

**JADAVPUR UNIVERSITY
CENTRAL LIBRARY
KOLKATA—700 032**

Ref. No.: JU/CL/369/14-15

Dated: 05.02.2015

Enlistment Notice

Applications are invited in prescribed format from bone-fide and authorized Vendors for **renew/new** empanelment of their names (for 3 years/renewable) at Central Library, Jadavpur University on the following business:

1. Books and Content Materials Vendors
2. Journals and Periodicals Vendors
3. Books as well as Journals Binders

Interested may submit applications in prescribed format (separately each and only one category, available from Central Library Office/down-able at J U web-site), duly filled-in along with documents sought including J U money receipt for the “Application Fees” (non-refundable) of Rs.500/- (Five Hundred only) & a self-addressed envelope affixing postage stamp of Rs.5/- to get a reply. Existing enlisted Vendors need also apply for renewal. Last date of submission of the completed application form at Central Library is on 07.03.2015 at 4.30 p. m.

The University reserves the right to accept or reject any application, if stands disqualified.

Date: 05.02.2015

Manilal Murmu
Chief Librarian (O)

JADAVPUR UNIVERSITY
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APPLICATION FORM FOR RENEW/NEW ENLISTMENT OF THE VENDORS/BINDERS

(Strike out the non-applicable)

1. Name of the applicant: _____
(in capital letters)

2. Permanent address: _____
(Proof needed)

Contact No.: _____ e-mail ID: _____

3. Communication Address: _____
(Proof needed)

4. Trade License No. & date:
(Renewed)

5. PAN No. (Business):

6. Nature of Business:

7. Experience in the related business (mention year(s) only):

8. Performance certificate in the related business, if any, should be submitted.

9. Bank A/C No. _____ & IFSC No. _____

10. Name of the Bank and Branch _____

11. Credential report will be submitted along with application.

N. B.: Copy of the documents should be furnished along with the application.

I declared that all terms and conditions related to the conducting business of the Central Library, Jadavpur University, Kolkata-700 032 would be followed by me and the submitted documents are true to the best in my sound knowledge and belief.

Dated:

Signature of the Applicant
(With seal of the Firm)