

**OFFICE OF THE PRINCIPAL  
GOVT. DEGREE COLLEGE, VIJAYPUR**

Email id:- [gdcvijaypur@gmail.com](mailto:gdcvijaypur@gmail.com)

Mobile No.:9419268864

No: - Vij/Coll/2024/1096

Dated: - 05-12-2024

**INVITATION OF EXPRESSION OF INTEREST (EOI)**

**Subject: Expression of Interest empanelment of reputed Book  
Publishers/Suppliers/Vendors for supply of books to GOVT. DEGREE COLLEGE VIJAYPUR**

The Principal of GOVT. Degree College Vijaypur (Samba) invites "Expression of Interest" empanelment of reputed Book Publishers/Suppliers/Vendors across State/UT/National levels for the procurement/supply of books to this college for the financial year 2024-25 & 2025-26. Interested parties having requisite experience and who fulfil all terms and conditions along with eligibility criteria as mentioned in "EOI" notification at college website ([www.gdcvijaypur.com](http://www.gdcvijaypur.com)) are requested to submit their "EOI" with relevant supporting documents to this office. All necessary details including eligibility criteria , terms and conditions of purchase with application form (Annexure-1) shall be obtained from official website of the college or by hand from the office of the undersigned.

The "EOI" from eligible parties with duly sealed cover scribing the envelope with Invitation for EOI for empanelment for supply of books to College Library of GDC Vijaypur should reach this office within seven days of publication of this notification in the local daily newspaper.

Sd/-  
Principal  
GDC Vijaypur  
Govt. Degree College  
/ijaypur  
5/12/2024

OFFICE OF THE PRINCIPAL  
GOVT. DEGREE COLLEGE, VIJAYPUR

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No: - Vij/Coll/2024/1097  
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The Joint Director  
Information Department  
Jammu

**Subject:** Publishing of Notice for Expression of Interest (EOI) for Empanelment of reputed Book Publishers/Suppliers/Vendors for supply of books to GOVT. DEGREE COLLEGE VIJAYPUR (Samba).

Sir,

In reference to the subject cited above, please find the attached Notice for Expression of Interest (EOI) for Empanelment of reputed book Vendors/Publishers/Suppliers for supply of books to this college. In this connection you are requested to please publish the said notice for further necessary action.

Thanks and Regards

  
Principal  
GDC Vijaypur  
Govt. Degree College  
Vijaypur  
5/12/2024

**TERMS AND CONDITIONS FOR EMPANELMENT OF REPUTED BOOK PUBLISHERS/SUPPLIERS/VENDORS FOR FINANCIAL YEAR 2024-2025 & 2025-2026.**

**DEAR SIR/MADAM,**

**SUBJECT: Terms and conditions for empanelment of reputed Book publishers/suppliers/vendors for supply/procurement of books to College Library for the session 2024-2025 & 2025-2026.**

**As you may be aware, College Library, Government Degree College Vijaypur 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 financial year 2024-2025 & 2025-2026.**

**In this regards, Government Degree College, Vijaypur intends to submit your responses.**

**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/supplier's ineligible for empanelment:**

**1. Book Publisher/Supplier/Vendors must be a regular service provider to at least one premium government institute of Jammu Kashmir UT 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 least three consecutive years.**

**5. Book sellers should be sole proprietorship Certificate.**

***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 DD of Rs. 5000/- (five thousand) as security deposit drawn from any Nationalized Bank in favour of Principal Govt. Degree College Vijaypur and Security deposit will be returned to the Supplier after the expiry of the empanelment period. However, in case 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 maximum discount on all types of books. In case, the rate of discount varies then the highest discount offered will be applicable to all the eligible book suppliers/vendors. However, if anyone disagrees the firm can be withdrawn from the empanelment.**
- 2. CONVERSION RATES: - The supplier should submit necessary supporting document/s Good Office Committee (GOC) conversion rates for foreign books.**
- 3. EDITIONS 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 edition is not available, then consult library beforehand if you intend to supply hardback editions.**
- 6. BOOK SUPPLY TIME: - The maximum time limit for supplying Indian books is 15 days and foreign books is 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 "Publisher's 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 Invoice/s 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/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 Vijaypur (Samba)".
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 Doda 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 at 7006849771 with in working hours or send an e mail on [gdcvijaypur@gmail.com](mailto:gdcvijaypur@gmail.com)

All the vendors who accepts the above terms and conditions may submit their Expression of Interest (Eoi) on best discount rate (MINIMUM 10%) for supply of books in a sealed envelope at mailing address within 07 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 Vijaypur written on it. Within 7 days after publishing of tender notice in the newspaper with subject "Expression of Interest for empanelment for Supply of Books to College Library, GDC, Vijaypur" written on it. Entries received after the due date and time mentioned above will not be entertained under any circumstances. Incomplete and unsigned EOI or the EOI not in prescribed format (ANNEXURE - I) will be rejected without assigning any reason.

Sd/  
Principal  
GDC Vijaypur

**ANNEXURE - 1**  
**(ON OFFICE LETTER HEAD)**

**Application Form for empanelment as book supplier for Financial Year  
2024-25 & 2025-26**

**1. Name of the Firm.**

\_\_\_\_\_

**2. Registration No of Federation of Publishers and Booksellers Association  
of India (FPBAI).**

\_\_\_\_\_ (Please enclose a copy of the 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.**

\_\_\_\_\_ (Attach a Copy)

**7. Address.**

\_\_\_\_\_

**8. Phone no.** \_\_\_\_\_ **Fax.** \_\_\_\_\_

**Website (if any)** \_\_\_\_\_ **Cell No. of contact Person/s**

**E-mail address** \_\_\_\_\_

**9. Security Deposit 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)

**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**  
**Date.....**