

**Terms and Conditions for the procurement of Books for the
College Library (GDC Boniyar)**

The procurement of Books for the Central Library for the financial year 2026-27 shall be governed by the following terms and conditions: -

- 1) The Suppliers/Vendors, intending to participate in the empanelment process should be registered with the *Federation of Publishers' and Booksellers' Association in India and/or Association of Indian Publishers and Booksellers*.
- 2) The interested Book Suppliers/ Vendors should submit their response online under two cover systems (Technical and Financial) with the superscription as **"Expression of Interest for Supplying books to the Library, GDC Boniyar on the prescribed format (Annexure A).**
- 3) *The period of empanelment shall be the current financial year (2026-27).*
- 4) The responses/offers as well as the supporting documents to be appended therewith should be properly signed by an authorized signatory with official seal of the firm, clearly mentioning his/her name and designation thereto.
- 5) The Suppliers/ Vendors shall have to submit Earnest Money Deposit in the form of CDR, in favor of Principal GDC Boniyar, J&K for an amount of **Rs. 5,000/=** along with their offers, which shall be retained by the College till the empanelment period is over.
- 6) The suppliers/ vendors shall have to append the following necessary documents with their offers:-
 - (a) Registration Certificate from *Federation of Publishers' and Booksellers' Association in India and/or Association of Indian Publishers and Booksellers*.
 - (b) *Scanned copy of above mentioned CDR.*
 - (c) PAN Card in the name of the firm or in the name of the supplier/vendor.
 - (d) Shops and Establishments Registration Certificate (Form C) of the firm from the concerned competent authority or Registration as Firm with State/ UT/ central Govt.
 - (e) ITR of the firm of the supplier/vendor for the last two years.
 - (f) Declaration on prescribed format, in the form of Affidavit duly signed by the Supplier/ Authorized Signatory and attested by 1st Class Judicial Magistrate or Notary (Annexure B).
 - (g) MSME Registration certificate (for suppliers as mentioned at S. No 6)
- 8) The highest discount %age (H1) obtained from the process shall be set as the bar, and other participating Book Suppliers shall also be given a chance to provide the same discount %age as H1 and thus a Panel of Book Suppliers shall be formed providing the H1, keeping in view the interest of the College.

- 9) The suppliers/vendors agreeing to provide the discount %age at par with H1 shall have to submit the above-mentioned documents in physical form in original after opening of the offers, which shall be scrutinized by the College Library Committee.
- 10) Only paperback books shall be accepted, however hardbound shall be accepted only if PB (Paperback) is not available as a rare case, subject to the acceptance by the college. This offer shall not be binding on the **URDU & KASHMIRI** Subjects wherein the maximum books are available as Hardbound.
- 11) The EOI offers incomplete in any manner shall be summarily and out rightly rejected, and no claims whatsoever shall be entertained in this regard.
- 12) At any given point of time, if any of the document/s and/or information furnished by the suppliers/ vendors is/ are found to be false/ fabricated, it would be deemed to be breach of terms of contract making the concerned firm liable for legal action, besides termination of the empanelment in favour of that firm and blacklisting of the firm, and forfeiture of CDR.
- 13) Mere selection of a book Supplier/ Vendor, on the basis of discount provided for the supply of books does not mean that the College is bound to place supply orders with the vendor but it will be the sole discretion of the College and will also be subject to the requirements of the College Library and the availability of the funds.
- 14) The supplier shall have to supply the ordered books within a period of **21 days** (for Indian Publications) and **30 days** (for foreign publications). Failing to supply any order within specific time frame, the particular order will be cancelled, besides blacklisting of the firm, and forfeiture of CDR/FDR/ Performance security deposit.
- 15) All books supplied to the College Library should be as per the required bibliographic details. Any similar book/ not as per the order/defective/damaged/specimen copy etc. book will not be accepted. The Supplier/ vendor shall have to take back such books from the library at their own cost within a period of 30 days from the date of supply; else such books will be treated as gifted/ donated books from such suppliers/ vendors to the Library as CSR.
- 16) Proper publisher price proofs shall have to be provided with the supplied books.
- 17) Any legal dispute/s arising out of this matter shall be the jurisdiction of the Court/s at Boniyar only.
- 18) Principal, GDC Boniyar reserves the right to accept/ reject any or all offers, and/or to change/ modify any provision/ clause of these terms and conditions, as and when required, without assigning any reason thereof.

Annexure-A

Expression of Interest for Supplying Books to the Central Library, GDC Boniyar

Application Form

1. Name of the Supplier/ Vendor/ Firm _____

2. Name of the proprietor (In case of Firm etc) _____

3. Address _____

4. Phone. No. _____ Fax _____

Website _____ Cell No. _____

Email Address _____

5. PAN/TAN of the Firm _____ (Attach copy)

6. Registration Number of FPBAI or other Association _____ (Attach copy)

7. EMD Number and details _____

8. Discount Percentage Offered _____

DECLARATION FOR SUBMISSION OF EOI

Note:-To be produced in the form of an affidavit

I / We _____ (Name of Supplier/Firm), having examined the details given in EOI Notice/Advertisement and the EOI documents for the above work, hereby submit the declaration that:

- i. I/we certify that all the statements made and information supplied and accompanying statements are true and correct.
- ii. I/ we have carefully read and understood all the eligibility criteria, general terms and conditions of the EOI document and hereby convey our acceptance for the same.
- iii. I/we shall accept the final decision of the short listing or selection of vendor(s)/Supplier(s) distributor(s) and will abide by the rules & regulations of the College in this regard.
- iv. I/ we hereby declare that my/our firm has not been blacklisted / debarred by any Govt. Department/ Institution till date.
- v. I/we have furnished all the 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.
- vi. I am/we are all well aware of the fact that furnishing of any false information/fabricated documents would lead to rejection of my EOI/ offer at any stage besides liabilities toward prosecution under appropriate law and blacklisting of the firm for future business.

(Name / Signature of the Applicant(s) with full address, date and official seal)