



**OFFICE OF THE PRINCIPAL
GOVERNMENT DEGREE COLLEGE BILLAWAR**

Ph. & Fax: 01921- 222061M.No.09419207800

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Dear
Sir/Madam.

Subject: Call for "Expression of Interest" for empanelment of reputed Book Sellers/Publishers/Suppliers/ Vendors who are registered members of Federation of Publishers and Book Sellers Association of India (National/UT) for procurement of books for College Library for the year 2025-26.

As you may be aware, Govt. Degree College Billawar is a reputed academic institution functioning since 2005 and has been relentlessly providing standard teaching learning platforms for students. Library of the institution is playing a pivotal role in providing the learning resources to its user community for which we are in the process of empanelment of Book suppliers/Publishers and Vendors for the current financial year 2025-26.

In this regard this office invites sealed "Expression of Interest" from all the eligible Book Suppliers/Publishers/Vendors across State/UT/National Level for participation.

Eligibility Criteria:

The vendor(s)/Supplier(s) Distributor(s) desirous to submit EOI should meet the following eligibility Criteria as under:

1. Vendor(s)/Supplier(s)/Distributor(s)/Publisher(s) must be a registered member of Federation of Publishers and Book Sellers association of India (FPBAI).
2. Must be a regular and satisfactory service provider to Educational Institutions of Higher Education in J&K, India.

Must have valid Permanent Account Number (PAN), Goods and Services tax (GST) registration Certificate.

4. Receipt of Cost of Application Form paid (If received from office by hand only Rs. 10 and if downloaded from website there will be no cost).
5. Details of Income tax return for the last three consecutive years.
6. All the requisite documents 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, Govt. Degree College Billawar (J&K), Pin 184204.

GENERAL TERMS AND CONDITIONS FOR PURCHASE OF BOOKS:

1. SECURITY DEPOSIT:

- a) The application for empanelment must be submitted along with CDR of Rs 5000/- (Five Thousands Only) duly authenticated from Jammu and Kashmir Bank Ltd or any Nationalized Bank as security deposit favoring Principal, Government Degree College Billawar.
- b) The security deposit shall be returned to the supplier after the expiry of empanelment period subject to satisfactory performance of the vendor during the purchase process.

2. EXCLUSIVE RIGHTS:

- a) The College reserves the right to accept, reject, withdraw or cancel any offer regarding book purchase or the whole Empanelment process, of any supplier/vendor/distributor without assigning any reasons thereof.

3. DISCOUNT:

- a) The supplier/ vendor has to offer a uniform discount on all types of books except Government Publications. In case of identical discounts offered, preference shall be given as per alphabetical order of the registered names of the participating firms or any decision taken by the Library Committee with due approval from the Principal, GDC Billawar will be final.

A vendor/ supplier/distributor has to offer a minimum of 10% discount on the printed price of the books. The Books having no printed price are to be supplemented with authenticated price proofs from publisher's catalogue.

4. RECOMMENDED TITLES:

All the orders of the books should be placed exclusively out of the subject lists recommended by the faculty members. Any mismatch in the bibliographic details of the books recommended shall not be accepted for further processing

5. PRICE PROOFS/CONVERSION RATES:

a) Books having price mentioned in foreign currency are to be compulsorily supported with latest copy of conversion rates issued from (Goods Offices Committee), The Federation of Publishers and Book Sellers Association of India) for the month under which bill has been prepared.

6. EDITIONS OF THE BOOKS:

a) Only latest editions of the recommended titles are to be supplied.

7. STIPULAED TIME FRAME:

a) The selected Supplier(s)/Vendor(s)/Distributor(s) has to carry out the orders of purchase up to 15 (Fifteen days) after the acceptance of purchase contract.

b).The orders of purchase shall be treated as cancelled if supplier/vendor distributor fails to respond within stipulated period regarding availability/of books or any other reasons at his their end.

8. UNSATISFACTORY BEHAVIOR.

a) In case of unsatisfactory behavior or non supply of Books within stipulated time frame for consecutive three times the candidature of applicant shall be withdrawn from the empanelment list and shall be barred for participating in any kind of book purchase process.

. TRANSPORTATION CHARGES:

- a) The Freight charges for the consignment has to be borne by the Vendor/Supplier/Distributor.

10. UNUSABLE BOOKS:

- a) The titles received in mutilated conditions shall have to be replaced with new readable hard copy having the same bibliographic details.

11. BILLS:

- a) The bills in triplicate reflecting registered GST number of the firm, PAN Number and account details along IFSC and MICR(Magnetic Ink Character recognition) are to be addressed to Principal GDC Billawar Pin code 184204.

12. PAYMENT:

The final payment shall be made in Indian Rupees after due verification of the Bills.

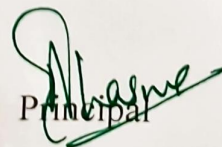
13. ARBRITRATION:

- a) In case of any dispute, the same shall be resolved initially with mutual consensus between the parties within 60 days. Failing which appropriate court within legal jurisdiction of Kathua shall be approached for final settlement of the dispute.

14. MODIFICATIONS:

- a) The undersigned reserves the exclusive rights to modify/alter/change/delete or add into the existing terms and conditions of purchase.

Note: All the vendors who accept the above terms and conditions in toto may submit their applications for "Expression of Interest" (EOI) through Annexure-1 on uniform discount for supply of Books in a sealed envelope.


Principal



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ANNEXURE-1

**Application form for empanelment as Book Supplier for the Financial
Year 2025-26.**

1. Name of the firm: _____.
2. Registration Number Issued From Federation of Publishers and Book Sellers Association of India (FBAI) ----- Please attach (Latest Copy).
3. Name of the Proprietor: _____.
4. Name of the partner (if any) _____.
5. Date of establishment of the Firm. _____.
6. PAN/TAN/GST Number of the Firm _____.
7. Address of the Firm. _____.
- 8 Phone
Number. _____.
9. Website address of the firm (if
any) _____.
10. Mobile
Number. _____.
11. E mail
address. _____.
12. Security deposit details to be deposited along with application form)
 - a). CDR No.
_____.

Dated:

Amount:

13. Bank account details: (Attach a documentary proof duly authenticated from the Concerned Bank

a).Name of the Bank:

b)Name of the Branch:

c) IFSC Code.

14. Discount Rate offered

(Mention in both Words and digits).

15. Past experience of Books supplied along with documentary proof.

Any other productive details of the firm:

Declaration:

1/ We do hereby declare that entries made in this application form are true to the best of my knowledge and belief Further the above terms and conditions are accepted by my/our firm in totality. Moreover I/we shall abide by all the terms and conditions set for the purchase of the books,

Signatures of the Proprietor /Partner with Seal.

Palace:

Dated: