

# **SCD GOVERNMENT COLEGE LUDHIANA**

## **Envelope (B) for Financial Bid**

### **Terms and Conditions for Tuck Shop (Stationary cum General Store)**

Time period of the contract: 1st August, 2023 to 31<sup>st</sup> July, 2024  
Experience required: Three years in any Educational Institution  
Rent: Rs. 75,600/- annual

Security (Interest Free Refundable): Rs. 15000/-

Security for Electricity Charges (Interest Free Refundable): Rs. 3000/-

- Six months advance rent amounting to Rs. 37,800/- to be paid at the time of awarding of the contract.
- Six months advance rent amounting to Rs. 37,800/- to be paid in the first week of January 2024.
- Securities are refundable only after the completion of the contract.
- In case of non-payment of rent, electricity bill and water charges on the due date, a penalty at the rate of Rs. 50/- per day per default will be charged for the period of default.
- Electricity charges as per Sub Meter reading to be installed by the Contractor at his own cost. In case of Meter not working, a sum of Rupees 3000/- per month will be charged till faulty meter is replaced/repaired.
- Contract is for a period of 12 months (from 1st August, 2023 to 31<sup>st</sup> July, 2024), but can be extended upto three years (including initial period of 12 months) subject to satisfactory performance of the contract.
- The Contractor will have to execute an agreement with the college containing terms and condition of the contract before the start of the contract. If the contract is extended beyond 12 months the agreement will be executed again.
- In the event of default with any terms and condition, the contract will be terminated and the security will be forfeited.
- A copy of Aadhar Card, PAN Card, GSTIN No. (where ever applicable) should be submitted along with other documents.
- Covid 19 protocol and SOPs issued by Punjab Government from time to time, must be followed.

**If the above terms and conditions are acceptable then quote the discount at the MRP of the following items:**

**I. Discount at the MRP of following items:**

- |                                |   |
|--------------------------------|---|
| A. Reference Books             | : |
| B. Text Books                  | : |
| C. Stationary Items            | : |
| D. Toiletry Items (Branded)    | : |
| E. Cosmetics (Branded)         | : |
| F. Gift Items                  | : |
| G. Other Daily Essential Items | : |

**II. Quote the rates for the following items:**

1. Photostat of A-4 Size/page :
2. Photostat of A-3 Size/page :
3. B/W Computer Printout/page :
4. Colored Computer Printout/page :
5. Spiral binding of good quality 10-100 Pages :
6. 8.5”X11.5”Certificate Printing (Two colors) (minimum 100 certificates) :
7. 8.5”X11.5”Certificate Printing (Single colors) (minimum 100 certificates) :

**Name & Signature of the applicant**

**SCD GOVERNMENT COLLEGE, CIVIL LINES, LUDHIANA**  
**CHECK LIST FOR EVALUATION OF THE BIDDER**

1. Name of the Person with complete address both residential \_\_\_\_\_  
\_\_\_\_\_
- And permanent and Telephone Nos. \_\_\_\_\_  
\_\_\_\_\_
2. Whether documentary proof in support of the above address is submitted? Yes/No
3. Whether an experience certificate of running Tuck Shop in any educational institute attached? Yes/No
4. Whether the Bidder submitted DD of Rs.500/-in favour of Principal, SCD Govt. College, Ludhiana? Yes/No
5. Whether the self-attested copy of latest Income Tax Assessment Certificate/PAN/TAN/GSTIN No.has been submitted? Yes/No
6. Whether the Affidavit on non-judicial stamp paper of Rs.50/- duly attested by the Executive Magistrate that the bidder has never been blacklisted, has been submitted? Yes/No

Place: \_\_\_\_\_

Dated: \_\_\_\_\_

Signature of Bidder

\_\_\_\_\_

Full Name of the Bidder \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

