



दिल्ली विश्वविद्यालय पुस्तकालय मण्डल केन्द्रीय पुस्तकालय

DELHI UNIVERSITY LIBRARY SYSTEM CENTRAL LIBRARY

Ph. : 27667848, 27666428, e-mail: librarian@du.ac.in

DULS/ULO/Vendors Registration/2016-17/

Date: - 8th February, 2017

Notice

Registration for supply of Books

The Booksellers/Vendors/Publishers/Distributors/Online Book stores etc. who intend to supply books to the Delhi University Library System during the current financial year ending 31st March, 2017, may apply for registration of their firm with the University, on the prescribed form.

The Application form and the Terms and conditions are available at <http://crl.du.ac.in> under 'Registration of Book Suppliers' and 'DULS Book Purchase, Terms and Conditions' respectively. The Terms and Conditions prescribed by the University should also be signed by the proprietors as token of acceptance and be enclosed with the application

In addition' the University has decided that the Booksellers /Publishers etc. who do not participate actively in the supply process or fail to provide an e-mail address for regular communication shall be liable to cancellation of their registration and that the registered booksellers may also be required to participate in display and sale of latest relevant books at the library or the faculty/department or the library whenever the Delhi University Library System organizes such event(s).

The firms which were registered in the previous year (2015-16) are requested to use the form of 'Request for Renewal of Registration'. Their application for fresh registration shall not be considered.

The firms which are applying for the first time are requested to use the 'Registration Form for Supply of Books'.

The schedule of Registration is given below:

1. Last date for submission of the request 14th February, 2017.
2. List of Renewals shall be notified on 17th February, 2017. Renewed Registration Certificates may be collected subsequently.
3. List of new Registrations shall be notified after due approval of the competent authority. Registration Certificates may be collected thereafter.

University Librarian



दिल्ली विश्वविद्यालय पुस्तकालय माउल DELHI UNIVERSITY LIBRARY SYSTEM

Request for Renewal of Registration

I/We _____ the Proprietor(s)/
Others (Please specify) _____ of the firm/company submit the following information
for renewal of registration as book suppliers to the Delhi University Library system for the Financial Year 2016 -- 17.

Previous Registration No.: _____

Name & address of the firm: _____

Contact : Mob No. _____ Tel No. _____

Email _____

Details of Book Supply transactions with Delhi University Libraries

S. No.	Name and Address of the Delhi University Library/ College Library	No. of Books submitted for approval in 2015-16	No. of Books supplied and their total price for 2015-16
1.			
2.			
3.			
4.			
5.			

Note : Please enclose a self-attested copy of the Income Tax Return for the financial year 2015-16 and duly signed copy of the term and conditions prescribed by the University. The changes in the information submitted earlier for registration, if any may also be conveyed.

UNDERTAKING

I/We undertake that:

1. I/We shall participate actively in the supply of books to the University and agree to the display and sale of latest relevant books at the library or the faculty/department whenever the University organizes such event(s).
2. The information given above is correct. Any change in the above information shall be intimated immediately.
3. I/We have carefully read the terms and conditions for registration and supply of books to the Delhi University Library System as amended from time to time and agree to supply books to University of Delhi on the term and conditions prescribed by the University.
4. I/We shall be liable to action as deemed fit by the University for any misrepresentation or suppression of facts, malpractices if any, adopted by the firm or its employees whenever such acts are noticed.

Contact No.(s) _____

Email _____

Date _____

Signature of the Proprietor _____

Name _____

Seal _____

DELHI UNIVERSITY LIBRARY SYSTEM

REGISTRATION FORM FOR SUPPLY OF BOOKS

I/We _____ the Proprietor(s)/
Others (Please specify) _____ of the firm/company
submit the following information for registration as book suppliers to the Delhi University Library System.

1. Firmø

Name _____
Address _____ Telephone 1. _____
_____ 2. _____
Email 1. _____ Mobile _____
2. _____ Fax _____

2. Proprietorø

Name _____
Address _____ Telephone 1. _____
_____ 2. _____
Email 1. _____ Mobile _____
2. _____ Fax _____

3. Nature of Business : Bookseller Publisher Online Bookstore
Others (Please Specify) _____

4. Type of Establishment : Proprietary Ltd. Company
Others (Please Specify) _____

5. Date of Establishment _____

6. Financial Turnover (Per anum) _____

7. PAN / TAN No. _____

8. Name as given in the PAN Card.

9. Memberships of Association etc. (Please give details National/State Level Professional Associations only).

List of Documents (Self attested) enclosed. (Please specify Serial Nos of documents attached.....)

1. Copy of PAN/TAN Card
2. Copies of Income Tax Return of last three years, if PAN Card is not in the name of the firm.
3. Copy of Registration / Incorporation Certificate of the firm.
4. List of Publishers Represented by the firm, if the firm is a ditributor.
5. Copy of membership certificate of Associations etc. (National/State Level Professional associations only).
6. List of Universities and Research Institutions which are regular clients of the firm.
7. Terms and Conditions prescribed by the University, signed by the Proprieter of the firm as a token of acceptance.

UNDERTAKING

I/We undertake that :

1. I/We shall participate actively in the supply of books to the University and agree to the display and sale of latest relevant books at the library or the faculty/department whenever the University organizes such event(s).
2. The information given above is correct. Any change in the above information shall be intimated immediately.
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4. I/We shall be liable to action as deemed fit by the University for any misrepresentation or suppression of facts, malpractices if any, adopted by the firm or its employees whenever such acts are noticed.

Signature of the Proprietror

Name

Seal

Date : _____

Place : _____

FOR OFFICE USE ONLY
