

GUJARAT TECHNOLOGICAL UNIVERSITY

Short E-Tender Notice no: 25/2023-24 FOR PLASTIC PRINTED SEALED SECURITY ENVELOPE

1. The Gujarat Technological University invites **Online TENDER PLASTIC PRINTED SEALED SECURITY ENVELOPE** from manufacturer under two bid systems. Interested parties/firms who wish to participate in online tenders can download the tender documents from the n-procure website (www.gtu.nprocure.com) or GTU website www.gtu.ac.in under tender option. Bidders have to submit price bid in electronics format only through n-procure website till the last date & time prescribed for submission. Price bid in physical form will not be accepted in any case.

Estimated Tender Cost	Rs. 60,00,000
Tender Fee (nonrefundable) in form of DD from any nationalized/scheduled bank drawn in favor of Gujarat Technological University payable at Ahmedabad only,	Rs.5,900/- (Including GST @18%)
EMD - in form of DD from any nationalized/scheduled bank drawn in favor of Gujarat Technological University payable at Ahmedabad only,	3% of Estimated Tender Cost Rs. 1,80,000/-

Tender Fee, EMD, and other Tender essential documents should be submitted for each quoted items only through **Speed post/Registered Post/Courier** (No any other mode will be entertained) to The Registrar, Gujarat Technological University, Nr. Vishwakarma Government Engineering College, Visat Three Roads, Sabarmati- Koba Highway Chandkheda, Ahmedabad – 382 424. It should reach on or before last date (**i.e 02/03/2024**) up to 6:00 PM as prescribed for receiving the Tender documents. Tender documents received after the last date will stand rejected automatically.

2. SCHEDULE

Bidder can download the Bid Document from GTU website (www.gtu.edu.in/tender) or from n-procure	07/02/2024 (after 4.00 PM.)
Clarification last date & time	15/02/2024 (06.00 PM)
Last Date & Time of financial Bid Online Submission	27/02/2024 (06.00 PM)
Last Date of physical Submission of Tender	02/03/2024 (06.00 PM)
Date of Opening of Tender (Technical Bid only)	Will be intimated to Bidders
Date of Opening of Commercial Bid	Will be intimated to Bidders
Tender shall be valid up to	180 days

- * Intending tenderers or their authorized representatives will be at liberty to be present at the time of opening of technical bid/commercial bid on the specified date. if the date fixed for opening of tender is declared to be a holiday at a later date the tender will be opened at the same time on the next working day following the holiday or holidays.

I have read and understood all terms and conditions and implications thereon of the tender document and accept it.

Sign and Seal of Bidder

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3. E-TENDER DOCUMENTS

(To be returned with the tender duly signed and stamped by tenderer)

Note:

Please fill all the details in original tender document and submit with technical bid.

From:

Registrar

Gujarat Technological University

GTU Campus, , Nr.Visat Three Roads,

Chandkheda, Ahmedabad – 382424 – Gujarat, India.

To:

Sir/Madam,

The Gujarat Technological University has been established by Government of Gujarat vide Gujarat Act 20/2007. The GTU is Affiliating University and its jurisdiction is whole the state of Gujarat. All the colleges or institution imparting education in engineering, technological, pharmacy and management in the state of Gujarat are associated /affiliated with the Gujarat Technological University. At present approximately 400 colleges/institutions across the state of Gujarat and U.T. are affiliated with GTU. The University has to conduct various examinations i.e. BE/ME/MPharm/MBA/MCA/Diploma etc. The University is presently functioning from the chandkheda, Ahmedabad.

Sealed tenders are invited for the supply of **TENDER FOR PLASTIC PRINTED SEALED SECURITY ENVELOPE** detailed in the schedule attached to this tender form. If you are interested to quote for supply in accordance with the requirements stated in the attached schedule, please submit your quotation to this University on the prescribed tender form enclosed in the sealed cover superscribed with the **TENDER FOR PLASTIC PRINTED SEALED SECURITY ENVELOPE**

If you are in a position to quote for stores in accordance with the requirements stated in the attached schedule to tender, this should be filled-in, signed and returned to this office.

I have read and understood all terms and conditions and implications thereon of the tender document and accept it.

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4. GENERAL TERMS AND CONDITIONS (INSTRUCTIONS TO BIDDERS)

- a) The tender shall be submitted in two parts viz, (a) Technical Bid and (b) Commercial/Financial Bid.
- b) The tenderer should invariably submit his tender in two sealed covers separately namely (1) **E.M.D. and Tender Fee Cover** (2) **Technical Bid Cover**. Tenderer has to submit **commercial bid on line only**. Physical submission of Commercial Bid will not be accepted
- c) The technical bids should be submitted in sealed covers, marked “Technical Bid for **PLASTIC PRINTED SEALED SECURITY ENVELOPE**. The completed tender documents should be only through Speed post/Registered Post/Courier (No any other mode will be entertained) to The Registrar, Gujarat Technological University, Nr. Vishwakarma Government Engineering College, Visat Three Roads, Sabarmati- Koba Highway Chandkheda, Ahmedabad – 382 424. It should reach on or before last date (i.e 02/03/2024) up to 06:00 hours as prescribed for receiving the Tender documents.
- d) At the time and date indicated in the advertisement for opening of tender only technical bids shall be opened and read out in public. Only technically qualified bidder's commercial/financial bids shall be open.
- e) Tenders not complying with the above conditions are liable to be rejected at the sole discretion of the University without any further reference.
- f) This tender is not transferable.
- g) The offers shall be entertained only from the manufacturers or their sole selling agents. In case the later intends to submit their offer, a copy of their agreement with the principal company appointing them as sole selling agents, should be enclosed with the offer.
- h) The University reserves the right to choose, accept or reject any or all requests/offers, in full or part and also reserve the right at any stage to reduce or increase the quantity.
- i) The University will not be responsible for any postal losses or delays in receipt of documents. The tender documents are non-transferable.
- j) The tenderer must be submitted for all items rate as mentioned in commercial bid / tender document.**
- k) All the tender documents attached to the invitation to tender are sacrosanct for considering any offer as complete offer. Therefore, it is important that all tender documents duly filled in and signed are returned with the bidder's offer, failing which the tender will be treated as incomplete and summarily rejected.
- l) The tenderer shall furnish complete details for the items offered/supply along with literature/catalogue.
- m) Full details of the specifications referred to herein shall be supplied with the tender for proper scrutiny.

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Short E-Tender Notice no: 25/2023-24 FOR PLASTIC PRINTED SEALED SECURITY ENVELOPE

- n) The purchaser reserves the right to give a purchase/price preference to the Public sector units and/or small scale cottage industries units over other firms in accordance with the policies of the government from time to time.
- o) The tenderer should submit the tender documents including invitation to tender intact without detaching any page or pages, duly filled in and completed in all respect and signed on each page of the tender form including the schedule.
- p) The offer/tender shall remain open for acceptance without any modification in the rates or terms and conditions of tender for a period of 180 days from the date of opening of the tender and in the event of a breach of this condition, without prejudice to any other rights or remedy of the Institute, the earnest money shall be liable to be forfeited. The rates quoted in the tender shall hold valid at least up to 180 days from the opening date of the tender.
- q) The supplier shall ensure compliance of all statutory laws and by laws of the Central Govt./ State Govt./Municipal authorities related to the employment of their staff and all such obligation under Wage Act, pollution control, environment protection, Workmen Compensation Act, ES-II Act, Provident Fund and Miscellaneous Provisions Act, Bonus Act, and Contract Labour Act, 1970 etc. and the University will not be responsible for such purposes in any way.
- r) Tenderer should quote delivery on destination i.e GTU, Chandkheda.
- s) Successful bidder has to submit Security deposit and enter into formal agreement within 07 (seven) working days after issuance of offer letter. Tenderer has to submit acceptance letter along with SD and agreement.
- t) Successful bidder has to approve design/artwork from university within 3 (Three) working days after entering into formal agreement.
- u) Bidder has to supply material within 10 (ten) working days after issuing of Work order/Purchase order/approval of design and art work received from University.
- v) No claim for any compensation during the extended period shall be entertained and the University decision in this regard shall be final.
- w) Before commencement of work, the contractor shall correlate all relevant architectural and service drawings and satisfy himself that the information available from there is complete and unambiguous. The bidder/supplier shall be responsible for any error/difficulty in execution/damage incurred owing to any discrepancy in the drawings which has been overlooked by him and has not been brought to the notice of the competent authority of the University before execution.
- x) Any claim, dispute or difference arising out of or in connection with this agreement the decision of Hon'ble Vice Chancellor of the University will be treated as final.
- y) All or any Claim(s), dispute(s) or difference(s) arising out of or in connection with this agreement shall be subject to the jurisdiction of the Courts at Ahmedabad only

