

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

EXPRESSION OF INTEREST (EOI)

For

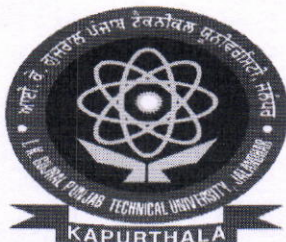
**Emotional well-being (online/offline) services for mental health
support to the students, staff and faculty members of IKGPTU**

2026

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I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR,

JALANDHAR-KAPURTHALAHIGHWAY, KAPURTHALA



EXPRESSION OF INTEREST (EOI)

I. K. Gujral Punjab Technical University Jalandhar, Kapurthala was established by an Act of state Legislature on 16th January 1997 to promote Technical, Management and Pharmaceutical education in the State at degree level and above.

I. K. Gujral Punjab Technical University Jalandhar, Kapurthala (IKGPTU) invites bids (Technical & Financial) through **EXPRESSION OF INTEREST (EOI)** from reputed agencies to provide 24x7x365 online/offline and emotional well-being services for mental health support to the students, staff and faculty members IKGPTU, Main Campus, Kapurthala

Firm/Agency/Organization must submit EOI and non-refundable document Fee of **Rs. 1180/- (including GST Rs. 180/-)** by mode of Demand Draft in favour of "The I.K. Gujral Punjab Technical University" Payable at "Kapurthala" in a sealed envelope at Registrar, I. K. Gujral Punjab Technical University, Jalandhar – Kapurthala Highway, Kapurthala, Punjab – 144603

The prospective bidders are requested to read the entire terms & conditions along with others documents and ensure compliance with all information and instructions contained therein.

Non-compliance with any of the instructions of the EOI may lead to disqualification of the bidders. Vice Chancellor, IKGPTU reserves the right to select or reject any bid or all bids wholly or partly or to cancel the tender without assigning any reason thereof.

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Incomplete bids will be treated as non-responsive and shall be rejected. The **scope of services** is as under:

Sr. No	Services	Description	Beneficiaries
1.	Personalized Counseling	Individualized sessions designed to address a wide spectrum of challenges including mental health concerns, academic stress, personal relationships, grief, addiction, and life transitions. • In-Person Sessions: Face-to-face support on campus. (7 sessions/Week =28 to 35 sessions/Month) • Virtual Sessions: Online access for convenience (Unlimited). • Emergency Counselling: Immediate support for urgent cases, as per requirement any time.	Students, Staff (Teaching-Non-Teaching)
2.	Career Counseling & Personality Development (One on Sessions)	Structured Career Counselling: Regular assessments, goal-setting, academic and career planning. Programs aimed at enhancing personal and professional growth through guidance, skill-Building and awareness of career options. (7 sessions/week or as required) Dedicated mentors or counsellors shall be assigned to smaller batches of students, especially during examination periods and academic transitions, to provide consistent, informal, and confidential support.	Students, Staff (Teaching-Non-Teaching) and Parents
3.	Wellness Workshops & Experiential Programs	Designed to promote holistic well-being through experiential learning, physical activity, and emotional skill-building. • Stress Management & Mindfulness Workshops. • Emotional Intelligence & Resilience Workshops. • Experiential Therapy: Art, music, movement therapy. • Physical Wellness Programs: Yoga, Zumba, cardio, functional fitness. • Peer Support & Group Therapy: Facilitated emotional support and collaborative learning. • Personality Development Workshops: Communication, leadership, emotional intelligence, confidence-building, and interpersonal effectiveness. (5 in year, one in each quarter)	Students, Staff (Teaching-Non Teaching)
4.	Parents Sensitization Programs	Supporting children's emotional, academic development, Adolescent development, stress management, communication, and mental health Support. (One per year/as per requirement)	Parents

