

**ਪੰਜਾਬ
ਕੇਸਰੀ**

THU, 16 JANUARY 2025

EDITION: JALANDHAR, PAGE NO. 8



I.K. Gujral

www.ptu.ac.in

Punjab Technical University Jalandhar

(Punjab State Govt. University)

Jalandhar-Kapurthala Highway, Kapurthala-144603

E-TENDER NOTICE

Online Tender (E-Tender) is invited through e-procurement process from eligible bidders for Sale of Old/used answer sheets/File Covers/Question Papers/Booklets & Prospectus etc. lying at University Main Campus, Kapurthala. E-Tender document and other details can be downloaded and uploaded by the bidders through the portal <https://eproc.punjab.gov.in> and can also be seen on <https://ptu.ac.in/tenders/>

Key dates

Last date of submission & uploading Documents	05.02.2025
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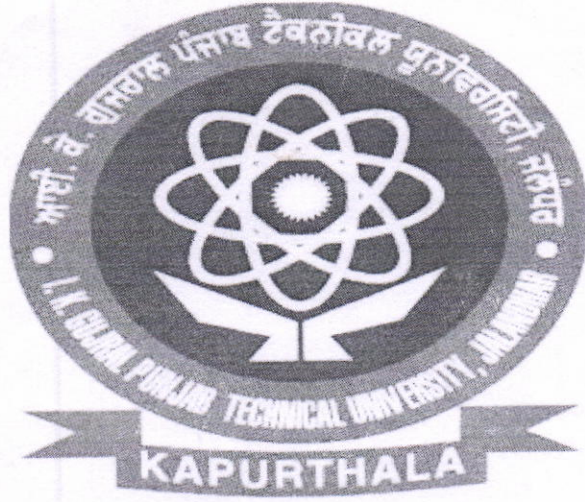
Technical Bid Opening Date	07.02.2025
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Note : Any Corrigendum/Addendum/Notice etc. with regard to this advertisement will be made available on the website www.ptu.ac.in & <https://eproc.punjab.gov.in>

Advt/2025/01/02

Registrar

(DPR/NA/12/27501/2023/40792)



**I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY, JALANDHAR-
KAPURTHALA HIGHWAY, KAPURTHALA**

E-TENDER DOCUMENT - 2024

FOR

***FOR SALE OF OLD USED ANSWERS SHEETS/ FILE COVERS/ QUESTION
PAPERS BOOKLETS/ PROSPECTUS ETC LYING AT I. K. Gujral PUNJAB
TECHNICAL UNIVERSITY***

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I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY

NOTICE INVITING TENDER FOR USED ANSWERS SHEETS, FILE COVERS, QUESTION PAPERS BOOKLETS, PROSPECTUS ETC.

1. For participating in the above e-tendering process, the bidders shall have to get them registered at <https://eproc.punjab.gov.in> and get user ID and password. Class 2 digital signatures is mandatory to participate in the e-tender process. For any clarification/difficulty regarding e-tendering process, please contact Help Desk Number 0172-2970263, 0172-2970284 (on Government working days from 09:00 AM to 05:00 PM) or call at 24 X 7 Help Desk Number 0120-4200462, 0120-4001002, 0120-4001005, 0120-6277787. The tender document can be downloaded from Punjab Government e-procurement website: - <https://eproc.punjab.gov.in>.
2. All bids (both Technical and Financial) shall be uploaded on the E-procurement portal (<https://eproc.punjab.gov.in>). No manual bids will be accepted.
3. The tender document fee, Tender Processing fee and E.M.D. should be deposited/Paid by online mode (Net Banking, NEFT/RTGS) only. No other payment modes will be accepted.
4. Corrigendum/Addendum/Corrections/Notice, if any will be published on the website of <https://eproc.punjab.gov.in> & www.ptu.ac.in .
5. Bids must be submitted online through <https://eproc.punjab.gov.in> (Technical (pdf) and Financial Bid (.xls). University will not take any responsibility for the delay caused due to non-availability of internet connection or network traffic for online bids.
6. Bidders shall upload scanned copy of all the papers i.e. proof of PAN Card, GST No. and other documents mentioned in the subsequent pages.
7. Uploaded documents of valid successful bidders may be verified with the original documents. The valid successful bidder must provide the original certificate to the concerned authority on receipt of such letter, which will be sent though registered post/e-mail.
8. Prospective vendors are advised to start uploading process well in time and not to leave it to the last minute as same may take time because of the data involved.



