



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

No: GDC/NAG/COLL/2025/ 527

Dated: 11-09-2025

**EXPRESSION OF INTEREST FOR EMPANELMENT OF REPUTED  
BOOK PUBLISHERS/SUPPLIERS/VENDORS FOR FINANCIAL YEAR 2025-2026.**

DEAR SIR/MADAM,

**SUBJECT: Call for Expression of Interest (EOI) for empanelment of reputed Book Publishers/ Suppliers/ Vendors 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 Book Publishers/ Suppliers/ Vendors for the financial year 2025-2026. In this regard, Government Degree College, Nagrota 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 Publishers/ Vendors/ Supplier's ineligible for empanelment:

1. Book Publisher/Supplier/Vendors must be a regular service provider to at least one premium Government institute of Jammu Kashmir UT for Higher Education.
2. Registration of Federation of Publishers' and Booksellers' Association in India (FPBAI) for minimum five years.
3. Permanent Account No (PAN) issued by the Income Tax Department.
4. Evidence of Income Tax clearance certificate of last three consecutive years.
5. Book sellers should have 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. 5000/- (five thousand) as security deposit drawn from any Nationalized Bank in favour of Principal Govt. Degree College Nagrota, 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 Firm/Vendors(s)/Book Supplier(s) will furnish self-declaration of an affidavit duly authenticated by 1<sup>st</sup> class magistrate that the Firm/Vendors(s)/Book Supplier(s) has not been debarred/blacklisted by any University/Institution/ College/Government Organisation.
5. The college reserves the right to reject or accept any offer without assigning any reason or cancel or withdraw the notice.

  
Principal  
Govt. Degree College  
Nagrota



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### SPECIAL TERMS AND CONDITIONS

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

1. **DISCOUNT:** - The eligible Publisher/ 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 by any participant will be applicable to all the eligible book Publishers/ Suppliers/ Vendors. However, if anyone disagrees the firm can be withdrawn from the empanelment.
2. **CONVERSION RATES:** - The supplier should submit necessary supporting document/s Goods Office Committee (GOC) conversion rates for foreign books.
3. **EDITIONS OF BOOKS:** - Only latest editions of books shall be supplied.
4. **ORDER ACKNOWLEDGE:** - Supply orders will be placed by the Principal and 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. The order should be acknowledged within 10 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 Supplier must 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 supplied delivery must include at least 70% of the distinct titles ordered.** Failure to meet either the time limit or the 70% title fulfilment requirement will constitute non-supply for that order (refer to Points 7 & 8), unless expressly agreed otherwise by the College in writing prior to shipment.
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 cancelled, if the books are not supplied or no report as to availability or otherwise is received within stipulated time 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 with 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 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 bill(s) is/are to be addressed in the name of "Principal, Govt. Degree College Nagrota".
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 at 9469853316 with in working hours or send an E-mail on [gdcNagrota@gmail.com](mailto:gdcNagrota@gmail.com)

  
Principal  
Govt. Degree College  
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Principal                      e-mail: gdonagrota@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 10%) 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.*

  
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Annexure -A

**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 \_\_\_\_\_  
Email \_\_\_\_\_

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) Amount (in 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:**

  
**Principal**  
**Govt. Degree College**  
**Nagrota**



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Principal

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e-mail: principal.gdcnagrota@jk.gov.in

No. GDC/NAG/COLL/2025/526

Dated: 11/09 /2025

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

**Subject: Expression of Interest (EOI) for Empanelment of Book Publishers/Suppliers/Vendors for supply of Books to Govt. Degree College Nagrota.**

Principal, Govt. Degree College Nagrota invites Expression of Interest (EOI) for empanelment of reputed Book Publishers/Suppliers/Vendors 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 2025-26.

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 details including eligibility criteria terms and conditions and application form (Annexure-A) shall be obtained either at the College from office of the undersigned or can be downloaded from the College [website www.gdcNagrota.org](http://www.gdcNagrota.org).

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) pledged in favour of the Principal, Govt. Degree College Nagrota, should reach office of the undersigned within **15 days** of publishing of this notice in newspaper.

In case day 10th happens to be Sunday or Gazetted Holiday, applications can be received during the next working day (within working hours).

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

DIP/J-5689-25

Dtd: 15-09-2025

Sd/-  
PRINCIPAL

Copy of the Notice Published in Amar Ujala on 16-09-2025