



**Office of the Principal (Estb.2019)**  
**GOVT. DEGREE COLLEGE CHENANI, UDHMAPUR, J&K**  
(Affiliated to University of Jammu)

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No.CDC/2023/1054

Principal

website: [www.gdcchenani.in](http://www.gdcchenani.in)

Date 08 / 09 / 2023

Ph. 9469406244

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**EXPRESSION OF INTEREST**

**FOR EMPANELMENT OF REPUTED BOOK PUBLISHERS/SUPPLIERS/VENDORS FOR  
FINANCIAL YEARS 2023-24 AND 2024-25**

Principal Govt. Degree College Chenani intends to invite the **EoI** from the Reputed Book Publishers/Suppliers/Vendors for the procurement/supply of books to college library for the year 2023-24 and 2024-25.

The eligibility criteria, terms and conditions to be followed by interested parties are as under:

**Eligibility Criteria:** Proof of the following supporting documents must be enclosed in support of the eligibility criteria and absence of any of them will render the vendors/suppliers Ineligible for empanelment:

1. Book Publisher/Supplier/Vendors must be a regular service provider to at least one premium Government Institute of higher education of Jammu Kashmir UT.
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.

**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 documents are to be signed and stamped by the firm along with the application.
3. The application must be submitted along with CDR of Rs. 5000/- (five thousand) as security deposit drawn from Jammu Kashmir Bank Ltd. In favour of "Principal Govt. Degree College, Chenani" and security deposit will be returned to the suppliers 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.

### **SPECIAL TERMS AND CONDITIONS**

1. **DISCOUNT:** The supplier/Vendor is expected to extend an 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 rates for foreign books.
3. **EDITION OF BOOKS:** Only latest editions shall be supplied.
4. **ORDER ACKNOWLEDGE:** The order should be acknowledged within 10 days from the date of order.
5. **PAPERBACK/HARDBACK:** If paperback edition are not available, then consult the library formally beforehand if intended 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:** In case 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 as 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 of the college with no Transportation charges and no other/ extra charges 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 agency as per invoice/s. The final invoice/s in triplicate shall be submitted along with a photocopy of a agency’s Name, Address, PAN Card/GST details/complete Bank Account details for the payment.
- 12. REPLACEMENT COPY:** In case of Books, if any, received in mutilated/torn condition shall be replaced with a fresh copy.
- 13. BILLING ADDRESS:** The bill(s) is/are to be addressed in the name of “Principal, Govt. Degree College Chenani.
- 14. ARBITRATION:** In case of any dispute, the same shall be resolved initially by mutual discussion between the parties within a period of 60 days failing which appropriate Hon’ble court at Chenani will have the jurisdiction to adjudicate upon the matter.
- 15. MODIFICATIONS:** The college reserves the right to modify/change/delete/add any further terms and conditions prior to issue of agreement.
- 16. CONTACT:** For any query contact the college librarian during college working hours or send an email on [principalgdcchenani@gmail.com](mailto:principalgdcchenani@gmail.com).

All the vendors who accept the above terms and conditions may submit their Expression of Interest (Eoi) through Annexure-I on uniform discount for supply of books in a sealed envelope at mailing address:-

**Principal**

**Govt. Degree College Chenani**

**Pin No.182141**

Within 10 days after publishing of tender notice in the newspaper with the subject, “Expression of Interest for empanelment for supply of books to college library, Govt. Degree College Chenani” written on it.

**Principal**

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**Annexure-I**

Application Form for empanelment as book supplier for financial year 2023-24 and 2024-25

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 the partner (if any)\_\_\_\_\_

5. Date of Establishment of Firm\_\_\_\_\_

6. PAN/TAN/GST No. Of the Firm\_\_\_\_\_

7. Address \_\_\_\_\_

8. Phone No. \_\_\_\_\_ Fax \_\_\_\_\_

Website (if any) \_\_\_\_\_ Mobile No. \_\_\_\_\_

Email Address \_\_\_\_\_

9. Security deposit details (to be deposited alongwith the documents)

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 \_\_\_\_\_

e. Branch Code \_\_\_\_\_

11. Discount Rate Offered \_\_\_\_\_ (mention in Both Words and Digits )

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. Further the above, terms and conditions are acceptable to me/us in letter and spirit.

Signature of Partners/Proprietors with Seal