

**EXPRESSION OF INTEREST (EOI) FOR EMPANELMENT
OF SUPPLIER FOR PURCHASE OF BOOKS AND OTHER
INFORMATION SOURCES (PRINT & ELECTRONIC) FOR
KAUSHALYA THE SKILL UNIVERSITY**



KAUSHALYA THE SKILL UNIVERSITY
Temporary Campus: Mahatma Gandhi Labour Institute (MGLI),
Drive-in-Road, Memnagar, Ahmedabad-380 052

INTRODUCTION

Kaushalya The Skill University invites Expression of Interest (EOI) from Publishers/ Booksellers/ Suppliers/ Vendors/Retailers/Wholesalers/Aggregators/ Authorized dealers for empanelment with Kaushalya The Skill University for supply of books, and other information sources (Print, Non Print and Electronic) to Kaushalya The Skill University Library. The interested Publishers/Booksellers/Suppliers/ Vendors/ Retailers/ Wholesalers/ Aggregators/ Authorized dealers may submit their offers in appropriate format given in Annexure-I and forward the same to The Registrar, Kaushalya The Skill University with a non-refundable EOI fee of Rs. 500 in the form of demand draft in favor of “Kaushalya The Skill University” as a processing fee. The offer letter along with required documents must be submitted in **sealed envelope Super-scribed “EOI for Supply of Library Books, Information Resources etc.”**.

PROCEDURE FOR SUBMISSION

Expression of Interest (EOI) complete in all respects must be submitted in sealed envelopes which must be delivered by 12/10/2022 ONLY to the address mentioned below so as to reach the address mentioned below. The submission process for EOI is open throughout the year. However the university may discontinue/restart process of registration at any time.

**The Registrar
Kaushalya The Skill University
C/o Mahatma Gandhi Labour University
Drive in Road Memnagar
Ahmedabad – 380052**

GENERAL TERMS & CONDITION

1. EOIs not in proper format or EOIs without appropriate and supporting documents will be summarily rejected.
2. All pages of the EOI must be signed and page numbers should be mentioned in Index.
3. The Registrar, Kaushalya The Skill University reserves the right to accept/reject any or whole EOI without assigning any reason at any stage.
4. The short listed applicants/parties will be called for negotiations and other formalities.
5. Minimum rate of Discount for printed Books will be as per Institute Policy

Book published in last five financial years	Book published before five financial years
10% Discount as per GOC plus 10% deposit in Library Development Fund by Cheque	20% Discount as per GOC plus 10% deposit in Library Development Fund by Cheque

6. Supplier is required to submit publisher wise discount percentage as per attached list of publishers in Annexure-II.
7. The bidder will be selected on the basis of maximum % discount offered for the books. Preference will be given to the publisher.
8. Once quoted, the Bidder shall not make any subsequent discount changes, whether resulting or arising out of any technical/commercial clarifications sought regarding the bid, even if

any deviation may be specifically stated in the bid. Such price changes shall render the bid liable for rejection.

9. Bidder shall quote the discount percentage of items as mentioned valid for 2 years.
10. Publisher/Distributor should have office in Gujarat state.
11. Organization should have average turnover of Rs. 25,00,000 of the last two years (2020-21 & 2021-22)
12. Discount policy will not be applicable for Government/Non Profit/ Special Category Publications.
13. Discount for journals in certain cases (long term subscription) may be offered.
14. The University may empanel more than one Supplier and shall be free to purchase books from any one or more of them. However, the act of empanelment shall not prohibit the University of its right to purchase books directly without routing them through the empanelled suppliers. Final decision regarding Purchase Order to Empanelled agencies shall be decided by the Registrar.
15. Exchange Rate for foreign currency shall be calculated as per GOC Rate declared from time to time. In exceptional case, Bank Rate declared by RBI will be applicable.
16. Selection procedure for all library resources will be based on the recommendations by Authorities/Faculty/HOD/Director/Librarian/Research Scholars/Users. The final decision for purchasing will be taken by the Registrar after necessary verification.
17. The University will enter into the contract initially for a period of 2 year, extendable to a further period depending on the mutual agreement of the university and the agency with such modifications as may be felt necessary.
18. The Supplier shall supply books/other items free of postage, packing and forwarding charges.
19. The University shall not make any advance payment (except electronic books/journals/database) to the supplier for the orders made by the Kaushalya The Skill University. The payments shall be released by the Kaushalya The Skill University against the bill (s) received from the supplier after having received the books in good state and to the satisfaction of the Kaushalya The Skill University and part of payment is not allowed.

SPECIAL NOTES:

1. EOI can be submitted by the well-known authors, publishers and/or authorized book sellers/distributors only.
2. KSU may ask to the bidder to submit any document subsequently if requires.
3. The original Authors/Writers do not need to produce proof of turn over and work completion certificate from authorities.
4. The Bidder can quote the maximum % discount for all the publishers, and the bidders have to supply minimum 90% Books, from order received from KSU.
5. The Bidder as distributor/book seller has to submit Latest Authority Letter of corresponding publisher.
6. Publisher/authorized distributor have to furnish latest catalogue in hard and soft copy.
7. Payment for foreign publisher's books will be made as per latest GOC norms.
8. Bidder must have to attach latest circular of Goods Office Committee.
9. The discount rate will be applicable for the latest edition and latest reprint (i.e. not before 2022). The publisher needs to give certificate that the prices quoted by him is of the latest edition and latest reprint. If any dispute rises, the decision of consignee will be final.

10. Pirated and rebind of books will not be accepted.
11. It is to be certified by the bidders of foreign publishers that there is no Indian edition or paperback edition is available for the same.
12. For the bill of foreign published books the payment will be made in Indian Currency.
13. The price of the book will be as per the price printed on the book only. The bidder has to submit the latest catalogue both in hard and soft copy only, which contains the complete list of books from the quoted publishers.
14. Bill should be submitted in triplicate.
15. The offer of maximum % discount by the bidder for respective publication(s) will be applicable to all books published by the respective publishers.
16. Area of Jurisdiction will be Ahmedabad only.
17. The EOI will be rejected if the required documents not submitted in the EOI within the time limit.
18. In case of partly supply, the payment of the bill will not be made.
19. The bidder is required to provide all the books in the ready condition and it should not be damaged while supply of the same at the specified location. If the books are found damaged, it should be replaced within a week by the bidder. The Payment for the same will be made thereafter.
20. The prices quoted will include all type of taxes, transportation charges, labour charges, etc.
21. The selected bidder should submit affidavit duly notarized that they will accept all the terms and conditions, and the completion of the contract within 1 month of getting the work order.
22. All supporting documents, pertaining to experience criteria such as work order, work completion Certificate, Annual Financial Audit reports etc. must be duly stamped and signed by the competent authority of the firm and same must be attached with the application form.
23. The firm should submit Fresh affidavit duly notarized on stamp paper of Rs.100 that they have not abandoned any work of Union Government / State Government / PSU's etc. during the last 2 years. They should also submit an affidavit that they have not been blacklisted, debarred, declared non performer or expelled by Union Government / State Government / PSU's etc. during the last 2 years.
24. Decision of the Management regarding the technical qualification is final and binding to the bidder and no correspondence will be entertained in this regard thereafter.
25. Bidders are requested to quote discount percentage for each item mentioned in the EOI document. It is not mandatory to quote for all items.
26. The awarded party have to complete order within time limit as per specified by KSU Authority.
27. If the selected bidder fails to provide items within prescribed time limit, the work order for the same items may be given to other parties on the maximum % of the Discount.
28. Work order will be issued on the basis of the maximum % of discount offered for the individual items and not on the basis of grand total amount.
29. KSU may ask to the bidders to provide sample of Books and the bidder have to submit the same with in prescribed time limit. If the bidder fails to do so, the work order will not be issued.
30. The Books will not be purchased if:
 - It has been re-binded,

- submitted the photo copy of the sample books,
 - If ISBN number is found wrong,
 - If the price, publication date, edition etc are misrepresented by any means,
31. Maximum percentage of discount will be counted on the MRP mentioned in the book at the time of delivery of the same.
 32. If the bidder fails to perform all and/or any of the terms and conditions laid down by KSU from time to time, KSU will reserve the right to take actions of forfeiting the Security Deposit as well as cancelation of the contract.
 33. KSU may change the quantity of the items within the availability of Budget.
 34. Security Deposit will be refunded after successful completion of contract.
 35. The Bidder shall bear all costs associated with the preparation and submission of the Bid and KSU will in no case be responsible for those costs, regardless of the conduct or outcome of the bidding process.
 36. Bidder has to complete the work of supply of Books within 30 days from the work order. And the duration may be extended up to 60 days as per the requirement and if KSU thinks fit. The decision of KSU authority will be final and binding to bidder.
 37. Bids shall remain valid for 1 year after the date of Bid opening prescribed by Registrar, KSU and they have to provide Books on the same rate and condition to office/any college of Gujarat State.
 38. Late submission, bid modification and withdrawal of bid will not be accepted.
 39. The bid evaluation committee will do the technical and financial evaluation of the bidders.
 40. Advance payments will not be made. Payment will be made only after delivery of books subject to satisfactory quality.
 41. 10% penalty will be levied on total bill in case of failure to meet quality standards.
 42. The contract can be terminated by KSU after giving one month notice to the supplier of books.

DOCUMENTS TO BE SUBMITTED ALONG WITH THE PROPOSAL

1. Details of experience in the field of supply of library resources indicating the total number of years in this field & libraries served & the period of such service to them as well as the value of the orders executed.
2. 03 Work Orders and 03 Work Completion Certificate of Rs. 1,00,000/- or above amount from 03 Different Universities/ Govt. Colleges/ GIA Colleges/ Govt. Institutes/ Research Institutes/ Recognised Libraries for last 3 Years.
3. In case bidder is a company- Certified copy of incorporation for companies & Memorandum and Articles of Association Or In case of firm-Certified copy of the Registration Deed Or Certified copies of documents submitted, as above, must be signed and carry the seal of the authorized signatory.
4. Last three years Income Tax Return and Balance Sheet audited by reputed audit firm.
5. Membership details of any Publisher/Booksellers Association like FPBAI, if any.
6. Certificate for Exclusive distribution of the product, if any.
7. Reasonability Certificate in support of subscription rate Proprietary Certificate, if any.
8. Terms and conditions for IP and Remote Access.
9. Copy of PAN/TAN Number.

10. Any other relevant document (The university may ask other specific document(s), if required)
11. Affidavit duly notarized that bidder will accept all the terms and conditions, and the completion of the contract within 1 month of getting the work order.
12. Fresh affidavit duly notarized on stamp paper of Rs.100 that they have not abandoned any work of Union Government / State Government / PSU's etc. during the last 2 years.
13. An affidavit that they have not been blacklisted, debarred, declared non performer or expelled by Union Government / State Government / PSU's etc. during the last 2 years.

Annexure-I**APPLICATION FORM**

1	Name of the Firm:	
2	Address (es) of Head Office & Branches (if any) with telephone numbers, fax numbers, email addresses Mobile No. and website if any:	
3	Experience in this business (In Years)	
4	Name and address of Directors / Managing Directors / Proprietor:	
5	Details of Membership of Publisher Associations with Membership No. (Also attach copy of proof)	
6	Are you a distributor / dealer / stockist / exclusive or preferred agent of any publisher? If so, please attach copies of the authority letters	
7	Any Important Subject Areas (Use additional sheets, if required)	
8	Permanent Account Number/TAN/ GST Numbers (Attach copies)	
9	Name of Major Clients, Libraries etc. (Attach list if required)	
10	Payment of fees (Rs. _____) DD Number, Date, Bank, Branch etc.	

Annexure-II

LIST OF BOOK PUBLISHERS

Sr.	Publisher	Discount in Percentage (In Figure)
1	Apple Books	
2	Aster Publishing	
3	Associated Publishing Company,	
4	Academic Foundation,	
5	Aadi Publications	
6	Agrotech Publishing	
7	Authorspress	
8	Aisa Publishing House	
9	AAYU Publisher	
10	Abhijeet Publications	
11	Adhyayan Publishers	
12	Akash Manomapan Publishin: House	
13	Affiliated East – West	
14	Ajanta Publishers	
15	Allahabad Law Agency	
16	Amar Prakashan	
17	Allied Publishers	
18	Anmol Publications Pvt. Ltd.	
19	Annu Books	
20	APH Publishing Corporation	
21	Aries Books International	
22	Asia Publishers	
23	ASLIB	
24	Associate Pub	
25	A Press	
26	Astha Publisher & Distributor	
27	Atantic Pub	
28	Addison-Wesley Company	
29	Authors Press	
30	Anchor Academic Publishing	
31	Academic Press Inc.	
32	Astha Book Agency	
33	Bharti Prakahana	
34	Brain Books	
35	Balaji Books	
36	B. S. Shah Prakashan	
37	B. R. Publishing Corporation, Bloomsburry	
38	Bookwell	
39	Brick Publications	
40	BPB Publication	
41	Book & Allied (P) Ltd	
42	Central Law Publications	

