

**EXPRESSION OF INTEREST**

State Project Director, Haryana invites all the private publishers to submit the sample of their publications in Hindi, English and local languages under series-I (classes 6<sup>th</sup> to 8<sup>th</sup>) and series-II (classes 9<sup>th</sup> to 12<sup>th</sup>) either personally or registered post in O/o Shiksha Sadan, 3rd Floor, Sector-5, Panchkula within 10 days i.e by 31<sup>st</sup> March 2023 (upto 5:00 PM) for procurement of Library books to be supplied in Govt. Schools of Haryana state under Library Grant of Samagra Shiksha 2022-23. for further details and other terms and conditions, please visit our official website i.e. [www.hsspp.in](http://www.hsspp.in)

State Project Director  
HSSPP, Panchkula



**Invitation for procurement of School Libraries Books from Private Publishers under the component 'Library Grant' - HSSPP for FY 2022-23**

1. Under this scheme, the books are to be selected for the children of classes 6 to 12. Student- friendly and informative books are to be purchased for the libraries of Government schools of Haryana state.
2. The books submitted by the publishers will be selected by a Departmental Committee, on the basis of quality of printing of the books, interest/content factor of books and style of the text material etc.
3. The library books published by the private publishers related to Haryana's Art, culture, language, dialect, freedom fighters, sports persons, sports, history, folk songs, stories, in languages being spoken in Haryana, learning of English from Haryanvi dialect, and the literature created by the writers of the Haryana will be preferred. Books related to general and other topics abiding by the ethos of the constitution and promoting harmony & the spirit of common brotherhood among all the people of India may also be considered and selected by the committee. The decision regarding final selection of books will be taken by HSSPP.
4. The content of the book should not be controversial. The book should be written in simple and easy language and the content should be quality content. It should be attractive, neatly printed, interesting and educative.
5. Textbooks, reference books, examination books and disputed materials **will not be considered**.
6. Publishers should submit the books with the Classification as 'Cuckoo & Maina' keeping in view the age group of the students. Class 6 to 8 books as Cuckoo and books from class 9 to 12 will be submitted under Maina category.
7. Cuckoo/Maina Logo will be printed or stickers will be put on the cover pages of all the books, by mentioning Samagra Shiksha, Haryana and the year i.e. 2022-23.
8. There should not be any such word or sentence in the books, which should hurt the sentiments of any caste, religion or other such sectors adversely affecting the dignity, mood and character of the children. In

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case of any error found in any part of the book, its entire responsibility will be of the publisher.

9. One copy in each category of the books (8 books in each category i.e. maximum 16 books) will be submitted free of cost as a sample for consideration. The name and address of the publisher should be mentioned in each book.
10. The total number of books submitted should be written in bold letter. These sample copies will not be returned to the publisher even if they are not selected.
11. A certified copy of the letter issued by the Raja Ram Mohan Rai 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 absence of ISBN no., the book will not be considered for selection. ISBN of all the books should be shown online on the RRRLF website and those ISBN must be submitted before the due date of advertisement release.
12. Publication of books must be on high quality paper of minimum 80 GSM and cover page of minimum 130 GSM.
13. The detail of books ISBN number of each book should be mentioned in the excel sheet provided as annexure-4. The publisher will have to submit an affidavit to the effect that the ISBN given in the books submitted by him as a sample is of the same book & the number has not been used in any other book. If found wrong in the test, strict penal action will be taken against the publisher and the publishing unit will be blacklisted. Publishers should attach ISBN document of books issued by which is made authorised for printing your books. ISBN of all the books should be shown online on the RRRLF website and those ISBN must be obtained before the date of advertisement release.
14. Even if any information or data related to a publisher such as PAN number, registration number etc. is found to be incorrect or incomplete; its Books will not be considered.
15. No inquiry will be entertained during the selection process & completion of procurement. In the matter of selection, if any kind of pressure or any attempt to influence the decision is made by the publishers and institutions, then that publisher will be placed in the category of blacklisted and appropriate action will be taken against Publishers.

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16. GST should be compulsory and should clearly mention that it is for publishing purpose. If GST registration is not applicable for you then you have to submit a certificate regarding this purpose which should be certified by CA.
17. It is necessary to mark year of edition on each book. The books published prior to 2020 will not be considered for selection.

