



Office Of The Principal
Govt. Degree College Gurez-193503 Kmr.
Principalgdcgurez18@gmail.com CellNo:9469880855 www.gurezcollege.net

APPLICATION FORM FOR EMPANNELMENT

1. Name of the Bookseller/Supplier: _____
2. Address: _____
3. Discount offered: _____
4. GST NO: _____
5. FPBAI Reg No : _____
6. Bank details: _____

Declaration:

I _____ am here by submitting all the necessary Documents those are correct to the best of my knowledge along with non refundable application fee of _____ in cash and refundable CDR of ____ .

I confirm that I have read, understand and agree with terms & conditions laid by the College regarding the supply of Books.

Signature of Applicant

Documents to be attached:

- a. An agreement duly stamped drawn on judicial paper worth Rs 20/-.
- b. Registration certificate of Association of Booksellers/Federation of Publishers & Booksellers Association of India.
- c. Income Tax clearance certificate.
- d. Certificate of Supply to any other JK Govt. recognized Institution.



Office Of The Principal
Govt. Degree College Gurez-193503 Kmr.

Principalgdcgurez18@gmail.com CellNo:9469880855 www.gurezcollege.net

Terms and Conditions:

1. The supplier will have to execute an agreement duly stamped drawn on judicial paper worth Rs 20/- with the college before execution of work depicting therein that the terms and conditions as laid down in the agreement shall be binding upon the supplier.
2. Keeping in view, the past experience of delayed and incomplete supply leading to the lapse of budget, the amount of Rs 5000/- (Five Thousand only) in the form of CDR pledged to the undersigned has to be deposited as security deposit. In no case CDR shall be released unless the certificate is received from the concerned selection team to the effect that the supply has been received by the College Central Library strictly as per the recommended list of books.
3. The supply should reach office of the undersigned within a period of 15 days positively from the date of issuance of supply order. In case of any failure on your part, your firm is bound to pay penalty/ penalties equal to the tune of budgetary allocation for the procurement of books for the College Library for the current financial year. Also, the College shall be free to forfeit your CDR of Rs 5000/- (Five Thousand only).
4. Empanelled bookseller shall accept the list of books to be supplied only if minimum of 90% of titles are covered. Failure of which, the supply order for the same shall be cancelled and further the bookseller will be blacklisted.
5. Only paperback books shall be supplied to the College, hardbound books will be accepted only if paperback of the same is not available.
6. Booksellers who fail to get empanelled can apply for the refund of CDR of Rs 5000/- only after the final approved list of suppliers is prepared. No application fee is refundable.
7. In case of receipt of uniform discount rate from all Booksellers/Suppliers, all the applicants will be empanelled by the college and supply order placed to any among the empanelled list of suppliers will be entirely the discretion of undersigned. No claim or complaint regarding the same will be entertained.
8. The books without price proof will not be accepted.
9. Conversion rate for the foreign currencies as recommended and approved by Goods Office Committee (GOC), New Delhi will be enforced.
10. Books in broken volumes/incomplete sets/with disordered collection/false bibliographic details shall not be accepted.
11. Bookseller/Supplier shall not sublet the contract otherwise the supplier shall be penalized as the College Administration deems fit.
12. Bills shall be made strictly as per publisher's original catalogue/ importers distributors' invoice.
13. Both Indian and Foreign publications as selected shall have to be supplied. Available Indian reprint of any recommended foreign title should be supplied instead of costly foreign print.
14. The Principal of the college reserves the right to accept or reject any book/s after physical evaluation by the team members.

I confirm that I have read, understand and agree with terms & conditions laid by the College regarding the supply of Books.

Signature of Applicant