

PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

**TENDER DOCUMENT
FOR
CANTEEN SERVICES**

Tender No..... issued to

Receipt No..... Dated Amount Rs.1000/-

Last date of submission of tender : 10-April-2015 at 11.00 a.m.

Date of opening of tender : 10-April-2015 at 11.45 a.m.

Note :

1. Please attach a DD of Rs. 1000/- in favour of Registrar, PTU payable at Jalandhar, as a cost of tender document.
2. All pages of tender documents issued by the University should be attached with the quotation duly signed with seal of the firm as acceptance of terms and conditions of tender.

Note: Tender document is available on website www.ptu.ac.in Cost of downloaded tender documents (demand draft of Rs. 1000.00 (One Thousand only)) should be submitted with tender.

Signature of issuing person.



PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

Instructions to Tenderers in addition to terms & conditions of contract

The University wishes to identify and engage a competent Canteen contractor for the purpose of providing Canteen services in our University located at Jalandhar-Kapurthala Highway, Kapurthala to provide services to appx. 450 employees/visitors per day.

1. Tenderers responding to tender notice shall be deemed to be unconditionally accepting terms and conditions herein contained.
2. All the terms and conditions laid down in the tender shall be binding on the Tenderers.
3. Tender Form should be filled in neatly, legibly and carefully.
4. PTU will process the tender as per PTU norms & procedures and PTU could not be under any obligation to give any clarification to the agencies whose bids are rejected.
5. Tenders must be enclosed in a properly sealed envelope addressed to the Registrar, Punjab Technical University, Jalandhar by designation and not by name. The tenders must be super-scribed "Tender for the Canteen Services".
6. While submitting tender, bidders must submit **EMD of Rs. 5,000/-, cost of tender document Rs. 1,000/-, Technical Bid and Financial Bid** in separate sealed envelope.
7. The tenders shall be opened in the presence of the bidders or authorized representatives on the date and time mentioned in the tender notice/document. In case, the date of opening falls on a holiday declared by the Institute, tenders will be opened on the next working day, following the holiday, at the scheduled time.
8. EMD of Rs. 5000/- should be enclosed along with the technical bid in favor of Registrar, Punjab Technical University, Jalandhar.
9. Authorized signatory should sign in all the pages of the tender document. Bids without signatures of authorized signatory will be rejected.
10. Bidders are informed that financial bid may be called upon among from the technically qualified and short listed bidder by the University qualifying on technical ground and requirements of the University for the Catering Service at the University, Jalandhar^Kapurthala Highway, Kapurthala.
11. All the columns of the tender documents shall be duly, properly and exhaustively filled in. The rates and units shall not be over-written. Quotations shall always be both in the figures and words. The word "No quotations" should be written across any or all of the items in the schedule for which a tenderer does not wish to tender.
12. No alternation should be made in any of the terms and conditions of the tender or overwriting in the rates.



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13. Tenderers are advised to visit our University & see themselves the location of canteen where Canteen services are required, during the office hours on working days.
14. The University reserves the right to reject/cancel any or all or part of the tender of the bidder without assigning any reasons and shall also not be bound to accept lowest tender. The decision of the University shall be final and binding.
15. The terms and conditions of contract in schedule 'B' should be returned to this office duly signed along with technical bid and with details of items contained in schedule 'A' otherwise the tender will be ignored.
16. Tender failing to comply with all the terms & conditions mentioned in tender document would result in the tender being summarily rejected.
17. All disputes will be settled within the jurisdiction of the Punjab Technical University, Jalandhar.

The instructions to Tenderers shall also form part of the contract.

Acceptance

I/We hereby declare that all the terms and condition of the tender documents has/have been read by me/us and I/we accept all the terms and conditions mentioned in the tender and shall comply with them strictly.

Name of authorized signatory _____ Signature :

Name of tenderer : _____ Seal of firm :

Address : _____

Contact No. : _____

E-mail id : _____

Date : _____



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