

5/c

**PUNJABI UNIVERSITY PATIALA**  
(Established under Punjab Act. No 35)  
(Store Section )

**E- Tender Notice**

E-Tenders on item rate basis through electronic tendering process are invited by the undersigned from the Manufacturers/Suppliers/ Dealers (Registered Firms) etc for the Purchase of Paper fulfilling the eligibility criteria mentioned herein which shall be uploaded & received on <https://tenderwizard.com/Punjab>

1. Last date and Time for receipt of Tender online : Date 07-11-2024 at 05- 00 PM
2. Time and date of opening Technical bid : Date 08-11-2024 at 11- 00 AM
3. Time and date of opening Financial bid : Date After evaluation of Technical Bid

Sr .No	Name of Items	Earnest Money	Tender Fees	Bid processing fee	Time Period
I.	Supply of Different type of paper (Type A as per BIS 1848:2007 latest specification) for Punjabi University Patiala. (List Enclosed)	2,50,000/-	5000/+ 18%GST=5900/-	2360/-	31-3-2025

Aspiring Tenders who have not obtained the User ID and password for participating in e-tendering may obtain the same by registering in the e-procurement portal <https://etender.wizard.com/punjab>. The Tenderers once registered can participate in any of the department tenders of Government of Punjab. For any clarification contact 9257209340, 0172-3934667, 8146699866 or E-mail:[etenderhelpdesk@gmail.com](mailto:etenderhelpdesk@gmail.com), [paviter.s@etenderwizard.com](mailto:paviter.s@etenderwizard.com)

**All other details can be seen in the bidding document.**

**Terms and conditions:-**

1. The Tender Fees & Earnest Money (separately) should be paid through e-payment (Internet Payment Gateway (Debit & Credit). Net banking & National Electronic Funds Transfer) only.
2. Bid processing fee should be paid through e-payment (Debit/Credit or Net banking only).
3. In case Earnest Money, Tender Processing Fees and Bid Processing Fees are not deposited, the bids will not be considered and rejected straightaway.
4. Suppliers/Tenderes shall submit Sealed Samples of different paper (Ten leaves of each paper) as per Specifications & GSM given by University on or before 07-11-2024 up to 4-00 PM in the office of the Deputy Registrar Store, Punjabi University, Patiala. The sample should be sealed in separate Envelope citing their specifications and GSM in addition to firm's name.
5. The Tender documents shall be uploaded in 2 folders.
  - (i) **Folder-A:** Shall contain pre qualification documents such as Registration, GST No., PAN No., Income Tax Return, Turn over, Experience Certificate. and non Black list Self Certificate etc. uploaded on website.
  - (ii) **Folder-B:** shall contain financial bid on the prescribed form.  
**The folder-A :** shall be opened only of those suppliers/Tenderers whose earnest money is found to be in order.

4/c

**The folder-B** : shall be opened only of those contractors who will be found technically qualified and sample approved for the Supply.

7. The tender will be opened in the University Computer Centre Lab Punjabi University Patiala.
8. This tender is floated for supply of different types of paper (only **Type-A** as per BIS 1848:2007 latest specifications) No firm need to apply for tender of Type B as per BIS 1848:2007 latest specifications
9. Corrigendum /Addendum/Corrections, if any will be published in the web site as well as the News paper Firm Tender shall continue to check the web site <https://tenderwizard.com/PUNJAB>.
10. The eligible bidder who does not possess DSC (Digital Signature Certificate) and interested in online bid can get the same issued from approved agencies and for any other query may contact on 9257209340, 0172-3934667, 8146699866 or E-mail; [etenderhelpdesk@gmail.com](mailto:etenderhelpdesk@gmail.com), [pavitar.s@etenderwizard.com](mailto:pavitar.s@etenderwizard.com)

#### **PRE-QUALIFICATION REQUIREMENTS:-**

1. Only Manufacturers/Suppliers/ Dealers (Registered Firms) for Supply of Paper can participate.
2. The Supplier/Firm shall submit a copy of **PAN No. and GST No.**
3. The Tenderers whose minimum Annual Turn over is **Rs. 50 Lac.** during the preceding two financial years are eligible. Balance Sheets of Annual turnover duly Certified by the Chartered Accountant must be attached. In case any wrong statement is attached, action under law will be taken against the suppliers /tenderers.
4. The Supplier/firms shall submit copies of **income tax return for the last 2 years.**
5. The supplier/ firms shall submit certifications about the paper that the manufactured **paper is BIS Type - A 1848:2007 latest specification compliant.**
6. The Supplier/firms shall submit Self certification that they have not been **debarred/blacklisted by any Govt./ Semi Govt. Organization or any Corporation at any stage.**

#### **Other Terms and Conditions:-**

1. University Reserves the right to make inspection of the material received from the tenderers/suppliers on frequent intervals.
2. After the acceptance of tender and placing of order, the time limit for supply of all the material would be as per university needs be communicated accordingly The material (Paper) shall be received in phased manner as per schedule given by Assistant/Deputy Registrar, Store.
- 3.. If there is holiday on the receipt/opening day of the tender, the tender shall be received / opened on the next working day at the same time and at the same place.
4. The Registrar reserves the right to reject the tender without assigning any reason before/after opening of the tenders and the tenderers shall have no right or any claim what so ever for the same on this account.
5. The order for quantity of different papers items can be increased or decreased. The Suppliers/ Tenderers shall have no right or any claim what so ever for the same on this account.
6. The university reserves the right to use the rate contract agreed between university and the firm for purchase of specific type of paper beyond the demand enclosed herewith.
7. The rate quoted by the Supplier/Tenderer shall be inclusive of all the taxes like GST or any other taxes levied by Central Govt. or State Govt. Authority including their variations as

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notified by the Concerned Authority from time to time and also of all the new taxes and levies that may be imposed.

