OFFICE OF THE PRINCIPAL
GOVERNMENT DEGREE COLLEGE, NAGROTA, JAMMU-181221
Prof. Anjali Mahajan
Principal
Mobile: +91-94698-53316, 0191-2673281
e-mail:gdcnagrota@gmail.com

No: GDC/NAG/COLL/2026/ 1936 Dated: 2-11-2026

EXPRESSION OF INTEREST FOR EMPANELMENT OF REPUTED BOOK PUBLISHERS/SUPPLIERS/VENDORS FOR FINANCIAL YEAR 2026-2027.

DEAR SIR/MADAM,

SUBJECT: Call for Expression of Interest (EOI) for empanelment of reputed Publisher(s)/ Supplier(s)/ Vendor (s)/ Distributer(s) registered as members with Association of Indian Publishers and Book Suppliers (AIPBS) or Federation of Publishers and Book Sellers Association (FPBAI) for supply of books to Govt. Degree College Nagrota

As you may be aware, College Library, Govt. Degree College Nagrota is an esteemed library for teaching and learning for students and faculty. We are in process of empanelment of Publisher(s)/ Supplier(s)/ Vendor (s)/ Distributer(s) for the financial year 2026-2027. In this regard, the intends to submit your response.

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(s)/Supplier(s)/Vendor(s)/ Distributer(s) ineligible for empanelment:

1. The Publisher(s)/Supplier(s)/Vendor(s)/Distributor(s) must be a regular service provider to at least one premier Government institution of Higher Education in the UT of Jammu & Kashmir.
2. Must be registered with the Federation of Publishers' and Booksellers' Associations in India (FPBAI) for a minimum of five years.
3. Must possess a Permanent Account Number (PAN) issued by the Income Tax Department and a valid GST registration.
4. Must provide evidence of an Income Tax Clearance Certificate for the last three consecutive years.
5. Must submit a Declaration Certificate as per the enclosed format.
6. Must possess a Sole Proprietorship Certificate

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

General Terms and Conditions:

1. Applications received after the due date and time shall not be considered by the College.
2. All pages of the empanelment documents shall be signed and stamped by the Firm and submitted along with the application.
3. The application must be accompanied by a CDR of Rs. 5,000/- (Five Thousand only) as security deposit, drawn on any Nationalized Bank in favour of the Principal, Govt. Degree College Nagrota. The security deposit shall be refunded to the Supplier after expiry of the empanelment period; however, it shall be forfeited in case of unsatisfactory performance during the empanelment period.

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4. The Publisher(s)/ Vendor(s)/ Supplier(s)/ Distributor(s) shall furnish an affidavit, duly authenticated by a First-Class Magistrate/Notary, stating that the Firm/Vendor/Supplier has not been debarred/blacklisted by any University/Institution/College/Government Organisation.
5. The College reserves the right to accept or reject any offer without assigning any reason, and to cancel or withdraw the notice.
6. Empanelment shall not restrict the College's right to purchase books directly from any other source without routing them through the empanelled Publisher(s)/ Vendor(s)/ Supplier(s)/ Distributor(s).

