

**DIRECTORATE OF STUDENTS WELFARE CUM ESTATE ORGANIZATION
GURU ANGAD DEV VETERINARY AND ANIMAL SCIENCES UNIVERSITY,
FEROZEPUR ROAD, LUDHIANA.
+91 161-2553368, 2553369
E-mail: dsw@gadvasu.in**

E-TENDER NOTICE

The Guru Angad Dev Veterinary and Animal Sciences University Ludhiana invites e-tenders from the Interested & Eligible Contractors for the followings through e-Procurement portal:-

Sr No	Name of required item(s)	Quantity	Name of indenting department/ place of delivery /installation of item(s)
1.	Providing of Un-skilled, workers for different posts through outsourcing (Chowkidars, Sweepers, Attendants)	12	Directorate Of Students Welfare Cum Estate Organization Guru Angad Dev Veterinary And Animal Sciences University Ludhiana
Contact person for required item(s) related any enquiry		+91 161-2553368, 2553369 E-mail: dsw@gadvasu.in	

CRITICAL DATE SHEET

e-Tender Reference No.	PC/2025-26/1000 dated 29.09.2025
e-Tender ID No.	2025_DAH_151096_1
Last Date & time for submission of online Bid	14-10-2025 upto 12.00 Noon
Date & time for opening of technical Bid	14-10-2025 at 03.00 PM

DETAILS OF FEES

Sr No.	Details	Amount (Rs)
1	Tender Fees including GST @ 18% (in INR) (Non-refundable)	1,180/- (1,000+180)
2	Processing Fee including GST @ 18% (in INR)(Non-refundable)	590/-
	Earnest Money Deposit (EMD) (Refundable) EMD will be returned to the unsuccessful bidders automatically by the State Public Portal i.e. http://eproc.punjab.gov.in . Note: Earnest Money Deposit (EMD) of successful bidder will be adjusted in the Performance Security.	1,00,000/-
	Performance Security Amount (as per sub-rule 10 of appendix 4 under Rule 16 of Punjab Transparency in Public Procurement Rules-2022) Note: 1) The Performance Security amount shall be deposited by the successful bidder/firm before placing the purchase order to the university to ensure the performance of the equipment/instrument during the warranty period. 2) The Purchase Cell will write a letter to the successful bidder/firm to deposit the balance amount of Performance Security after adjusting the Earnest Money Deposited	5,00,000/-

(EMD) by the firm. 3) The Performance Security amount will be returned to the firm after the warranty/guarantee period of the equipment/instrument.	
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Bidders shall have to pay required Tender Fee, Processing Fee & EMD through Online Mode only. For participating in the above Tender, the parties shall have to get themselves registered with our e-Tendering Portal i.e. eproc.punjab.gov.in and get USER ID and password well in Time .For downloading tenders through e-Tendering, process flow, Please Contact e-procurement Help Desk on given Nos.0172-2791226, 0172-2791326, immediately, so that process of timely registration and downloading the tender is completed in time by the date of tender opening. For additional details regarding e-Tendering, please visit website: eproc.punjab.gov.in.

Note:

- Tender Fee & Processing Fee is Non-Refundable.
- The EMD will be returned to the unsuccessful bidders automatically by the State Public Portal i.e <http://eproc.punjab.gov.in>.
- ***Note: Earnest Money Deposit (EMD) of successful bidder will be adjusted in the Performance Security.***

Sd/-
DSW cum EO

Terms & conditions for hiring the Outsource agency (Service Provider)

