

NEHU BOOK FAIR

6-7 NOVEMBER 2024

CRITERIA FOR PARTICIPATION

Firms interested to register for participation in the Book Fair in NEHU, Shillong should submit their applications along with relevant and valid supporting documents as per the criteria below:

1. A bonafide vendor having experience of not less than 10-15 years in selling of University level books/textbooks/reference books.
2. Certificate showing the date of initial registration of shop indicating business in book trade issued by Central Government/State Government/Local Bodies (Tehsildar, Municipal Corporation, SDM, DM) establishing existence of the firm.
or
Income Tax returns (*for financial years 2021-22, 2022-23, and 2023-24*) establishing existence of the firm indicating business in book trade.
3. Photograph of the shop from inside and outside with Signboards of the shop indicating name and address of the firm.
4. Evidence of having minimum commercial space of 100 and 50 square meters of shop-cum-godown space. In the case of rented space, to be supported by an architect certificate or attested copy of lease agreement with the landlord specifying the area occupied.
5. Copies of annual accounts, namely, Trading Account, Profit and Loss Account and the balance sheet of the three financial years during the last five years (2019-24) duly authenticated by chartered accountant indicating annual turnover not less than 1 crore.
6. Self-certified latest copy of Income Tax return, PAN card, GST registration in the name of proprietor in case of a proprietary firm or in the name of the firm in case of a Partnership/Pvt. Ltd Company.
7. An affidavit on a non-judicial stamp paper of ₹.100/- (Rupees one Hundred only) stating that:

The firm was never involved in any copy right violation case.

All the information provided through the application / documents are true, complete and correct to the best of their knowledge and belief.

8. Membership of book publishers and seller's association/federation in India.
9. Authorization Certificate to represent reputed publishers whose office are located in India or abroad.
10. Experience of not less than ten years in the book trade with Government of India institutions in North-East India and possessing valid Khasi Hills Autonomous District Council Trading License.
11. Payment of registration fee amounting to ₹2000/- (non-refundable) in favour of the Finance Officer, NEHU, Shillong should be in Demand Draft from any nationalized bank or online through SBI Collect of the University for the Book Fair.
12. Special Student discounts should be offered by the firms participating in the book fair.
13. Firms which may have caused loss to any Government of India institutions due to failure to fulfil commitments made by them or may have failed to abide by any of the terms and conditions when empanelled as vendor shall not be eligible for submitting an application.

**NEHU BOOK FAIR
6 – 7 NOVEMBER 2024
NORTH-EASTERN HILL UNIVERSITY
SHILLONG 793 022, MEGHALAYA(INDIA)**

Application Form

To,
The University Librarian
Central Library,
North-Eastern Hill University
Shillong 793 022,
Meghalaya (India)

Sir,
The undersigned hereby submit the application for participation in the NEHU Book Fair as per the details below:

1. Name of the Firm (in Block Letter):
.....
.....
.....

2. Date of Establishment of the firm:
.....

3. Full Postal Address of the registered firm:
.....
.....
.....
.....PIN Code.....

4. Telephone No. with STD Code
(Shop).....Office.....

5. Mobile No.....

6. Fax No.....E-email ID
.....
.....

7. Status of Firm: (Please tick \checkmark)
(a) Proprietary (b) Partnership (c) Limited Company

8. (i)If the business is Proprietary, name of the Proprietor:
Ms./Mrs./Mr.....
(ii) If the business is in Partnership Name of All the Partners:
- (attested copy of the deed to be attached)

1.
2.
3.
4.

- (iii) If the Firm is a Limited Company? **Yes/No**
(if yes, attach a copy of the Memorandum of Association)

9. (i)Is the Firm doing wholesale business in University level

textbooks/reference books?

Yes/No

(if yes, attach details with suitable proof)

10. Any other additional information that you wish to mention to support your application

.....

.....

.....

.....

.....

Authorized Signatory

Sealed and Signed

Date :.....

Place :.....



No.Lib/BookFair/2024-25/ 5904

8th October 2024

INVITATION

The Central Library, North-Eastern Hill University, Shillong 793 022, Meghalaya is organizing a two day **NEHU Book Fair during 6-7 November 2024** in the premises of its campus in Shillong.

The main objective of the Book Fair is to attract reputed and experienced Publishers/Distributors/Wholesalers/Booksellers to display high quality books for the selection and recommendation by the faculty members of the Departments in the University that are required for their respective academic programmes at attractive price discounts. As envisaged, the event will also provide a suitable platform to ignite the young minds viz. PhD scholars and students of the University on the value of good books and importance of Libraries which will enhance their reading habits with critical understanding on a subject matter.

The Central Library, NEHU, therefore invites reputed and experienced Publishers/Distributors/Whole sellers/Booksellers to display large number of latest editions of text and reference books that are relevant to teaching, learning and research in the following academic departments of the University viz. History, History & Archaeology, Political Science, Sociology, Law, Cultural & Creative Studies, Economics, Commerce, Journalism and Mass Communication, Tourism & Hotel Management, Library and Information Science, Management, Agri-Business Management & Food Technology, Anthropology, Geography, Environmental Studies, Horticulture, Forestry, Rural Development & Agricultural Production, Geology, Philosophy, English, Khasi, Hindi, Linguistics, Education, Adult & Continuing Education, Integrated Teachers Education Programme (ITEP), Mathematics, Physics, Chemistry, Statistics, Botany, Zoology, Biochemistry, Biotechnology & Bioinformatics, Computer Applications, Information Technology, Electronics & Communication Engineering, Basic Science and Social Science, Biomedical Engineering, Nanotechnology, Energy Engineering and Architecture. In addition, display of biographies, fiction & non-fiction including bestsellers, classics, novels etc. are encouraged to arouse the minds of the readers.

Interested Publishers/Distributors/Wholesalers/Booksellers are required to enroll well in advance by filling up a registration form and payment of registration fee amounting to ₹2000/- (Rupees two thousand only) non-refundable. Publishers/Distributors/Wholesalers/Booksellers are to take care of their own boarding and lodging while participating in the Book Fair. **The last date of receiving the applications with valid documents completed in all respect, in sealed covers, will be on the 22nd October 2024. Advance copy(scanned version) of the same application could be forwarded by email to librarian@nehu.ac.in and nehubookfair@gmail.com before the last date.**

The book display stalls, being limited, will be allotted on first-come first-serve basis. Allotment of additional space/stall, if available, to the concerned Publishers/Distributors/Wholesalers/Booksellers will be on payment basis. Publishers/Distributors/Wholesalers/Booksellers are to bring their own standard-size banner for displaying in front of their respective stall, clearly depicting the Firm Name etc. We look forward for your positive response and enthusiastic participation to make this event a grand success.

Sd/-

University Librarian
Central Library
North-Eastern Hill University
Shillong 793022, Meghalaya(India)