

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

Dr. Ashu Vashisht  
Principal



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NO: - GDC/SBN/2024/666

DATE: - 24/10/2024

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.

Regards

Dr. Ashu Vashisht  
Principal  
Govt. Degree College  
GDC Sunderbani

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Website: [www.gdc\\_sunderbani.in](http://www.gdc_sunderbani.in)

NO: - GDC/SBN/2024/ 666

DATE: - 29/10/2024

**Invitation for Expression of Interest (EOI)**

Subject: EOI for empanelment of reputed Book Sellers/ Publishers/Suppliers/Vendors for supply of books/Textbooks/Reference Books to Govt. Degree College, Sunderbani.

Principal Govt. Degree College, Sunderbani invites Expression of Interest (EOI) for empanelment of reputed Book Sellers/ Publishers/Suppliers/Vendors registered as member with Association of Indian Publishers and Book Suppliers for supply of Books/Textbooks/Reference Books to the college for the financial year 2024-25.

Application accompanied with CDR of RS. 10,000/- (Rupees Ten Thousand Only) pledged in favour of Principal Govt. Degree College, Sunderbani should reach the office of Principal within ten days positively from the date of publication of this EOI in newspaper. Criteria, Terms and conditions and Application form shall be obtained from the college campus or from the College website [www.gdc\\_sunderbani.in](http://www.gdc_sunderbani.in)

In case tenth day happens to be Sunday or Gazetted holiday. Application can be received during the next working day. Application form along with necessary documents shall be received in physical mode or through speed/ registered post only.

Dr. Ashu Vashisht  
Principal  
Govt. Degree College  
Sunderbani

### **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 few years.
2. Registration with Federation of Publishers and Booksellers Association of India (FPBAI).
3. Permanent Account No. (PAN) issued by the Income Tax Department.
4. Evidence of Income Tax Clearance certificate for the last three years.

### **TERMS AND CONDITIONS**

The firm/vendor which applies for empanelment should fulfill following conditions:

1. The period of empanelment shall be for the financial year 2024-25.
2. The firm/vendor has to supply books to the college offering a- uniform discount rate that shall be communicated once firm is empanelled by the college.
3. The books without price proof shall not be accepted.
4. Rate printed /written on stickers shall not be accepted. Books with printed price shall only be accepted.
5. The latest edition of books shall only be accepted.
6. Any loss/ damage caused to be supplied consignment during transit shall be the sole responsibility of the supplier. The cost of packing/freight charge/loading/unloading etc. at the ends shall be borne by the supplier.
7. Payment of books shall be made after proper verification of each title and author by the concerned HOD/Teacher/Liberian.
8. Security deposit in the form CDR amounting to Rs. 10,000 only should be pledged to the Principal, Govt. Degree College Sunderbani. Security in the shape of Cheque/Cash shall not be accepted.
9. The supply is to be made within 15 days from the date of issuance of supply order failing which firm may be penalized by the college.
10. Conversion rate for the foreign currencies as recommended/ approved by goods Office Committee, New Delhi shall be enforced.
11. Orders will be placed by the Principal and it will be discretion of his/her to place order to any empanelled supplier. There will be no objection from other empanelled Suppliers in this regards.
12. All the pages of the of the empanelment documents are to be signed and stamped by the firm and to be submitted along with the application form and self- attested copies of documents.
13. The bill in triplicate should be raised in the name of Principal, Govt. Degree College Sunderbani.
14. The College reserves the right to modify any condition enumerated or arising out of this notice without assigning any reason thereof.

#### **Note:**

- Absence of any of above mentioned documents shall render the supplier ineligible for the empanelment.
- All the vendors who accepted the above term and conditions may submit their Expression of Interest (EOI) through Annexure-I on uniform rate of discount for supply of books in a sealed envelope in bold letters EXPRESSION OF INTEREST at mailing address of the College email id- [gdcshn6@gmail.com](mailto:gdcshn6@gmail.com)

**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. Adress: \_\_\_\_\_
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: \_\_\_\_\_ (Both in figures and words)

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: