



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

निविदा सूचना

विश्व मामलों की भारतीय परिषद, सप्रू हाउस, बाराखम्बा रोड, नई दिल्ली में पुस्तकों के प्रकाशन हेतु वर्ष 2019-20 और 2020-21 के लिए अंतराष्ट्रीय प्रकाशकों के चयन हेतु, दिल्ली / राष्ट्रीय राजधानी क्षेत्र में स्थापित प्रकाशकों से आवेदन आमंत्रित हैं। विवरण, पंजीकरण प्रपत्र, नियम एवं शर्तें इत्यादि के लिए कृपया <http://icwa.in> वेबसाइट के होमपेज पर "Public Announcements" पर लॉग ऑन करें।

आवेदन पत्र परिषद में दिनांक **31.05.2019 (सायं 3.00 बजे)** तक जमा किए जा सकते हैं।

TENDER NOTICE

Indian Council of World Affairs, Sapru House, Barakhamba Road New Delhi invites applications from Delhi/NCR based international Publishers for publishing of books for ICWA during financial years 2019-2020 and 2020-2021. For details, Registration form and terms and conditions, log on to "Public Announcement" column on Homepage of <http://icwa.in>.

Last date of submission of Form is 31.05.2019 upto 1500 hrs.

**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 the
Financial Year 2019 -20.

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 : Proprietary Ltd. _____
Company _____

Others(PleaseSpecify) _____

5. Date of Establishment _____

6. Financial Turnover (Per annum)for last three F.Y. _____

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) enclosed. (Please specify Serial Nos 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/Wide Affairs.
2. List of top five best selling books, including on International Relations/Wide 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 financial year 2018-19)
6. The publishers should also have the capability's to publish e-books on prime networks, particularly on International Relations/Wide 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.(2016-17,2017-18 & 2018-19)
11. The **Annual turnover of the firm must be Rupees 5.00 crore or more per year during the last three financial years.** Annual Turnover certificate duly certified by Chartered Accountant for the year three financial years.
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 31 May, 2019 upto 3.00 PM.**