



DIRECTORATE OF SAMAGRA SHIKSHA, J&K (UT)

(Jammu Office) Opposite Gurudwara NH by Pass Road, Channi Rama, Jammu
(Kashmir Office) Baghaat-e-Barzulla, behind Bone & Joint Hospital

Phone / Fax No. 0191-2467124/2467135 (Jammu), 0194-2437412, 2437958 (Srinagar).


E-mail: jksamagrashiksha@gmail.com



No: Edu/PD/SmS/Quality/Library/EoI/10179/2023-24 Date: 01-12-2023

EXPRESSION OF INTEREST (EOI)

Project Director, Samagra Shiksha, Jammu and Kashmir, invites all the Private Publishers to submit the sample of their publication in **Hindi, Urdu, Dogri, Kashmiri and English** languages for Series 1 (Class 1st to 5th), Series 2 (Class 6th to 8th), Series 3 (Class 9th to 10th) and Series 4 (Class 11th to 12th) either personally or through post in the **Teacher Bhawan, Gandhi Nagar, Jammu (Pin Code: 180004)** by or before **18th December, 2023 (up to 5 PM)** for their procurement under Library Grants of Samagra Shiksha-2023-24 in all the Government Schools of Jammu and Kashmir. The sample of books submitted in person or by post after the stipulated date and time will not be accepted. For further details and other terms & conditions, please visit the website of the Project Directorate of Samagra Shiksha, Jammu and Kashmir. (<http://www.samagrashikshajk.nic.in>).


Project Director,
Samagra Shiksha,
Jammu and Kashmir.
Jammu- 180015



Attachment 1

INFORMATION ABOUT THE PUBLISHER AND NECESSARY GUIDELINES:

A. INFORMATION ABOUT THE PUBLISHER:

1. Name of Publisher:
2. Full address of the publisher:
3. Mobile and telephone number for contact:
4. Email ID:
5. The publisher will have to submit the following documents at the time of submission of sample of books:
 - i) **Bank related information:**
 - a) Name of the Bank in which the Bank Account is maintained:
 - b) Account Number:
 - c) Name of the account holder:
 - d) IFSC Code:
 - ii) Photocopy of PAN card (well scanned).
 - iii) Income Tax return of the financial years i.e. 2020-21, 2021-22 and 2022-23.
 - iv) Turnover certificate of the last financial year issued by Chartered Accountant which should not be less than 10 lakhs.
 - v) Demand draft/fixed Deposit of Rs. 2,00,000/- (Rupees two lakh) in the name of the Project Director, Samagra Shiksha, J&K as security amount. The Security amount shall be returned 03 months after the process of procurement of books is completed.
 - vi) An affidavit, on judicial stamp paper of appropriate value, duly attested by the Notary, declaring therein by the publisher, that he/she has neither been convicted by any court of law, nor has been black listed by any government any central institution or GoI/State/UT government/Semi-Government.
 - vii) An undertaking on judicial stamp paper of appropriate value, along with the sample book stating that, the sample book of similar edition, has not been sold anywhere at a price lower than that displayed marked price on the sample book.
 - viii) An affidavit on judicial stamp paper of appropriate value, by the publisher to the effect that he/she, has not given more discount to anyone earlier, than being offered on the books being supplied to the Samagra Shiksha, J&K. If at any stage, the Department comes to know about this, then supply order shall be cancelled with immediate effect.
 - ix) **The Publishers can submit all undertakings of serial no.5 (from vi to viii) on one affidavit or separate undertakings on individual affidavit after attestation by the notary as per their choice.**
 - x) The letter, issued by the **Raja Ram Mohan Roy National Agency ISBN**, for which they have been authorized to print the Books with the ISBN.
 - xi) Copy of at least Rs. 2,00,000/- (**Rupees Two lakh**) **Purchase** order received from any government Institution/Government undertaking, during anyone of the financial years i.e. 2020-21, 2021-22, 2022-23 and 2023-24. The Publisher may attach either of the following:
 - **Letter of satisfactory execution of supply order from intending department.**

