

E-Tender Notice

E-Tenders are invited through electronic tendering process by the undersigned from the Shopkeepers, Contractors, Firms etc. fulfilling the eligibility criteria mentioned herein, which shall be uploaded & received on <https://tenderwizard.com/PUNJAB>

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| 1. Last date and Time for receipt of Tender online : | Date 13-10-2020 17:00 |
| 2. Date and Time of opening Technical bid : | Date 14-10-2020 11:00 AM |
| 3. Date and Time of opening Financial bid : | Date 15-10-2020 16:00 |

Sr. No.	Name of work	Security (in Rs.)	Tender Fees (in Rs.)	Bid processing Fee (in Rs.)	Time Limit
1.	Contract for Shop No. 08 Refreshment items at Punjabi University, Patiala.	1,50,000/-	2000/-	2360/-	3 Year

Aspiring Tenderers who have not obtained the User ID and Password for participating in e-tendering may obtain the same by registering at the e-procurement portal <https://tenderwizard.com/PUNJAB>. The Tenderers once registered can participate in any of the department tenders of the Government of Punjab. For any clarification contact 9257209340, 0172-3934667, 8146699866 or E-mail at: etenderhelpdesk@gmail.com, pavitar.s@etenderwizard.com.

All other details can be seen in the bidding document.
Terms and conditions:-

1. Earnest money and tender form fee separately, of the required value shall be submitted in the shape of D.D. of any Nationalized bank payable in favour of The Registrar, Punjabi University Patiala. Tender fee and Security must be submitted on or before 14-10-2020 up to 10-00 AM in the office of Superintendent General Branch. The tender will be opened in the office of the Director Computer Centre, Punjabi University Patiala.
2. Tender processing fee should be paid through e payment, Direct Debit or Internet Banking.
3. Bid Security and Tender Processing fee should be deposited before opening the tender.
4. The Tender documents shall be uploaded in 2 folders.
 - (i) **Folder-A:** Shall contain pre-qualification documents such as PAN, GST No., Income Tax Return, Experience Certificate and Non Blacklist certificate, should be uploaded on website.
 - (ii) **Folder-B:** shall contain financial bid on the prescribed form.
5. In case Security of the required value is not deposited, the bids will not be considered and rejected straightaway.
6. Folder-A of those Tenderers shall be opened whose Security is found to be in order.
7. Folder-B of those Tenderers shall be opened whose technical bid is found to be fit.
8. The eligible bidder who does not possess DSC (Digital Signature Certificate) and is interested in online bid, can get the same issued from approved agencies. For any other query, they may contact on 9257209340, 0172-3934667, 8146699866 or E-mail: etenderhelpdesk@gmail.com, pavitar.s@etenderwizard.com.
9. Corrigendum /Addendum/Corrections, if any, will be published at the website only. Firm Tenderers should regularly check the website <https://tenderwizard.com/PUNJAB>.

PRE-QUALIFICATION REQUIREMENTS:

1. The Bidders will have to provide their own PAN and GST No.
2. The Tenderer/firms shall submit copies of Income Tax Returns last 2 year.
3. The Tenderer/firms shall must have experience of running a Shop for three years.
4. The Tenderer/firms shall also submit Self-declaration that they have not been debarred or blacklisted by any Govt./ Semi Govt. Organization or any Corporation.

Sr.No.	Name	Area	Reserve Price
1.	Shop No. 08 (Refreshment items)	178 Sq.ft.	Rs. 3,752.00 P. Month

Terms and Conditions:-

1. The Tenderer/Firm must have an experience of running a shop for three years. The Tenderer/Firm will have to submit an affidavit confirming his experience.
2. The Tenderer/Firm have to submit a bank draft of Rs. 1,50,000/- (One Lac fifty thousand only) in favour of Registrar, Punjabi University, Patiala.
3. The advanced amount deposited by the Tenderer/Firm who got allotment will be converted as security. The Security deposited by other Tenderer/Firm will be returned. In case Tender/Firm contractor surrenders the shop within the time period for which the agreement is valid, his security will be forfeited.
4. The shop will be allotted for a period of three years. There will be an annual increase of 10% in the agreed license money and a legal agreement with the university in this regard will be made.
5. The allottee will have to submit 36 (Thirty six) advanced post-dated cheques as license money at the time of allotment.
6. The allottee will have to pay full electricity bill at commercial rates. He/she will have to pay the water bill 200/- (Two hundred only).
7. The allottee (for the Shop) will arrange furniture at his own expense and will take the same back after the expiry of the agreement. The allottee cannot make any change/ modification (In building Structure) without permission from the competent officer.
8. The Tenderer/Firm of the Shop will be allowed to sell only those items that are on the approved list with their prices fixed by the university.
9. It will be mandatory to display the rate list of all items being sold in the Shop.
10. The allottee must pay special attention to the cleanliness of the shop. In case the Shop is not clean and properly sanitized, the shopkeeper/ the contactor can be penalized. Even the agreement made between him and the university can be revoked.
11. Only clean, branded and good quality eatables should be sold in the Shop. The officers of the university may carry out inspection of the quality of the eatables at any time.
12. Only RO water should be served for drinking purpose. The licensee will have to arrange the RO on his own cost.
13. One person will be allotted only one shop. In case of any dispute regarding Shop, the Vice-Chancellor of the university will be the competent authority to take the final decision. In case someone option to go to a law court, the jurisdiction for the same will be Patiala.
14. The allottee will use the shop only for the purpose for which it has been allotted. In case he/she uses the shop for any other purpose, He/She can be penalized. Even his agreement with the university can be revoked.

15. The allottee will not sublet the Shop to anyone else. The university reserves the right to shut off the supply of water and electricity to the shop, the rent for which is not paid for two consecutive months.
16. The Registrar reserves the right to reject any or all the tenders. He also reserves the right to reject the tender as a whole tender without assigning any reason before/after opening of the tenders and the tenderer shall have no right or any claim what so ever for the same on this account.
17. The Tender/ Firm of the Shop will be allowed to sell only those items that are on the approved list with their prices fixed by the Punjabi University, Patiala whereas no such is given in any tender document of canteen/Photostat Shops/ Refreshment shop etc.
18. All the Recurring and Service tax declared by the Punjab Government from the agreement shall be borne by the party No.2
19. Conditional tender or tenders without Security are liable to be rejected.
20. The Allottee will sign the 'Contract Agreement' on non-Judicial stamp paper of Rs 50/- with the Registrar Punjabi University Patiala within 7 days of issuing of 'letter of allotment.
21. The Rate quoted by the Tenderer/Firm shall not be less than Reserve price Tenderer/Firm shall quote rate more than Reserve price according to their will.
22. If there is holiday on the receipt/opening day of the tender, the tender shall be received/ opened On the next working day at the same time and at the same place.

Registrar
Punjabi University,
Patiala.

(Signature)
28/07/2020