

INVITATION FOR EXPRESSION OF INTEREST (EOI)

For

Empanelment of Vendor(s)/Supplier(s)/Distributor(s)

for supply of Books to Library for FY 2025-26

at

GOVERNMENT DEGREE COLLEGE HIRANAGAR

EOI No: - HC/2025/3878

Dated: - 27-11-2025



**OFFICE OF THE PRINCIPAL
GOVT. GIRDARI LAL DOGRA MEMORIAL DEGREE COLLEGE
HIRANAGAR**

(NAAC ACCREDITED WITH GRADE B+)

Website: <https://www.gldmdchiranagar.in> Email: hiranagar_gdc@gmail.com

M.No: 94192-20975 Telephone No. 19222-95455



No. HC/2025/ 3878

Dated:- 27-11-2025

Subject:-Expression of Interest for Empanelment of vendor(s)/Supplier(s)/Distributor(s) for supplying books to Government Degree College Hiranagar Library

The Principal Govt. GLDM Degree College Hiranagar invites "Expression of Interest" for Empanelment of vendor(s)/Supplier(s)/Distributor(s) who are the members of Associate of Indian Publishers & Book Suppliers (AIPBS) or Federation of Publishers & Book Sellers Association of India (FPBAI) for supply of Books for the library of this college for the year 2025-26.

Application Fee (Non-refundable)	Treasury Challan of ₹100/-(Rupees One Hundred only) to be deposited in M.H 0202.
Earnest Money Deposit (Refundable)	₹5000/-(Rupees Five Thousand only) in form of CDR from any Nationalized Bank in favor of <i>Principal Government Degree College Hiranagar</i>
Address for Communication	Principal, Government Degree College, Hiranagar, Jammu & Kashmir
Last Date of Receiving Application	10.12.2025 at 3.00 P.M

Interested vendor(s)/Supplier(s)/ distributor(s) may submit "Expression of Interest" in a sealed envelope clearly super scripted as "*Expression of Interest (EOI) for empanelment of vendor(s)/Supplier(s)/ distributor(s) for supplying books to the Library of Government Degree College Hiranagar*". The complete EOI document shall be available for download from College Website: www.gldmdchiranagar.edu.in Any corrigendum/addendum with regard to EOI shall only be published on the college website i.e: www.gldmdchiranagar.edu.in Kindly read the instructions, eligibility criteria, general terms & conditions properly which are given on college website and see that eligibility, general terms & conditions are fully understood and complied.

27.11.2025
PRINCIPAL
Principal
GOVERNMENT DEGREE COLLEGE
Memorial Degree College
HIRANAGAR
Hiranagar

OFFICE OF THE PRINCIPAL GOVT. G.L.D.M DEGREE COLLEGE
HIRANAGAR

No. Hc/2025/3879

Dated: 27-11-2025

EXPRESSION OF INTEREST (EOI) FOR Empanelment of REPUTED BOOK SELLERS/SUPPLIERS/VENDORS FOR FINANCIAL YEAR 2025 -26

The Principal of GOVT. G.L.D.M Degree College Hiranagar invites 'Expression of Interest' for empanelment of reputed book publishers / Suppliers / Vendors for the procurement / supply of books to the college for the financial year 2025 -26.

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 service provider to at least three 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 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 CDR of Rs.5,000/- (Five thousand) as security deposit drawn from any Jammu and Kashmir Bank Ltd. in favour of Principal , Govt. GLDM Degree College, Hiranagar and Security deposit will

be returned to the Supplier after the expiry of the empanelment period. However, in case unsatisfactory performance during the empanelment period, security deposit will be forfeited.

4. 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 any one 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 low price latest editions shall be supplied where ever published.
- 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 books is 10 days.
- 7. Black Listing Vendor: In case of non -supply of books within the stipulated time, 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 at college. No Transportation charges and No other/extra charges are admissible.
- 11. Payment** The final payment shall be made in Indian Rupees within the **stipulated time** from the 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, and bank account details for processing the payment. However, the payment shall be subject to the submission of a satisfactory certificate from the Head of the Department whose books have been ordered for the library.

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. GLDM Degree College Hiranagar".
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 Jammu 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 within working hours (10.00 am to 3.00 pm) or send an e - mail hiranagargdc@gmail.com /

All the vendors who accept the above terms and conditions may submit their Expression of Interest (EOI) through ANNEXURE 1(Same is provided in the college Website i.e www.gldmdchiranagar.edu.in) on uniform discount for supply of books in a sealed envelope at mailing address.

Principal
Principal
GOVT. GLD.M DEGREE COLLEGE HIRANAGAR
Govt. G.L.D. Degree
Memorial Degree College
Hiranagar

Annexure -1
APPLICATION FORM

(Empanelment of Vendors for supply of Books, Periodicals/Publications for the year 2025-26)

I. 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. _____

Email Address: _____

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 three 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: