



OFFICE OF THE PRINCIPAL
GOVT. DEGREE COLLEGE KOTRANKA (RAJOURI), J&K
(Affiliated to University of Jammu)
(Estd. 2019)

Dr Rajinder Singh
Principal

Mobile: 9596205335
Email Id: gdckotranka@gmail.com
www.gdckotranka.in

Date: 01-12-2023

EXPRESSION OF INTEREST

**FOR EMPANNELMENT OF REPUTED BOOKSELLERS/PUBLISHERS/SUPPLIERS/VENDORS
FOR FY 2023-24**

Eligibility criteria

Proof of following mentioned supporting documents must be enclosed in support of the eligibility criteria and absence of any of them will render the vendor/supplier ineligible for empanelment.

1. Book seller/Vendor/Publisher must be a regular service provider to at least three premium institutes of higher education of J&K UT during the last three years.
2. Registration with Federation of Publishers and Booksellers Association of India (FPBAI)
3. Permanent Account no. (PAN) issued by the Income Tax Department/GST. No. .
4. Evidence of Income Tax clearance certificate for the last three years.

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. 10000/- (Ten Thousand only) as security deposit drawn from any Nationalized Bank in favour of Principal Govt. Degree College Kotranka 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 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 However, if anyone disagrees the firm can be withdrawn from the empanelment.
5. The supplier should submit necessary supporting document/s Good Office Committee (GOC) for conversion of rates for foreign books.
6. The only latest edition books shall be supplied.
7. The order should be acknowledged within 10 days from the date of supply order.
8. The maximum time limit for supplying Indian books is 15 days and foreign books is 30 days.
9. 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.
10. The Order would be treated as canceled, if the books are not supplied or non availability of the books or otherwise is received within this period.
11. The supplier shall provide "Publisher's Price Proof/Publisher's Catalogue" along with the supply of books in support of the price if not printed on books.

12. The Books must be supplied to the College with NO Transportation charges and No other/extra charges are admissible.

13. 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 agency as per invoice/s. The Final Invoice/s in triplicate shall be submitted along with a Photocopy of Agency's PAN card/GST details/Bank account details for the payment.

14. The books received in mutilated/ torn condition (if any) shall be replaced with a fresh copy.

15. The bills) is/are to be addressed in the name of "Principal, Govt. Degree College Kotranka".

16. 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 Rajouri will have the jurisdiction to adjudicate upon the matter.

17. The college shall reserves the right to modify/change/delete/add any further terms and conditions prior to issue of agreement.

18. CONTACT: - For any query contact the college with in working hours or send an e mail on gdckotranka@gmail.com.

All the vendors who accepts the above terms and conditions may submit their Expression of Interest (EOI) on best discount rate for supply of books in a sealed envelop. at mailing address within 10 days after publishing of EOI in the newspaper with the subject, "Expression of interest" for empanelment for supply of books to Govt. Degree College Kotranka 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.

Signature along with stamp of the firm

Mailing Address

Principal
Govt. Degree College Kotranka Rajouri
Pin CODE: 185131
Email: gdckotranka@gmail.com
Mob: 9596205335



OFFICE OF THE PRINCIPAL
GOVT. DEGREE COLLEGE KOTRANKA (RAJOURI), J&K
(Affiliated to University of Jammu)
(Estd. 2019)

Dr Rajinder Singh
Principal

Mobile: 9596205335
Email Id: gdckotranka@gmail.com
www.gdckotranka.in

Date: 07-12-2023

ANNEXURE - I

**APPLICATION FORM FOR EMPANELMENT AS BOOK SUPPLIER FOR FINANCIAL YEAR
2023-34**

1. Name of the Firm:-----
2. Registration No of Federation of Publishers and Booksellers Association of India (FBAT.
(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. No: -----
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 : -----
10. 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.....