

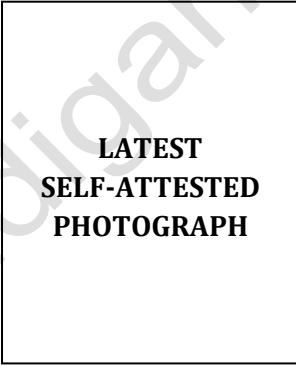
**POST-GRADUATE GOVERNMENT COLLEGE FOR GIRLS,
SECTOR - 42, CHANDIGARH**

(SESSION: 2024-25)

TECHNICAL BID "FORM-A"

NAME OF THE CONTRACT: BOOKS & STATIONARY SHOP

1. NAME (in Capital Letters):
2. FATHER/ SPOUSE NAME:
3. DATE OF BIRTH (DoB):
4. PERMANENT ADDRESS:
.....
5. PRESENT ADDRESS (attach proof):
.....
6. TELEPHONE/ MOBILE NO.:
7. PREVIOUS EXPERIENCE: (if any, attach proof)
8. QUALIFICATION:
9. AADHAR NO.: (attach proof)
10. P.A.N. No.:
11. G.S.T. No.:
12. HAVE YOU EVER BEEN BLACKLISTED OR INVOLVED IN ANY CRIMINAL ACTIVITY OR COURT PROCEEDINGS RELATED TO ANY PREVIOUS SIMILAR CONTRACT? (YES/NO):



NOTE: Affidavit (as per prescribed format given in Annexure-1) to be furnished on Non-Judicial Stamp Paper of Rs. 20/- duly attested by the Executive Magistrate/ Notary Public regarding Non-blacklisted/ Non-involvement in any Criminal Activities/ Court Proceedings.

Certified that information given above and the documents submitted in its support are true to the best of my knowledge.

Place: _____

Signature: _____

Date: _____

Name: _____

NOTE:

1. Technical-Bid 'Form-A' duly filled should be put in an envelope and marked as "FORM-A" along with signed Terms and Conditions (T&C), Residence Proof, Experience Certificate (if any), Affidavit, Qualifications, etc.
2. Forms submitted without requisite documents and signature will not be entertained and are liable to be rejected and applicants will have no claim thereafter.

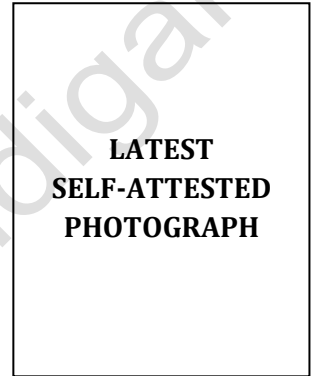
**POST-GRADUATE GOVERNMENT COLLEGE FOR GIRLS,
SECTOR - 42, CHANDIGARH**

(SESSION: 2024-25)

FINANCIAL BID "FORM-B"

NAME OF THE CONTRACT: **BOOKS & STATIONARY SHOP**

1. Name of the Bidder:
2. Father's/ Spouse Name:
3. Date of Birth:
4. Present Address:
5. Permanent Address:
6. Mobile Number:
7. Quote the individual Rates of the following Items:



Sr. No.	Particulars of Service Provided	Rate to be Quoted by the Seller
1.	Discount on Text Books	
2.	Discount on Guides / Help Books	
3.	Discount on Stationery items	
4.	Miscellaneous Items – (Minimum Discount on MRP)	

(Any service can be further added at a rate to be finalized with the consent of Contractor and the Contract Committee)

Date:

(Signature with date)

NOTE:

- (1) Financial Bid Form-B duly filled and signed should be put in an envelope and marked as "FORM-B".
- (2) Forms submitted without requisite documents and signature will not be entertained and are liable to be rejected and applicants will have no claim thereafter.

