

EXPRESSION OF INTEREST FOR EMPANELMENT /
REGISTRATION OF VENDORS/ AGENCIES/ PUBLISHERS FOR
SUPPLY OF PERIODICALS/ JOURNALS

Applications are invited from reputed Publishers/ Vendors/ Agencies to seek empanelment as authorized Publishers/ Vendors/ Agencies for supply of periodicals/ Journals to the University of Jammu for the financial year 2023-24.

S.No.	Particular	Amount
1.	Application fee (Non-refundable)	Rs.5000/- (five thousand only) in the form of Cheque/DD in favour of I/C Librarian, Dhanvantri Library, University of Jammu.
2.	Last date and time of receiving applications	3rd November, 2023
3.	Address and Communication	I/C Librarian, Dhanvantri Library, University of Jammu, Jammu-180006.
4.	E-mail address and Website address	ghanvantrilibrary@gmail.com or sectionperiodical@gmail.com http://jammuuniversity.ac.in

The application form for empanelment along with detailed terms and conditions, (Annexure-A), empanelment criteria (Annexure-B) can be downloaded from the University website or can be collected from the office of the Library. In case of the date of receipt happens to be a non-working day, the applications shall be received on the next working day.

Instructions for Applicant:-

1. The interested Publishers /Vendors/ Agencies should submit applications along with application fee, (Annexure-A, Annexure-B in sealed envelope super scribing "Application for Empanelment as Periodical/ Journal Supplier to the University of Jammu".
2. The application and annexure should be signed by the authorized person and his full name and designation should be indicated below his signature along with the official seal of the Firm.
3. Incomplete and conditional applications shall be rejected.

Sd/-
(Dr. Vikram Singh Sahi)
Librarian

No: JU/DLJ/2023/2502
Date: 25-10-2023.

Copy to:-

1. The Director, IT Enabled Services for uploading the same on the University Website.
2. Local Dailies for wider publicity.

Terms And Conditions for the supply of Periodicals/ Journals for the financial year 2023-24

A. Payment

1. The remittance of the subscription should be made to the publishers against our confirm order on your behalf
2. The payment will be released after producing the documentary proof of remittance to the publisher within 60 days.

B. Exchange Rates

1. Bank conversion rates will be applicable at the time of remittance to the publisher.

C. Subscription Number

1. The firm has to provide all subscription number of the subscribed journals.

D. Delivery/ Supply

1. All the supply shall be F.O.R. (Dhanvantri Library, University of Jammu, Jammu Tawi)
2. No Toll tax or accidental or any other charges/damages will be paid extra.
3. Supply must be started within three months from the date of remittance to the publisher.
4. The supply of the subscribed journals should be completed on or before 31/12/2024
5. Missing issues, if any, will be responsibility of the supplier and appropriate amount will have to be refunded immediately.

E. CD's/Online Access

1. The firm has to supply the CD's of those journals that are provided by the publisher free of cost.
2. Provide available free on-line access of subscribed journals.

- F.** The firm has to supply all ordered Indian journals.

- G. The firm has to execute an agreement with University of Jammu after Acceptance, if required.
- H. The firm has to provide Performa invoice for all the Indian and foreign Journals to select for subscription.
- I. In case the cost of a particular journal increases more than 10% after Placing the confirm order, the firm has to get the permission from the Librarian to subscribe the journal.
- J. The I/C Librarian, Dhanvantri Library, University of Jammu, Jammu reserves the right to withdraw/cancel your acceptance without assigning any reason.

Sd/-

Dr Vikram Singh Sahi
(I/C Librarian)

Members of Journal Purchase Committee:

1. Dr. Vikram Singh Sahi
2. Prof. Alka Sharma
3. Prof. Satya Paul
4. Prof. Virender Koundal
5. Chief Account Officer
6. Mr. Ashwin Kumar Kushwaha
7. I/C Periodical section

**FORM FOR EMPANELMENT OF VENDORS/ AGENCIES/
PUBLISHERS FOR
SUPPLY OF PERIODICALS/ JOURNALS**

Annexure-B

S.No.	Details	Response
1.	Name of the vendor/ publisher/ agencies	
2.	Date of Establishment (attach proof.)	
3.	Address (attach valid proof)	
4.	E-mail	
5.	Mobile No.	
6.	Telephone Landline No.	
7.	Website of vendor/ publisher/ agencies	
8.	Constitution of vendor/ publisher/ agencies (Please tick)	Proprietor/Partnership/Directors/ Managing Directors of Company
9.	Name of the Owner(s)	1. 2. 3.
10.	E-mail	1. 2. 3.
11.	Mobile No.	1. 2. 3.
12..	Details of Demand Draft for Application Fees of Rs.5,000/- (Rupees five thousand only) in favour of I/C Librarian,Dhavantri Library, University of Jammu (Non refundable).	1. Demand Draft No. 2. Date of issue 3. Issuing Bank
13.	Whether you are an Income Tax payee? If yes, please submit a copy of the Income Tax return filed for last three consecutive years during the previous three years.	1. 2. 3.
14.	Annual Turnover of the vendor/ publisher/ agencies for the last three consecutive financial years during the previous three years	1. 2. 3. Total Average
15.	PAN/TAN (copy attached)	PAN TAN
16.	Bank details of Vendors/suppliers/distributors	a) Name of the Bank b) Address c) Bank A/C No. d) Name of the A/C Holder e) IFSC code f) MICR code

		g) Date of opening of A/C h) Type of A/C Saving/Current
17.	Do you have satisfactorily supplied periodicals/ journals to any three Central Universities or University of National Importance in the last three years	1. 2. 3.
18.	Have your firm been debarred/blacklisted during the last five years(2018-19,2019-20,2020-21,2021-22 and 2022-23) by any University/Institute/College/ Government organization?	Please furnish self-declaration of an affidavit raised on non-judicial stamp paper of Rs.100/- (Rupees hundred only).

DECLARATION / UNDERTAKING

I/C Librarian,
Dhanvantri Library,
University of Jammu,
Jammu.

Respected Sir,

After examining the Terms and Conditions and Criteria for Empanelment, I / We, the undersigned, am / are pleased to offer my / our application for empanelment as Periodical Supplier/Vendor/Agencies for supplying Periodicals /Journals to the University of Jammu in conformity with the expression of Interest/empanelment notice. I / We understand that any deviation/exception in any form may result in rejection of the application for empanelment as Periodicals /Journals Supplier. I / We understand that I/C Librarian, University of Jammu reserves the right to withdraw/cancel/modify order without assigning any reason. I / We confirm to accept the Terms & Conditions for supply of Periodicals /Journals to University of Jammu for the financial year 2023-24.

Signature
Proprietor/Partner/Representative
of the Firm with Seal.