



# CENTRAL UNIVERSITY OF HARYANA

(Established vide Act No. 25 (2009) of Parliament)

District - Mahendergarh (Haryana) -123 031

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## Notice

### Registration for Supply of Books

The Booksellers/Vendors/Suppliers/Distributors/Publishers/Online Book Stores who intend to supply books to the University Library, Central University of Haryana during the current financial year ending 31<sup>st</sup> march, 2020, may express their interest in online process for finalization of discount rates.

In order to be eligible for Expression of Interest (EOI), the Booksellers/Vendors/Suppliers/Distributors/Publishers/Online Book Stores should either be (i) registered with Federation of Publishers and Book Sellers Association in India (FPBSA)/its Affiliated Associations Or (ii) registered with Central University of Haryana, directly.

To register with Central University of Haryana, the online form and terms and conditions are available at [www.cuh.ac.in](http://www.cuh.ac.in) under Registration of Book Suppliers and Books Procurement Terms and Conditions.

Last date to submit online Expression of Interest is twenty one days i.e. **July 10, 2019** from date of publication of notice in various Newspapers on **June 20, 2019**.

# Central University of Haryana

Jant Pali, Mahendergarh, Haryana – 123031

University Library System

[www.cuh.ac.in](http://www.cuh.ac.in)



## Document for Expression of Interest

For Purchase of Books and Other Publications for University Library, Central University of Haryana

Last date for Submission of Expression of Interest (EOI)	21 days from the date of publication of Notice
Date of Opening of Document(s) regarding Expression of Interest	After 21 days from the date of publication of Notice
Online Platform for Submission of Expression of Interest & e-Documents	<a href="http://www.cuh.ac.in">http://www.cuh.ac.in</a>

### University Library, Central University of Haryana

The online quotations are invited from the Booksellers/Vendors/Suppliers/Distributors/Publishers/Online Book Stores who are either registered with Federation of Publishers and Book Sellers Association in India (FPBSA)/its Affiliated Associations Or registered directly with Central University of Haryana to finalize the standard discount rate for procurement of books in the following categories as per the terms and conditions mentioned below:

<b>Publications</b>	<b>Type of Publication</b>	<b>Minimum % of Discount on the printed price</b>	<b>% of Discount offer by your firm on the printed price</b>
<b>Indian</b>	English Language Publications	20	
	Other than English Language Publications	20	
	Multi-Volume sets in any Language	20	
	Reference Sources in any Language	20	
	Remainder Publications in any Language	50	
	Publications published more than three years ago in any language	30	
	Short/No Discount Publications like Central State Government Publications and other such publications	Prevailing guidelines in the market will be followed	
	Publications in Electronic Medium	20	
	Multiple copies i.e. more than four copies	25	
<b>Foreign</b>	English Language Publications	20	
	Other than English Language Publications	20	
	Multi-Volume sets in any Language	20	
	Reference Sources in any Language	20	
	Remainder publications in any Language	50	
	Publications published more than three years ago in any language	30	
	Short/No Discount publications like Central State Government Publications and other such publications	Prevailing guidelines in the market will be followed	
	Publications in Electronic Medium	20	
	Multiple copies i.e. more than four copies	25	

It is requested to fill complete online form and upload e-documents/scanned documents. The last date to fill online form is 21 days from the date of publication of notice. The document submitted online will be opened after 21 days from the date of publication notice at CUH, Mahendergarh (Place). The qualified Booksellers/Vendors/Suppliers/Distributors/Publishers/Online Book Stores may remain present at the time of opening of the documents of Expression of Interest.

### **Documents to be uploaded online**

- Proof of registration with Federation of Publishers and Book Sellers Association in India (FPBSA) or its affiliated Associations  
Or  
Registered with Central University of Haryana.
- Copy of PAN/TAN card
- Copy of Income Tax Return of last one assessment year, if PAN is not in the name of the firm.
- Copy of Registration/Incorporation Certificate of the firm.
- List of Publishers represented by the firm, if the firm is a distributor.
- List of educational/Research Institutions which are regular clients of the firm.
- Self-attested undertaking to the effect that the firm was 'not blacklisted' by any institution/organisation in last five years.
- Self-attested copy of terms and conditions (as per attached proforma) i.e. on page 6.

### **Terms & Conditions**

- Conversion rate is as per GOC (Good Office Committee) for books procured in all foreign currencies on the date of supply order.
- The finalized discount rates shall be valid up to 31<sup>st</sup> March 2020 or till the date these discount rates are revised by the University Library, Central University of Haryana, whichever is later.
- The finalized discount rates shall not be changed, once they are submitted through online system.
- All taxes, postage/freight charges or any other charges of delivery of books shall be borne by Booksellers/Vendors/Suppliers/Distributors/Publishers/Online Book Stores and shall be included in quote.
- No Booksellers/Vendors/Suppliers/Distributors/Publishers/Online Book Stores shall have the sole right to supply books/publications on the discount rates so decided above. Notwithstanding the discount rates so decided, the University Library, Central University of Haryana shall have the right to procure books/publications at a higher rate(s) of discount.
- The University Library, Central University of Haryana shall have the right to procure books directly from those Booksellers/Vendors/Suppliers/Distributors/Publishers/Online Book Stores who are not part of this tender process on the terms and conditions decided by the Central University of Haryana.
- The University Librarian/Library In-Charge/Chairman Library Purchase Committee's decision in all matters of book procurement shall be final on all concerned.
- Library Purchase Committee has the right to terminate the proposed Expression of Interest process at any time without assigning any reason.
- The scanned copy of quotation, having details of authorised person of firm along with signature and stamp, should be uploaded.
- In case, any book supplier provides false documents, it will be treated as violation of terms and conditions.
- The Library Purchase Committee reserves the right to amend or withdraw any of the terms and conditions contained in the Expression of Interest document or to reject any or all the entries in whole or in part without giving any notice or assigning any reason.
- Conditional and incomplete documents are liable to be rejected.

### **Submission of Quotation**

Submission of quotation is allowed once only.

### **Validity of Expression of Interest**

The Expression of Interest shall be valid for a period of three months i.e. 90 days after the last date for online submission or till the next arrangement is made.

### **Edition of Books**

- Preferably, latest, paperback and low priced edition of books has to be supplied wherever available.
- Order placed by the library will be valid for 45 days from the date of e-mail of supply order.
- Defective/damaged titles shall be replaced at cost of supplier.
- Declaration shall be made by the supplier that only latest editions have been supplied.

### **Legal Jurisdiction**

The Civil Court Mahendergarh/District Court Narnaul shall have jurisdiction to entertain/try the legal dispute, if any.

### **For Further Information**

For further information regarding the book procurement process and procedures, you may contact the University Librarian/Library In-Charge at [library@cuh.ac.in](mailto:library@cuh.ac.in).

**Terms and Conditions to be self-attested at the time of Expression of Interest:**

1. The firm shall be acknowledged the supply order and executed the same within the specified period, failing which it would be deemed to be cancelled.
2. The conversion rate on foreign books procured in foreign currency shall be as per GOC (Goods Office Committee) rate on the date of issue of supply order.
3. All taxes, postage/freight charges or any other charges of delivery of books shall be borne by Booksellers/Vendors/Suppliers/Distributors/Publishers/Online Book Stores and shall be included in quote.
4. No Booksellers/Vendors/Suppliers/Distributors/Publishers/Online Book Stores shall have the sole right to supply books/publications on the discount rates so decided above. Notwithstanding the discount rates so decided, the University Library, Central University of Haryana shall have the right to procure books/publications at a higher rate(s) of discount.
5. The University Library, Central University of Haryana shall also have the right to procure books directly from those Booksellers/Vendors/Suppliers/Distributors/Publishers/Online Book Stores who are not part of this **Expression of Interest** process on the terms and conditions decided by the University.
6. The decision of Library Purchase Committee in book purchase shall be final on all concerned with the approval of Vice Chancellor.
7. The Civil Court Mahendergarh/District Court Narnaul shall have jurisdiction to entertain/try the legal dispute, if any.

**Date:**

**Signature**

**Place:**

**Name:**