



Office of the Principal,  
Government Degree College, Jindrah.

**Jindrah, District - Jammu, Tehsil – Dansal, J&K - 181224**

Email id: [gdcjindrah@gmail.com](mailto:gdcjindrah@gmail.com) Mobile No. : 9419356459

Website: [www.gdcjindrah.in](http://www.gdcjindrah.in)

In light of the decisions taken in the meeting of Library Committee/Purchase Committee GDC Jindrah, on 7th of August 2025 , following Terms and Conditions are hereby set for the Vendors/Book Suppliers/ Distributors for purchase of Books for the College Library during Financial year 2025-2026.

#### **GENERAL TERMS AND CONDITIONS OF PURCHASE:**

##### **1. SECURITY DEPOSIT**

- a) The application for empanelment must be submitted along with a CDR of Rs 5000/= (Rupees five thousand only) as a security deposit favoring , Principal, GDC Jindrah, duly authenticated from J&K Bank Ltd, or any other Nationalized bank across India.

##### **2. EXCLUSIVE RIGHTS**

- a) The College administration reserves the right to accept , reject or withdraw any offer regarding Book purchase process of any Vendor/Book Supplier/ Distributor without assigning any reasons thereof.

##### **3. DISCOUNT:**

- a) The participating Vendor/Book Supplier/ Distributor has to offer a uniform discount on all type of books except Government publications. In case of additional discounts offered, preference shall be given as per alphabetical order of the registered names of the participating firms or any decision taken by the administration in this regard with due approval from the Chair. However the firm offering the highest discount may be preferred. However it was also decided in the meeting that any participating firm offering a higher rate of discount will not claim for placing all the orders of purchase with the said firm. The committee shall decide as per the expertise, availability of Books with the said vendor and place the order accordingly.

- b) Every participating Vendor/Book Supplier/ Distributor has to offer a minimum discount of 10% on the printed price of the book. The books having no printed price are to be supported by an authentic Publishers Price Proof.

##### **4. RECOMMENDED TITLES:**

- a) All the orders of the books should be placed exclusively out of the subject lists recommended by the concerned subject faculty, any mismatch in the bibliographic details of recommended titles shall not be accepted for payments.

## **5. PRICE PROOFS/CONVERSION RATES:**

- a) Books having price printed in Foreign Currency are to be compulsorily accompanied with a copy of Conversion Rates published by Goods Offices Committee (The Federation Publishers and Book Sellers Association of India) of the month for which the bill has been generated

## **6. EDITIONS**

- a) Only latest editions of the books are to be supplied.

## **7. STIPULATED TIME FRAME:**

- a) The empanelled Vendors/Book Suppliers/Distributors have to carry out the orders of purchase within Fifteen(15) working days after the acceptance of purchase contract.  
b) The orders of purchase shall be treated as cancelled without any further notice if the empanelled Vendors/Book Suppliers/Distributors fail to supply the books within stipulated time frame.

## **8. UNSATISFACTORY BEHAVIOUR**

- a) In case any unsatisfactory behavior or any discrepancy is found during the execution of orders, on part of participating firm, the same firm shall be barred from participating in any book purchase processes carried in future as well.

## **9. TRANSPORTATION CHARGES**

- a) All the freight charges of the consignments shall be borne by the Vendors/Book Suppliers/Distributors .

## **10. UNUSABLE BOOKS**

- a) The books received in torn/mutilated conditions shall not be accepted for settlement of payment for the bills thereof. Moreover the same are to be replaced with the latest/new, usable/readable books.

## **11. BILLS**

- a) The bills in triplicate depicting the GST number and allied Bank details reflecting MICR CODE and IFSC Code and PAN number shall be accepted for payment.

## **12. PAYMENT**

- a) The final payment shall be made in Indian Rupees only.

## **13. ARBITRATION**

- a) In case of any dispute, the same shall be resolved initially with mutual consensus between the parties within sixty(60) days, failing which an appropriate court within legal jurisdiction of Distt Jammu shall be approached for final settlement, if any.

## **14. MODIFICATIONS:**

- a) The office of the undersigned reserves the exclusive rights to modify/alter/change/ delete or add to any of the existing terms and conditions.

**NOTE:**All the Vendors/Book Suppliers/Distributors who accept the above terms and conditions in toto may submit their applications for "Expression of Interest" with the office of undersigned along with requisite documents in a sealed envelope.

  
Principal

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### **ELIGIBILITY CRITERIA FOR EXPRESSION OF INTEREST**

In the light of the decisions taken in the meeting of Library Committee/purchase Committee GDC Jindrah on 7<sup>th</sup> of August 2025, following “**Eligibility Criteria**” is hereby set for the Vendors/Book Suppliers/Distributors for the purchase of Books for the College Library during Financial Year 2025-2026.

#### **Eligibility Criteria:**

1. The participating Vendor/Book Supplier/Distributor should be registered member of Federation of Publishers and Book Sellers Association of India (FPBAI) for the current Financial Year 2025-2026.
2. Must be a regular service provider to Higher Educational Institutions of J&K, India.
3. Must have valid Permanent Account Number (PAN), Goods and Service Tax (GST) Registration Number.
4. Details of income tax returns filled for the last three consecutive years.
5. All the requisite documents are to be submitted in original along with application form with the office of undersigned or to be sent through registered post addressed to Principal, Degree College Jindrah (J&K), Pin 181224 within 10 working days from the date of publication of notification for “Expression of Interest”.

  
Principal  
Govt. Degree College  
Jindrah, Jammu