GENERAL CONDITIONS

1. The Contract with the successful bidder (First Party to whom contract will be assigned after bidding process is complete) shall be effective for a period of two years and the same can be extended by the second party (Guru Angad Dev Veterinary and Animal Sciences University Ludhiana) which shall be extendable, if the performance of the first party has been found satisfactory during the contract period.
2. The bidder participating in the bid must be in the business of providing man power/security persons for the last three years to various Govt., Semi Govt., corporations Or Private Organization of repute. They will have to provide supporting documents for the same. i.e. Registration Certificate/License issued to them by Labour Department. The bidder must have successfully executed /completed similar services during the last 3 years. Further, the eligible bidder must have average turnover per year equal to or more than Rs.1 Cr for the last three financial years. They shall provide audited balance sheet of last three financial years of their firm in support of their eligibility for participation in the bid.
3. The bidder shall have to give an undertaking in the shape of affidavit of Rs.100 attested by Notary Public that their establishments were never blacklisted by Govt./Semi Govt. department/ PSU/ any colleges/universities etc for which it had worked in the past and if it is disclosed at any stage that their undertaking or any other document submitted by them (first party) was false/fictitious, the contract with the first party shall be liable to be terminated. Such a party can also be blacklisted for any future dealings with the University.
4. The requirement of the manpower in different categories shall be assessed by the Second party (Guru Angad Dev Veterinary and Animal Sciences University Ludhiana). The working of the office is in shifts, the manpower provided shall be required to work in shifts. The place of work shall be Ludhiana Campus and Outstations (KVK, RRTC, and Constituent Colleges) of the University.
5. The first party shall provide the Bio-Data of the candidates and the second party shall ask the first party to provide persons of its choice meeting the requisite qualifications and experience. The requirement of the second party for manpower may increase/decrease at any point of time and the first party shall have to provide/withdraw the manpower accordingly.
6. The first party shall provide the required number of manpower with prescribed qualifications & experience, good physique (medically / physically fit), having age ranging from 18 to 45 years (which can be relaxed at the discretion of second party), to the second party at the mentioned premises. In case any of the said personnel so provided is not found suitable, second party shall

have the right to ask the first party for his/her replacement without giving any reasons thereof and the first party will have to replace such a person forthwith.

7. The manpower provided by the first party has to execute the assigned jobs and has to comply with all the statutory requirements, implementation of all the SOPs, standing instructions, guidelines and directions of the authorized representative of the second party. However, the overall supervision and control over their workforce will be of the contractor or that of his supervisor. The salary of the supervisor (s) shall also be borne by the first party.
8. The manpower provided by the first party shall have to observe strict discipline & code of conduct besides observing standing instructions of the second party.
9. The first party will provide police verification certificates of the manpower assigned at the university.
10. It is understood between the parties hereto that the first party alone shall have the right to take disciplinary action against any person(s) engaged/deployed by it including termination of their services, retrenchment compensation, maintenance and preservation of all the relevant record etc. while no right shall vest in any such person(s) to raise any dispute and /or claim what-so-ever against the second party. Such persons engaged by first party will be the employees of the first party for all intents and purpose. The second party shall under no circumstances, be deemed or treated as the employer in respect of any person(s) engaged/employed by the first party for any purpose, what-so-ever nor would the second party be liable for any claim (s) what-so-ever in respect of any such persons(s)/employee(s) of the first party. In other words there will be no privity of contract between the contractor's employees and second party.
11. In case the first party fails to provide required man power, the second party can levy penalty at double the rate of the payment of the prevalent rates against it (first party) and shall deduct the same along with any operational/production loss incurred by second party from his (first party's) next bill payment /security amount, without any further notice.
12. In case any of the staff member of the first party is found indulged in acts of theft or causing loss or damage to the property of the second party alone or in connivance with others in the aforesaid acts, the second party shall be empowered to impose a penalty extending upto 25 times the cost of the material/damage upon the contractor/first party and shall deduct the same from the next pending bill payment/security without any further notice, and in case of serious issue, his security will also be liable to forfeiture along with termination of the contract.
13. The first party will maintain proper record with regard to number, name of employee, attendance, leave, wages and other records prescribed under the Factories Act and the Rules framed there-under and other labour laws/rules application to such personnel and provide all other statutory benefits to its manpower personnel, whichever may be applicable to him by force of law. This record shall be subject to inspection by the second party or any other statutory authority/labour Deptt. Of the Punjab as applicable.