**TERMS AND CONDITIONS:**

In addition to the details given in previous appendix, it is necessary to comply with the following terms and conditions

1. Every publisher shall have to submit a demand draft of Rs. 5000/- (non-refundable) as application fee in the favour of State Project Director, HSSPP, Panchkula
2. The application form has to be submitted in a closed envelope with technical details as follows.
  - a. A publisher submitting the application must have at least last 03 years of publishing work experience and only those Publishers will be eligible who have supplied material to Centre /State Govt. institutions. Moreover at least Rs. 1 lac purchased order/performance certificate also be submitted.
  - b. Self-attested photocopy of PAN card and attaching it to the application form is mandatory.
  - c. At the time of submission of application, it is mandatory to deposit a demand draft of Rs. 5,00,000/- (Five lakh) from a nationalized bank payable in the name of state project Director, Samagra Shiksha, Haryana, as security deposit. The said amount will be refunded to the unsuccessful publishers for which no interest will be paid. The security deposit of successful bidders will be refunded within three months of successful completion of delivery period.
3. Applications of only those publishers will be accepted whose publisher unit must have a minimum turnover of 10 lakh rupees in each year during last three financial years i.e. 2019-20, 2020-2021, 2021-2022 in respect of publication of books only, which should be certified by Chartered accountant mentioning UDIN.
4. All interested publishers will register themselves for participation. In case this registration is done after the due date as mentioned in



advertisement, the proposal of the publisher will not be considered or if the samples do not reach well within the provided time limit at DIET Panchkula, the proposal of the publisher will not be considered.

5. The Publishers shall have to give, minimum following discount on the books that are to be purchased:
  - a. 1-10 copies 10%
  - b. 11-25 copies 15%
  - c. 26-100 copies 20%
  - d. 101-200 copies 25%
  - e. 201-500 copies 30%
  - f. Above 500 35 %
6. Publisher will provide one copy of the sample of each book. It should have a paragraph written about the book as well as about the author (to be submitted along with each sample). No payment will be done for providing sample copies to the publishers.
7. Only one application form will be accepted on one PAN number.
8. The determination of the number of books will be in the prerogative of the Books Selection Committee. The book list will be considered only if all the documents are found to be enclosed and correct.
9. Payment will be made as per Rules of HSSPP.
10. In case of any discrepancy (cover page, paper, page printing, content etc.) between the book offered as sample and the book supplied after the order, the purchase order will be cancelled and strict penalties will be imposed against the publishers concerned.
11. In any case, value of books stamped, written separately or pasted will not be accepted, as well as penal action will be taken if a page of new value is found on old books.
12. If the pages of the books are found to be mutilated or some pages are missing at the time of physical verification on delivery of books, then the set of such books will not be valid. Such books will have to be replaced by the publishers within 10 days & if not replaced within 10 days, then penalty will be imposed as mentioned below:
  - 11-20 Days- Rs. 500 per day
  - 20-30 days- Rs. 1000 per day
13. If these invalid books are not replaced within 30 days, then 10% of total payment of order will be deducted along with deduction of cost of such invalid books.



14. Book submitted as sample by the applicant publisher by copying the book published by any other publisher/changing the cover page will not be included in the selection process & the publisher at fault will be blacklisted. If any such book is selected by mistake, the order will be cancelled.
15. The publication will ensure the District level distribution of books. Publishers will take the receiving from the O/o DPC. The cost of transportation till O/o DPC will be borne by the publisher. The payment will be done once the Parishad receives the receipts of books from all the districts through respective firm and the same shall be duly signed and stamped by the DPC/distt. authority.
16. Publishers are responsible for copyright on the books which they will submit.
  - The books will be procured under the said grant includes the following:
  - Story books
  - Reputed children's magazines and 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 etc.
18. There is a complete ban on the involvement of any retailer or middle man or agent. If it is confirmed that any person or group of persons has misrepresented the facts by forgery or falsification, the parishad shall take strict action against the guilty person or persons. If any publication, before or after, found to be involved in any unethical business or work, then such publications/publishers will be banned by HSSPP from participating in full or part in future & will be blacklisted alongwith forfeiture of security deposit by HSSPP.
19. While submitting the books along with the application form, it is mandatory to provide the detail of books which are to be submitted as samples in form of hard copy as well as soft copy of the same (in excel sheet) as per annexure-3 via e-mail before the last date of submission of application form on mail id [www.pohsspp1@gmail.com](mailto:www.pohsspp1@gmail.com) Failing which, the application will of that publisher will be straightway rejected.
20. While submitting the application, the publishers will have to give an undertaking on their letter pad that all the conditions of the

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application form are accepted and that they will be responsible for any irregularities and in every case the decision of HSSPP, Haryana will be final.

