

Invitation for Expression of Interest (EOI)

For

**Empanelment of Vendors for supply of Books to Library,
Govt. Degree College Reasi
(Affiliated to University of Jammu)**



**Govt. Degree College Reasi
NAAC ACCREDITED
(Affiliated to University of Jammu)**



Government of Jammu & Kashmir, India
OFFICE OF THE PRINCIPAL
GOVT. GENERAL ZORAWAR SINGH MEMORIAL DEGREE COLLEGE REASI
(Affiliated to University of Jammu) Estd. 2003



e-mail: principalgdcresi20@gmail.com

NO: GGZMDC/Rsi/26/564

Dated: 01-08-2026

NAAC Accredited Grade B(CGPA 2.22)

Website: www.gdcresi.co.in

Phone: 01991-245590

Invitation for Expression of Interest (EOI)

Subject: - Expression of Interest for empanelment of reputed Book sellers, vendors/Suppliers/distributors for supply of books to Govt. Degree College, Reasi Library. The Principal of Govt. Degree College, Reasi invites sealed "Expression of interest" (EOI) for empanelment of reputed vendors/Suppliers/distributors who are registered with Book Seller's Federation (National/UT) for the procurement/Supply of books to the college library for the financial year 2026-27.

Interested vendors/Suppliers/distributors having requisite experience as mentioned in "Expression of Interest" notification at college website are requested to submit their EOI with relevant supporting documents to this college. All necessary details including eligibility criteria, terms and conditions and applications form (Annexure-I) shall be obtained from either college campus or from college website.

EOI from eligible parties in sealed envelope clearly superscripted as "Invitation for Expression of Interest (EOI) for empanelment for supply of books to GDC, Reasi College Library" must reach this office within 10 days of publishing of this notice in newspaper. In case tenth day happens to be Sunday or Gazetted holiday, Applications can be received during the next working day. Application form along with other necessary documents shall be received through speed post/Registered post or can be deposited in the office during the office hours (from 9 AM to 3PM.)

Note: - EOI will not be received after the last date due to postal delay or any other reason.

Principal

Govt. Gen. Zorawar Singh
Memorial Degree College
Reasi (J&K)



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EXPRESSION OF INTREST
FOR EMPANELMENT OF REPUTED BOOK SELLERS/ SUPPLIERS/ VENDORS FOR FINANCIAL YEAR
2026-27

Dear Sir/Madam,

SUBJECT: Call for the Expression of Interest for empanelment of reputed books Publishers/suppliers/vendors for supply/procurement of books to College Library for the year 2026-27. College Library, Govt. Degree College, Reasi is an esteemed library for teaching and learning for students and faculty.

We are in the process of empanelment of books from Suppliers/Publishers/Vendors for the period of financial year 2026-27. In this regard, Govt. Degree College, Reasi intends to submit your "Expression of Interest".

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 publisher/vendor/supplier ineligible for the 'empanelment:

1. Book Publisher/Supplier/"Vendor must be a regular 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 (FPBA).
3. Permanent Account No. (PAN) issued by the Income Tax Department.
4. Evidence of income tax clearance certificate of last three consecutive years.
5. Form "C (Issued by Labour Deptt.) should be attached with application form at the time of submission of EOI.

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

General Terms and Conditions:

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Govt. Gen. Zorawar Singh
Memorial Degree College
Reasi (J&K)

1. The applications received after the due date and time will not be considered by the College under any circumstances.
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. 5000/- (Rupees Five Thousand only) as security deposit drawn from Jammu Kashmir Bank Ltd. in favour of Principal Govt. Degree College, Reasi & security deposit will be returned to the supplier after the expiry of empanelment period. However, in case of unsatisfactory performance during the empanelment period, security deposit will be forfeited. Security deposit in the shape of Cheque/cash shall not be accepted.
4. The College reserve the right to reject or accept any offer, term & condition or whole EOI without assigning any reason to any stage or cancel or withdraw the notice.
5. The firm/Vendors/book supplier(s) will furnish self-declaration of an affidavit duly authenticated by 1st class magistrate that the firm/Vendor(s)/Book supplier(s) has not been debarred/blacklisted by any university/institution/college/Government organization.


