



केंद्रीय जनजातीय विश्वविद्यालय आंध्र प्रदेश
CENTRAL TRIBAL UNIVERSITY OF ANDHRA PRADESH
కేంద్రీయ గిరిజన విశ్వవిద్యాలయం ఆంధ్రప్రదేశ్

Transit Campus, Kondakarakam Village (PO), Cantonment (SPO), Vizianagaram- 535 001, Andhra Pradesh

Ref No.:- CTUAP/RO/2025/149

Date:- 19.09.2025

Expression of Interest (Eol) For Empanelment of Vendors for Supply of Printed Books
to Central Library of Central Tribal University of Andhra Pradesh

CTUAP invites sealed Expression of Interest (EOI) from vendor(s)/Supplier(s)/distributor(s) who are registered with the Book Seller's Federation (National/State) for supplying books to the University library.

Interested vendor(s)/Supplier(s)/distributor(s) may submit "Expression of Interest" in a sealed envelope clearly superscripted as "Expression of Interest (EOI) for supplying books to CTUAP Library "on or before 09-10-2025 up to 5.00PM. Any corrigendum / addendum shall only be published on the institute website. it is 'bidders' responsibility to check for any amendment/corrigendum on the website of Central Tribal University of Andhra Pradesh (CTUAP), Vizianagaram before submitting their duly completed bids, please go through the terms and conditions provided under annexure A and governing Terms and condition under Annexure B.

SALIENT INFORMATION	
Publication/Downloading of EOI	19-09-2025
Submission of Sealed Eol (with desired documents, duly attested Eol document, Eol Processing fee)	Last date of submission: 09-10-2025 Eol Opening Date: 15-10-2025
Eol Processing Fee (in the form online deposit and UTR of same to submitted)	Electronic Transfer of 2,000/- (Rs. Two Thousand Only)
Bank Detail	Bank Account Acc. No. 43758283623 Bank: State Bank of India IFSC: SBIN0006647 Branch: Cantonment, Vizianagaram.
Discount	Minimum discount as mentioned in the clause 8 under Annexure B and purchased orders will be generated based on the highest discount or lowest price for each book through competition among the empanelled vendors.
Period of Empanelment	2 Years, Extendable by one more year based on the performance
Mode of Submission	Through registered post only
Budget (2025-26)	Rs 10 to 20 Lakhs
Eol to be sent to	Registrar, Central Tribal University of Andhra Pradesh, AU PG Centre, Kondakarakam Village, Cantonment Area, Vizianagaram, Andhra Pradesh, INDIA Pin: 535003.
Eol can be downloaded from	https://www.ctuap.ac.in/

Kindly read the instructions, eligibility criteria, general terms & conditions properly provided in annexure A and Annexure B. which are given below and see that eligibility criteria, general terms & conditions are fully understood and complied.

Procurement of printed books through Empanelment of vendors

The empanelment process involves selecting authorized vendors to supply books to the Central Library at CTUAP. This ensures that the library acquires books from reliable, competitive sources in line with the institution's procurement policies.

To initiate the process, the library will send an enquiry via email to the empanelled vendors, requesting details on the availability of books, the number of copies available, unit prices (in the original currency), and any discounts offered. Empanelled vendors must respond within 7 days or days specified in the enquiry letter, providing the requested information, including the availability, price, and discount offered for each book title.

The Books Purchase Committee (BPC) will then review the responses and generate a purchase order based on the lowest price offered for each book title. In cases where two or more vendors offer identical prices, the work order will be divided equally among them (in case of fraction the differential will be awarded to the supplier located near to CTUAP). Following this, the proposal will be submitted for approval by the competent authority. Once approved, the work order will be officially placed with the selected vendor(s) by the Central Library. The other terms and condition would be applicable as provided in the ***Annexure B and Annexure C (EMD Declaration Form)***.

Procedure for the empanelment of vendors.

1. Floating of Expression interest on website with the instructions and criteria for selection (Annexure A).
2. Empanelment for supply of books will be governed by the following Terms and Conditions (Annexure B).
3. **University** will evaluate and prepare eligible and not eligible vendors as per the terms and condition,
4. Approval of the **minutes** by the competent authority.
5. Issuing the order to the eligible vendors as empanelled vendor with the university.
6. After acceptance by the vendor, the enquiry of availability of books through the email and based on the availability and other conditions, issuing the purchase orders to the respective vendor(s).

Criteria for empanelment of vendors for the Supply of books

Sr.	Items	Yes	No
1	Proof of Membership in Associations:		
(i)	Good Offices Committee (GOC)		
(ii)	Federation of Publishers and Booksellers Association of India (FPBAI)		
(iii)	Any other State/National Association(s) of Book		

	Suppliers		
2	Copies of Authority Letters:		
	Authority letters issued by publishers, along with details of your distributorship, dealership, stockist, exclusive or preferred agent(s).		
3	Copy of PAN Card:		
	PAN card of the firm, owner, or partners		
4	Income Tax Returns:		
	Copies of the Income Tax Returns for the last three consecutive years		
5	Copy of GST Certificate		
6	Documentary Proof of Supply Experience with satisfactory supply report :		
	Documentary proofs for supplying printed books to at least five Libraries of Central Universities/CFTIs with who the vendor is already registered and provide satisfactory supply report .		
7	Annual Turnover Details:		
	Details of the firm's annual turnover for the last three consecutive years, along with documentary evidence. The minimum average turnover per annum should be Rs. 50 lakh for the last three years.		
8	Affidavit on Non-Judicial Stamp Paper:		
	An affidavit on a non-judicial stamp paper of Rs. 100/- stating that the firm has not been blacklisted by any institutes, universities, or government organizations in India.		
9	Bid Security Declaration Form		
	Any other criteria as decided by CTUAP.		

Sd/-
Registrar (I/c)