

OFFICE OF THE PRINCIPAL, GOVT. DEGREE COLLEGE, KALAKOTE

No: GDC/KKT/DEP/2023/324

Dates: 15/09 /2023

EXPRESSION OF INTEREST

FOR EMPANELMENT OF REPUTED BOOK
PUBLISHERS/SUPPLIERS/VENDORS FOR FINANCIAL YEAR 2023-24

Dear Sir/Madam,

Subject: Call for the expression interest for empanelment of reputed Book Suppliers/Publishers/Vendors for supply procurement of books to College Library for the year i.e. 2023-2024 & 2024-25.

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

We are in the process of empanelment Book/suppliers/publishers vendors for the period of financial year 2023-2024 & 2024-25.

In this regard, Govt. Degree College, Kalakote invites sealed "Expression of Interest" from all the eligible Book Suppliers/Publishers/Vendors across State/National level for participation.

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 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 last three consecutive years.
5. All the requisite documents in original along with submission form of "EoI" be submitted in person in the office of the undersigned or be sent through Registered Post addressed to Principal Government Degree College Kalakote.

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

General Terms and Conditions:

1. The application received after the due date and time will not be considered by the college.
2. All the pages are 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 the Jammu and Kashmir Bank Ltd. in favour of Principal Govt. Degree College Kalakote 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 all uniform discounts 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/Vendors/Publishers shall be given share from time to time as decided by the college library committee. Further vendors should not compromise with the 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 7 days from the date of order.
5. **PAPERBACK/HARDBACK:** IF paperback edition is not available, then consult the library before hand 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 VENDORS:** In case of non-supply of books within the stipulated time for successively three times, the vendors will be removed from the empanelment and blacklisted for future supply, unless the vendors communicate 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 is 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 transport charges and No other/ extra charges are admissible.
11. **PAYMENT:** The final payment shall be made in Indian rupees within stipulated time from the date of receipt of the Invoice, through online mode in favour of your agency as per your invoice/s the final invoices/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 the fresh copy.
13. **BILLING ADDRESS:** The bill(s) is/ are to be addressed in the name of "principal, Govt. Degree College Kalakote".
14. **ARBITRATION:** In case of any dispute, the same shall be resolved initially by mutual discussion between the parties within a period of sixty days falling which appropriate code at Kalakote 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 within working hours or send an email on gdckalakote11@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 Kalakote
Pin No. 185202

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, Kalakote" written on it.


Principal
Govt. Degree College
Kalakote (J&K)

**OFFICE OF THE PRINCIPAL
GOVERNMENT DEGREE COLLEGE KALAKOTE (RAJOURI) J&K**

**Prof. (Dr.) Seema Arora
Principal**



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ANNEXURE-1

Application Form for empanelment as Book Supplier for Financial Year 2023-2024 & 2024-25.

1. Name of the Firm _____
2. Registration No of the 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 _____
7. Address _____
8. Phone No. _____ Fax _____
Website (if any) _____
Cell No. of contact person/s _____ Email 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)
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