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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 empanelment.
The empaneled book sellers/publishers/vendors shall be given share from time to time as decided by the College library committee. Further vendor should not compromise with quantity and quality in view of giving maximization of discount.
2. **CONVERSION RATES:** The supplier should submit necessary supporting documents/ good office committee (GOC) conversion rates for foreign books.
3. **EDITION OF BOOKS:** Only latest editions shall be supplied.
4. **ORDER ACKNOWLEDGE:** The order should be acknowledged within 10 days from the date of order.
5. The Vendor will have to give the following certificate on bills:
 - a. in case foreign edition, a certificate would be required stating that Indian reprint/edition is not published/available
 - b. When low price editions/paperback edition are not supplied a certificate would be required stating that no low-price editions/paperback editions for the books (mentioned at S No -----) are available"
6. **BOOK SUPPLY TIME:** The maximum time limit for supplying Indian Book is 15 days and foreign books are 25 days-failing which the supply order will be cancelled ab-initio.
7. **BLACK LISTING VENDOR:** 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.
8. **ORDER CANCEL:** Order would be treated as can-celled, if the books are not supplied with in stipulated time or no report as to availability of otherwise is received within this period.
9. **Price Proof:** The price proof of all the books, except for the books with printed price, must be enclosed along with bill in supports of prices charged. Books suppliers have to attach documentary evidence that is a copy of original publishers invoice duly signed by-them for the price(s) proof in case of foreign/Indian publications where price of the books(s) is not printed. No other documents such as copy of books in print, website price, printed catalogue price list, price proof issued by local book suppliers or distributors will be entertained.

10. **TRANSPORTATION CHARGES:** Books must be supplied to the Library with No Transportation charges and no other /extra charges are admissible.
11. **PAYMENT:** 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 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/Bank Account details for the payment.
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 bills is/are to be addressed in the name of Principal, Govt. Degree College, Reasi.
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 college librarian within working hours or send an email on manhasneelam1969@gmail.com; principalgdcresi20@gmail.com.
17. Any loss /damage caused to the supplied consignment during transit shall be the sole responsibility of the supplier.
18. The books should be consigned to Principal Govt. Degree College, Reasi Pin:182311, by speed post parcel/Registered/parcel/Courier/person. Delivery by train is not accepted.

Order will be placed by Principal & it will be the discretion of his /her to place order to any empanelled supplier. There will be no objection from other empanelled suppliers in this regard.

All the vendors who accept the above terms and conditions may submit their Expression of Interest (EOI) through Annexure-1 on best discount rate (minimum 10 percent) for supply of books in a sealed envelope at mailing address within 10 days after publishing of EOI in the newspapers with the subject Expression of Interest for empanelment for supply of books to college library, Govt. Degree College, Reasi written on it. EOI received after the due date & time mentioned above will not be entertained under any circumstances. Incomplete & unsigned EOI or EOI not in prescribed format (ANNEXURE -1) will be rejected without assigning any reason.


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ANNEXURE-1

Application Form for Empanelment as book supplier for financial year 2026-2027

1. Name of the Firm: _____
2. Registration No of Federation of Publishers and Booksellers Association of India (FPBAI) _____ (Please enclose a copy of 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: _____
7. Address: _____
8. Phone No. _____ Website (if any): _____
- Fax: _____ Address: _____ Cell No. Of contact Person: _____ Email: _____
9. Security deposit details (to be deposited along with the document)
10.
 - 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 proof: _____
13. Any other productive details of firm (if any): _____

Note: - Cutting in writing is not acceptable.

Declaration: I/We do hereby declare that entries made in this application form are true to the best of my/our knowledge and belief and the above terms and conditions are acceptable to me/us in latter and spirit.

Signature of Partners/Proprietors with Seal


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