

**GOVT. COLLEGE OF COMMERCE AND BUSINESS
ADMINISTRATION SECTOR-50, CHANDIGARH**

Date of Publication	Last date of Submission	Date of Opening
27.06.2016	04.07.2016	05.07.2016

**TERMS AND CONDITIONS FOR THE AWARD OF BOOK & STATIONERY –CUM-TUCK SHOP
CONTRACT 2016-17**

1. That the above contract is for only 11 months i.e. from 15th July 2016 to 30th May 2017.
2. That the contractor shall sell text books, reference books stationery & other misc. items allowed by the Principal & contract committee and no sub-standard material will be allowed.
3. That the contractor shall keep the surroundings of the shop neat and clean at his/her own level.
4. That the contractor shall not overcharge from the students. In case of any genuine/bonafide complaint, the contractor shall be liable to the penalty as recommended by the contract committee which may lead to cancellation of contract and forfeiture of entire amount of security.
5. That the contractor shall employ servants only after the verification of their antecedents by the local police and inform the complete details of the servant(s) to the Principal.
6. **The Bidder has to make their own arrangement by constructing a temporary structure in the college for the canteen, as there is no space available in the college building for the canteen. The structure will be the property of college after completion of contract in 31st May 2017. In addition to that rent @Rs.500/- will be charged from the bidder and the contractor has to pay 6 months advance rent @Rs.500/- at the time of award of contract rest rent will be paid in one installment in the month of Dec 2016 contractor.**

7. **Electricity charges as per Sub Meter reading to be installed by the Contractor at his own cost. In case of Meter not working sum of Rs. 2000/- per month will be charged till faulty meter is replaced/ repaired.**
8. That the contractor has to deposit Rs.5000/- in form of F.D. in the name of Principal Govt. College of Commerce and Business Administration Sector-50, Chandigarh as security Deposit before the award of contract. The said security deposit shall be forfeited in favour of college in case of violation of the any terms and condition of the contract.
9. That 6 months advance rent (Rs 5000 x 6 = Rs. 30000/-) to be paid at the time of awarding the contract. Rest of the rent of five and half months will be paid in one installment in the month of Dec, 2016.
10. That the contract can be terminated at any time if some gross violation of terms and condition, misbehavior, misconduct, overcharging and substandard norms are noticed and the security deposit are also liable to be forfeited.
11. That the contractor will quote/ display the rates for selling items
 - (I) Discount on Text Book/Guides/Help Books/Stationery Items
 - (II) Misc. Items will also be quoted separately.-Minimum Discount on MRP
12. That the contractor has to vacate the premises on 31st May, 2017 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.
13. That if the work of the contractor is found satisfactory, as per the recommendations of the contract committee, the contract may be renewed for a period of three years (one year at one time, including the present tenure) subject to the approval from the competent office by increasing the appropriate amount of rent.
14. That the decision of the Contract Committee will be final in all circumstances and hence binding to all the applicants/contractors.

15. That the contractor / applicant agrees to said terms and conditions, then signed copy of "Terms and conditions performa" by the applicant/ contractor must be submitted while applying.

Agreed to work as per terms said terms and conditions

Name and Signature of the Applicant with date

Principal,
Govt. College of Commerce &
Business Administration,
Sector-50, Chandigarh.

Financial Bid
FOR
SEALED ENVELOPE "A" FOR TECHNICAL BID
FOR
CONTRATOR FOR BOOK & STATIONERY -CUM-TUCK SHOP
Contents of Envelop "A"

Personal Particulars of the Bidder

1. Name of the Bidder :
2. Father's / Husband's Name :
3. Date of Birth :
4. Permanent Address :
5. Present Address :
6. Telephone Number/s :
7. Mobile Number :
8. Aadhaar Card No. :
9. Years of Experience in :
Any Government Institution
(Mention the Name and Address of
the Institution. Attach the CTC
copies of the Experience Certificate)
10. Have you ever been BLACKLISTED/INVOLVED in any CRIMINAL ACTIVITIES /
COURT PROCEEDINGS? State YES / NO _____
11. If YES, give details of Activities/proceedings.

Paste Latest
Photograph
Here

Place :
Date :

(Signature of the Applicant)
Address:

(Furnish an AFFIDAVIT on NON JUDICIAL Stamp Paper of Rs 10/-, stating NON INVOLVEMENT IN CRIMINAL ACTIVITIES / COURT PROCEEDINGS, duly attested by Magistrate First Class / Notary Public).

Financial Bid

FOR

CONTRATOR FOR BOOK & STATIONERY -CUM-TUCK SHOP

Contents of Envelop "B"

1. Name of the Bidder/Firm : _____
2. Proprietor' s Name : _____
3. Address : _____
4. Mobile No. : _____

Discount offered on Text Books:

Discount offered on other Books:

Discount Offered on other Stationary Items:

Place : _____ (Signature of the Applicant)
Date : _____ Address: _____

The Bidder has to make their own arrangement by constructing a temporary structure in the college for the contract, as there's no space available in the college building for the contract. The structure will be the property of college after completion of contract in 30th May 2017. In addition to that rent @Rs. 500/- will be charged from the bidder and the contractor has to pay 4 months advance rent @Rs. 1000/- at the time of award of contract and rest will be paid in one instalment in the month of Dec 2016 construction