

OFFICE OF THE PRINCIPAL
GOVT. DEGREE COLLEGE SUNDERBANI (RAJOURI)-J&K

Dr. Vandana Verma
Principal



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GDC/SBN/2025/ 1908

Date:- 03/11/2025

The Joint Director
Information Department
Jammu


Subject:- Publishing of notice for Expression of Interest (EOI) for empanelment of reputed book vendors/publishers/suppliers for Supply of Books of Govt. Degree College, Sunderbani.

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 Govt. Degree College, Sunderbani. In this connection you are requested to please publish the said notice for further necessary action.

Thanking you in anticipation.

Yours Sincerely


Dr. Vandana Verma
Principal
Govt. Degree College
GDC Sunderbani

OFFICE OF THE PRINCIPAL
GOVT. DEGREE COLLEGE SUNDERBANI (RAJOURI)-J&K

Dr. Vandana Verma
Principal



(O) Mob: 9419134841
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GDC/SBN/2025/1909

Date:- 03/11/2025


INVITATION FOR EXPRESSION OF INTEREST (EOI)

Subject: Expression of Interest for empanelment of reputed Book Publishers/Suppliers/Vendors for supply of books to Govt. Degree College, Sunderbani.

The Principal of Govt. Degree College Sunderbani invites "Expression of Interest" for 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 2025-26 and 2026-27.

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.gdcsunderbani.co.in 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 "Expression of Interest (EOI) for supply of books to college library of GDC Sunderbani", accompanied by a CDR of Rs 5000/- (Rupees Five Thousand Only) should reach this office within seven days of publication of this notification in the newspaper.


Principal
GDC Sunderbani
Govt. Degree College
Sunderbani

**TERMS AND CONDITIONS FOR THE EMPANELMENT OF REPUTED BOOK
PUBLISHERS/SUPPLIERS/VENDORS
FOR FINANCIAL YEAR 2025-2026 & 2026-27**

The Principal of Govt. Degree College Sunderbani (Rajouri) invites 'Expression of Interest' for Empanelment of reputed Book Publishers / Suppliers / Vendors across State/UT/National levels for the procurement / supply of books, journals and periodicals to the college for the financial year 2025-2026 & 2026-27. The eligibility criteria, terms and condition to be followed by interested parties are as under:

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 & 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/- (Rupees Five Thousand Only) as security deposit drawn from any Nationalized Bank in favour of Principal Govt. Degree College Sunderbani 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 Firm/Vendor(s)/Book Supplier(s) will furnish self-declaration of an affidavit duly authenticated by 1st Class Magistrate that the Firm/Vendor(s)/Book Supplier(s) has not been debarred /blacklisted by any University/Institution/College/Government Organisation.
5. 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 Sunderbani".
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 Sunderbani/ Rajouri 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 Principal / College Librarian at **9419134841** within working hours (10.00 am to 3.00 pm) or send an e- mail on **gdcsbn6@gmail.com**

All the vendors who accept 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 Sunderbani 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.


Principal
Government Degree College
Sunderbani
11/11/2025

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

(Copies of 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: _____

in figures and words)

(Both

Note: Cutting in writing is not acceptable

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: