

PUNJABI UNIVERSITY PATIALA  
(Established under Punjab Act. No. 35 of 1961)

**E-Tender Notice**

E-Tenders are invited on 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>

1. Last date and Time for receipt of Tender online : Date 27-02-2020 17:00
2. Date and Time of opening Technical bid : Date 28-02-2020 11:00 AM
3. Date and Time of opening Financial bid : Date 28-02-2020 16:00

Sr. No.	Name of work	Security (in Rs.)	Tender Fees (in Rs.)	Bid processing Fee (in Rs.)	Time Limit
1.	Contract of Different Shops and Canteens 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](mailto:etenderhelpdesk@gmail.com), [pavitar.s@etenderwizard.com](mailto: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 earnest money must be submitted on 28-02-2019 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 at 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 Registration, PAN, GST No., Income Tax, Experience and Non Blacklist certificate, should be uploaded on website.
  - (ii) **Folder-B:** shall contain financial bid on the prescribed form.
5. In case earnest money 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 earnest money 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](mailto:etenderhelpdesk@gmail.com), [pavitar.s@etenderwizard.com](mailto:pavitar.s@etenderwizard.com).
10. Corrigendum /Addendum/Corrections, if any, will be published at the website only. The Firm Tenderers should regularly check the website <https://tenderwizard.com/PUNJAB>.

**PRE-QUALIFICATION REQUIREMENTS:**

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

The following Canteens and Shops below:-

Sr.No.	Name of Canteen/Shop	Area	Reserve Price
1.	Canteen (Near Arts Blocks along with Shed)	225 sq.ft. 150 sq.ft.	Rs.8,569.00/- P. Month
2.	Canteen (Near Science Blocks along with Shed)	225 sq.ft. 240 sq.ft.	Rs.10,625.00/- P. Month
3.	Indian Coffee House	2720 sq.ft.	Rs.57,353.00/- P. Month
4.	ShopNo.04 (Multipurpose ) Mobile,thesis,Garments & goggles	207sq.ft.	Rs.4,469.00/- P. Month
5.	ShopNo.06 (For Cable works)	207sq.ft.	Rs.4469.00/-
6.	Shop No.08 (Refreshment items)	178sq.ft.	Rs.3,752.00/- P. Month
7.	Shop, Engineering Wing (Photostate & stationary)	197sq.ft.	Rs.4,471.00/- P. Month
8.	Canteen (Engineering wing basement)	1187sq.ft.	Rs.26,946/- P. Month

**Terms and Conditions:-**

1. The Tenderer/Firm must have an experience of running a shop/canteen for three years. The Tenderer/Firm will have to submit an affidavit confirming his experience.
2. The Tenderer/Firm for the shop/canteen will have to send a bank draft for 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 others Tenderer/Firm will be returned. In case Tenderer/Firm contractor of the canteen surrenders the shop/ canteen within the time period for which the agreement is valid, his security will be forfeited.
4. The shops/ canteens 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.
8. The allotment will have to submit 36 (Thirty six) advanced post-dated cheques as license money at the time of allotment.
9. The allotment will have to pay full electricity bill at commercial rates. He/she will have to pay the water bill as under:
  - (i) 500/- (Five hundred only) for the canteens that serve food and other eatables.
  - (ii) 200/- (Two hundred only) for the juice bars.
  - (iii) 50/- (Fifty rupees only) for the other shops where usage of water is minimum.
10. The allotment (for the shop/ canteen) will arrange furniture at his own expense and will take the same back after the expiry of the agreement. The allotment cannot make any change/ modification without permission from the competent officer.

The Tenderer/Firm of the canteens will be allowed to sell only those eatables that are on the approved list with their prices fixed by the university.

12. It will be mandatory to display the rate list of all items being sold in the shop/ canteen.
13. The allotment must pay special attention to the cleanliness of the shop/ canteen. In case the shop/ canteen is not clean and properly sanitized, the shopkeeper/ the contactor of the canteen can be penalized. Even the agreement made between him and the university can be revoked.
14. Only clean, branded and good quality eatables should be sold in the canteens. The officers of the university may carry out inspection of the quality of the eatables at any time.
15. Only RO water should be served for drinking purpose. The licensee will have to arrange the RO on his own cost.
16. One person will be allotted only one shop. In case of any dispute regarding any shop/ canteen, the Vice- Chancellor of the university will be the competent authority to take the final decision. In case someone opts to go to a law court, the jurisdiction for the same will be Patiala.
17. The allottee will use the shop/ canteen only for the purpose for which it has been allotted. In case he/she uses the shop/ canteen for any other purpose, he/she can be penalized. Even his agreement with the university can be revoked.
18. The allottee will not sublet the shop/ canteen to anyone else. The university reserves the right to shut off the supply of water and electricity to the shop/ canteen, the rent for which is not paid for two consecutive months.
19. The Engineer in charge 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.
20. Conditional tender or tenders without earnest money are liable to be rejected.
21. The Suppliers/Tenderers 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'.
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.

MJS  
Registrar  
Punjabi University,  
Patiala.