SPECIAL TERMS AND CONDITIONS

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

1. **DISCOUNT:** The eligible Publisher/Supplier/Vendor shall offer the maximum discount on all types of books. Where discount rates vary, the highest discount offered by any participant shall apply to all eligible Publishers/Suppliers/Vendors. A firm that does not agree may be withdrawn from empanelment.
2. **CONVERSION RATES:** The Supplier shall submit supporting document(s) evidencing Goods Office Committee (GOC) conversion rates for foreign books.
3. **EDITIONS OF BOOKS:** Only the latest editions of books shall be supplied.
4. **ORDER ACKNOWLEDGEMENT:** Supply orders shall be placed by the Principal, who may place an order with any empanelled supplier at his/her discretion; other empanelled suppliers shall have no objection. Orders shall be acknowledged within 10 days of the order date.
5. **PAPERBACK/HARDBACK:** If a paperback edition is unavailable, the Supplier shall consult the Library before supplying a hardback edition.
6. **BOOK SUPPLY TIME:** The Supplier shall supply the entire order in a single delivery within a maximum of 15 days for Indian publications and 30 days for foreign publications from the date of order. Partial shipments are strictly prohibited. The delivery must include at least 75% of the distinct titles ordered. Failure to meet either the time limit or the stated title-fulfilment requirement shall constitute non-supply for that order (see Points 7 and 8), unless the College has expressly agreed otherwise in writing before shipment.
7. **BLACKLISTING VENDOR:** If the Supplier fails to supply within the stipulated time on three successive occasions, the Vendor shall be removed from empanelment and blacklisted from future supply, unless the Vendor provides valid proof of the reason for delay.
8. **ORDER CANCELLATION:** An order shall be treated as cancelled if the books are not supplied, or no report on availability is received, within the stipulated time.
9. **PRICE PROOF:** The Supplier shall provide the Publisher's Price Proof/Publisher's Catalogue with the supplied books where the price is not printed on the books.
10. **TRANSPORTATION CHARGES:** Books shall be delivered to the Library with no additional or extra charges admissible.
11. **REPLACEMENT COPY:** If any book is received in mutilated/torn condition or is not as per the list of books ordered, the Supplier shall replace it with a fresh copy at no additional cost to the Library. The Supplier shall take back such book(s) from the Library at their own cost within 30 days from the date of supply; failing which, such book(s) shall be treated as gifted/donated by the Supplier/Vendor to the Library.

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12. **REJECTING BOOKS/PUBLICATION:** The College retains the right to reject any publication or supplier not conforming to ***'Prescribed Standards'***.

    "Prescribed Standards" mean academic relevance, factual authenticity, research credibility, pedagogical suitability, curricular alignment, legal permissibility and conformity with competent academic and statutory authorities, and absence of factually inaccurate, misleading, distorted, plagiarised, inflammatory, unlawful or otherwise objectionable material, including content that directly or indirectly promotes, glorifies, legitimises or justifies terrorism, violent extremism, secessionism, radicalisation, communal disharmony or any activity prejudicial to the sovereignty, unity, integrity or security of the Union of India.

13. **PAYMENT:** Final payment shall be made in Indian Rupees within the stipulated time from receipt of the invoice, through online mode in favour of the agency as per its invoice(s). Final invoice(s) in triplicate shall be submitted with photocopies of the agency's PAN card, GST details and bank account details.
14. **BILLING ADDRESS:** The bill(s) shall be addressed to "Principal, Govt. Degree College Nagrota".
15. **ARBITRATION:** Any dispute shall first be resolved by mutual discussion between the parties within 60 days; failing which, the appropriate court at Jammu shall have jurisdiction to adjudicate the matter.
16. **MODIFICATIONS:** The College reserves the right to modify, change, delete or add any further terms and conditions before the agreement is issued.
17. **CONTACT:** For any query, contact the College at 9469853316 during working hours or email gdcNagrota@gmail.com.

All the vendors who accepts the above terms and conditions may submit their Expression of Interest (EoI) through Annexure -A on best discount rates (no less than 20%) for supply of books in a sealed envelope at mailing address:

PRINCIPAL
Govt. Degree College Nagrota
Kandoli Nagrota, Jammu – 181221

EOI submitted must reach office of the undersigned within 15 days after publishing of EOI notice in newspaper with the subject, "Expression of Interest (EOI) for Empanelment of Book Publishers/ Suppliers/ Vendors for supply of Books to Govt. Degree College Nagrota" 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 - A) will be rejected without assigning any reason.

27/11/26

PRINCIPAL

Principal
Govt. Degree College
Nagrota

APPLICATION FORM

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. Address _____

7. Mobile No. / Phone No. Mobile: _____ Phone: _____

Email: _____

8. Three reputed clients among institutions of higher learning served as book supplier during the last three years

S. No.	Name of Institution	Address/Contact Details
i)	_____	_____
ii)	_____	_____
iii)	_____	_____

(Copies of satisfactory performance certificates from the above institutions must be attached.)

9. Security Deposit Details

a) CDR No. _____ b) Dated _____

c) Amount (Rs.) _____ d) Drawn on _____

10. Bank Details

a) Name of Bank _____ b) Branch _____

c) Account Number _____ d) IFSC Code _____

11. Discount Offered

In Figures _____ In Words _____

(Note: Cutting in writing is not acceptable.)