POST-GRADUATE GOVERNMENT COLLEGE FOR GIRLS, SECTOR - 42, CHANDIGARH

(SESSION: 2024-25)

TERMS AND CONDITIONS FOR “BOOKS & STATIONARY SHOP”

1. That the above contract is from the **Date of Award to 31th May, 2025.**
2. (a) That the contractor will deposit a rent @ Rs. 8,053/- per month.
(b) The contractor shall install his/ her own electronic sub meter. Electricity charges will be paid **as per sub-meter reading @ Rs. 7/- per unit** by the contractor. In case sub-meter is not working, the contractor will be charged on average of three-months till faulty meter is replaced/ repaired.
(c) Fixed Water Charges of Rs. 210/- per month will be paid by the contractor.
3. That the contractor has to deposit Rs. 30,000/- in form of F.D. in the name of Principal, Post-Graduate Govt. College for Girls, Sector-42, Chandigarh as security within 10 days of the award of contract. The said security deposit shall be forfeited in case of violation of any terms and conditions of the contract.
4. That the contractor shall deposit 6 months advance rent (*i.e.*, Rs. 8,053 x 6 = Rs. 48,318/-) once the contract is awarded. The rent of remaining period will be paid in one installment in the month of January, 2025 and the photocopy of the receipts of rent, water charges and electricity charges must be submitted to the accountant/ caretaker.
5. The seller should quote the rates of services in Financial Bid' Form-B'.

SR. NO.	PARTICULARS OF SERVICES
1.	Discount on Text Books
2.	Discount on Guides/ Help Books
3.	Discount on Stationery items
4.	Miscellaneous Items – (Minimum Discount on MRP)

(Any service can be further added at a rate to be finalized with the consent of Contractor and the Contract Committee)

6. That the contractor shall display the **“RATE-LIST”** outside the Shop/ Sale counter for the information of college staff and students.
7. The contractor shall always keep their working place neat and clean.
8. (a) The contractor should charge as per the rates finalized during the award of contract. In case of any complaint, the contractor shall be liable to penal action as recommended by the contract committee which may lead to cancellation of contract and forfeiture of the entire amount of security.

(b) That the contract can be terminated at any time if some gross violation of terms and conditions, misbehavior, misconduct, and use of sub-standard Products is reported. In such condition the amount deposited as security is liable to be forfeited.

9. That the contractor shall employ staff only after the verification of their antecedents by local police and inform the complete details of the staff to the Principal.
10. Initially the contract will be awarded for one Academic Session (2024-25). But if the work of the contractor is found to be satisfactory, then this contract may be extended for a period of another Two Academic Sessions (one session at a time) with the mutual consent of Contractor and the Contract Committee. The rent will be increased @10% each year in case of renewal of this contract. The rates will also be revised as per inflation price-index only after the proper approval of the Contract Committee.
11. That the contractor has to vacate the premises on 31st May, 2025 under all circumstances and all types of dues, charges, rent must be cleared otherwise the contractor will be declared as defaulter by the college authorities in future.
12. That the contractor/ applicant agrees to the said terms and conditions, then signed copy of **"Terms and Conditions"** by the applicant/ contractor must be submitted alongwith Technical-Bid **"Form-A"**.
13. The contractor will execute an agreement with the college regarding the said contract.
14. That if the applicant submits wrong/ false/ forged documents then he will be responsible on his own. His contract will be terminated immediately and his security will be forfeited and he will be blacklisted for future.
15. Applications received after due date and time will not be considered. Any legal matter will be dealt within the jurisdiction of U.T., Chandigarh.
16. If rates quoted by the applicants are found to be same, then preference will be given to the person having maximum experience.
17. That the decision of the contract committee will be final and hence binding on the contractor under all circumstances.
18. The contractor will keep his shop open from 9:00 A.M. to 5:00 P.M. on all working days.

I _____ S/o, D/o, W/o _____ have read all the terms and conditions of this contract carefully and agree to abide by it.

Place:

Signature: _____

Date:

Name: _____

BLACK-LISTING AFFIDAVIT

I (Name) _____, S/o _____, Sole Proprietor/ Company/
Firm _____, do hereby solemnly affirm and declare that I have not been Black-
listed/ Prosecuted by any Central/ State Governments/ Union Territories/ Departments/ Offices/
Statutory Bodies/ Autonomous Organizations/ Research Institutions/ any Court of Law.

DEPONENT

Place: _____

Address: _____

Date: _____

VERIFICATION:

Verified that the contents of above affidavit are true and correct to the best of my knowledge
and belief and nothing has been concealed therein.

Place: _____

Date: _____

DEPONENT