- **Copy of supply order along with undertaking that supply order was executed successfully. In case, of successful bidder, proof of payment received will be compulsory.**
6. The publisher who will, submit the samples of Books for library will have to fill the detail of those books **in Annexure-4 necessarily**. The same information is also required to be filled in Google Form.
Note: For filling the information pertaining to Books, in the Google form, following link has to be clicked:
<https://docs.google.com/forms/d/e/1FAIpQLSeQtV6FeFufUQ3V6WEaMD5SqFGKIu7tcyGONMARDavwYnp1Mg/viewform>
 7. There shall be four (04) categories of books for school libraries:
Category 1: Class 1st – 5th (**8966**)
Category 2: Class 6th – 8th (**7228**)
Category 3: Class 9th – 10th (**1741**)
Category 4: Class 11th – 12th (**788**)
The actual number of books in schools may increase/decrease depending upon the functionality, language and type of school.
 8. The number of sample books for each category should not exceed (8).
 9. The Books submitted as sample will not be returned under any circumstances.
 10. Publishers will have to fill in the form given **in Annexure 3**, clearly stating therein that they shall abide by all the terms and conditions mentioned **in Annexure 2**. In case the sample of books supplied by them are not selected by the **Book Selection/Sub-Selection committees** for the library, constituted for the purpose, they will not create any hindrance in the process of purchase of books. In case, any publisher creates any kind of hindrance in the selection process, appropriate action shall be taken against him/her by the Department.
 11. **In relation to the book purchase process, a pre-bid online meeting will be organized by the Directorate of Samagra Shiksha J&K on 11th of December, 2023. The link of which shall be made available on the department's website soon.**

ANNEXURE-2

Terms and conditions.

Following shall be the terms and conditions for purchase of books:

1. All the publishers shall have to deposit a demand draft of one lakh rupees (refundable) in the name of Project Director as security amount.
2. Every Publisher will have to submit either a demand draft of Rs. 5000/- (Five Thousand) in the name of the Project Director, Samagra Shiksha, JAMMU AND KASHMIR or RTGS of equal amount shall be made in the Account of Jammu and Kashmir Bank Limited, bearing No.0110010200000997, IFSC JAKA0MOVING, existing in the name of Chief Accounts Officer, Samagra Shiksha as Non-refundable fee.
3. It is necessary to mark year of edition on each book. The Books published prior to 2020 will not be considered for purchase.
4. It is necessary to clearly mention the edition (1st/2nd/3rd) on the books. The copyright in respect of the books submitted, will be the sole responsibility of the publisher.

5. Edition year and price of the book shall be printed on the inner side of the cover page.
6. The publisher shall have to give, minimum following discount on the books that are to be purchased:

1 to 10 copies:	10%
11 to 25 copies:	15%
26 to 100 copies:	20%
101 to 200 copies:	25%
201 to 500 copies:	30%
more than 501:	35%
7. Publication of the books must be on high-quality paper of minimum **80 GSM** and cover page of minimum **130 GSM**. The Title of the book should be marked on the front page.
8. A certified copy of the letter issued by the **Raja Ram Moham Ray National Agency** of the ISBN number duly self-attested is to be submitted necessarily. It is also necessary to mention the ISBN number on the books and in the absence of ISBN No. the book(s) will not be considered for selection.
9. The detail of the books which are to be submitted as samples to this office by the publishers must also be filled in the Google Form, by clicking <https://docs.google.com/forms/d/e/1FAIpQLSeQtV6FeFufUQ3V6WEaMD5SqFGKIu7tcyGONMARdavwYnp1Mg/viewform>. This link will be active till 18.12.2023 (up to 5:00 PM) only. Every Sample of the books must match with the list obtained from the google form and in case of any mismatch, the books will not be considered for selection.
10. The medium of books should be in English, Hindi, Urdu, Dogri and Kashmiri.
11. It is mandatory for each publisher to submit the titles of all the books, being submitted as sample with the application without any fee. The books submitted as samples, will not be returned under any circumstances.
12. The sample books being submitted should be tied/packed in proper order with name & address of the publisher on them, also indicating title of the books submitted in the list, along with Release No.
13. The Sample book(s) must be submitted with forwarding letter indicating therein the desired information about the book (to be prepared in hard and soft copy of **excel sheet, Krutidev 010 font size-14 in Hindi and Times New Roman font size 12 in English**) as specified in the attached letter, also to be sent on the email: spdsmsjklibrary@gmail.com by or before due date.
14. The publisher has to submit an affidavit that the ISBN number mentioned on the book submitted by him as a sample has not been used in any other book. If found adverse during the verification, the Punitive action will be taken against the publisher and the he/she shall also be blacklisted.
15. The ordered books will have to be supplied at the **District** level at FOR within 45 days from the date of issuance of supply order. The complete Waterproof packing shall be made **Zone-wise**. In case, the supply of the books, is not completed within 45 Days, fine of Rs. 5000/- per day will be imposed, which shall be deducted from admissible payment.
16. The books supplied should be of the original publishers only. Books supplied by changing the cover page, on the books of other publications will be treated as offence. On receipt of any such complaint, the order will be cancelled and the publisher will be blacklisted.

17. The publisher has to submit an affidavit along with the sample book stating that the sample book has not been sold anywhere, at a price lower than, the price printed on the book.
18. An affidavit will also have to be submitted by the publisher that the discount more than, being offered to the department on the supplied books, has not been given to any other buyer. In-case, it comes into the notice of the department then the supply order will be cancelled and no payment shall be made.
19. Only one application will be accepted on one PAN card number. It is mandatory to attach the self-attested photocopy of the PAN card with the application form.
20. The Books supplied as per supply order should match with the books given as sample, in respect of both quality and contents. If any variation is found in the content, or stickers applied or pasted are found regarding price of the books, the same will not be accepted. Further, new page, if any, about change in the price is found to have been inserted in the books being supplied, the supply order will be cancelled and the security amount deposited by the concerned publisher will be forfeited.
21. On receipt of the supply order, 2.5% security amount of the ordered value (after discount) will have to be deposited with Project Director Samagra Shiksha, as per rules.
22. If the pages of the books are found torn or any page/s are missing at the time of physical verification, till it reaches at the **District** level, then the set of such books **will not be valid**. Such books will have to be replaced with new books within 10 days. If the books are not replaced within a period of 10 days, the fine will be imposed @ given rates below:

11-14 days	Rs.500 per day
16-20 days	Rs. 1000 per day.

In case such books are not replaced even within 20 days, then in addition to cost of invalid book, 10% of the total order amount will be deducted at the time of payment.
23. The Directorate of the Samagra Shiksha will have the right to increase or decrease the copies of the selected book at any point of time.
24. Necessary acceptance letter regarding, conditions will have to be given by the publisher through an affidavit.
25. No Proposal will be accepted unconditionally.
26. The final decision with respect to the selection of books, shall lie with the State/UT Level Book Selection Committee.
27. During the selection process of the books, no inquiry/investigation will be valid. If there is any kind of lobbying pressure or attempt to influence the decision in any manner by any publisher, he/she will be kept in the category of disqualification.
28. No enquiry/investigation will be valid during the selection process of books. In the selection process, if any lobbying/pressure or attempt to influence the decision in any manner is created by any publisher/organization, then concerned publisher will be kept in the category of disqualification and appropriate action will be initiated against such publisher.
29. The court of Jammu and Kashmir shall be the jurisdiction for any dispute, with respect to this EoI and the terms & conditions laid down in it.

ABOUT BOOKS

1. The Books must be entertaining, informative, environment related, moral, having national and social values, developing self-employment and leadership ability, self-

supporting, patriotism and generating respect for greater personalities, inspirational, developing reasoning power, general knowledge and various other skills among children, Books on history, geography, festivals and giving information about inspiring biographies, Books to suit students' academic environment, interests, subject related needs and reading abilities

2. The books must be in series. (Category 1) Class 1 to 5, (Category 2) Class 6 to 8, (Category 3) Class 9 to 10 and (Category 4) Class 11 to 12.
3. Story Books, Reputed Children's Magazines and Comics etc can be considered. Books- Story books, children's useful magazines, Comics, Referral books for Secondary and Senior Secondary students. Other books that are considered essential for the holistic development of the child, such as, books on mental health and wellbeing, sports, arts, music, design thinking, Language Skill, writing ability books and books generating capability to express themselves, giving word knowledge, besides creative logical thinking, deep thinking, etc. should be preferred, to coordinate themselves with the environment and real life in children of 5 to 18 years of age.
4. Text Book, Reference Book, Examination related Books & Material and the books which are not useful for the students, **will not be considered.**
5. There should be no word or sentence in the books, being supplied, which hurts the sentiments of any particular caste, religion or community. If any such deficiency is found, it shall be sole responsibility of the publisher and the action as warranted under law shall be taken against the publisher.

Note: The book(s), which don't fulfill the conditions referred above, shall be kept in the category of disqualified.

Annexure-3

To
Project Director,
Samagra Shiksha.
JAMMU AND KASHMIR,

Undertaking regarding acceptance of all terms and conditions.

1. I _____ do hereby affirm and declare on behalf of _____ (**Name of firm**) that, we shall abide by all the terms and conditions mentioned in **Annexure-2**. It is also certified by us that if the sample books given by us, are not selected by the selection committee, then we will not create any lobbying/pressure or disturbance in the purchase process of the books being procured by the Project Director, Samagra Shiksha office, J&K. In case, any lobbying/pressure or obstruction is created by us in the selection process of books, then Project Director Samagra Shiksha will be competent to take appropriate action against us. The decision taken by the Project Director, Samagra Shiksha office in the selection of books will be binding and acceptable to us.
2. I/We will have no objection, if the security amount of Rupees 2,00,000/- (Two lakh only) deposited by me/us in the name of Project Director Samagra Shiksha J&K office is confiscated/forfeited on creation of obstruction/hindrance by me/us, in the

selection process of books.

3. The necessary documents desired by you, which have been mentioned in **Annexure-1 are also attached herewith.**

Attachment

1. Address Proof of the Publisher
2. Contact No.
3. Email ID:
4. Bank details:
5. PAN Card
6. Income Tax Return of Financial Year 2020-21, 2021-22 and 2022-23.
7. **Demand Draft (Refundable) of Rs. 2,00,000/- (Two lakh only) (as EMD. Bank draft in favor of Project Director, Samagra Shiksha Jammu and Kashmir.**
8. Expression of Interest (EOI) **Fee of Rs. 5000** (Rupees Five Thousand only) (Non-Refundable) in the form of Bank draft in favour of Project Director, Samagra Shiksha, Jammu and Kashmir.
9. Affidavit (about not being blacklisted/declared a criminal by the court).
10. The publisher will have to submit an affidavit along with the sample book that the same sample book has not been sold at a price less than the face value, printed on the book.
11. An affidavit will have to be submitted by the publisher that he/she has not given, discount more than, what is being offered to the Directorate of Samagra Shiksha J&K, on the supply of books being made.
12. Certified copy of the Letter issued by Raja Ram Mohan Roy National Agency ISBN to the publishers, pertaining to printing of books.
13. Copy of at least Rs. 2,00,000/- (Rupees Two lakh) purchase order received from any Government Institution/ Govt. Undertaking during anyone of the financial year 2020-21, 2021-22, 2022-23 and 2023-24. The publisher may attach either of the following:
 - **Letter of satisfactory execution of supply order from intending department.**
 - **Copy of supply order along with undertaking that supply order was executed successfully. In case, of successful bidder, proof of payment received will be compulsory.**
14. GST Registration letter and copy of the GST return filled for year 2023-24. In case, GST registration does not apply, then an undertaking with certification from Chartered Accountant will have to be compulsorily submitted. The copy of the notification or letter under which one has been given exemption for registration of GST shall also have to be provided.
15. Annexure-4.

Note: The last date for receiving sample books and other documents will be 18-12-2023 (Upto 5:00PM).

Signature of Publisher/Firm



ANNEXURE - 4

DETAIL OF SAMPLE BOOKS

1	2	3	4	5	6	7	8	9	10	11	12	
Name of the Publisher	S. No	Name/Title of Book	Price of the book	ISBN No. of Book	Name of the writer of the Book	Year of Publication	Latest Edition of the Book	Language Hindi /English/ Urdu/Dogri/ Kashmiri	Series of Book 1: Class 1- 5 2: Class 6-8 3: Class 9-10 4: Class 11-12	GSM Paper used in book		Total pages Excluding cover Pages.
										Cover Page	Inner page	

Seal & Signature of Publisher

Note: The details of the books submitted must also be filled in the Google Form, <https://docs.google.com/forms/d/e/1FAIpQLSeQtV6FeFufUQ3V6WEaMD5SqFGKIu7tcyGONMARdavwYnp1Mg/viewform>