- 13.1 Further the first party which has been allotted the contract, shall furnish a written undertaking in the shape of affidavit of Rs.100 attested by Notary Public in favour of the second party every month at the time of submission of bill to the effect that it has paid wages/salary for the previous month to its employees as per the attendance verified by the authorized officers of the second party and has also complied with the all applicable provisions of various labour laws enacted by the Parliament, State Legislature, U.T. Govt. and any other statutory local authority as per specimen Performa which is enclosed as Annexure 'C'.
- 13.2 The payment will be made after deducting TDS (Taxes) as per Income Tax/GST/Govt. Rules. However, the contractor (first party) should be registered under the GST Act/Rules and first party shall make available copy of the Registration certificate. GST shall be deposited by the First Party & shall be reimbursed by the Second Party as per GST Act. TDS will be deducted as applicable. **In case due to any negligence of the first party in complying with provisions of GST act, second party may not able to take the due Input Tax Credit (ITC), first party will be responsible for all the legal complications in the matter and second party will be at its liberty to recover the amount (s) pertaining to reversal of GST, its penal interest and will also impose a penalty of Rs.5.00 Lac per offence.**
- 13.3 The First Party must have obtained its independent code Nos. under the EPF and Misc. Provisions Act and scheme allotted to them by the EPF Authority and under the ESI Act Scheme/Regulations allotted to it by the ESI Authority. The contractor should also have sub code of Ludhiana District. (Concerned District).
- 13.4 Further the First Party shall allot code Nos. to its employees, under the above said Acts and then intimate the same to the second party from time to time and any violation, in this regard, will be at the sole risk and responsibility of the First Party. The First Party shall ensure to issue ESI cards to manpower/their dependents as applicable.
- 13.5 Since the bidder should have been allotted Independent Code Nos. by the EPF & ESI authorities, the relationship between this The Guru Angad Dev Veterinary and Animal Sciences University Ludhiana and the successful bidder shall be on "Principal to Principal basis" and contractor shall be securely liable for violations under the above Acts, if any.
- 13.6 In case of any default by the first party in compliance to the provisions of EPF/ESI Acts as applicable to them under this contract, first party will be fully responsible for all kind of recoveries, Legal action, fine, consequences etc. during the pendency of the contract and thereafter. SECOND PARTY will not be liable and responsible for any discrepancy/consequences in any manner whatsoever.
14. The first party shall be liable to abide by the provision of all the labour enactments, including the Minimum Wages Acts, Payment of Wages Act, Gratuity and Bonus Acts, Factories Act and the state Rules, Maternity benefits Act (if woman employees are deployed by the contractor),

Employees compensation Act, ESI, EPF Acts & Schemes etc. and will provide all the statutory benefits to these employees wherever applicable. The payment of minimum wages should not be less than the minimum wages, prescribed by the Labour deptt.of Punjab Govt. from time to time as applicable.

14.1 The EPF/EPF and ESI contributions in respect of its coverable personnel will be deposited by the first party with the concerned authorities in its code number allotted to it by these authorities and the second party will then reimburse employer's share of the contributions and admn. charges so deposited by it (first party) with the above authorities, to the first party on providing copies of electronically filed challans and list of employees whose contributions (both employees-employer) has been deposited.

14.2 The first party shall supply the duly verified copy of EPF/ESI challans deposited online on the respective portal showing monthly contribution deducted in respect of its each employee to the plant and his share along with Admn. Charges.

14.3 The first party will intimate EPF/ESI no of the employees to be deployed by him within 15 days from the commencement of the contract to the second party.

The first party shall have to get itself registered with the concerned Labour Department of Punjab as per the provisions contained under the contract labour (R&A) Act 1970 and the Rules framed there-under and to obtain the required licence, according to the number of workers/employees engaged by him by depositing the required fees with labour authority and complying with the formalities after obtaining certificate in form V from the second party. A copy of the Licence so obtained shall be deposited by him in the concerned department.

15. The contractor will have to deposit Labour Welfare Fund for the employees deployed by him at Guru Angad Dev Veterinary and Animal Sciences University, Ludhiana as per Rules of Labour Department.

16. The contractor (first Party) shall obtain all registration/ permissions/licenses etc. Which may be required under any labour or other legislation for providing the services under this agreement/ contract.

17. In case first party failed to make compliance under various statutory regulations, acts and liabilities if any thereof, the second party will be at its liberty to recover the due amount (s) along with penal interest if any.

18. Manpower given by the first party for rendering the services under this agreement shall never be deemed to be the employees of second party in any manner whatsoever and shall not be entitled for employment/salary/wages, damages, compensation or anything arising from their deployment by the first party for rendering the said services. In other words, there will be no privity of contract between the personnel by the first party with the second party.

21 The first party will intimate its permanent address and telephone numbers/email ID's to the second party for correspondence purposes immediately in writing and as & when there is any change in the said address. The changed address & other particulars shall be intimated to the second party within seven days of the change. First party will have to visit second party in a

fortnight or as and when required, to find out if the arrangements are going on without any hurdle. The first party shall appoint and deploy required number of supervisors. The supervisors so deployed by him shall remain present in the plant premises to supervise and control the work of the manpower and to remain in constant touch with the second party. Any communication sent by the second party to the first party on the Email ID/ postal address shall be treated as proper service to it.

- 22.** The employees of the First party should wear clean uniforms, wherever required, which will be provided by the first party.
- 23.** The second party will make payment to the first party at the agreed rates per month for providing manpower. The first party shall provide substitutes on the days of weekly off days and holidays where ever required by second party.
 - 23.1** The first party shall disburse wages/salary to its employees through their bank account on or before the 7th of each month. Salary/bonus shall not be paid through cash in any case.
- 24.** The employees of the first party shall be allowed to enter the premises of the second party against the permission to be issued by the authorized representative of the second party. Employees of first party shall work within the sphere of jobs assigned to them.
 - 24.1** The first party will have to provide identity cards to its employees.
- 25.** The first party shall indemnify and always keep the second party indemnified against all litigations, claims and damages etc. arising out of the violation of any statutory rules or obligations or instructions of the management of second party by the first party or his employees and on account of any compensation to his employees due to any accident and/or adverse eventuality out of and in the course of their employment.
- 26.** The first party shall also be responsible for the entire loss caused to any property or material of the second party by the first party or by his employees due to omission/commission, negligence, default or error of judgment while complying with the terms & conditions on the part of itself and/ or its manpower in rendering or non-rendering service under this agreement.
- 27.** The first party shall furnish to the second party all the relevant papers regarding its constitution, name & address of the management/Partners in case of partnership firm and other key personnel and proof of its registration with the concerned Govt. Authorities required for rendering services through its manpower to the second party. The first party shall not change its ownership without prior approval of the second party, during the contract period/term.
- 28.** It is understood between the parties that during the course of business relationship, the first party and its manpower may have access to confidential information about various processes of the second party and therefore, the first party undertakes that it shall not, without second party's prior written consent, disclose, provide or make available any confidential information in any form to any person or entity or itself make use of such information. This clause shall survive the period of one year from the date of expiry of the contractual period or extended

period, if any.

29. In the event of failure of the first party to provide the services or part thereof, as mentioned in the agreement, for any reasons whatsoever, the second party shall be entitled to procure services from other sources and the first party shall be liable to pay forthwith to the second party the difference of payment made to such other sources, if any, beside damages at double the rate of the payment.
30. The performance of the first party and his employees on the allotted job shall be reviewed on monthly basis and in case the same is not found to be up to the mark, the contract shall be liable to be discontinued with one week's notice.
31. In the event of non-compliance or breach of any term and condition of the contract or unsatisfactory or inefficient working on the part of The first party, the second party shall be at liberty to revoke the agreement by a week's notice in writing, to forfeit the earnest money/performance security deposited by first party and the work order for providing manpower on the same term & conditions shall be allotted to the L-2 party after the negotiation of the rates which were settled with the L-1 party. Further, in such instances the second party may also blacklist such party for any future dealings with the University.
32. The conditions laid down in the performas for technical bid, financial bid, Notice inviting tender instructions and in the checklist shall form an inseparable part and parcel of the above Terms and Conditions.
33. First party shall be responsible to ensure compliance of applicable provision of all enactment law, rules and instructions in force and applicable with regard to the labour employed by first party.

Termination & Dispute Resolution

34. Either party can terminate this agreement by giving two month's written notice. However, the second party shall give only 7 days' notice for termination of this contract to the first party when there is a major default/violation in the compliance of the important terms and conditions of this contract or the first party has failed to meet and comply with the Statutory Obligations.
 - 34.1 In the event of termination by the first party as per para 36, first party will be liable to reimburse for all losses suffered by the second party due to termination by the first party.
35. In the event of any dispute arising out of the terms & conditions or related to the interpretation or rights or liabilities arising out of this agreement, the same shall in the first instance be amicably settled between the parties. If any dispute could not be settled in the above manner within a reasonable time, the same shall be referred for dispute resolution by the arbitrator. The Arbitrator shall be appointed by the Vice Chancellor.
36. Any dispute arising out of this agreement shall be subject to the jurisdiction of courts at the Ludhiana.