43	Calcutta Book House	
44	CBS Publishers and Distributors	
45	Cambridge University Press India Pvt. Ltd.	
46	Carvi Knowledge	
47	Central Institute of Indian Languages	
48	Commercial Law Publishers Pvt Ltd	
49	Concept Publishing Company	
50	Current Publications	
51	Delhi Law House	
52	Digital Book Agency	
53	Dayal Publisher	
54	DBS Imprints	
55	DELNET	
56	Dominant Publishers 86 Distributors (p.) Ltd.	
57	Dreamtech Press	
58	Dotcom Publishing	
59	Elsevier (North Holland Publishing Co.)	
60	Educreation Publishing	
61	Educational Books 85 Periodicals	
62	Eastern Book Company (Ebc)	
63	Educational Publishers 86 Distributors	
64	Ess Ess Publications	
65	Excel India Publishers	
66	Future Science	
67	Friends Publication	
68	Galgotia Publishers	
69	Gujarat Granth Nirman Board	
70	Global Vision Publishing House	
71	Gujarat University Press	
72	Gurjar Granth Ratna Karyalay	
73	Gurjar Prakashan	
74	Gurjar Sahitya Prakashan	
75	Gurjar Agency	
76	Gujarat Vishvakosh Trust	
77	Gujarati Sahitya Parishad	
78	Gurjar Sahitya Bhavan	
79	Gujarat State Text Book Board	
80	Gujjar Literature	
81	Har - Anand Publications	
82	Himalaya Pub. Hou.	
83	Hind Law House	
84	Himanshu Publications	
85	Heritage Publishers	
86	Houghton Mifflin Harcourt Publishing	
87	Himalaya Publishing House	
88	Harsh Prakashan	
89	Hindustan Publishing Corporation	
90	igi-global	

91	IASLIC	
92	Idarahi I Adabiyat	
93	Indian Bibliographic Centre	
94	Inkart Publisher	
95	Indian Book Bank	
96	I.K. International Publishing House Pvt. Ltd.	
97	Indian Institute of Public Administration	
98	Indiana Pub House	
99	Indira Gandhi Open University	
100	Jaico Publications House	
101	Jain Book Agency	
102	Jay Publication	
103	Jaypee Brothers	
104	K. K. Publications	
105	K. S. K. Publishers and Distributors	
106	Kalpaz Publishing House / Gyan Publishing House	
107	Kamal Publishers	
108	Kaav Publications	
109	Karnavati Publications	
110	Kalyani Publishers	
111	Kumar Prakashan	
112	Kanishka	
113	Kerala Library Association	
114	Khel Sahitya Kendra (K.S.K.)	
115	Lowa State University Press	
116	Lajj a Publications	
117	Lexisnexis	
118	Lashay Publication	
119	Laxmi Devi Publications Solapur	
120	Laxmi Publications	
121	Lambart Academic Publishers	
122	Mohit Pub	
123	Manak Publishers,	
124	Madras Library Association	
125	Murach Books	
126	Macmillan Publishers India Ltd	
127	Marcel Dekker	
128	Malhotra Law House	
129	McGraw-Hill Education (MHE)	
130	Mangalam Publishers and Distributors	
131	National Book Trust	
132	New Age Publishers	
133	Nabhi Publications	
134	Narayan Prakashan	
135	Narosa Publishing House	
136	New Age Int. Ltd.	
137	New Central Book Agency Pvt. Ltd.	

138	New Century Publications	
139	New Royal Book	
140	Nova Science Publishers Inc.	
141	Nirav Prakashan	
142	One Central Press	
143	Oxford University Press	
144	O'reilly Media	
145	Oxford Book Company	
146	Overseas Press India Private Limited	
147	Pooja Law House	
148	Professional Book Publishers	
149	Packt Publishing	
150	Pan Stanford Publishing	
151	Paradise Publishers	
152	Planning Unit, University of Delhi	
153	Prerna Prakashan	
154	PHI-Learning	
155	Pearson Education (P) Ltd	
156	Princeton University Press	
157	Penguin Random House	
158	Pragati Prakashan	
159	Rain Tree	
160	RASTRIYA SANSKRIT SANSHTAN	
161	RASHTRIY PANDULIPI MISSION	
162	Rangnathan Centre for Information Studies	
163	Rawat Publications	
164	Regency Publications	
165	Rudra Publishers 85 Distributors	
166	S. K. Book Agency	
167	Sara Publication House	
168	Sanskar Sahitya Mandir	
169	Sarda Ranganathan Endowment for Library Science	
170	Sanket Law House	
171	Satya Kishan Publication	
172	Serials Publication	
173	Shanti Prakashan	
174	Shanti Prakashan	
175	Selective & Scietific Books	
176	Satyam Books Pvt. Ltd.	
177	SSDN Publishers 86 Distributors	
178	SPD (Shroff Publishers 86 Distributors)	
179	Snow White Publication Pvt Ltd	
180	Shipra Publication	
181	Shurbhi Publication	
182	Sonali Publications	
183	Sports Publication	
184	Sudhir Prakashan	