Declaration

I/We do hereby declare that the entries made in this application form are correct and true to the best of my/our knowledge and belief. Further, I/We accept all the terms and conditions of empanelment.

Date: _____

Seal & Signature of the Firm/Vendor: _____

Enclosures:

DECLARATION FOR SUBMISSION OF EOI

From: [Name and address of the Publisher(s)/ Vendor(s)/ Supplier(s)/Distributor(s)]

To:
The Principal
Govt. Degree College Nagrota

Subject: Submission of Expression of Interest (EOI) for supplying books to the Library at Govt. Degree College, Nagrota.

Sir/Madam,

Having examined the details given in the Notice/Advertisement and the EOI document available on the College website for the above work, I/We hereby submit the Expression of Interest (EOI) and other relevant information.

I. I/We hereby certify that all statements made and information supplied, together with the accompanying statements, are true and correct.

II. I/We have carefully read and understood all the eligibility criteria and general terms and conditions of the EOI document and hereby convey our acceptance of the same.

III. I/We shall accept the final decision of the College regarding short-listing of Vendor(s)/Supplier(s)/Distributor(s) and shall abide by the rules and regulations of the College in regard to the registration/empanelment process.

IV. I/We have furnished all information and details necessary for pre-qualification and have no further pertinent information to supply. The information/documents furnished herewith are true and authentic to the best of my/our knowledge and belief.

V. I/We certify that the books supplied by me/us do not contain any anti-social or anti-national material.

VI. I/We also authorize the College to approach individuals, employers, firms and corporations to verify our competence and general reputation.

VII. I/We are well aware that furnishing any false information or fabricated document shall lead to rejection of my/our EOI at any stage, in addition to liability for prosecution under applicable law.

Signature of the Applicant(s): _____

Name: _____

Full Address: _____

_____

Date: _____

Office Seal: _____

OFFICE OF THE PRINCIPAL

GOVERNMENT DEGREE COLLEGE NAGROTA, JAMMU-181221
Prof. Anjali Mahajan **Mobile: +91-94698-53318, Ph: 0191- 2073281**
Principal **e-mail:** principal.gdcnagrota@jk.gov.in

No. GDC/NAG/COLL/2026/ **Dated: 02/11 /2026**

Invitation for Expression of Interest (EOI)

Subject: Expression of Interest (EOI) for Empanelment of Publisher(s)/Supplier(s)/Distributer(s)/ Vendor(s) for supply of Books to Govt. Degree College Nagrota.

Principal, Govt. Degree College Nagrota invites Expression of Interest (EOI) for empanelment of reputed Publisher(s)/Supplier(s)/Distributor(s)/Vendor(s) registered as members with Association of Indian Publishers and Book Suppliers (AIPBS) or Federation of Publishers and Book Sellers Association (FPBAI) for supply of books to the College for the financial year 2026-27.

Interested parties having requisite experience as mentioned in EOI notification are requested to submit their EOI with relevant supporting documents at the College. All necessary information including eligibility criteria, terms and conditions, declaration certificates, application form etc. shall be obtained either at the College from office of the undersigned or can be downloaded from the College website https://gdcnagrota.org/

Any corrigendum/ addendum shall be published only on the institute website. It is bidders' responsibility to check for any amendment/ corrigendum on the College website before/after submitting EOI. The undersigned has the right to reject/ accept any EOI without prior notice to the concerned.

EOI from eligible parties in sealed cover scribing the envelope with "Expression of Interest (EOI) for supply of books to the College Library, Govt. Degree College Nagrota" accompanied by a CDR of Rs.5000/- (Rupees Five Thousand only) issued by any National Bank pledged in favour of the Principal, Govt. Degree College Nagrota, should reach office of the undersigned on or before 16-11-2026 upto 3:00 PM.

Application form along with necessary documents shall be received in physical mode or through speed/ registered post only.

DIP/J-13567/26
Dated: 02-11-2026

Sd/-
Principal
Govt. Degree College
Nagrota