Other Conditions

- 37.** The first party shall have to deposit a sum of Rs.1,00,000/- (Rupees one lac only) as earnest money through online payment mode on E-tendering portal eproc.punjab.gov.in and Rs.5,00,000/-(Five lac Only) as Performance Security amount in University Bank Account. The Purchase Cell will write a letter to the successful bidder/firm to deposit the balance amount of Performance Security after adjusting the Earnest Money Deposited (EMD) by the firm. The amount of earnest money shall be converted into security in case of the successful tenderer/agency. No interest will be given on earnest money/security. The security shall be refunded after the expiry of the contract period after no due Certificate from concerned department of the university and no interest will be given on earnest money / security/ bank guarantee deposited by the first party.
- 38.** The successful bidder will have to execute an agreement with the Guru Angad Dev Veterinary and Animal Sciences University Ludhiana Containing terms & conditions of this contract on a non-judicial stamp paper of the value of Rs.500/-

I/We have carefully gone through the above terms & conditions and the same are acceptable to me/us.

Accepted.

**Signature of the Tenderer
Authorized representative**

IMPORTANT POINTS FOR BIDDERS

1. Online bids are invited in accordance with local competitive bidding procedures on Punjab Govt e-procurement portal.
2. Bids containing deviations from bidding document, terms and other requirements shall be rejected.
3. Bids not accompanied with bid security (earnest money deposit) shall be rejected.
4. Bidders should furnish their complete address for the purpose of future correspondence pertaining to bidding document.
5. Specifications, conditions, schedules and drawings of bidding document constitute an integral part of the bid.
6. All the bidders should submit relevant documents to prove their eligibility along with their bid and also the qualification with required documentation.
7. Bids should be kept valid for acceptance for a period of 120 days from the day bid is opened.
8. The bidding document shall be governed and interpreted according to the laws of the union of India.
9. All the bidders should quote for the items as per the specifications and details given in this bidding document.
10. The bid prices should be quoted strictly in accordance with bidding terms and conditions.
11. Guru Angad Dev Veterinary and Animal Sciences University Ludhiana reserves the right to accept or reject any or all bids without any explanation to bidders in the interest of university work.
12. The bidder will enclose the duly signed copy of terms & conditions specifications along with offer.
13. The department shall not be responsible if it is not possible for the bidders to upload / submit the tender online due to any fault or malfunctioning of the internet / e tender site.
14. Interested parties/bidder can see the physical assets of work during any working day from Monday to Friday between 9:00 am to 5:00 pm before quoting the rates. Any queries related to the tender can be clarified from given telephone numbers during working hours i.e 9:00 am to 5:00 pm on any working day. Thereafter no request/representation will be entertained in this regard.

15. The e-tender of Guru Angad Dev Veterinary & Animal Sciences University, Ludhiana appeared/listed on website <https://eproc.punjab.gov.in> under organisation "department of animal husbandry" and division "purchase cell". For details logon to www.eproc.punjab.gov.in and https://gadvasu.in/tender_notice. Any corrigendum(s) will be published on above websites only.
16. The interested bidders are advised to submit/upload their bids/documents well in advance before closing date/time to avoid any problem at the later stage.
17. The bidders using net banking service of banks other than sbi are advised to submit their emd and other fees (if any) in advance at least (3) three working days prior to the last date of submission of the bid.
18. If sufficient bids are not received within stipulated time, tender may be extended/ re-tendered as per the punjab transparency in public procurement rules, 2022 and as per amendment rules, 2024.
19. The rates should be quoted as per the BOQ uploaded on the spp portal. Basic price and taxes (gst etc.), if any, should be indicated separately. Mention total gst amount under column 9 duly calculated as per total quantity required as per column 4 for each item.
20. At the time of technical evaluation of technical bids, the committee may ask all/any bidder(s) to submit the hard copy of any document or any additional documents or show presentation/demo of product or any query (if required) for verification/approval of technical bids, as per sr.no.6 of appendix-4 of the punjab transparency in public procurement rules, 2022.
21. Financial bids will be opened only of those tenderers, who qualify and are found suitable during the processing of evaluation of technical bids. Financial bids will be opened after receiving technical evaluation report from the concerned sub purchase committee.

1. ELIGIBLE BIDDERS:-

- The agencies/firms shall have to upload valid **PAN card, GST Registration No. , Valid ESI & EPF code Nos.** and documents relating to their annual financial turnover of not less than Rs.1.00 crore for the last three (03) financial years, list of works completed and in progress, of requisite type / nature/magnitude along with certificates/ testimonials of their satisfactory completion with **at least three** years of such assignments / completions in Govt. /Semi Govt. Departments/hospitals/colleges/universities etc. (details as per check list) and other documents as per technical bid at the time of tendering as technical bid.
- The bidder should not be debarred / blacklisted by any Govt./Semi Govt. department / PSU/ any colleges/universities etc.
- Bidders are required to submit necessary documents to prove their eligibility along with their bid. Failure to do so may lead to rejection of their bid. The University reserves the right either to obtain or not to obtain any clarifications/documents in the matter after opening of bids.

