Indian Council of World Affairs
Sapru House, Barakhamba Road
New Delhi

TENDER NOTICE

Indian Council of World Affairs, Sapru House, Barakhamba Road New Delhi invites applications from Delhi/NCR based Publishers for publishing of books for ICWA for a period of two years. For details, Registration form and terms and conditions, log on to "Public Announcement" on Homepage of http://icwa.in.

Last date of submission of Form in the Council is 24.01.2022 upto 1700 hrs.

निविदा सूचना

विश्व मामलो की भारतीय परिषद, सप्रू हाउस, बाराखम्बा रोड, नई दिल्ली द्वारा पुस्तकों के प्रकाशन हेतु दो वर्ष के लिए प्रकाशकों के चयन हेतु, दिल्ली/ राष्ट्रीय राजधानी क्षेत्र में स्थापित प्रकाशको से आवेदन आमंत्रित हैं। विवरण, पंजीकरण प्रपत्र, नियम एवं शर्तों आदि के लिए http://icwa.in वेबसाइट के होमेपेज पर" Public Announcements" पर लॉग ऑन करें।

आवेदन पत्र परिषद में दिनांक 24.01.2022 (सायं 5.00 बजे) तक जमा किए जा सकते हैं।

INDIAN COUNCIL OF WORLD AFFAIRS
SAPRU HOUSE, BARAKHAMBA ROAD,
NEW DELHI – 110 001.

REGISTRATION FORM FOR PUBLISHING OF BOOKS

I/We_____the Proprietor(s)/ Others (Please specify)_____of the firm/company submit the following information for registration as international book publishers of the ICWA, Sapru House for a period of two years.

1. Firm's Name:_____
   Address of the firm:
   _____
   _____
   _____
   Mob.No._____
   Tel.No._____ Fax _____Email:_____
2. Proprietor's Name _____
   Address of the firm:
   _____
   _____
   _____
   Mob.No._____
   Tel.No._____
   Fax_____Email:_____
   Address _____
3. Nature of Business_____
4. Type of Establishment : Proprietory Ltd. _____
Company_____
Others(PleaseSpecify)_____
5. Date of Establishment _____
6. Financial Turnover (Per annum) for last three Financial Years _____
7. PAN and GST No. _____
8. Name as given in the PAN Card_____
9. Memberships of Recognised Associations etc. (Please give details National/State Level Professional Associations only).
i)_____
ii)_____
iii)_____
10. Languages in which the firm can publish books (English, Hindi, Other Indian languages)

Eligibility Criteria for Empanelment of International Publishers

List of Documents (Self attested) to be enclosed. (Please specify Serial Nos, as under of documents attached)

1. A complete list of titles (excluding the revised editions) during the last 3 (three) years including, 3 sample books on International Relations/World Affairs.
2. List of top five best selling books, including on International Relations/World Affairs, during the last three years.
3. The publishing house must have a wide distribution network. Please enclose complete list of distributors / office branches with address in India and Abroad.
4. The publishers must have own editorial team and design team. Please enclose relevant details.
5. List of Government Institutions and other reputed Institutions/ Universities/Libraries in India and Abroad which are regular clients of the firm. (Attach at least one supply order for each during the last three financial year (2018-19, 2019-2020 & 2020-2021)
6. The publishers should also have the capabilities to publish e-books on prime networks, particularly on International Relations/World Affairs. Please share relevant details.
7. Copies of membership certificate of Associations etc. (National/State Level/International Professional associations only).
8. Copy of PAN and GST No.
9. Copies of Income Tax Return of last three years, if PAN Card is not in the name of the firm.
10. Balance Sheet of the firm for the last three financial years duly certified by Chartered Accountant.(2018-19,2019-20 & 2020-21)
11. The **Annual turnover of the firm must be Rs. 3 crore or more per year during the financial years 2018-19 & 2019-20 and Rs. 1 Crore or more during Financial Year 2020-21.** Annual Turnover certificates duly certified by Chartered Accountant for the above-mentioned three financial years.
12. Copy of Registration / Incorporation Certificate of the firm.

UNDERTAKING

I/We undertake that :

1. I/We shall participate actively in the publishing and wide distribution of books of the ICWA.
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 publication of books of the ICWA, Sapru House as amended from time to time and agree to publish books of ICWA on the terms and conditions prescribed by the ICWA.
4. I/We shall be liable to action as deemed fit by the ICWA 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 Proprietor
Name Seal Date : _____
Place : _____

Terms and Conditions for publishers for Registration with Indian Council of World Affairs:-

1. Every Publisher shall have to register with the Indian Council of World Affairs before undertaking business with the Council.
2. The Publisher shall submit the copy of their IT returns for the last three years and PAN and GST no. in the prescribed application form along with the address proof.
3. The firm order shall be acknowledged and executed up to the specified date, failing which, it would be deemed to be cancelled.
4. The Director General, ICWA's decision in all the exceptions to these terms and conditions shall be final and binding on all concerned.
5. All legal disputes, if any, shall be settled in Delhi.
6. Application should be addressed to "**Under Secretary, Indian Council of World Affairs, Sapru House, Barakhamba Road, New Delhi – 110 001. The last date and time of submission of application is 24-01-2022 upto 5.00 PM.**