are required to adhere to the below mentioned terms and conditions:

1. **DISCOUNT** The supplier/Vendor is expected to extend a Uniform discount on all types of books except Govt. Publications. In case of identical discounts preference will be given according to alphabetical order. All the empanelled book sellers/publishers/vendors shall be given share from time to time as decided by the College library committee. Further vendor should not compromise with quantity and quality in view of giving maximization of discount.
 2. **CONVERSION RATES:** The supplier should submit necessary supporting documents/good office committee (GOC) conversion rules for foreign books.
 3. **EDITION OF BOOKS:** only latest editions shall be supplied
 4. **ORDER ACKNOWLEDGE:** The order should be acknowledged within 7 days from the date of order.
 5. **PAPERBACK/HARDBACK:** If paperback editions are not available, then consult the library beforehand if you intend to supply hardback editions.
 6. **BOOK SUPPLY TIME:** The maximum time limit for supplying Indian Book is 5 days and foreign books are 30 days.
 7. **BLACK LISTING VENDOR:** Incase of non supply of books within the stipulated time for successively three times, the vendor will be removed from the empanelment and blacklisted for future supply, unless the vendor communicates the reason for the delay in supply with valid proof.
 8. **ORDER CANCEL:** Order would be treated or cancelled, if the books are not supplied or no report as to availability or otherwise is received within this period.
 9. **PRICE PROOF:** The supplier shall provide "Publishers Price Proof/Publisher's Catalogue" along with the supply of books in support of the price not printed on books
 10. **TRANSPORTATION CHARGES:** Books must be supplied to the Library with No Transportation charges and No other extra charges are admissible.
 11. **PAYMENT.** The final payment shall be made in Indian Rupees within stipulated time from date of receipt of the Invoice, Through Online Mode in favour of your agency as per your invoice's the final invoices' in triplicate shall be along with a photocopy of your agency's PAN Card GST details/Bank Account details for the payment
 12. **REPLACEMENT COPY:** Incase of books, if any, received in mutilated torn condition shall be replaced with a fresh copy.
 13. **BILLING ADDRESS-** The bill(s) is here to be addressed in the name of "Principal, Govt. Degree College Mendhar".
 14. **ARBITRATION:** Incase of any dispute, the same shall be resolved initially by mutual discussion between the Parties within a period of 60 days failing which appropriate court at Rajouri will have the jurisdiction to adjudicate upon the matter
 15. **MODIFICATIONS:** The Colleges reserves the right to modify/change/delete add any further terms and conditions
Prior in issue of agreement,
 16. **CONTACT:** For any query contact the college librarian at within working hours or send an email on principalgdcmendhar@gmail.com
- All the vendors who scorps the above terms and conditions may submit their Expression of Interest (EOI) through Annexure-1 on uniform discount for supply of books in sealed envelope is mailing address,

Principal

Govt. Degree College

MENDHAR 85111

SCS Govt. Degree College
MENDHAR

Within 15 days after publishing of EOI notice in the newspaper with the subject expression if interest for empanelment for supply of books to the college library, Govt. Degree College, Mendhar" written on it.

Conv. Lib.
Committee

ANNEXURE-1

Application Form for empanelment as book supplier for financial year 2023-24

1. Name of the Firm.....
2. Registration No of Federation of Publishers and Booksellers Association of India (FPBAI)..
.....(Please enclose a copy of Registration Certificate)
3. Name of the Proprietor.....
4. Name of Partner (if any).....
5. Date of Establishment of Firm.....
6. PAN/TAN/GST No. of the Firm.....
7. Address.....
8. Phone No.....
- Website (if any).....
- Cell No. Of contact Person/s.....
- Email Address.....

9. Security details (to be deposited along with the document)
 - a. CDR No.....
 - b. Dated.....
 - c. Rs.....
 - d. Drawn on.....

10. Bank Account Details (Attach a documentary proof):
 - a. Name of Bank.....
 - b. Branch.....
 - c. Account No.....
 - d. IFSC Code.....

11. Discount Rate Offered.....(Mention in Both Words and Digit)
12. Past experience of books supplied along with proof.....
13. Any other productive details of firm (if any).....

Declaration:

I/We do hereby declare that entries made in this application form are true to the best of my/our knowledge and belief and the above terms and conditions are acceptable to me/us in latter and spirit.

Signature of Partners/Proprietors with Seal