



OFFICE OF THE PRINCIPAL,
GOVT. DEGREE COLLEGE, UDHAMPUR
(NAAC ACCREDITED B++)
Affiliated to University of Jammu



Website :
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No.UCB/2024/3008
Dated: 14/08/2024

Dr.Sanjay Kumar Verma, Principal

EXPRESSION OF INTEREST

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

SUBJECT: Call for the Expression of Interest for empanelment of reputed Book Publishers/Suppliers/Vendors for supply/procurement of books to College Library for the year ie. 2024-2025.

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

We are in the process of empanelment of Book Suppliers/Publishers/Vendors for the period of financial year 2024-25. In this regard, Government Degree College, Udhampur 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 vendor/suppliers Ineligible for empanelment:

1. Book Publisher/Supplier/Vendors must be a regular service provider to at least three premium Government Institute of Jammu Kashmir UT for higher education during the last three years.
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 empanelment 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, Udhampur 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.

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. 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 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 editions are not available, then consult the library beforehand if you intend to supply hardbound editions.
 - 6 **BOOK SUPPLY TIME** The maximum time limit for supplying Indian Book is 10 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 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 submitted along with a photocopy of your agency's PAN Card/GST details/Bank Account details for the payment.
 - 12 **REPLACEMENT COPY:** In case of Books, if any, received in mutilated/term 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 Udhampur"
 - 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 court at Udhampur 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 **Form-C :** Book Publishers/suppliers/vendors also enclosed the form-c with the application form.
 - 17 **CONTACT:** For any query send an email on 'principal@gdcudhampur.in'

All the vendors who accepts the above terms and conditions may submit their Expression of Interest (EOI) through Annexure-1 on uniform discount for supply of books in a sealed envelope at mailing address:- **Principal , Govt. Degree College Udhampur ,Pin code: 182101**

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, Udhampur written on it.

Undertaking

I/We Solemnly declare and affirm that we will follow abide by the above laid down terms and conditions and shall no claim my right in case of violation of any single term & condition.

Signature along with
Stamp of the
Principal
Govt. Degree College
Udhampur

Mailing address:

Principal Govt. Degree College

Udhampur

Pin:182101

Annexure-I

APPLICATION FORM

Empanelment of Vendors for supply of Books, Periodicals/Publications for the year 2024-25

1. Name of the Firm/Vendor: _____
2. FPBAI Registration No.: _____
3. Name of the Proprietor: _____
4. Name of the Partner (if any): _____
5. PAN/GST No. of the Firm/Vendor: _____
6. Address: _____
7. Mobile No.: _____ Phone No.: _____

E-mail Address: _____

8. Name of the three reputed clients among the institutions of the higher learning of JK UT like College, Universities etc. served by the vendor as book supplier during last three years.
 - i) _____
 - ii) _____
 - iii) _____

(Copies to the satisfactory performance certificates from the above-mentioned institutions need to be attached)

9. Security deposit details:
 - a) CDR No. _____
 - b) Dated _____
 - c) Rs _____
 - d) Drawn on _____
10. Bank Details:
 - a) Name of the Bank _____
 - b) Branch _____
 - c) Account Number _____
 - d) IFSC Code _____

11. Discount Offered: _____ (Both in figures and words)

Declaration:

I/We do hereby declare that entries made in this application form are correct and true to the best of my/our knowledge and belief. Further, we accept all the terms and conditions of empanelment.

Date: _____

Seal & Signature of the Firm/Vendor

Enclosures: