

**APPLICATION FORM FOR EMPANELMENT AS
VENDOR FOR SUPPLY OF PRINT BOOKS**

To
Registrar
Dr. Harisingh Gour Vishwavidyalaya
Sagar 470 003 (M.P.)

Sir,

In response to your advertisement for empanelment of vendors for supply of books to your University, please find my/our duly filled application form along with application fee and security deposit and relevant documents.

(Please read the Eligibility Criteria and terms and conditions very carefully before filing of the application form)

1.	Name of the Firm	
2.	Address for Correspondence	
3.	Contact No Telephone & Fax	
4.	Email Address	
5.	Website of the Firm (if any)	
6.	Mobile Number	
7.	Date of Establishment of Firm	
8.	Application Fee Details of Rs 5900/- Drawn in the favour of Registrar, Dr. Harisingh Gour Vishwavidyalaya, Sagar (Attach Original DD)	DD No. Issued Date
9	Bank Guarantee of Rs 2,00,000/- (Attach Original Bank Guarantee)	No. Issued Date
10.	Name of the Proprietor/Director	
11.	Name of Partner(s) (if any)	
12.	Details of the Registration/ Membership certificate of FPBAI/FIP/any other state/National Association etc (Please enclose the copy)	

13.	Permanent Account No (Please enclose the copy)	
14.	Do you have direct import license YES/NO If Yes, please attach the Certificate)	
15.	Do you have satisfactorily supplied books to any 05 Government Universities (Central/State) or Institutes of National Importance in last 3 financial years? Yes/No If yes, the copies of the purchase orders and satisfactory performance certificates should be attached.	a. b. c. d. e.
16.	Annual Turnover of the firm for the last 3 consecutive financial years (attach proof)	a. 2024-25 b. 2023-24 c. 2022-23
17.	Whether you are income tax payee? Yes/NO If Yes, please attach a copy of ITRs filed for last three (03) consecutive years along with photocopy of P/L and Balance Sheet duly certified by Chartered Accountant	a. b. c.
18.	Are you a distributor / dealer / stockiest/ exclusive/ preferred agent of the publishers? Yes/No If so, please submit the most recent authority letters issued by the publishers	a. b. c. d. e.
19.	Whether attached the affidavit raised on non-judicial stamp paper of Rs. 100/- (Rupees hundred only) certifying for not being ever debarred / blacklisted)?	

	Yes/No	
20.	<p>Highest value order (not less than 25 Lakhs) for supply of print books to any Central/State/Government University or Institute of National Importance along with Satisfactory Supply Certificate for particular order in last three financial years.</p> <p>(Attach Copy of the Purchase Order and Satisfactory Supply in respect of the said PO issued.)</p>	

DECLARATION

- (i) I/We (Names of proprietor(s) / partners or shareholders) hereby declare that the information provided in this application form are true to the best of my/our knowledge and that we shall be bound by the acts of duly constituted attorney.
- (ii) I/ We also hereby declare that all matters related to Dr. Harisingh Gour Vishwavidyalaya Sagar (M.P.) shall be treated as confidential and no information shall be passed on to any unauthorized person without written permission of the Competent Authority.
- (iii) Mr. whose signature is appearing below, is the authorized representative of the firm.
- (iv) I/we also undertake the responsibility to communicate all subsequent changes in the constitution or working of firm, affecting the accuracy of the facts, stated above.

Date:
Place:

Signature of Partners/Proprietors with seal