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Short E-Tender Notice no: 25/2023-24 FOR PLASTIC PRINTED SEALED SECURITY ENVELOPE

5. DECLARATION BY TENDERER

To
Registrar
Gujarat Technological University
GTU Campus, Nr. Visat Three Roads,
Chandkheda, Ahmedabad – 382424 - Gujarat

Ref: Tender No. / Dated- / /

Dear Sir,

1. I/We hereby offer to supply the stores detailed in the Schedule to Tender here to or such portion thereof as you may specify in the Acceptance of Tender at the price given in financial/commercial bids and agree to hold this offer open till 180 days of opening the tender. The communication of acceptance shall conclude the contract and we shall be bound by it.
2. I/We have understood the general & special conditions of contract included in this tender notice and thoroughly examined the specifications, drawings, and/or patterns quoted in the Schedule hereto and am/are fully aware of the nature of the item/store required and my/our offer is to supply the item/store strictly in accordance with the requirements.
3. The following pages have been added to form part of this tender:
(A) Technical Bid and online Commercial/Financial Bid
(B) The technical Brochures/literature of the item/items quoted.
(C) The list of Users with addresses and contact nos.
(D) Any other Please specify.....

I/We hereby declare that the items/store sold/supply to the University under this contract shall be of the best quality and workmanship and shall be strictly in accordance with the specifications thereof and I/We hereby guarantee that the said items/store would continue to conform to the description and quality aforesaid for a period of 12 months from the date of delivery and commissioning of the said items/stores and that notwithstanding the fact that the purchaser (Inspector) may have inspected or approved the said items/stores, if during the aforesaid period the said equipment/articles are discovered not to conform to the description and quality aforesaid or have deteriorated (and the decision of the purchaser in that behalf will be final and conclusive) the purchaser will be entitled to reject the said items/stores. We do hereby also agree to supply/delivered the store/items at Gujarat Technological University, Government Engineering College Campus, Chandkheda, Ahmedabad-382424.

Signature of Tenderer
witnesses
Dated:

.....
Name & Address

Signature of

Dated:

Name & Address

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Short E-Tender Notice no: 25/2023-24 FOR PLASTIC PRINTED SEALED SECURITY ENVELOPE

6. ELIGIBILITY: TECHNICAL ELIGIBILITY CRITERIA FOR TENDERER

- Technical bid cover should contain following documents and Bidder conforming to the following eligibility parameters only will be considered. (Please fill annexure-1,2,3,4 &5)
 - a) Tender Fee and Earnest money deposit (EMD) must be submitted in the form of a demand draft drawn on any nationalized bank payable at Ahmedabad to the Gujarat Technological University
 - b) Minimum three (3) years of experience of supplying plastic printed sealed security envelop for any State Educational Board /University/Limited or Private Ltd. Company/PSU/corporate institutions. The Bidder shall have to submit relevant Experience Certificates/proof along with the tender document from the higher authority of the concerned Examination Boards / Universities/Education Institutes /Limited or Private Ltd. Company/PSU/corporate institutions stating that the 'Firm' has successfully and efficiently completed their job of printing and supplying of plastic printed sealed security envelop in stipulated time.
 - c) The turnover of the bidding firms for any one of the last 2 financial years should be at least 100% of the estimated total cost of the items. The bidder must submit the certificate from Chartered Accountant [As per Annexure 4]. If not submitted then bidder will be disqualified.
 - d) The Bidder must enclose last three years Income Tax return for F.Y. 2022-23, 2021-22 and 2020-21.
 - e) Tenderer has to submit bank solvency certificate of Rs.40,00,000/- (Forty Lacs) of any nationalized bank/scheduled bank and certificate date should be of after tender publishing.
 - f) Original copy of Tender document duly signed with stamp along with attested copies of GST/PAN and CST Registration Certificate, turnover certificate, bank solvency certificate, and other documents/certificate/annexure as per checklist.
 - g) Tenderer should also furnish the details on nature of constitution of their firm; names and addresses of the Partners/ Proprietors/Directors and also the details of sister concerns if any. Also specify details or documents requested in Tender Enquiry.
 - h) Sample must be verified by respective department and if found not as per specification and requirements, University will technically disqualified the bidder and not open their commercial Bid.
 - i) All the tender documents must be duly stamped & signed by authorized person.

7. SAMPLES

- a) The tenderers are required to submit the tender sample and advance sample of material for feel, furnish, color and visual inspection only.
- b) Sample Label should bear following particulars.
 - i. Name of the tenderer/signed by tenderer.
 - ii. Tender No. and due date.
 - iii. Brand Name.
- c) Sample should be submitted in conformity to indent sample/tender specification.
- d) Indent sample can be seen in this office on working days from 11:00 to 17.00 hrs.

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Short E-Tender Notice no: 25/2023-24 FOR PLASTIC PRINTED SEALED SECURITY ENVELOPE

8. SECURITY DEPOSIT, AGREEMENT, PERIOD OF CONTRACT

- a) Successful bidders has to submit Security Deposit @ 5% of the tender estimated cost in the form of demand draft payable at Ahmedabad in favour of “Gujarat Technological University” for the Contract/warranty period with the University.
- b) The successful tenderer, however, will be required to enter into a formal contract agreement on non-judicial stamp paper of appropriate value if required, within 7 days (seven) of the issue of offer letter by the University.
- c) Period of Contract: The period of the contract for supplying material shall be for one year (Summer-2024 and Winter- 2024 Examination requirements) from the commencement of contract which can be further extended maximum up to additional one year. Before the completion of the period of the agreement it can be terminated by issuing written notice for any reason and the agency shall have no right to get any compensation.

9. GUARANTEE PROFORMA

We hereby guarantee the year round performance for items which we have supplied below:

Building – Gujarat Technological University

Location – Gujarat Technological University, Near Vishwakarma Government Engineering College Campus, Chandkheda, Ahmedabad

1. For a period of ONE YEAR from the date of supply. WE AGREE TO replace the items free of cost, within that period, ordinary wear and tear and unusual abuse or neglect excluded together with any other work which may be damaged or displaced in so doing. In the event of our failure to comply with the above mentioned conditions within a reasonable time, after being notified in writing, we collectively and separately, do hereby authorize the owner to proceed to have the defects repaired and made good at our expense and we shall pay the cost and charges thereof immediately upon demand and also authorize them to forfeit security deposit.

We hereby also agree to supply/delivered the store/items at permanent campus of Gujarat Technological University, Near Vishwakarma Government Engineering College Campus, Chandkheda, Ahmedabad, if required and asked by the University at the same rate.

Date:

Place:

Authorized Signature of Supplier with seal

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10. SPECIFICATIONS

Tamper Evident Envelopes: (Sr No 1 to 10 of commercial bid)	
Length (Unsealed)	As mentioned in commercial bid +/- 5mm
Width	As mentioned in commercial bid +/- 3mm
Sealing Flap Length	55 mm +/- 3mm
Thickness	As mentioned in commercial bid
Material	Blend of LDPE and LLDPE (Virgin Resin Material, no recycled allowed. %age is not fixed, so long as strength is assured)
Adhesive	Hot melt permanent adhesive from synthetic thermoplastic rubber base type (10mm +/- 1mm with 15 mm +/- 2 mm silicon coated liner)
Master batch	White (2 layers) and Black (1 layer)
Seal Strength	3 kg max load
Tensile strength	25 MPa min (MD); 20 MPa min (TD) (ASTM D882-91)
Elongation	300% min (MD); 600% min (TD) (ASTM D882-91)
Tear Propagation	1.0 N min (MD); 8.0 N min (TD) (ASTM D1922-93)
Puncture Resistance	30.0 N min (In) and 15.0 N min (Out) (ASTM D774-92a)
Opacity	85% min (ASTM D1003)
No of Layers	3 layers, Co-Extruder, 2 layer of white and 1 layer of black (inside)
Color	Light Color (Sky Color)
Security Features: (Sr No 1 to 10 of commercial bid)	
Closure	The flap of the envelope should have a strip of hot melt adhesive for permanent closure. Once sealed, the envelope cannot be opened without being damaged.
Sequential Serial no	Each envelope should have a sequential number. (List of missing Sequential Serial no must be supplied in hard copy along with dispatch.)
Barcode	Machine readable Barcode “Code 39” to be printed corresponding to the sequential numbering to be printed on the envelope
Security Tape	The envelope shall consist of a Red or Blue coloured security Tamper Evident Tape in which the word “void” & “GTU Logo” will be exposed if anyone tries to open the envelope
Invisible watermark	Invisible watermark of GTU Logo to be printed on the bag which is only visible under ultra violet light
Side Sealing of envelope	The envelope will have two seals on each sides for extra protection and for preventing Tampering / fraud. It should have solid flat seal of 15mm on each sides. Two seals must be provided for double use in case of serial number

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11. COMMERCIAL BID (TO BE SUBMITTED ONLINE ONLY)

- a) Commercial Bid filled online on (n) procure website only be accepted. Physical Commercial bid will not be accepted.
- b) Rates must be inclusive of all expenses/charges (including transportation of the material to university office directly from the printer's place along with insurance charges) but exclusive of GST Only. The Bill/Invoice should be as per Government norms, indicating GST rates and amount separately.
- c) All Taxes and other charges will be deducted from the bill as per government norms.
- d) The Gujarat Technological University does not pledge itself to accept the lowest or any tender and also reserves to itself the right of accepting the whole or any part of the tender or portion of the quantity offered against any item and you shall supply the same at the rate quoted. The Gujarat Technological University further reserves to itself the right of accepting or otherwise any of the conditions stipulated by you in your tender.
- e) The prices should be firm and final and no foreign exchange or import license assistance will be given to bidder/supplier.
- f) No escalation in any form either of materials or labour shall be payable by the University.
- g) The tenderer must be submitted for all items rate as mentioned in commercial bid / tender document.

12. SUPPLY/DELIVERY OF MATERIAL

- a) **Packing and marking:** The method of packing and marking should be as per requirement of university.
- b) The University does not bind itself to purchase any/all the quantity and to accept the lowest tender and reserves to itself the right to increase or decrease the quantity and to accept or reject any or all tenders without assigning any reason, thereof. The quantity/numbers shown in the schedule is only indicative. It can be increased or decreased at the sole discretion of purchaser.
- c) The supply shall be carried out strictly in accordance with the specifications or as directed by the University.

13. PAYMENT

- a) The normal terms of payment are 70% payment after receipt of bills and receipt and acceptance of the materials in good condition, its satisfactory delivered.
- b) For remaining 30% payment The University will select random sample of supplied envelopes (Sr. No.1 to 09) if possible in presence of the representative of the Bidder/Supplier and will send this sample for testing to the testing laboratories.
- c) **The charges of the testing will be deducted from the bill submitted by the vendor.**

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Short E-Tender Notice no: 25/2023-24 FOR PLASTIC PRINTED SEALED SECURITY ENVELOPE

14. PENALTY

- a) In the event of a tender being accepted and the order is placed for supply of the requisite item and if the tenderer fails to commence the work and supply the items ordered or commits a breach of any of the tender conditions, his earnest money/security deposit is liable to be forfeited.
- b) The earnest money is also liable to be forfeited in the event of the tenderer's failure, after acceptance of his tender, over and above the recovery of loss and legal action.
- c) University shall purchase the items required at the risk and cost of the successful tenderer.
Acceptance of excess/short supplies and Quality Variation: Wherever it is absolutely necessary to accept variations in supplies up to 5 % in quantity, this could be examined by the University and decision will be taken as per approval of authority.
- d) **Quality Issue:** In case of items supplied by the bidder do not meet the quality/specification penalty will be levied. Quality variation up to 5% will be accepted. However, if quality variation is 6% to 15% penalty of 10%, 16% to 25% penalty of 20% and more than 26%, penalty of 30% of the order value of that item will be levied and vendor may be blacklisted for 1 year after approval of competent authority.
- e) In case the supplier withdraws his offer within the validity of the tender, the earnest money/security deposit will be forfeited. Further the loss on account of failure and legal action including black listing will be initiated, All materials brought at University/directed place shall be as per contract specification and scheduled quantities.
- f) Time allowed for completion of work shall be strictly followed, otherwise the supplier shall be liable to penalized at the rate of 0.5 % of the contract value of the job undone per week of delay on the part of the bidder/supplier subject to a maximum of 5% of the total contract value.

15. TERMINATION FOR DEFAULT

The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the supplier, terminate this contract in whole or in part if, the supplier fails to deliver any or all the goods/items within the time period(s) specified in the P.O., or any extension thereof granted by the purchaser or the supplier fails to perform any other obligations under the Contract.

