

**OFFICE OF THE PRINCIPAL**  
**GOVERNMENT DEGREE COLLEGE – R.S. PURA, JAMMU**

**(NAAC Accredited, 'B' Grade) Estd. 2005**

**Prof. (Dr.) Preetpal Kour**  
(Principal)

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No: GDC/RSP/24/1528

Dated: 16-10-2024

**INVITATION OF EXPRESSION OF INTEREST (EOI)**

**Subject: Expression of Interest empanelment of reputed Book Publishers/Suppliers/Vendors for supply of books to GOVT. DEGREE COLLEGE R S PURA**

The Principal of Govt. Degree College R S Pura (J&K) invites "Expression of Interest" empanelment of reputed Book Publishers/Suppliers/Vendors across State/UT/National level for the procurement/supply of books to this college for the Financial year 2024-25. Interested parties having requisite experience and who fulfills all terms and conditions along with eligibility criteria as mentioned in "EOI" notification at college website ([www.gdcrspurajammu.com](http://www.gdcrspurajammu.com)) 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-I) 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 "Invitation for EOI for empanelment for supply of Books to College Library of GDC R S PURA should reach this office within seven days of publication of this notification in the local daily newspaper."



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**EXPRESSION OF INTEREST**

**FOR EMPANELMENT OF REPUTED BOOK PUBLISHERS/SUPPLIERS/VENDORS  
FOR FINANCIAL YEAR 2024-2025.**

The Principal of Govt. Degree College R S PURA invites "Expression of Interest empanelment of reputed Book Publishers/Suppliers/Vendors who are registered members of Federation of Publishers' and Booksellers' Association of India (National/UT) for procurement of books for College Library for the year 2024-25.

The eligibility criteria, terms and condition to be followed by interested parties are as under:

**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 Booksellers' Association of India (FPBAI).
2. Must be a regular and satisfactory service provider to of Higher Education Institutions in UT of J&K.
3. Must have valid Permanent Account No (PAN) & Goods and Service Tax (GST) registration Certificate.
4. Receipt of Cost of Application Form paid.
5. Details of Income Tax Return for the last three consecutive years.
6. 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, Govt. Degree College R S PURA (J&K), Pin 181102"

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





Asad  
Amir Mahotay

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**TERMS AND CONDITIONS**

You are required to adhere to the below mentioned terms and conditions:

**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, Govt. Degree College R S PURA. Security deposit in the shape of Cheque/Cash shall not be accepted.
- 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 or withdraw any offer regarding book purchase process of any supplier/vendor/distributor without assigning any reasons thereof.

**3. DISCOUNT:**

- a) The supplier has to supply books to the college offering a uniform discount rate that shall be communicated once firm is empanelled by the college. However, the firm offering highest rate of discount shall be preferred.
- b) In case of identical discounts offered, Re-tendering will be done.
- c) 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:**

- a) 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.



Save Trees, Save Earth.



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**6. EDITIONS OF THE BOOKS:**

- a) Only latest editions of the recommended titles shall be accepted.

**7. STIPULATED TIME FRAME**

- a) The selected vendor(s)/supplier(s) Distributor(s) has to carry out the orders of purchase up to 15 (Fifteen days) after the acceptance of purchase contract failing which firm may be penalized by the college.
- 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 BEHAVIOUR:**

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

**9. TRANSPORTATION CHARGES**

- a) The Freight charges of the consignment have to be borne by the Supplier/Vendor/Distributor.
- b) Any loss/damage caused to the applied consignment during transit shall be the sole responsibility to the supplier.

**10. UNUSABLE BOOKS:**

- a) The titles received in mutilated/torn 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, Govt. Degree College R S PURA."

**12. PAYMENT:**

- a) The final payment shall be made in Indian Rupees after due verification of each title and author in the bills by the concerned HOD/Teacher.

**13. ARBITRATION:**

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



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**14. MODIFICATIONS:**

- a) The office of the undersigned reserves the exclusive right to modify/alter/change/delete or add into the existing terms and conditions of purchase.
- b) Orders will be placed by 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 regard.

**CONTACT: For any query contact the Principal / College Librarian at 9419211446 within working hours (9.00 am to 3.00 pm) or send an e-mail on gdcrspura@gmail.com.**

All the vendors who accepts 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 07days 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 R S PURA written on it.

  
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R.S. PURA

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.



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**ANNEXURE – 1**

**Application Form for empanelment as book supplier for Financial Year 2024-25**

1. Name of the Firm \_\_\_\_\_
2. Registration No. of Federation of Publishers and Book Sellers 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 \_\_\_\_\_ (Attach a Copy)
7. Address of the Firm \_\_\_\_\_
8. Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_
- Website (if any) \_\_\_\_\_
- Mobile 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: \_\_\_\_\_
11. Discount Rate Offered..... (Mention in both Words and Digit)
12. Past experience of Books supplied along with documentary proof.

**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.....