- **All the quotations should be accompanied by earnest money deposit as mentioned in NIT and deposited through online mode only. Earnest Money in any other form shall not be accepted. No interest shall be paid on EMD for the period during which the deposit lies with GURU ANGAD DEV VETERINARY AND ANIMAL SCIENCES UNIVERSITY LUDHIANA**
- The Guru Angad Dev Veterinary and Animal Sciences University Ludhiana. does not bind itself to accept the lowest quotation and reserves the right to accepting any quotations in part or full without assigning any reasons.

2. COST OF TENDERING

The Bidder shall bear all costs associated with the preparation and submission of its bid, and The Guru Angad Dev Veterinary and Animal Sciences University Ludhiana hereinafter referred to as “The Purchaser”, will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the tender process. The bidder is expected to examine all instructions, forms, terms and conditions in the tender documents & location of the work. Failure to furnish all information required in the tender documents or submission of a tender not substantially responsive to the tender documents in every respect will be at the Tenderer’s risk and may result in rejection of its tender.

3. TENDER PROCESS

a) Accessing/Purchasing of Bid Documents:-

- i. It is mandatory for all the bidders to have class-III Digital Signature Certificate (in the name of person who will sign the Bid) from any of the licensed Certifying Agency to participate in e-tendering.
- ii. Bidders can have access to free view of tenders by using Govt. of Punjab portal (eproc.punjab.gov.in).

b) Following May Be Noted:-

- i. Registration of Bidder should be valid at least up to the date of submission of bid.
- ii. Bids can be submitted only during the validity of their registration.
- iii. The amendments / clarifications to the bid document, if any, will be hosted on eproc.punjab.gov.in and www.gadvasu.in under the banner “**Tender Notice**”.

c) Preparation & Submission Of Bids

After completing all the formalities, the bidders will have to submit the tender Online. For more details, the bidders should follow instructions of Govt. of Punjab portal (www.eproc.punjab.gov.in). The bidders should read all the terms & conditions of the bid before submitting the tender online.

4. OPENING & EVALUATION OF BIDS

- i. Opening and evaluation of bids will be done through online process.
- ii. The Authority shall open on-line received Bids at the date and time mentioned in e-tender notice. The Authority will subsequently examine & evaluate the Bids in accordance with the provisions set out.
- iii. Prior to evaluation of Bids, the Authority shall determine whether each Bid is Responsive to the requirements of this Tender.
- iv. 'Financial Bid' of non-responsive bidders shall not be opened.
- v. In case tender opening date is declared as HOLIDAY, then tenders shall be opened on next working day at the same time as specified above.
- vi. Only Valid Offers shall be considered.

5. AWARD CRITERIA:-

The Contract shall be awarded to the best qualified bidder whose bid has been determined to be substantially responsive to the bidding documents and who has offered the lowest evaluated bid price on quality basis. Guru Angad Dev Veterinary and Animal Sciences University Ludhiana shall be the sole judge in this regard. However in exceptional case where the lowest rates are not found reasonable. Guru Angad Dev Veterinary and Animal Sciences University Ludhiana may negotiate the rates/terms with the L1 bidder only.

6. UNIVERSITY'S RIGHT TO ACCEPT ANY BID & TO REJECT ANY OR ALL BIDS

The University reserves the right to accept or reject any bid and to cancel the bidding process and reject all bids at any time prior to the award of contract without hereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders on the grounds for the University's action.

7. NOTIFICATION OF AWARD & SIGNING OF AGREEMENT

The bidder whose bid has been accepted, will be notified of the award by the Guru Angad Dev Veterinary and Animal Sciences University Ludhiana prior to expiration of the bid validity period by email confirmed by registered letter. The Purchaser shall enter into an agreement with the successful bidder within 20 days following the notification of award along with letter of acceptance.

8. DECLARATION:-

The bidders would give declaration that:-

- i. We have not been debarred/black-listed by Govt./Semi Govt. Department/ PSU/College/University.
- ii. We agree to abide by all the terms and conditions of tender document and they will remain binding upon us.
- iii. We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the Laws against fraud and corruption in force in India.
- iv. We understand that you are not bound to accept the lowest or any tender you may receive.