21. The ordered books will have to be supplied within 45 days from the date of order. It will be responsibility of the publisher to supply the books to all the districts in safe and good condition and no extra payment will be made by this office in lieu of transportation of books (including loading and unloading) and packing etc. In case the delivery of books is not completed in stipulated time period then a fine of Rs. 5000/- per day will be imposed to the respective publisher and which shall be deducted from its admissible payment.
22. The security deposit amount will be forfeited for non-compliance of the conditions mentioned in the purchase order.
23. The State Level Book Selection Committee will have all the rights regarding the selection of books.
24. No inquiry will be entertained during the book selection process. In the matter of selection, any lobbying pressure by publishers and organizations or any attempt to influence the decision in any way will be treated as disqualification.



**Annexure-1**  
(Related to Publisher)

1. Name of Publisher.....
2. Address (full & Clear).....  
.....Pin Code.....
3. Telephone Number/Mobile Number.....
4. Full Name of the Owner/ Publication.....Pin  
Code.....  
.....
5. Telephone Number/Mobile Number.....
6. Email ID.....
7. Proprietor/Partner's Permanent Account/PNR.....
8. Publication Bank Account Number.....
9. Bank Name & Address.....  
.....Bank IFSC CODE.....
10. Number and name of Samples of titles submitted by the publication(Maximum 8 under one category)
  - i. ii
  - ii. iv.
  - v. vi.
  - vii. viii
  - ix. x.
  - xi. xii.
  - xiii. xiv.
  - xv. xvi

11. Details of application fee & security deposit being submitted

Demand Draft No. ....Dated..... Bank Branch Name &  
Address.....GSTNo.....  
.....

Dated

Stamp & Signature of publisher





Annexure-2

To

State Project Director,  
HSSPP, Panchkula

Undertaking regarding acceptance of all terms and conditions.

1. I, \_\_\_\_\_ do hereby affirm and declare on behalf of \_\_\_\_\_ ((Name of firm) that, I/We shall abide by all the terms and conditions mentioned in Annexure-2.
2. It is also certified by me/us that if the sample books given by me/us, are not selected by the selection committee, then I/we will not create any disturbance in the purchase process of the books being procured by the State Project Director, HSSPP, Panchkula.
3. I/We will have no objection, if the security amount of Rupees Five lakh deposited by me/us in the name of State Project Director, Samagra Shiksha Haryana is confiscated/forfeited on creation of obstruction/hindrane by me/us, in the selection process of books.
3. I/We will accept any decision taken by the State Project Director Samagra Shiksha Haryana in the selection process of books.
4. The necessary documents desired by you, which have been mentioned in are attached herewith.



**Annexure-3**

**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	Series of Book Class - 6 <sup>th</sup> to 8 <sup>th</sup> - 9 <sup>th</sup> to 12 <sup>th</sup>	GSM Paper used in book	Cover Page	Inner Page	Total pages excluding cover pages



**Seal & Signature of Publisher**

## Attachment

1. Address Proof of the Publisher
2. Contact No.
3. Email ID:
4. Bank details:
5. PAN Card
6. ITR 2019-20, 2020-21, 2021-22
  
7. Demand Draft (Refundable) of Rs. 5 lakh as Security deposit . Bank draft in favor of State Project Director, HSSPP, Haryana .
  
8. Application Fee of Rs. 5000/- (Rupees Five Thousand only) (Non-Refundable) in the form of Bank draft in favour of State Project Director, HSSPP, Haryana .
  
9. Affidavit (about not being blacklisted/declared a criminal by the court).
  1. 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.
  2. An affidavit will have to be submitted by the publisher that he/she has not given, discount more than, what is being offered to HSSPP, Haryana 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. Photocopy of the Supply order of at least one lakh rupees received from any institution/Government undertaking, during the last financial year.
  
14. Annexure-1,2 & 3

Signature of Publisher/Firm

