



# Hidayatullah National Law University

Atal Nagar, Nava Raipur, District- Raipur – 492002 (C.G.)

Website: www.hnlu.ac.in

**EoI No.620/HNLU/2022**

**Date:16.06.2022**

Hidayatullah National Law University invites “Expression of Interest” from interested books Supplier/ Distributors/ Publishers for the supply of books to the library of the University for a period of one year with effect from the date of issue of empanelment letter.

## **Eligibility Criteria:**

1. The Proposer must be a book distributor/ supplier/ publisher in India and preferably dealing with foreign publishers like Sweet & Maxwell, LexisNexis, Cambridge University Press, Oxford University Press, Kluwer Law International, Taylor & Francis, Springer, Sage Publications, Hart Publishing & Ashgate & Gower, Brill and Edward Elgar.
2. The Proposer must have an experience of atleast 2 years in the relevant field.
3. The Proposer must have an experience of supplying books/ journals to academic institutions.
4. The Proposer should not have been debarred/ blacklisted by any Government organization/ academic institutions.

## **Mandatory Documents Required:**

1. Certificate of distributorship from the publisher.
2. Copies of IT Returns/ GST Returns for last 2 years
3. Purchase order from academic institutions in last 2 years.
4. Registration Certificate/ GST Certificate.
5. Self declaration that proposer has not been debarred/ blacklisted by any Government Organization/ academic institutions.

## **Criterion for Empanelment:**

The final empanelment shall be done on the basis of recommendations made by an internal committee constituted by the competent authority for this purpose.

## **Terms and Conditions for Supply of Books/Journals/Periodicals**

The empanelled distributor/supplier/publisher shall fulfil the following terms and conditions for Supply of Books / Journals/ Periodicals.

1. The university may place an email ([library@hnl.ac.in](mailto:library@hnl.ac.in)) enquiry with all the empanelled vendors via email ID of the empanelled vendors as mentioned in their proposal for the required titles and number of copies. Purchase order will be placed to the supplier who will quote the lowest rate.
2. Unless otherwise mentioned, only *the latest editions* of the books must be quoted.
3. In case of availability of Indian reprints of foreign titles, supply of same shall be made. Shrinking supply of books (particularly text books) otherwise available in market shall be deemed as non-compliance and non-cooperation on the part of the supplier which shall deprive the supplier from further orders.
4. Purchase order can be placed partially/ complete order depends on quotation received.
5. Supply/ delivery of books shall be made at Hidayatullah National Law University, Atal Nagar, Nava Raipur, Raipur, Chhattisgarh.-492002
6. All invoices shall be raised in the name of “Registrar, HNLU Raipur”
7. Delay in supply of books may lead to penalty of 0.5% per week or part thereof subject to maximum 2% shall be impose on the cost of books which are delayed in supply.
8. 100% payment shall be made within 30 days upon delivery and acceptance of the HNLU Raipur.
9. Empanelment does not confer a right to receive order by the supplier/ distributor/publisher.
10. University reserves the right to amend the terms and conditions time to time as per the requirement.

The eligible firms meeting the requirements may submit their EoI through the attached Application Form along with the Mandatory Documents, in a sealed envelope prominently marked “EoI for the Empanelment of book supplier / distributor at HNLU” and delivered to the following address latest by 05:00 pm on or before 30.06.2022.

The Registrar,  
Hidayatullah National Law University,  
Atal Nagar,  
Village: Uparwara  
Raipur -492002, Chhattisgarh.

If the submission is by email, in that case, kindly submit the EoI to [library@hnl.ac.in](mailto:library@hnl.ac.in) clearly stating “EoI for the Empanelment of book supplier / distributor at HNLU” in the subject line

For information may be obtained from the website [www.hnl.ac.in](http://www.hnl.ac.in) or 7587017918

**Sd/-  
Registrar**



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No.		Date
1.	Name of the Vendor	
2.	Complete Postal Address with Tel. No. Fax. No. E-mail Attach Address proof. (Mention enclosure number)	
3.	Name of the Proprietor/Partners/ Directors of the firm/ agency	
4.	Proposer's bank, its address and his current account number (Pl. attach copies of the relevant documents/certificates) (Mention enclosure number)	
5.	Registration and incorporation particulars of firm (Pl. attach copies of the relevant documents/certificates) (Mention enclosure number)	
6.	GST registration details(Pl. attach copies of the relevant documents/certificate) (Mention enclosure number)	
7.	Subscription agent number .(Applicable for supplier of journal only )	
8.	List of relevant document is attached:	

I/ We certify that the information furnished above is true and correct agree to abide by the terms and conditions as mentioned in the document.

Date:

Authorised Signature of the Proposer with seal  
Full Name