

**OFFICE OF THE
GOVT. DEGREE COLLEGE
MARHEEN
RE-TENDERING NOTICE**

Invitation for Expression of Interest (EOI) for supply of Books to College Library of GDC,Marheen (Kathua)

Subject: GDC,Marheen ,Kathua invites sealed Expression of Interest(EOI) from reputed vendor(s)/Supplier(S)/distributors for supply of books to the college Library of GDC,Marheen for the financial year 2025-26.

Application accompanied with CDR of Rs 5000/- (Five thousand only) pledged in favour of Principal, Govt. Degree College Marheen should reach in the office of the Principal within ten days from the date of publication of EOI in the newspaper. Eligibility Criteria, Terms & Conditions and Application form shall be obtained from College website (www.gdcmarheen.edu.in). In case there is holiday on tenth day, the next working day shall be considered for the submission of tender documents.

Sd/-

Principal

Govt. Degree College

Marheen

DIP/J-7926/25

Dtd : 14-11-2025

OFFICE OF THE PRINCIPAL

GOVERNMENT DEGREE COLLEGE, MARHEEN

Sub:- Expression of Interest for supplying Books to GDC,Marheen

RE-TENDERING NOTICE

GDC,Marheen ,Kathua invites sealed Expression of Interest(EOI) from vendor(s)/Supplier(S)/distributors who are registered with Book Seller's Federation(National/International)for supplying books to the college Library of GDC,Marheen.

Minimum Eligibility Criteria: (Please enclose documents in support for each of the following)

1. Vendors /suppliers /distributors must be registered with the Book Seller's Federation (National/State) for minimum three years.
2. Application accompanied with CDR of Rs 5000/- (Five thousand only) pledged in favour, Govt. Degree College Marheen should reach in the office of Principal.
3. Must have experience of supplying books to reputed educational institutions in J&K and India.
4. Must have PAN/TAN CARDS and GST certificate as per applicability.
5. Income Tax Return for last three years (**2022-2023, 2023-2024, and 2024-2025**) is essential to be enclosed duly authenticated by authorized Chartered Accountant.
6. The turnover of the vendor should be minimum 05 Lakh per annum.
7. Filled in declaration as per the format enclosed.
8. For detailed information, vendors/suppliers/distributors can visit to the college website or office of the college.
9. Ten Days shall be given to all the applicants for submission of tenders to the office of the college from date of publication in the newspapers.(Tenders shall be opened on 11th Days by college Library committee)
Kindly read the instructions, eligibility criteria, general terms and conditions have already been uploaded on the college website.
10. Book Seller should have sole proprietorship certificate.

Kindly read the instructions, eligibility criteria, general terms and conditions have already been uploaded on the college website.

A. Instructions:

1. Interested vendors/suppliers/distributors should submit their response in the prescribed format, in sealed envelope super scribing- Expression of interest for supplying of Books to college library, GDC, Marheen.
2. The response should be signed by an authorized signatory of the vendors /suppliers/bearing his/her full name and status, clearly indicated below the signature along with the official seal of the firm.
3. Incomplete EOI responses will not be considered. EOI not in proper format or EOIs without appropriate and supporting documents and EOIs received after last date of submission will be summarily rejected.
4. At any given point of time, if any of the documents furnished by the vendors/suppliers/distributors is found false, fabricated, manipulated, it would be breach of terms of contract making the concerned firm liable for legal action, besides termination of its contracts or rights.
5. No canvassing or repeated communication should be made with the office, failing which may attract punitive action and become liable to be de-listed by the college authority.
6. The vendors/suppliers/distributors/ are required to agree to supply of books as per the college "General Terms and Conditions" for supply of books as stipulated time given.
7. For any enquiry pertaining to this document, correspondence may be made to college website, college email [gdcmarheen@gmail .com](mailto:gdcmarheen@gmail.com).
8. The firm vendor(s)/Book supplier(s)/ will furnish self- declaration of an affidavit of Rs 100 duly authenticated by Notary that the firm/vendor(s)/Book supplier(s) has not been debarred / black listed by any university/ Institutions/ College/ Govt. Organizations.
9. EOI must be submitted in favour of Principal, Govt. Degree College Marheen.
10. No other communication/Query/ shall be entertained after the expiry of tendering Inviting date. Those who have already submitted their tenders need not to apply afresh vide Order No: DIP/J-7086/25 Dt. 18.10.25.

