



मदन मोहन मालवीय प्रौद्योगिकी विश्वविद्यालय
गोरखपुर, (उ० प्र०)

केन्द्रीय पुस्तकालय में पुस्तकों की आपूर्ति हेतु विक्रेताओं के पैनल के लिए अधिकृत विक्रेता के रूप में नामांकित होने के लिए प्रतिष्ठित प्रकाशकों/वितरकों/विक्रेताओं से आवेदन-पत्र दिनांक: 20-01-2023 तक आमंत्रित किए जाते हैं। विस्तृत विवरण विश्वविद्यालय की वेबसाइट : <http://www.mmmut.ac.in> पर उपलब्ध है।

कुलसचिव



Madan Mohan Malaviya University of Technology

Gorakhpur, (U.P)-273010, India

Subject: Empanelment of Vendors for supply of Print Books to Central Library, Madan Mohan Malaviya University of Technology Gorakhpur

Central Library, Madan Mohan Malaviya University of Technology Gorakhpur invites Proposal for Vendor Empanelment from the reputed vendors/distributors/library suppliers for supply of books. The vendor will be registered/empanelled under the following terms and conditions:

Terms and Conditions:

- i. The empanelment shall be valid for a period of 02 years from the date of finalization of the Book Vendors Empanelment process.
- ii. A Participating Book Vendor should have the valid certificate of Members of Good Offices Committee/ National or State Level Book Association and must produce its certificate while participating.
- iii. The vendor should be an income taxpayer from the preceding three years, a documentary proof i.e. Audited Balance Sheet, copy of GST, PAN, TAN, etc and copy of ITR should be submitted while participating.
- iv. The vendor should submit a valid registration certificate of their Book shop/office/Firm.
- v. The Annual turnover of the participating vendors should be not less than 01 (One) Crore for preceding three years, documentary proof (Certificate from chartered accountant) should be submitted.
- vi. The vendor should not be ever been debarred/blacklisted for doing business from any Government Organization. Please furnish an affidavit raised on non- judicial stamp paper of Rs. 100 (Rupees hundred only).
- vii. The participating vendors must give their consent for supply of at least 75% of books from the order they awarded, failing which any action may be taken by the library against them, like, cancellation of orders, declaration of black listing of vendors, no future participation for future empanelment of those types of firms, etc.
- viii. The supply order shall be valid for 60 days only from the date of dispatch after that, the order automatically stand cancel.
- ix. The vendor shall append the declaration on the bill that:
 - (a) Only original /latest edition of the books have been supplied
 - (b) The actual price of the publishers has been charged.
 - (c) The books are not remainderd titles.

- x. In case of foreign edition a certificate would be required from the supplier that "Indian reprint/edition is not published" for the title (mention the title).
- xi. Only paper Back edition would be supplied, wherever available. If Paper Back editions are not supplied then a certificate would be submitted.
- xii. "No Paper Back edition for the Book(s) [mention the title(s)] is/are available". **The book(s) must be of latest edition.**
- xiii. The vendor should have satisfactorily supplied books to any 3 government Universities-Central/State in current or last two financial years (satisfactory supply certificates along with relevant order copies should be attached).
- xiv. The University is not bound to accept all the qualified bidders and reserves the right to accept or reject any or all the proposals without assigning any reasons thereof. The acceptance of the qualified bidders rests with the University on its selection criteria. Decision of The Registrar of the University on any dispute related to selection of vendor for supply of books shall be final and binding.
- xv. In case of foreign publications, the rate of conversion of foreign currencies to Indian currency shall be according to the GOC rate on date of issue of purchase order/as per latest GOC rates.
- xvi. The cost of transport shall be borne by the supplier.
- xvii. The Participating vendor(s) should have to certify that the prices have been correctly charged in accordance with the publisher's/Importer's/Distributor's invoices and publisher's catalogues.
- xviii. The proposed minimum discount rates shall be applicable as under:

S.N.	Category of Books	Edition	Discount Rate in %
I.	Price Below Rs. 50,000	Indian	35% or above
II.	Paper Back Volume		35% or above
III.	Hard Bound Volume		45% or above
IV.	Price Rs. 50,000 and above	Foreign	45% or above
V.	Government Publications	Govt.	Nil

Interested book suppliers/vendors should submit proposals in sealed envelope super scribing "Application for Empanelment/Registration of vendors for supply of Books" with proper and valid documentation to the university. The proposal should be addressed to the **Registrar, Madan Mohan Malaviya University of Technology Gorakhpur Deoria Road Gorakhpur-273010 (U.P.)**.