Accepted.

**Signature of the Tenderer
Authorized representative**

TENDER FOR PROVIDING MANPOWER ON CONTRACT

Annexure-'A'

DOCUMENTS TO BE PROVIDED – TECHNICAL BID

CHECKLIST

1. Amount of Rs.1,00,000/-(Rs. One lac Only) as earnest money should be payable at online on the e-tendering portal **eproc.punjab.gov.in**
2. The bidder shall provide proof (by providing attested photocopies of payrolls at least for the last three months) in support of the his having minimum manpower strength of 300 personnel on his roll and copies of Audited Balance sheets for the last three years, showing average turnover per year equal to or more than Rs. 1 Cr. For other dairies/units for the last three financial years, along with document showing experience of Three Years or more as on the date of bidding.
3. The bidder shall provide proof of its registration with Labour Department/ESI/EPF/GST authorities. The contractor shall provide the code Nos. of its registration with the aforesaid authorities.
4. The bidder party shall provide attested copies of the document showing the constitution of company, Name, Address of the Management and other key personnel alongwith their telephone/mobile numbers.
5. The bidder shall provide list of existing clients with addresses, phone & Email ID's for the last 3 years.
6. The bidder shall provide a copy of the terms and conditions duly signed by him on all the pages, as a token of his acceptance of the same.
7. The bidder should give an affidavit on judicial stamp paper of Rs.100 to the effect that his establishment was not Debarred/ blacklisted for doing business in the past by the Government Departments, PSU's, Colleges/Universities.

ANNEXURE" B"
PERFORMA FOR TECHNICAL BID

S. No	Particulars	Status (Yes/No and Other Details if any)
1.	Whether earnest money submitted.	
2.	Working experience of Three years or more in a Government/ Semi Govt., Corporations Or Private Organization concern or any other organization of repute for providing similar type of services. If yes, attach copy of the performance report. The average turnover per year equal to or more than Rs.1 Cr. For the last three financial years. Add copy of the proof/audited balance sheets/ Income Tax returns of the last three years showing average annual turnover of Rs 1 Cr. Or more for last three years.	
3.	Whether Registered Firm/Company or partnership, if so, copy of Memorandum and Articles of Association, Firm or Partnership deed be attached, as proof.	
4.	Whether Registered with Asstt. Labour Commissioner, U.T Chandigarh/ Punjab/ Panchkula etc. under the contract Labour (Regulation and Abolition) Act 1970. Attach copies of the same.	
5.	Whether having PAN/TAN number form the Income Tax authorities? Add copy of the same with the last three years Income Returns.	
6.	Whether having the Registration under the GST Act with the revenue authorities? Attach copy of the same.	
7.	Whether any order of blacklisting the bidder company or organization passed by Government Departments, PSU's, Colleges/Universities During the last three years? If yes, attach copy of the order.	
8.	Whether Registered under the employees provident Fund and Misc. Provision Act and Employees State Insurance Act? Add copies of the code number with the Certificate issued by the concerned authorities for the compliance of the requirement under the above Acts for the last three years.	

I/We certify that the above Requirement as laid down in the Technical Bid is supported with the documents required.

(Name and seal of the party with full
Address and Mobile Number(s) of the Firm)

TENDER FOR PROVIDING MANPOWER ON CONTRACT
ANNEXURE-'C'
CERTIFICATE OF COMPLIANCES AND UNDERTAKING BY THE
CONTRACTOR IN FAVOUR OF PRINCIPAL EMPLOYER

I _____ S/o _____ Proprietor/Director
of _____ do hereby declare and undertake as under:

1. That in my capacity as contractor of The Guru Angad Dev Veterinary and Animal Sciences University I have complied with the provisions of Contract Labour (R&O) Act, 1970 & the Rules in holding a valid license under the above Act and the Rules framed there-under. I have paid the wages/ salaries for the month of _____
_____ to all my employees and no dues are payable to any employee at the time of submitting this certificate.
2. That I have covered all the eligible and coverable employees under the EPF Act and ESI Act/scheme and deposited the contributions under my allotted Code number for the previous month and as such no amount whatsoever is now payable. The challans showing the details of deposited made by us are enclosed herewith, along with list of beneficiary employees.
3. I further declare and undertake that in case any liability pertaining to any of my employee is to be discharged by the Principal Employer for any lapse on my or my employees' part, I undertake to reimburse the same to the P.E and/or the Principal Employer (P.E) is authorized to deduct the same from my payable dues/ security.