B. General Terms and Conditions:

1. All the college library committee members are included for scrutiny and short listing the eligible firms.
2. On the bases of the EOI received from the vendors /suppliers/distributors will be shortlisted on the bases of Eligibility criteria.
3. The applications received after due date and time will not be considered by the college.
4. The application must be submitted along with CDR of Rs 5000/- (five thousand only) as security deposit drawn from any National Bank Ltd in favour of Principal Government Degree College , Marheen ,Kathua. And security will be returned to the suppliers/ vendors/distributors after the expiry of empanelment period of one year.
5. The college has authority to reject or accept any offer without assigning any reason or cancel or withdraw the notice at any stage.
6. The college authority shall issue supply order to only those vendors/suppliers/distributors who will offer maximum flat discount as per requisitions of books which have already been reflected in the college website subject wise.
7. All orders are to be supplied within stipulated time i.e three weeks incase Indian publication and four week if foreign publication.
8. The vendors/suppliers/distributors shall supply books free of postage, packing and forwarding charges to respective college premises.
9. For any kind of delay in supplying order of books, the vendors/suppliers/distributors must take permission from college authority and if the reason is found valid and satisfactory the period may be extended or it may be cancelled if felt so.
10. All books supplied to the library should be as per the requisitions which are reflected on college website. Any similar book/not as per the supply order/defective/damaged/specimen-copy etc. such book shall not be received at the college library. The vendors/suppliers/distributors have to take back such book at their own cost within period of 30 days from date of supply otherwise; else book shall be treated as gifted/donated book from the vendors/suppliers/distributors.
11. Bills with GS TIN Number should be in triplicate and in the name of Principal, GDC, Marheen. The supply order number and date must be mentioned against all submitted bills. The bill must contain the item serial number of the order against the titled supplied.

12. The vendors/suppliers/distributors shall provide "Publisher Price Proof/Publisher's Catalogue" along with the supply of books in support of the price not printed on books.

13. The college authority released the payments against the bills received from the vendors/suppliers/distributors after having received the books in brand new and good state with satisfaction by the college library committee within reasonable time i.e. 30 days.

14. All disputes and differences arising out or concerning the work are subject to the jurisdiction of Hiranagar court only.

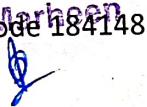
15. Discount once offered shall not be changed under any circumstances.

16. Conversion rates shall be entertained as per the latest rules issued by Ministry of Finance.

NOTE: All the vendors/suppliers/distributors who accept the above mentioned terms and conditions may submit their Expression of Interests (EOI).



Principal,
Government Degree College
Marheem
Pin - code 184148



ANNEXURE - 1

Application Form for book supplier for Financial Year 2025-26.

1. Name of the Firm. _____
2. Registration No of Federation of Publishers and Booksellers Association of India (FPBAI) _____ (Please enclose a copy of the 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. _____ (Attach Copy)
7. Address. _____
8. Phone no. _____ Fax. _____
9. Website (if any) _____ Cell No. of contact Person/s _____
10. E-mail address _____
11. Security Deposit Details (to be deposited along with the document).
 - a. CDR No. _____
 - b. Dated _____
 - c. Rs. _____
 - d. Drawn on _____
12. Bank Account Details (Attach a documentary proof).
 - a. Name of Bank _____
 - b. Branch _____
 - c. Account no. _____
 - d. IFSC Code _____

13. Discount Rate offered

S.No	Name of Book	Name of Author	Name of Publisher	Discount Offered

Declaration :

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

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Signature of Partners / Proprietors with Seal

Date.....