185	Stage Publication	
186	Standard Publishers	
187	Surya International Publications,	
188	Sublime Publications	
189	Springer India(P) Ltd	
190	Studera Press	
191	Saraswati Pustak Bhandar	
192	SAGE Publishing	
193	S.G. Publishers	
194	Tandon Publications	
195	Tylor 85 Francis India - Routledge	
196	Technical Publication	
197	Tata McGraw Hill	
198	Taxmann Publication Pvt Ltd	
199	Taylor & Francis Group (CRC Press)	
200	Tirupati Publishers	
201	Universal Law Publisher	
202	UBS Publishers Distributors Pvt. Ltd.	
203	University Book Production Board	
204	Veer Narmad South Gujarat University	
205	VIM Verlag	
206	Veena Publication	
207	Victorious Publishers	
208	Vikas Publishing House	
209	Virgo Publications	
210	Vista International	
211	Visw Prakashan	
212	Vista Publishers	
213	Vinayak Publisher 86 Distributors	
214	Vicva Book Pvt. Ltd.	
215	Wisdom Publications	
216	Woodhead Publishing Ltd.	
217	Wrox Publication	
218	Wiley India (P) Ltd	
219	Y. K. Publishers	
220	Apress Pub	
221	C. Jamanadas	
222	Charotar Pub	
223	G K Pub	
224	Gulf Pub	
225	Hanser Pub	
226	Hemisphere Pub	
227	Indian and Eastern Engineer	
228	J K Enterprise	
229	Kluwar Academic Press	
230	Mahajan Publishers	
231	Merrill Pub Co	
232	Microsoft Pub	

233	Plenum Press	
234	Prantice Hall	
235	Shroff Pub	
236	Tech Max Pub	
237	United Books Corporation	
238	Atul Prakashan	
239	Chapman and Hall	
240	John Wiley & Sons	
241	Mittal Pub	
242	Scientific Publishers (India)	
243	Architectural Press	
244	MIT Press	
245	Morgan and Kaufman Pub	
246	Newness Pub	
247	A.H Wheeler	
248	ABD Pub Jaipur	
249	Acharya Pub	
250	Ahuja Book Pub	
251	Akshat Prakashan	
252	Arnold Pub	
253	Asian Books	
254	B S Pub	
255	B.I Pub	
256	BSP Pub	
257	Butterwarth	
258	Ceanguage Learning India Pvt Ltd	
259	Central Pub House	
260	D.B Taraporewala & Sons	
261	East West Press	
262	Edward-Arnold	
263	EUP	
264	Eurasia Pub	
265	Everest Pub	
266	Firewall Media Laxmi Pub Pvt Ltd	
267	High-Tech Pub	
268	IEEE press	
269	J P Brother	
270	Jain Brothers	
271	Kataria Pub	
272	Katson Pub	
273	Kedarnath Co.	
274	Khanna Pub	
275	Laxmi Publications	
276	Lovely Prakashan	
277	Maxwell Macmillan	
278	Media promoters	
279	Metro Politan Pub	
280	Multiteck Books	

281	Nemchand Pub	
282	New Asian Pub	
283	Newness Pub	
284	Nidhi Pub	
285	Niraj Pub	
286	Nirali Pub	
287	NRTTTI Chandigarh	
288	NRTTTI Madras	
289	NRTTTI Bhopal	
290	Orient Longman	
291	Paragon Pub	
292	Penram Pub	
293	Pitambar Pub	
294	Pitman Pub	
295	Pune Vidyarthi Grih	
296	PVG Prakashan	
297	Response Book	
298	S. Chand & Co	
299	SAE Pub	
300	Sams Pub	
301	Sarita Prakashan	
302	Satya Prakashan	
303	Scitech Pub	
304	Somaiya Pub	
305	Tech Media Pub	
306	Thomson Pub	
307	Umesh Pub	
308	University Press	
309	Viva Pub	
310	Wiley Dreamtech	
311	Wiley Eastern	
312	Wiley Inter science	
313	APH Publishing Corporation	
314	Publication by any Higher Education Institutes (Universities, Institutes of National Importance, Colleges)	
315	Government and Semi-Government Publications	

DECLARATION: The information provided above is true to the best of my knowledge and belief. I shall be liable to the action for any incorrectness found at any time. I undertake to intimate any change in the above information. The above Firm has not been debarred by any Institution for supply of books, journals and other library resources.

Place:.....

Date:.....

Signature:.....

Name:.....

Designation:.....