9. If the date of opening of tender happens to be a public holiday, then the tender will be opened on the next working day at the same time and place.
10. IKGPTU reserves the right to constitute a panel of bidders on H-1 rates.
11. IKGPTU reserves the right to cancel the tender or postpone the tender and to accept/reject any or all tenders without assigning any reasons thereof.
12. Tenderers may note that they are liable to be disqualified at any time during the tendering process, in case any of the information furnished by them is not found to be true, EMD of such tenderer shall be forfeited. The decision of IKGPTU in this regard shall be final and binding.
13. The validity of the offer shall be 180 days after the date of opening of the tender. If any bidder withdraws his/her tender within the validity period or makes any modifications in terms and conditions of the tender and/or rates after submission of tender which are not acceptable to IKGPTU or does not start the work within stipulated period from the date of issue of letter of acceptance, then IKGPTU shall without prejudice to any other right or remedy, be at liberty to forfeit the earnest money deposited by the bidder. In case of forfeiture of EMD, the tenderer shall be debarred from bidding in case of re-invitation of the tender.
14. In case, if any dispute arises the jurisdiction will be the Kapurthala Court.

**I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY
JALANDHAR-KAPURTHALA HIGHWAY, KAPURTHALA**

NOTICE INVITING TENDER

(e-Tendering mode)

I.K. Gujral Punjab Technical University, Kapurthala (Punjab) intends to float open e - tender for Used answers sheets, File Cover, question Papers, Booklets, Prospectus etc the details given below:

Name of work	Answers Sheets /Loose/OMR Sheets Sale of Cardboard /File Cover /Question Papers/Booklets, Prospectus etc.
The Currency in which payment shall be made	Indian Rupees (INR)
Last Date for uploading of Bids	<u>05/02</u> /2025 at 05.00 P.M. 05/02/2025
Date of Opening of Technical Bids	<u>07/02</u> /2025 at 02.00 P.M 07/02/2025
Date of Opening of Financial Bids	To be intimated later to the bidders, who have qualified technical bid.
Processing Fee	Processing Fee (as mentioned on the web portal) shall be paid through online mode only as Punjab Government e-procurement
Bid document Fee	Rs.1180/-(Inclusive of GST(applicable)) Mode of payment: online (https://eproc.punjab.gov.in)
EMD Amount	Rs. 1,20,000/- Mode of payment: online (https://eproc.punjab.gov.in)

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I.K.GUJRAL PUNJAB TECHNICAL UNIVERSITY

PRE-QUALIFICATION CRITERIA

1. The bidder must be a registered Sole Proprietorship/ Partnership firm /mill or Company. Self-attested Documentary Proof of registration of Sole Proprietorship/ Partnership firm /Mill or company must be attached.
2. Tenderer should have Two-years experience of lifting old answer sheets /File Covers/Question Papers/Booklets, Prospectus etc. between the FY 2020-2021 to 2023-2024.
3. Tenderer should have annual turnover of at least 15 Lacs (Fifteen Lacs) for the two (consecutive) financial years duly signed by CA (Attach proof).
4. Tenderer should have PAN in his/her or in the name of firm (Attach attested photocopy).
5. The tendering firm must be registered under GST and submit the GST certificate. In the absence of these documents, the tender will not be entertained.
6. All the firms participating in the tender must submit a list of their owners, partners etc. along with their address, telephone numbers (L/L and mobile), email id etc.
7. Self Undertaking to the effect that the firm is neither blacklisted by any government department nor any criminal case is registered against the firm.