5.	Anti-Bullying, Inclusion & Anti-Discrimination and Anti Harassment & Programs	Comprehensive initiatives to promote equity, acceptance, and a safe campus environment. These programs include awareness workshops, student-led activities, and training sessions aimed at preventing Discrimination (Caste, Gender and disability) and harassment in all forms (sexual, verbal, or psychological). (One per year/as per requirement)	Students, Staff (Teaching-Non Teaching)
6.	Crisis Intervention & Emergency Support	Immediate support for students and staff experiencing acute mental health crises. Campus-Wide Visual displays: Posters & Awareness displays around the campus regarding wellness services & Emergency resources. (on demand)	Students, Staff (Teaching-Non Teaching)
7.	Wellness Assessments & Surveys	Regular assessments to monitor overall mental, emotional, and cognitive health. Personality & Career Inventories: Annual evaluations. Cognitive & Skills Assessments: Bi-annual progress tracking. Mental Health Screening Tools: Assess stress, anxiety, depression, burnout (One monthly)	Students, Staff (Teaching-Non Teaching)
8.	Reporting & Advisory Services	Monitoring and reporting to assess program effectiveness and provide actionable recommendations. - Monthly Reports: Engagement, trends, program outcomes. - Advisory Reports: Recommendations based on wellness trends and compliance (One monthly and one quarterly)	Institutional Stakeholders
9.	Digital & Communication Platforms	Tools and channels to keep students, staff, and parents informed and engaged with wellness initiatives. - Bi-Monthly Newsletters: Wellness tips, articles, program highlights. - Update Mailers: Notifications of workshops and events. - Online Resources: Self-help tools, meditation modules, skill-building exercises, scheduling	Students, Staff
10.	Staff & Faculty Wellness Programs	Programs designed to support overall well-being, resilience, and interpersonal effectiveness for teaching and non-teaching staff, including: Stress & Burnout Management Workshops: Techniques for maintaining mental and emotional	Teaching and Non-Teaching Staff

		balance at work. - Wellness & Mindfulness Sessions: Practices to enhance focus, relaxation, and holistic health. - Empathy & Communication Training: Building supportive relationships and a positive workplace culture. (02 per year/as per requirement)	
11.	Policy Development & Implementation	Drafting and implementing a comprehensive institutional Mental Health Policy aligned with UMMEED, MANODARPAN, and the National Suicide Prevention Strategy, providing a structured framework for mental health support, crisis intervention, and awareness programs (Draft Policy will be prepared and updated on regular interventions)	Students, Staff, Parents and Institutional Stakeholders
12.	Monitoring & Feedback	Structured mechanisms to monitor, evaluate, and enhance wellness services. - Feedback Mechanisms: Collect input from students, staff, and parents - Continuous Improvement: Iterative enhancement of programs based on data and feedback	Students, Staff, Parents and Institutional Stakeholders
13.	Mind Labs	A dedicated, inclusive environment where students and staff can access mental health support, counseling, and wellness resources in a confidential and non-judgmental setting. Mind Labs fosters emotional safety, peer support, and personal growth for all members of the campus community. (Setup by the agency)	

The **schedule of main activities** is as under:

Activity	Dates
Date to publish the EOI	12-09-2026
Availability of all relevant documents on University website for downloading etc.	—
Last date of submission of bids along with all relevant documents in the University (through Registered post/courier)	29/09/2026. (4:00 PM)
Date of opening of Technical Bid(s) of EOI	30/9/2026 (11:00 AM)
Validity	180 days
Evaluation of Technical Bids	The technical evaluation of the bids will be made on the basis of technical information and documents submitted within the stipulated time.

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	Financial bid will be opened only for the technically qualified bidders.
Date of opening of Financial Bids	The date & time for opening of financial bids will be informed later on to the technically qualified bidders.

I.K.GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR (General Terms & Conditions)

Duration of Contract

- a) The contract is initially for a period of two years and the same may be extended for a period of one-year subject to the satisfactory performance (on the basis of same terms and conditions). Interested service providers may offer longer duration with reduced costs for consideration.
- b) University can issue advisory/Warning to underrated services, if any. Even than if no improvements are seen the University can terminate the contract by giving one-month notice.
- c) Service provider can also end its services by giving any justified reason in written as one-month notice.
- d) The Registrar, IKGPTU reserves the right to accept or reject any or all the EOI without assigning any reason whatsoever and without any prior notice to the applicant whatsoever.

EOI EMD FEE

- 1. Earnest Money Deposit (EMD Amount 20,000/-):** A refundable EMD in the form of a Demand draft 20,000/- in favour of " Registrar The I.K. Gujral Punjab Technical University" Payable at "Kapurthala" has to be submitted by Applicant of EOI.
- 2.** No request for transfer of any previous deposit of earnest money or security deposit or payment of any pending bill held by the University in respect of any previous work will be entertained.
- 3.** Applicant shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the Applicant fails to observe and comply with the

stipulations made herein or backs out after quoting the rates, the aforesaid EMD will be forfeited.

4. An EMD of the successful bidder will be converted into security deposit.
5. The Security Deposit can be forfeited by order of the Registrar, in the event of any breach or negligence or non-observance of any terms/condition of contract or for unsatisfactory performance or for non-acceptance of the work order. On expiry of the contract, such portion of the said Security Deposit as may be considered by the Registrar, I.K. Gujral Punjab Technical University sufficient to cover any incorrect or excess payments made on the bills to the firm, shall be retained until the final audit report on the account of firm's bill has been received and examined.
6. The Earnest money deposit/security deposit of the successful bidder shall remain with IKGPTU and shall be released on satisfactory completion of the contract. However, the EMDs of Unsuccessful bidders/parties's EMD will be released after completion of the EOI process.

Payment Terms

1. The Agency shall submit monthly bills to the University by the latest of the 10th day of the month, and after verification, the same will be processed for release of payment by the concerned department of University. The payment shall be made for the availed services only upon due verification by the concerned authority of the Institute.
2. No advance payment shall be made to the agency.
3. A detailed report on analysis of issues faced by the users, solutions/services offered, and general trends is to be submitted monthly and aggregated quarterly before processing the payment.
4. Taxes, duties, and levies: All present and future taxes and levies as per Central State laws and rules will be deducted from the gross amount of the bill during the duration of the contract.
5. Payment for any other optional services availed by the Institute, as required from time to time, shall be made on receipt of the invoice and on the basis of actual services rendered / provided.

AWARD OF CONTRACT:

The University will award the contract to the technical bid qualified firms

offering lowest rate (L1 rate).

Territorial Jurisdiction

All the disputes out of item of tender shall be subject to Kapurthala Jurisdiction courts.

No Objection Certificate (NOC)

On completion of the allotment, applicant should have to obtain NOC from the University.

Arbitration:

If any difference arises concerning this Agreement, its interpretation on the payment to be made there under, the same shall be settled by mutual consultations and negotiations. If attempts for the conditions do not yield any results within a period of 30 days, either of the parties may make a request to other party for submission of the dispute for decision by an Arbitral Tribunal subject to the condition that a sole arbitrator to be appointed by the University as per the provision of Arbitration and Conciliation Act, 1996 and the rules framed there under and in force shall be applicable to such proceedings.

I.K.GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR

Eligibility Criteria

- a) The Applicant shall be a Firm/ Company/ Partnership/ Proprietorship Firm registered under the Indian Companies Act, 1956/ the partnership Act, 1932 and who have their registered offices in India.(Copy of Certificate of incorporation and Partnership Deed, if any).
- b) The service provider must have relevant 3 years requisite experience of providing above said services.
- c) A team of qualified and certified counselors should be available for the said services.
- d) Experience in working with higher educational institutions (UG/PG) with strength of at least 1000 students will be preferred.

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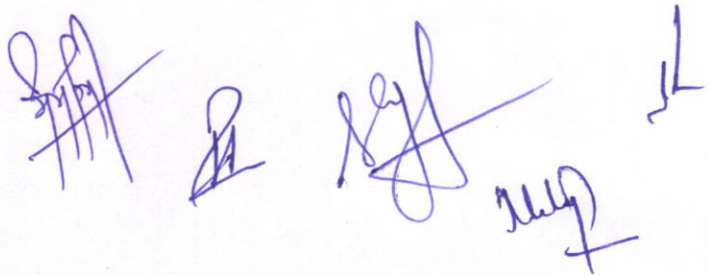
- e) The applicant should have total turnover of Rupees 20 Lakh in last three financial years.
- f) The Applicant should not be blacklisted by any Central Govt. / State Govt. / PSU/Govt. Bodies.
- g) The Applicant shall pay Goods and Services Tax (as applicable). GST registration number in the State of Punjab
- h) The applicant firm should be submitted Copy of PAN issued in favour of the firm or as applicable, Provident Fund number/ESI/GST No. (Valid GST Registration in the state of Punjab) etc.