16. FORFEITURE OF SECURITY DEPOSIT.

The GTU shall forfeit the security Deposit submitted by the bidder, if the service provider abandons the contract or without reasonable excuse has failed to commence the work or has suspended the work, or in case the service provider does not execute the work in accordance with the terms and conditions of the contract or is persistently neglecting to carry out his obligations under the contract. The GTU also shall have the right to recover from the security deposit any amount that may be found due and payable by the service provider or recoverable by GTU from the service provider, under any head viz. Penalty, Fine, Liquidated damages, Deposits, etc.

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ANNEXURE - 1 **CHECKLIST ALONG WITH PAGE NO.** **(Enclosed following documents / mentioned in Tender Bid.)**

Sr.NO	Particular	:	Page no.
1.	Page No. to entire set of signed Tender and documents enclosed with it.		
2.	Details of EMD and Tender Fee in term of Demand Draft		
3.	Three year experience as per – 6 (a) Attach supporting documents		
4.	Details of Tenderer in prescribed Format (Annexure-2).		
5.	Declaration on Rs.300/- Stamp Paper regarding Truthfulness and correctness of Documents and not blacklisted by any organization (Annexure - 3)		
6.	Turnover detail as per – 6 (b). Turnover Certificate duly certified by C.A. for last three financial years in prescribed format (Annexure-4)		
7.	Tender Acceptance Letter (Annexure - 5)		
8.	Income Tax Return as per 6 (d)		
9.	Copies of GST IN, PAN, CST Registration Certificate as per – 6 (e)		
10.	Sample: Have you submitted tender sample?	:	
11.	Bank solvency certificate of Rs.40,00,000/- (Forty Lacs) as per 9d		
12.	Have you submitted all documentary evidence dully attested		

Signature:

Name: _____

Designation: _____

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Short E-Tender Notice no: 25/2023-24 FOR PLASTIC PRINTED SEALED SECURITY ENVELOPE

ANNEXURE - 2 **(Details of Tenderer)**

1. Name of the Bidder :
2. Registered Office :
3. Working Place of the Firm :
4. Year of Establishment :
5. Type of Firm (Ownership, Partnership, Pvt. Ltd., Ltd. Co., etc.) :
6. Name, Address and telephone number of Responsible person:
Phone: (O) : (R) :
(M) : E-mail address:
7. Total Annual Turnover for Last Three Financial Years (Enclose Certificate from C.A. as per Annexure 4):

Year	Rs. (In figures)	Rs. (In words)
2022-23	Rs.	Rs.
2021-22	Rs.	Rs.
2020-21	Rs.	Rs.

8. Total Building Area of Workspace/Office:
(Proof of ownership/lease agreement to be attached)
9. Total number of Staff:
(a) Technically Skilled _____
(b) Administrative _____
(c) Semi-skilled _____
(d) Security Staff _____
10. Whether your Workspace/ Office is having own Security Arrangements?
If Yes, of what Type? Please give details :
11. Permanent Account No. (Enclose Certified PAN CARD) :
12. GST Number (Enclose Certified copy):

Place :

Date :

Seal and Signature of Authorized person

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ANNEXURE - 3

((Declaration on Rs. 300/- Stamp Paper))

Undertaking by the Bidder

I,(Name of Bidder/ Authorized person), Aged aboutyears, working at..... (Postal Address) do hereby swear this affidavit that, I am the proprietor/Partner of/Director of(Name of company/ firm) Registered at(Regd. Address)

I do hereby swear that, the bid documents submitted for the work of(name of the work) are true, correct and complete. I/My agency am/is not blacklisted by any organization in India from participating in any project/s, either individually or as member of a consortium/Joint Venture/Sub lating. There have been no criminal proceedings / conviction against the bidder at any point of time. In case the documents pertaining to the bid submitted by me are found to be incorrect or false, I shall be liable for action under the relevant provision of Indian Penal Code and other relevant laws.

I further undertake that if above declaration proves to be wrong/incorrect or misleading, bid/contract stands to be cancelled/terminated immediately.

If work is allocated to our company/firm than outmost care will be taken and if we fail in any part than GTU can demand for financial loss, impose penalty, forfeiture of Security Deposit and also can take legal action against our company/firm.

