

SCD GOVERNMENT COLLEGE LUDHIANA

Mode of Applying for the contract of TUCK SHOP

Two separate sealed envelopes A & B, (both put in a bigger sealed envelope) are to be submitted

Envelope -A: For Technical Bid, **sealed envelope** marked clearly as "A", specifying the nature of the contract.

Envelope -B: For Financial Bid, **sealed envelope** marked clearly as "B", specifying the nature of the contract.

- Both A and B sealed envelopes to be put in a bigger sealed Envelope specifying clearly the name of the contract.
- Sealed envelope "B" for Financial Bid will only be opened of those applicants, who fulfill the technical criteria and get short listed.
- Last date for submitting the application forms is **11th July, 2022** by **1.00 P.M.** in the college office.
- Interview for Contract will be on 12th July, 2022 at 12.30 PM in the Principal's office.
- Bring all original documents at the time of Interview.

**Sd-
Principal**

S.C.D. GOVERNMENT COLLEGE, CIVIL LINES, LUDHIANA

Tender/Quotations for the Award of Contract of College Tuck Shop in SCD Govt College, Ludhiana

The SCD Govt. College, Ludhiana invites tenders for the award of Contract of College Tuck Shop (Stationary cum General Store):

Name of work/ contract	Minimum AnnualRent In Rupees	Last Date and time of deposit of Tenders Documents	Date & time of opening of Bid
College Tuck Shop	Rs.72,000/- (Electricity & Water Charges extra)	11 th July, 2022 01.00 pm	12 th July, 2022 Time: 12:30pm

CONDITIONS: Detailed Terms and Conditions are as follows.

1. The contract shall be awarded only for the session 2022-23.
2. Duly Sealed bids accompanied with DD of Rs 500/ in favour of **Principal, SCD Govt College, Ludhiana** must reach in the office of Principal by registered post/courier/by hand on or before 11thJuly 2022 by 1.00 pm.
3. In the event of the date of receipt or opening of tender being a holiday or being declared a holiday, the last date of receipt/ opening of the tender shall be the next working day at the same time.
4. The Principal, SCD Govt. College, Ludhiana reserves all rights to reject any or all the tenders without assigning any reason.
5. 50% of the annual rent shall have to be deposited within seven days of the allotment of the contract. The remaining 50% of the annual rent shall have to deposited in the first week of January 2023. The contractor will not be allowed to start the business if he/she does not pay advance rent.

Principal

Sealed Envelope (A) for Technical Bid

Contents of Envelope "A"

1. Name of the Applicant :

2. Fathers'/Husband's Name:

3. Date of Birth :

4. Permanent Address :

5. Present Address :

6. Telephone No. :

Mobile No. :

7. Name of the Contract :

8. Experience of the Contract:

(Attach attested copies of proof only. Originals are to be produced at the time of interview)

9. Submit a copy of Aadhar Card, PAN Card, GSTIN No. (wherever applicable)

10. Have you ever been blacklisted/involved in any criminal activity?

..... Yes/No

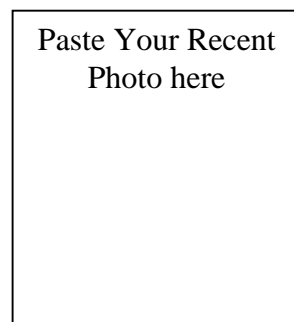
If Yes, state the reason of blacklisting in detail

If No, Furnish a non-blacklisting Affidavit, duly attested by the Notary/ First Class Magistrate in support thereof. (As per format attached herewith)

Signature of the Applicant

Date:

Place:



AFFIDAVIT

I, (Name) _____ do hereby solemnly affirm and declare that I am not black listed/prosecuted by any Central/State Governments/ Union Territories / Departments/Offices/ Statutory Bodies / Autonomous Organizations / Research Institutions/any court of law and no criminal case is pending against me in any court of law. I have not been involved in any Criminal activity.

I, (Name) _____ do hereby solemnly affirm and declare that I will not run TUCK SHOP in any other institution/college for the contract period.

DEPONENT

Place _____

Date _____

Address _____

VERIFICATION

Verified that the contents of above affidavit is true and correct to the best of my/our knowledge and belief. No part of it is false and nothing has been kept concealed therefrom.

Place _____

DEPONENT

Date _____

Note: To be furnished on non-judicial stamp paper of Rs. 50/- duly attested by the Executive Magistrate)

SCD GOVERNMENT COLEGE LUDHIANA

Envelope (B) for Financial Bid

Terms and Conditions for Tuck Shop (Stationery cum General Store)

Time period of the contract: 1st August, 2022 to 31st July, 2023
Experience required: Three years in any Educational Institution
Rent: **Rs. 72,000/- annual**

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

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

- Six months advance rent amounting to Rs. 36,000/- to be paid at the time of awarding of the contract.
- Six months advance rent amounting to Rs. 36,000/- to be paid in the first week of Jan .2023
- 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/repared.
- Contract is for a period of 12 months (from 1st August, 2022 to 31st July, 2023), 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:

		Quoted Discount (%age)
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	:
		Quoted Rates per item

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

Address:

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 Tenderer _____

Full Name of the Tenderer _____

Address :

