

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

**Ref. No.: JU/CL/381/15-16**

**Dated: 16.12.2015**

**Enlistment Notice**

As directed by the University, applications are invited in prescribed format from bone-fide and authorized Vendors for **renew/new**empanelment (**short list**) of their names (for 3 years/renewable i.e. 2015-18) at Central Library, Jadavpur University on the following business:

1. Periodicals (Magazine) Vendor

Interested person 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 JU 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 31.12.2015 at 4.30 p. m. positively.

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

Manilal Murmu

Date: 16.12.2015 Chief Librarian (O)

JADAVPUR UNIVERSITY  
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KOLKATA—700 032

APPLICATION FORM FOR RENEW/NEW ENLISTMENT (Short-List) OF THE VENDORS

(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)