Registrar


I.K.GUJRAL PUNJAB TECHNICAL UNIVERSITY

Answers Sheets /Loose/OMR Sheets/ Sale of Cardboard /File Cover /Question Papers/Booklets, Prospectus etc.

TECHNICAL INFORMATION

1	Name of the Tenderer/ Concern (i.e. Sole Proprietor or Partnership firm or a Company)	
2	Address	
3	Mobile No./Telephone No.	
4	PAN of Tenderer/Concerned (Attested copy should be attached)	
5	GST registration certificate (Attested copy should be attached)	
6	Annual turnover of firm (Attach Proof.)	
7	Details of experience self (Attested photocopies of work orders for 2 years as per tender document) and proof of satisfactory completion of work to be attached.	

8. Whether each page of Tender have been signed and stamped (YES/NO) _____

9. Undertaking to the effect that the firm is neither blacklisted by any Government department nor any criminal case is registered against the firm. Attached (Yes/No)_____

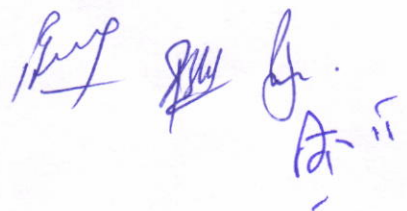
10. Detail of EMDs:_____

11. Any other information is important in the opinion of the tenderer.

Dated :

Place :

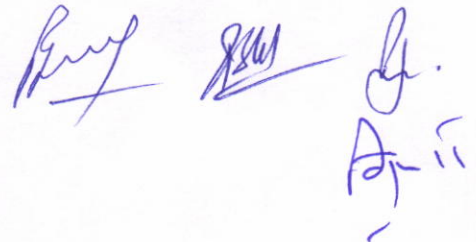
(Signature of Tenderer
With stamp of the firm)



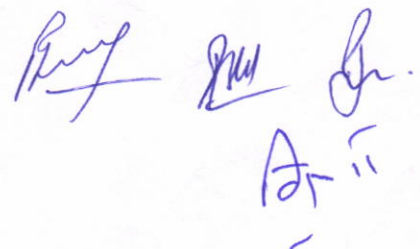
**I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR-
KAPURTHALA HIGHWAY, KAPURTHALA**

TERMS AND CONDITIONS

1. The bidders are requested to quote their highest rates based upon the Terms and Conditions forming part of tender document and after carefully inspecting the materials being sold off and any other factor affecting the lifting or other costs of the materials.
2. Order will be placed to the successful bidder (the one quoting highest rates of purchase out of the eligible bidders).
3. In case, the date of submission/opening of tender happens to be holiday, the tenders shall be received /opened on the next working day.
4. Any tender received without Earnest Money & without the cost of tender document in the form as specified in tender documents, shall not be considered and shall be summarily rejected.
5. IKGPTU reserves the right to cancel the tenders or postpone the tender and to accept/reject any or all tenders without assigning any reasons thereof.
6. After getting the order from IKGPTU, the successful bidder shall start the work within 15 days of getting the order. Also, he will be liable to complete the job within a Period of 30 days from start of work. If the successful bidder does not start work in time or stops the work midway or leaves the work altogether, his EMD will be forfeited, and the University shall have the rights to cancel the order.
7. The transfer of tender documents purchased by one intending bidder to another bidder is not permissible. Bidder can submit tender online mode on (<https://eproc.punjab.gov.in>).
8. The approximate quantity of the material is indicated in the Bill of Quantity. The quantity indicated in the Bill of Quantity is tentative and may vary to any extent during actual lifting/weighing. The amount payable to IKGPTU will be based upon the actual quantity lifted and the accepted rates.

