



CENTRAL LIBRARY
CENTRAL UNIVERSITY OF KASHMIR
Green Campus, Duderhama, Ganderbal J&K – 191201

Notice for the Supply of Newspapers and Magazines

Applications are invited from interested vendors to supply print newspapers and magazines to the different campuses of Central University of Kashmir in district Ganderbal (J&K). Vendors who have experience in supplying print newspapers/magazines to the Govt. institutions/Higher Education Departments shall only be considered.

Last Date & Time of Receiving Applications	19/05/2022 (3:30 pm)
Scrutiny of Applications	20/05/2022 (3:30 pm)
Address of Communication	University Librarian Central University of Kashmir Green Campus, Duderhama, Ganderbal J&K 191201 email: tariq.shah@cukashmir.ac.in Mobile No.: 8716990150

Interested vendors may submit their applications in the prescribed format to the University Librarian, Central University of Kashmir, Green Campus, Duderhama, Ganderbal. The application form along with other requisite documents can be had from the Office of the University Librarian or downloaded from the University website <<https://www.cukashmir.ac.in/>>.

Sd/
University Librarian

No.: CUKmr/Lib/F.No.370/22/792

Date: 10/05/2022



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Important Instructions and Terms and Conditions

A: Instructions for Vendors

1. Interested vendors should submit the application form and requisite documents in a sealed envelope super-scribing – “Application for the Supply of Newspapers and Magazines”.
2. Incomplete and conditional applications will not be considered.
3. The participating vendor(s) is expected to examine all instructions, terms & conditions as specified in the application document. Failure to furnish all required information or submission of an application not substantially responsive to the conditions laid down shall be at the risk of the participating vendor and may result in application rejection.
4. At any time prior to the deadline for submission of the application, the University may, whether at its own initiative or in response to a clarification requested by a prospective participating vendor, amend the documents.
5. Applications received after the due date and time shall not be considered by the University. The applications will be scrutinised on **20/05/2022 (3:30 pm)** in the presence of participating vendor(s) or their authorised representative(s) if they desire to. The representative should bring the authorisation letter from his firm to attend the application scrutiny process.
6. In the event of the date specified for receipt and scrutiny of applications is declared a holiday at the Central University of Kashmir, the due date for submission of applications and scrutiny shall be the following working day.
7. Any participating vendor(s) found influencing the University in its decisions on evaluation or scrutiny of applications shall result in the rejection of the vendor’s application.
8. The University reserves the right to reject/cancel any or all applications without assigning any reason thereof.
9. The vendor should transfer online ₹100/- as the application fee (non-refundable) in the University Bank Account. Applications without an application fee shall be rejected.

B: Eligibility

Vendors who apply for empanelment must fulfil the following conditions for eligibility:

1. Should have an experience of supplying newspapers and magazines to any Govt. Office / Institution of Higher Learning.
2. Should submit a self-certified undertaking of not being blacklisted during the last three years by any Govt. Office or Institution of Higher Learning for the supply of newspapers/magazines.

C: Terms and Conditions for Supply of Newspapers and Magazines

1. The vendor(s) must deliver newspapers and magazines to the designated office on different campuses of the University within 30 minutes of the commencement of the office hours.
2. The vendor must hand over newspapers and magazines to the person(s) identified by the University on different campuses for receiving the same.



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3. Supply of newspapers and magazines shall be at the risk of the vendor till it is accepted by the designated person(s).
4. The vendor should ensure the supply of all the issues of newspapers and magazines without any break.
5. Supply of newspapers and magazines has to be made strictly in accordance with the supply order issued to the firm.
6. Vendor must submit bills in the first week of each month to the concerned office where newspapers and magazines are delivered.
7. The University shall NOT bear the cost of packing, loading, unloading, transport charges, etc.
8. All the payments will be made in Indian Rupee.
9. The selected vendor shall give an undertaking on a non-judicial paper of twenty Rupees accepting all the terms and conditions mentioned above along with the other terms and conditions which the University shall deem suitable after the vendor is selected.
10. English language shall be used for interpretation of clauses of application/documents.
11. In the event of a tie, vendor who offers highest additional discount shall be selected.
12. The University reserves the right to cancel the supply order without any prior notice and without assigning any reason (s) thereof.

For any clarification, contact the Assistant Librarian at 8716990150
tariq.shah@cukashmir.ac.in



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APPLICATION FORM

1. Name of the Firm: _____

2. Name of the Vendor: _____

3. Address: _____

4. Mobile No.: _____ Phone No. _____

email address: _____

Cell No. of contact person(s): _____

5. Discount offered

S.No	Specifications	Discount (Both in Figures & Words)
1	Newspapers	
2	Magazines	
TOTAL		

6. Application Fee

Application fee of ₹100 transferred in the University SBI Bank Account No. **3223-364-1737**
(IFS Code: SBIN0002344) vide UTR No.: _____ on _____.

(Proof of online transfer must be attached)

8. Declaration:

I do hereby declare that entries made in this application form are true to the best of my knowledge and belief.

Date: _____

Seal & Signature of Authorised Signatory

Enclosures:

- a) Proof of online transfer of Application fee.
- b) Self-Certified undertaking of not having been blacklisted.
- c) Experience Certificate