I fully agree to indemnify the above Principal Employer from associated losses, cost and risks suffered by it in the event of any violation and non-compliances on my or my employee's part.

Dated:

Contractor with stamp

ANNEXURE-'D'
PERFORMA FOE FINANCIAL BID
(to be filled in BOQ)

SR. No.	Category	Detail
1.	Minimum Wages	As applicable
2.	ESIC Charges	As applicable
3.	EPF Charges	As applicable
4.	Service Charges	Service Charges should be levied on Minimum Wages as at Sr.No.1.
5.	Admn.Contribution	As applicable
6.	GST	GST will be paid extra on Sr.No.1, 2, 3 & 4 and the rate quoted for service charges should be without GST. The GST will be deposited by 1 st party and shall be reimbursed by 2 nd party as per GST Act; TDS will be deducted from the payment as per rules.

As mentioned in point no. 14 & 15 of Terms and Conditions (Page 6), the tenderer shall be liable to make payments for all the statutory dues and the same may be considered while quoting rates for the tender.

(Name and seal of the party)

ANNEXURE-'E'
Guru Angad Dev Veterinary and Animal Sciences University,
Ferozepur Road, Ludhiana.

NOTICE INVITING TENDER INSTRUCTION

1. Bids will be accepted through e-tendering only on e-tendering portal **eproc.punjab.gov.in**.
2. In Case Of Tender Opening date is declared as holiday, tenders shall be opened on the next working day at the same time specified above.
3. Bidder can upload the tender document by registering themselves in e-tender portal **eproc.punjab.gov.in** after making online payment of Rs.500/- on account of Tender Fee. For any further clarification/queries regarding registration, Bidders may contact Helpline No.0172-2970263, 2970284.
4. Bids must be accompanied by Rs.1,00,000/- (Rupees one lac only) as earnest money Earnest money i.e. Rs. 100,000/- (Rupees one lac only) should be deposited through e-payment mode on e-tendering portal **eproc.punjab.gov.in**. Bid without earnest money shall be liable to be rejected. Processing fee should be paid to our service provider through E-payment only. If the successful bidder (L-1 Party) withdraws the offer or fails to provide agreed services/ manpower then earnest money deposited will be forfeited. For any further clarification/queries, interested parties may contact Helpline No 0172-2970263, 2970284.
5. Earnest money of un-successful Bidder shall be returned after finalizing the tender. No interest will be paid on earnest money.
6. Technical Bid should be accompanied by requisite documents i.e. earnest money, Balance Sheet along-with the Annual Turnover of the last three years/permissions/ permits/affidavits, etc.
7. Tender should be accompanied by Technical and Commercial/Financial Bid.
8. **COMMERCIAL/FINANCIAL BID.**
 - I. Bidder's attention is drawn to this specific point that all columns in the commercial/financial bid should be filled in meticulously. It is compulsory to fill in all the columns of commercial Bid.
 - II. In no case the rates shall be quoted or written anywhere, except in "Commercial Bid", if it is done then the tender shall be rejected summarily without any further processing or reference.

9. Only "Technically Qualified Bids" shall be considered before opening of its Commercial Bid.
10. Conditional/telephonic/Fax Tenders are liable to be rejected.
11. Only "VALID" offers shall be considered.
12. Offer should be strictly according to the terms & conditions of our NIT, failing which the same shall not be considered.
13. Normally the tenders will be finalized on the basis of lowest offer strictly as per NIT terms & Conditions. However, in exceptional cases where the lowest rates are not found reasonable or workable, The University may negotiate the rate/terms with the valid L-1. In case the service charges quoted by two or more bidders are same, then successful bidder will be chosen by the draw system/negotiation of rates. The service charges quoted by any bidder should not be less than 1%.
14. Guru Angad Dev Veterinary and Animal Sciences University reserves the rights to accept/reject any or all tenders without assigning any reason there for what-so-ever.
15. The Contractor (1st party) shall provide a proof in support of his having strength of 300 workers on his rolls, by providing attested photocopies of payrolls at least for the last three months along with copies of audited Balance Sheets for the last three years.

DSW cum EO
Guru Angad Dev
Veterinary and Animal Sciences
University Ludhiana

Signature of the
Bidder/Authorized
Representative with office
Rubber stamp