Self attested copies of all certificates/document/undertakings to be enclosed with application/bids.

Other Terms & conditions:

1. The bidding documents must be complete in all respect and shall be reached in the University on or before the Last date as mentioned in EOI through registered post/courier etc.
2. Incomplete bids in any respect shall not be considered and summarily rejected. The Registrar, IKGPTU reserves the right to reject any and/or all the bids without assigning any reason thereof.
3. In case of breach of any of terms and conditions mentioned above, the Registrar ,IKGPTU will have the right to cancel the workorder (without any reason thereof) and nothing will be payable by the University in that case and these security deposit shall be forfeited

For details terms, conditions and bidding documents, please visit the University's website: www.ptu.ac.in.



I.K.GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR

(Bidder General Information)

1	Name of the applicant agency/ Concern (i.e. Sole Proprietor or Partnership firm or a Company	
2	Type of Organization (whether public Limited/ private limited/ partnership/ Sole proprietorship) as per attached Proof	
3	Date of Registration No. of years in Operation	
4	Registered Address	
5	Operational Address if different from above	
6	Telephone No. Mobile No. Email id	
7	PAN of Concerned (Self attested copy should be attached)	
8	GST registration certificate (Self attested copy should be attached)	
9	Annual turnover of firm (Attach Proof.)	
10	Details of experience (Self attested photocopies of work orders for 03 financial as mentioned in EOI and proof of satisfactory completion of work to be attached.	
11	Name of Proprietor/ Partners/ Directors of the company/ Firm	
12	Any other additional information (optional)	

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**I. K. GUJRAL PUNJAB TECHNICAL UNIVERSITY,
JALANDHAR-KAPURTHALA HIGHWAY,
KAPURTHALA (PUNJAB) – 144603.**

ANNEXURE-I

UNDERTAKING BY THE APPLICANT

(To be submitted along with the Technical Bid)

I, S/o residentof hereby solemnly agree to abide by the Terms & Conditions of the allotment. Any breach of the Clause/Clauses will render my allotment null and void. I have understood completely this document and the terms and conditions therein mentioned under allotment documents.

Signature of the Bidder with date

Stamp (if, any)

**Address & Mobile
Number:**

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**I. K. GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR,
MAIN CAMPUS, JALANDHAR-KAPURTHALA HIGHWAY,
KAPURTHALA (PUNJAB) – 144603.**

ANNEXURE-II

Self Declaration for Non-Blacklisting/Non-Debarring

(To be submitted along with the General Information form)

I/We (Name

Contractor /Firm/individual do hereby solemnly affirm and declare that the individual/firm are not black listed by any Central/State/Govt./SemiGovt./Public Sector/ Corporation/ autonomous body office or any other entity and hence there is no any pending case at court of law.

DEPONENT

DATE

ADDRESS

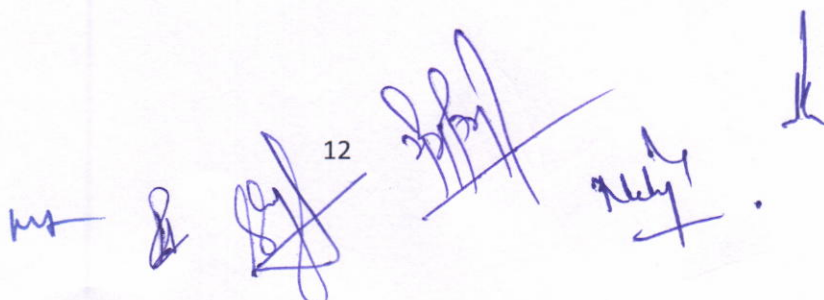
VERIFICATION

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

DATE

DEPONENT

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I.K.GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR

(Financial Bid)

ONLINESERVICES		Rate (per month)	Rate Per Year
1.	Rate quoted for Services as mentioned in Scope of EOI (Including GST)		
Total Rs.			

Note_:- Technical bid and Financial bid shall be filled separately and both envelope packed in one Big Envelope and mentioned on "EOI Document for online/offline and emotional well-being services for mental health support to the students and staff and faculty members of IKGPTU and open by committee only.

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