

Ministry of Information & Broadcasting
IP&MC Section

Subject: Amendments to the Business Policy Guidelines of Publications Division-reg.

Reference DPD's ID Note No. 4-9/2012-13/Coord./BW dated 10th July 2020 on the subject mentioned above.

2. The Business Policy Guidelines for Publications Division issued vide this Ministry's ID Note of even number dated 01.01.2019 has been reviewed in consultation with IFD and approval of the Competent Authority is hereby conveyed for amendments in the following clauses with immediate effect:

Clause as per Business Policy Guidelines dated 01.01.2019				Amended Clause																																							
<p>Clause 4(i)(a) : Discount Structure for Books for Agents:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>S. No.</th> <th>Monetary Limit</th> <th>Approved Discount</th> <th>Dispatch Cost*</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Upto Rs. 10,000/-</td> <td>25%</td> <td>100% Dispatch by Agent</td> </tr> <tr> <td>2.</td> <td>Rs. 10,001- Rs. 2 Lakh</td> <td>35%</td> <td rowspan="3">Dispatch Cost to be shared equally by DPD & Agent</td> </tr> <tr> <td>3.</td> <td>Rs. 2,00,001- Rs.5 Lakh</td> <td>40%</td> </tr> <tr> <td>4.</td> <td>Over Rs. 5 Lakh</td> <td>45%</td> </tr> </tbody> </table>				S. No.	Monetary Limit	Approved Discount	Dispatch Cost*	1.	Upto Rs. 10,000/-	25%	100% Dispatch by Agent	2.	Rs. 10,001- Rs. 2 Lakh	35%	Dispatch Cost to be shared equally by DPD & Agent	3.	Rs. 2,00,001- Rs.5 Lakh	40%	4.	Over Rs. 5 Lakh	45%	<p>Clause 4(i)(a) : Discount Structure for Books for Agents:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>S. No.</th> <th>Monetary Limit</th> <th>Approved Discount</th> <th>Dispatch Cost</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Upto Rs. 10,000/-</td> <td>25%</td> <td>100% Dispatch by Agent</td> </tr> <tr> <td>2.</td> <td>Rs. 10,001- Rs. 2 Lakh</td> <td>35%</td> <td rowspan="3">Dispatch by <u>DPD</u>*</td> </tr> <tr> <td>3.</td> <td>Rs. 2,00,001- Rs.5 Lakh</td> <td>40%</td> </tr> <tr> <td>4.</td> <td>Over Rs. 5 Lakh</td> <td>45%</td> </tr> </tbody> </table>				S. No.	Monetary Limit	Approved Discount	Dispatch Cost	1.	Upto Rs. 10,000/-	25%	100% Dispatch by Agent	2.	Rs. 10,001- Rs. 2 Lakh	35%	Dispatch by <u>DPD</u> *	3.	Rs. 2,00,001- Rs.5 Lakh	40%	4.	Over Rs. 5 Lakh	45%
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(D)
05.11.2020

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O/o Addl. Director General
Dy. No. C-49
Date 9/11/2020

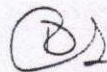
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<p>Clause 4(ii)(a): Discount Structure for Journals for Agents (Monthly Journals):</p> <table border="1"> <thead> <tr> <th>No. of Copies</th> <th>Discount</th> </tr> </thead> <tbody> <tr> <td>51-250</td> <td>25%</td> </tr> <tr> <td>251-1000</td> <td>40%</td> </tr> <tr> <td>1001 and above</td> <td>45%</td> </tr> </tbody> </table>	No. of Copies	Discount	51-250	25%	251-1000	40%	1001 and above	45%	<p>Clause 4(ii)(a): Discount Structure for Journals for Agents (Monthly Journals):</p> <table border="1"> <thead> <tr> <th>No. Of Copies</th> <th>Discount</th> </tr> </thead> <tbody> <tr> <td>20-250</td> <td>25%</td> </tr> <tr> <td>251- 1000</td> <td>40%</td> </tr> <tr> <td>1001 and above</td> <td>45%</td> </tr> </tbody> </table> <p>The dispatch will be allowed for multiple destinations also so that supplies can be sent to smaller cities; however, each supply shall not be less than 51 copies. For order/supply of 50 copies or less, the dispatch cost shall be borne by Agent/Distributor.</p>	No. Of Copies	Discount	20-250	25%	251- 1000	40%	1001 and above	45%
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<p>Clause 6 - Credit and Exchange facility for Agents : <i>In addition to the existing provisions in Clause 6, a new sub-clause 6(e) is inserted.</i></p>	<p>New sub-clause 6(e) : Return of Journals (including Employment News) to the extent of 5% of stock lifted by Agent/distributor will be allowed every three months to the agents/distributor on a single order of minimum 1001 copies of Journals or minimum 1001 copies of Employment News. The full copies need not be sent back but the "Masthead" showing the month of the publication of the journal/issue of Employment News will need to be sent.</p>																

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3. This issues with the concurrence of IFD, M/o I&B vide its Diary No. 91939 dated 27.08.2020.



05.11.2020

(D.K. Chawla)

Under Secretary to the Government of India

Tel.: 2338 9460

Ms Deepika Kachhal, ADG, DPD, Soचना Bhawan, CGO Complex, Lodhi Road, New
Delhi-110003

M/o I&B's ID Note No. M-28016/3/2017-FS/IP&MC dated 05.11.2020