



OFFICE OF THE PRINCIPAL  
GOVT. DEGREE COLLEGE RAMGARH  
(Opp. Baba Sidh Gorla Temple, Swankha, Samba)  
Email: [gdcramgarh@gmail.com](mailto:gdcramgarh@gmail.com)

Prof. (Dr.) Meeru Abrol (Principal)

Mob: 9419377430

No: GDC/RMG/25-26/650

Dated: 26/09/2025

**INVITATION FOR EXPRESSION OF INTEREST (EOI)**

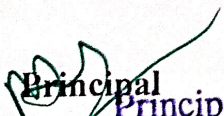
**Subject: EOI for empanelment of reputed Book Sellers/Publishers/Suppliers/Vendors for supply of Books/Text Books/Reference Books to Govt. Degree College, Ramgarh.**

Principal Govt. Degree College Ramgarh invites "Expression of Interest" (EOI) for empanelment of reputed book Sellers/Publishers/Vendors/Suppliers who are registered as member with Association of Indian Publishers and Book Suppliers (National/UT) for supply of Books/Text Books/Reference Books to the College for the financial year 2025-26.

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 application form (Annexure-1) shall be obtained from either College campus or from college website ([www.gdcramgarh.in](http://www.gdcramgarh.in)).

EOI from eligible parties in sealed envelope clearly superscripted as "Invitation for Expression of Interest" EOI for empanelment for supply of books to "GDC, Ramgarh Library" should reach this office within 10 days of publishing of this notice in different newspapers.

In case tenth day happens to be Sunday or Gazetted holiday. Application can be received during the next working day. Application form along with other necessary documents shall be received in physical mode or through speed/registered post only.

  
Principal  
GDC Ramgarh College  
Ramgarh



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Dated:

Eligibility Criteria

Proof of following mentioned documents must be enclosed in support of the eligibility criteria and absence of any of them shall render the vendor/supplier ineligible for empanelment.

1. Book seller/Vendor/Publisher must be a regular service provider at least three premium institutes of higher education in J&K or UT during the last three years.
2. Registration with Federation of Publishers and Income Tax Department.
3. Evidence of income tax clearance certificate for at least three years.

TERMS AND CONDITIONS:

The firm/Vendor which applies for empanelment should fulfill following conditions:

1. The period of empanelment shall be for the financial year 2025-26.
2. The books are to be supplied by the firm to the College offering a uniform discount rate that shall be communicated to the firm at empaneled by the College.
3. The books without price shall not be accepted. Books with printed price shall only be accepted.
4. Latest editions of books shall only be accepted.
5. Any loss or damage to books and/or documents during transit shall be the sole responsibility of the supplier. The cost of packing/forwarding/handling etc. shall be borne by the supplier.
6. The process of taking books after placing the order is done by the end user and the authority by the concerned HOD/Teacher/librarian.
7. Security deposit in the form CDR amount to Rs. 10000/- (Ten thousand only) should be pledged to the Principal, Government Degree College Ramgarh, security deposit in the shape of Cheque/cash shall not be accepted.
8. The supply is to be made within 15 days from the date of issuance of supply order failing which firm may be penalized.
9. Conversion rate for the foreign currencies as recommended/approved by Goods Office Committee, New Delhi shall be enclosed.
10. Orders will be placed by Principal and it will be discretion of his/her to place order to any empanelled supplier. There will be no objection from other empanelled suppliers in this regard.
11. All the pages of the mentioned documents are to be signed and stamped by the firm and to be submitted along with the application form and self-attested copies for documentary proof.
12. The Bill in triplicate should be raised in the name of Principal, Govt. Degree College, Ramgarh.
13. The College reserves the right to modify any condition enumerated or arising out of this notice without assigning any reason thereof.

  
Principal  
Govt. Degree College  
Ramgarh



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14. In case of foreign edition, a certificate would be required stating that "Indian reprint/edition is not published" likewise for hardbound "Low price editions/paperback edition for books is/are not published".
15. All the payments will be made in INR and the payment will be released after supply and acceptance of books by the College.
16. All orders shall be F.O.R College premises.

**NOTE:-**

1. Absence of any of the above-mentioned documents shall render the supplier ineligible for the empanelment.
2. All the vendors who accepted the above terms and conditions may submit their Expression of Interest (EOI) through Annexure-I on uniform rate of discount for supply of books in a sealed envelope in bold letters **EXPRESSION OF INTEREST** at mailing address of College.

  
Principal  
Govt. Degree College  
Ramgarh

**APPLICATION FORM**

(Empanelment of Vendors for supply of Books/Periodicals/Publishers for the year 2025-26.)

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. Phone No./mobile No.: \_\_\_\_\_
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) \_\_\_\_\_

(Copy of the satisfactory performance certificates from the above-mentioned institutions need to be attached).

9. Security deposited detail
  - a. CDR No.: \_\_\_\_\_
  - b. Date: \_\_\_\_\_
  - c. Rs.: \_\_\_\_\_
  - d. Drawn on: \_\_\_\_\_
10. Bank Details:
  - a. Name of the Bank: \_\_\_\_\_
  - b. Branch Name: \_\_\_\_\_
  - c. Account No.: \_\_\_\_\_
  - d. IFSC Code: \_\_\_\_\_
11. Discount Offered: \_\_\_\_\_  
(Both in figure 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 knowledge and belief. Further we accept all terms and conditions of empanelment.

Seal and signature of Firm/Vendor

Encl: \_\_\_\_\_