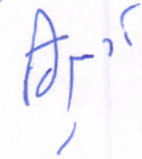


9. Bidders are requested to visit the IKGPTU Campus and inspect the quantity, condition and type of material being sold.
10. The rates quoted should be inclusive of all costs including material movement from actual place of storage which may be from stores/upper floors/basement etc. loading/unloading of materials, weighing charges, transportation to destination etc.
11. The rates quoted should be inclusive of all GST.
12. The packing of the material will be arranged by the successful bidder at his own expense only. The University will not supply any bag/bora/carton/other item for packing the material.
13. The successful bidder shall ensure that the above material shall only be recycled for production of paper/allied products etc. and shall not be used for any other purpose. An affidavit duly attested by shall be furnished by the successful bidder in this regard before start of lifting of material.
14. Answer sheets can be disposed off for another 01 year on the same rates with mutual consent with the approval of competent authorities.
15. The Earnest money deposit of the successful bidder shall remain with IKGPTU as a Security Deposit and shall be released on satisfactory completion of the work. However, the EMDs of unsuccessful bidders will be released back.
16. As the material will be lifted in phases, the successful bidders must deposit advance money of every lot before taking out that lot. IKGPTU shall issue instructions to the successful bidder for lifting of materials and deposit of the requisite amount in advance. In case, the successful bidder does not deposit the requisite advance money within a period of ten days from the date of issue of letter by IKGPTU for lifting of material. Earnest Money Deposit shall be forfeited, and order shall be cancelled.
17. The weighing of the material shall be jointly witnessed by a committee of IKGPTU's authorized representative (s) and bidder or his authorized representative. All weighing shall be certified by this weighing committee. The

Handwritten signatures and initials in blue ink, including a large signature on the left and several smaller initials on the right.

Weighing bridge for this purpose will be jointly decided by the successful bidder and IKGPTU.

18. After completion of the entire job i.e when total material has been lifted, the final adjustment will be made of the amount received from the successful bidder in Phases and actual amount due. This adjustment will be based upon actual quantity lifted as certified by the weighing committee as well as accepted rates. The balance payment, if any, shall be released accordingly to the successful bidder by the IKGPTU.
19. The Earnest money (EMD) deposit of the of the successful vendor shall remain with IKGPTU as performance security and shall be released on satisfactory completion of the work. However, the EMDs of Unsuccessful bidder will be released after completion of the tender process, as per rules.
20. EMD of successful bidder shall be released/adjusted after satisfactory completion of the work.
21. The value (tentative) of tender is Rs. 20 Lakhs.

UNDERTAKING

1. I/We undertake that I/we have carefully studied all the terms and conditions and understood the parameters of the proposed work of the IKGPTU and shall abide by them.
2. I/We also undertake that I/we have understood "Parameters and Technical Specifications for conducting the Work" mentioned in Pre-Qualification Criteria and shall execute the work strictly as per the parameters.
3. I/We further undertake that the information given in this tender are true and correct in all respect and I/we hold the responsibility for the same.
4. I/We undertake that I/We neither blacklisted by any government department/PSU/Autonomous Body nor any criminal case is registered against the firm or sister concerned.

Dated:

Place :

(Signature of Tenderer

With stamp of the firm)

The image shows four handwritten signatures in blue ink. The first signature is a stylized cursive 'R'. The second is a cursive 'S'. The third is a cursive 'G'. The fourth is a cursive 'A' followed by a vertical line and a horizontal line, possibly representing initials or a specific name.


**I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR-
KAPURTHALA HIGHWAY, KAPURTHALA
Financial Bid**

To be submitted in .xls format

**FOR SALE OF OLD USED ANSWERS SHEETS/ FILE COVER, QUESTION PAPERS
BOOKLETS, PROSPECTUS ETC LYING AT I.K. GUJRAL PUNJAB TECHNICAL
UNIVERSITY**

BILL OF QUANTITIES

S.No.	Description of Items	Quantity (Approximate)	Rate of Purchase per KG including GST
1	Sale of old/ used answer sheets	128 Ton (128000 KG) Rate Per KG	
2	File Cover, Question paper	100 KG Rate per KG	
3	Prospectus and Booklets	100 KG Rate Per KG	



(Stamp and Signature of the Bidder)