8. The Supplier/ Tenderer shall comply with the proper by- Laws and legal order of the local body or authority under the jurisdiction of which the supply is executed and pay all fees and charges for which he may be liable. Nothing extra shall be payable by the University on this account.

9. The quoted rates shall be valid mention in supply order.

10. Firm will supply the material on quoted Rates which include F.O.R., Loading, Unloading, stacking and inclusive of all taxes. Nothing Extra would be paid.

11. An agreement will have to be signed with the Registrar, Punjabi University Patiala within 7 days of issue of supply order. (on Rs. 100/- Judicial / Stamp Paper)

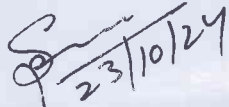
12. In case of failure of supply of different paper as per terms of the agreement. The Earnest money deposited with the University shall be forfeited. In case of deficiency in the quality of papers as per the specifications matched with the sealed samples, BIS A1848: 2007 Latest Specifications the university reserves the right to reject the supply or /an imposition of penalty as per the decision of Inspection Committee

13. In case of any dispute, the jurisdiction will be Patiala (Punjab) only.

14. In case of any clarification regarding tender contact Phone No. 0175-513-6038, 513-6039

15. The tender will not be processed if the lowest rate quoted in the tender is higher than the Print rate.

16. The bill submitted by the firm should specify its GST No. and the GST No. of Punjabi University Patiala

  
23/10/24  
Registrar

\* Year 2024-2025

2/c

Sr.No.	Name of items and Specifications.	ਵਿਭਾਗਾਂ/ਬਰਾਂਚਾਂ ਵੱਲੋਂ ਪ੍ਰਾਪਤ ਹੋਈ ਡਿਮਾਂਡਜ਼ ਅਨੁਸਾਰ
1.	Legal Size (F/S) (21.5cm,34.5cm) Net Wt. 2.8kg (75 GSM) Photostat Paper (Rapid/Alpha Power)	7490 Rim
2.	A-4 Size (Rapid/Alpha Power) (21"x29.7 cm) Net Wt.2.30 kg.(75GSM)	8080 Rim
3.	Maplitho Paper (Supernova) 43x69/8.9kg	100 Rim
4.	Ledger Paper 43x69/11.9kg	20 Rim
5.	A-3 (Rapid/Alpha Power)	80 Rim
6.	Supernova Super Printing Paper (HB) (18x23)45.5x58.5cm-8kg (60 GSM)	600 Rim
7.	Supernova Printing Paper (HB) (17x27)43x69cm8.9 kg (60 GSM)	600 Rim
8.	Supernova Printing Paper (HB) (20x30) 51x76cm-11.6kg (60 GSM)	200 Rim
9.	Supernova Printing Paper (HB) (20x30)51x76cm-13.6kg (70 GSM)	50 Rim
10.	AZURE Ledger Paper (20x30)51x76cm -15.5kg (80 GSM)	50 Rim
11.	Art paper c2s Glosses (20x30) 51x76cm -32.9kg (170 GSM)	30 Rim
12.	SupernovaSunshine Super Printing Paper (HB) (18x23) 45.5x58.5cm-22.6kg (170 GSM)	250Rim
13.	Craft Paper (29x44)73.5x112cm-22.9kg (56GSM)	10 Rim
14.	Butter Paper A-4 Schoellershammer Tracing Paper (90x95 GSM)	05 Packet (250 Sheets per packet)
15.	Butter Paper Legal Schoellershammer Tracing Paper (90x95 GSM)	05 Packet (250 Sheets per packet)
16.	20x30/ (250 GSM) Art Card	10 Rim
17.	20x30/25.2kg (130GSM) Art Paper	10Rim
18.	23x36/300gm Art Card	10 Rim
19.	20x26/11.4kg. (70 GSM) S.S. Maplitho	100 Rim
20.	20x30/13.6kg. (70 GSM) S.S. Maplitho	100 Rim
21.	23x36/21.3kg. (80 GSM) S.S. Maplitho	100 Rim
22.	23x36/ 16kg. (60 GSM) S.S. Maplitho	2 00 Rim
23.	23x36/18.6kg. (70GSM) S.S. Maplitho	200 Rim
24.	20x30/19.4kg.(100GSM) Sunshine	100 Rim
25.	20x30/32.9kg. (170GSM) Art Paper	10 Rim
26.	45.5x58.5(18x23)22.6kg.(170GSM) Supernova Super Printing Paper (HB)	10 Rim

Handwritten signatures and marks at the bottom of the page.