We are not involved in any litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment. I/We am/are not a relative/blood relation of any key managerial person of GTU, Ahmedabad. We are not a firm in which any key personnel of GTU, Ahmedabad or his/her relative is a partner. I/We am/are not a partner in a firm in which any key managerial person of GTU, Ahmedabad or his/her relative is a partner.

We further confirm that we are aware that our Gujarat Technological Universities bid with reference(Bid number with subject) would be liable for rejection or any appropriate action as GTU may deem fit, in case any material misrepresentation is made or discovered with regard to the requirements of bid mentioned above during stage of short-listing/selection process.

Signature:

Name:

Business Address:

Place:

Date:

I have read and understood all terms and conditions and implications thereon of the tender document and accept it.

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**Short E-Tender Notice no: 25/2023-24 FOR PLASTIC PRINTED SEALED SECURITY
ENVELOPE**

ANNEXURE – 4

Turnover Certificate

Date: DD/MM/YYYY

(On the Letter Head of CA)

This is to certify that M/s _____ (PAN: _____) registered at _____ has achieved following total turnover & turnover purely related to during the financial year 2022-23, 2021-22 and 2020-21.

Sr. No.	Financial Year	Total Turnover (In Rs.)	Turnover related to(In Rs.)
1	2022-23		
2	2021-22		
3	2020-21		

This certificate has been issued on the basis of documents and records provided to us.

Place:-

Date:- DD/MM/YYYY

Seal and Signature of CA with stamp.

UDIN:.....

I have read and understood all terms and conditions and implications thereon of the tender document and accept it.

Sign and Seal of Bidder

GUJARAT TECHNOLOGICAL UNIVERSITY

**Short E-Tender Notice no: 25/2023-24 FOR PLASTIC PRINTED SEALED SECURITY
ENVELOPE**

ANNEXURE - 5

**TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)**

Date:

To,

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Item/Equipment / Work: -

Dear Sir,

I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s)namely:_____as per your advertisement, given in the above mentioned website(s).

I / We hereby certify that I / we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc..), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

The corrigendum(s) issued from time to time by your department/ organisations too have also been taken into consideration, while submitting this acceptance letter.

I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking/Govt. Autonomous organisations.

I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore can summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature of the Bidder, with Official Seal)

I have read and understood all terms and conditions and implications thereon of the tender document and accept it.

Sign and Seal of Bidder

GUJARAT TECHNOLOGICAL UNIVERSITY

Short E-Tender Notice no: 25/2023-24 FOR PLASTIC PRINTED SEALED SECURITY ENVELOPE

ANNEXURE-6

COMMERCIAL BID

Sr. no.	Description of Items	Approx. Qty.#	Rates per item (In Rs.)	Total Amount
01	Confidential Manuscript Cover Size: 13"x12, 87.5 micron multilayered film	40000	online	online
02	Answer Book Cover , Size : 22"x 25.50" for 100 answer book packing, 100 micron multilayered film	60000	online	online
03	Answer Book Cover, Size : 16"x 13" for 30 answer book packing, 87.5 micron multilayered film	250000	online	online
04	Practical Examination Mark sheet cover Cover size: 11"x05", 87.5 micron multilayered film	40000	online	online
05	Confidential Transcript Cover Cover Size : 11"x 05", 87.5 micron multilayered film	50000	online	online
06	Confidential Student Academic Record Cover Size : 13"x 12", 87.5 micron multilayered film	10000	online	online
07	Confidential Student Academic Cover Size : 11"x 05", 87.5 micron multilayered film	50000	online	online
08	U.F.M. CASE DOCKET Size : 16"x 13" , 87.5 micron multilayered film	16000	online	online
09	Confidential Endorsed Teaching Scheme and Syllabus, Size : 13"x 12" , 87.5 micron multilayered film	1000	online	online
Total Cost *				online

- For L1 Total Cost will be considered.
- **The tenderer must be submitted for all items rate as mentioned in commercial bid / tender document.**
- Rates should be inclusive of all expenses/charges but Exclusive of GST only, the Bill/Invoice should be as per Government norms, indicating GST rates and amount separately.
- # Quantity may vary.
- Income tax and other statutory dues shall be deducted from the bidder/suppliers bill as per Govt. of India rules.

I have read and understood all terms and conditions and implications thereon of the tender document and accept it.

Sign and Seal of Bidder