Registrar



Madan Mohan Malaviya University of Technology

Gorakhpur (U.P.)-273010, India

(APPLICATION FORM FOR EMPANELMENT AS BOOK VENDORS)

(Please read the terms and conditions carefully before filling the form)

To

Registrar

Madan Mohan Malaviya University of Technology

Gorakhpur (U.P.) – 273010

Sir,

In response to your advertisement for registration and empanelment of vendors for supply of books to your University, please find my/our duly filled application form along with relevant documents.

1. Name of the Firm _____
2. Address _____
3. Contact No _____ Fax _____
4. Website (if any) _____ Mobile No. _____
of contact Person(s) _____
5. E-mail address _____ @ _____
6. Date of Establishment of Firm _____
7. Name of the Proprietor/Director _____
8. Name of Partner (if any) _____
9. Registration No. of FPBAI/DSBPA, etc. _____
(Please enclose a copy of the Registration Certificate.)
10. Your Permanent Account No.: _____
(Attach Copy of PAN No.)
11. Do you have direct import license. _____
(If yes, please attach a copy of the same)
12. Do you have satisfactorily supplied books to any 3 Government Universities-Central/State in current and last 2 financial years? If yes, the copies of the purchase orders and satisfactory performance certificates should be attached.
 - a)
 - b)
 - c)

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13. Annual Turnover of the firm for the last 3 consecutive financial years (attach proof):

- (a) 2019-20 :
(b) 2020-21 :
(c) 2021-22 :
Total :
Average :

14. Whether you are income tax payee? If so, please attach a copy of Income tax return (ITRS) filed for last three (03) consecutive years along with photocopy of P/L and Balance Sheet duly certified by Chartered Accountant.

15. Order copy and satisfactory supply certificate of a single highest value order for supply of print books to any Central/State University in any of last 3 financial years or current financial year should be attached. Please mention the value of the single highest value order _____

16. Are you a distributor/dealer/stockiest/exclusive/preferred agent of the publishers? If so, please submit the most recent authority letters issued by the publishers.

17. Have your firm ever been debarred/blacklisted for doing business from any Government organization? If No, Please furnish an affidavit raised on Non-Judicial stamp paper of Rs. 100/- (Rupees One Hundred Only).

18. Does your firm/company possess and ISO certificate (Yes/No). If yes, attach a copy of the certificate.

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.

Date:
Place:

Signature of Proprietors with seal



Madan Mohan Malaviya University of Technology

Gorakhpur (U.P) India

INSTRUCTIONS TO BOOK SUPPLIER

1. Please go through the Eligibility Criteria for empanelment for supply of print books to the Central Library Madan Mohan Malaviya University of Technology Gorakhpur, Library before filling the application form.
2. Interested book suppliers/distributors/vendors should submit application in envelope super-scribing "Application for Empanelment of book suppliers for supply of print books to the Central Library".
3. Application will be addressed to "Registrar, Madan Mohan Malaviya University of Technology Gorakhpur, Deoria Road Gorakhpur (U.P.) – 273010".
4. The sealed cover should reach in the University by speed post or registered post only latest by(5:00 pm)
5. The application should be signed by authorized person on every page with official seal of the agency/firm.
6. Incomplete application forms, application forms not filled properly or received after the due date and time will not be entertained. The decision of the University in this regard shall be final and binding upon the suppliers.
7. At any point of time if any of a documents furnished by the book supplier is found to be false it would be deemed as breach of term of contract and the firm shall be liable for legal action besides termination of empanelment.
8. Books will be supplied for MMMUT Central Library, Gorakhpur. No Freight/No any type of Taxes/or any other hidden charges.
9. The latest edition of the books should only be supplied failing this the older edition books will be returned back immediately.
10. If Indian edition of the books are available then the foreign editions of the same will not be accepted at all.
11. The supplier should supply the price proof/publisher catalogue from the publisher for price verification.
12. Triplicate copies of bill /invoice have to be produced in favour of Finance Controller, Madan Mohan Malaviya University of Technology, Gorakhpur, Uttar Pradesh, India.
13. In case the firm is not able to supply any particular book (out of the list attached) the firm has to produced proper justification/ reason with authentic proof in writing.
14. Any dispute arising out of any reason under this work order, decision of the Registrar will be final and binding on all parties concerned
15. Any dispute from either side will be settled in the district court Gorakhpur.

Registrar