



HEMCHAND YADAV VISHWAVIDYALAYA, DURG (C.G.)

(A State Government University established under Chhattisgarh Act No. 16 of 2015)

Raipur Naka, Durg (C.G.) – 491001

Email: registrar@durguniversity.ac.in Website: www.durguniversity.ac.in Phone: 0788-2359100

**TENDER DOCUMENT
FOR
SUPPLY OF PRE-PRINTED MARK SHEET
AND DEGREE CERTIFICATES**

Tender Document No.- 295/HYU-Dev./Tender/2019 Dated- 07-01-2019

Issued By

Registrar

HEMCHAND YADAV VISHWAVIDYALAYA

Raipur Naka

Durg, C.G.

PIN-491001

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02/01/19

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02/01/19

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Signature of Authorized Signatory:

INDEX

Section	Contents	Page No.
Section-1	Notice Inviting Tender	3
Section-2	Bid Information	4
Section-3	General Terms and Conditions	5
Section-4	Technical Details	12
Section-5	Format A- Bidder Details for Submission of Bid	14
Section-6	Format B- Financial Details for Submission of Bid	15
	Format B-1 Financial Bid for Pre-printed Marksheets	16
	Format B- Financial Bid for Degree Certificates	17
Section-7	Format C- Covering Letter	18
Section-8	Provisions regarding Fraudulent Practices and Integrity Pact	20
Section-9	Undertaking Proforma	21
Section-10	Check List	22

Note: This document contains a total of 22 (twenty-two) pages. No change in the document by the bidder is permissible.






Signature of Authorized Signatory:



HEMCHAND YADAV VISHWAVIDYALAYA, DURG (C.G.)

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Raipur Naka, Durg (C.G.) – 491001

Email: registrar@durguniversity.ac.in Website: www.durguniversity.ac.in Phone: 0788-2359100

SECTION-1

Notice Inviting Tender (NIT)

(Tender for SUPPLY OF PRE PRINTED MARKSHEET AND DEGREE CERTIFICATES)

No.- 295/HYU-Dev./Tender/2019

Dated- 07-01-2019

Tenders are hereby invited in two parts (Technical and Financial) for **SUPPLY OF PRE-PRINTED MARKSHEET AND DEGREE CERTIFICATES**. The tender document along with the technical details, terms and conditions can be downloaded from the University Website <http://durguniversity.ac.in/notice/Tender> or may be procured from the University office as per details below. Tenders shall be received only through speed post / registered post / courier. The undersigned reserves the right to cancel /amend the tender at any stage without assigning any reason thereof.

Last date of sale of forms - 04-02-2019 till 5.00 PM

Last date of Submission of Tender - 05-02-2019 till 3.00 PM

Date of Opening of Tender - 05-02-2019 at 4.00 PM

Cost of Tender Document Rs. 2000=00

Ernest Money Deposit Rs. 1,05,000=00

Estimated Value of Tender Rs. 35,00,000=00

Venue of the opening of the Tender Office of Registrar, HEMCHAND YADAV VISHWAVIDYALAYA, Durg.

Only reputed and experienced printers for supply of pre-printed Mark-Sheets (Tearable) and Degree Certificates on-tear resistant paper/ 110 GSM & 200 GSM bond paper should submit their bids along with all supporting documents and Earnest Money Deposit (Refundable) from a nationalized bank in favour of "The Registrar, HEMCHAND YADAV VISHWAVIDYALAYA, Durg, Payable at Durg till the date notified above. Price Bid of successful bidders will be opened immediately after evaluation of Technical bid by the Tender Committee.

Registrar

HEMCHAND YADAV VISHWAVIDYALAYA, Durg (C.G.)

Signature of Authorized Signatory:

SECTION-2

Bid Information

Though adequate care has been taken while preparing the Tender Document, the Bidders shall satisfy themselves that the document is complete in all respects. Intimation of any discrepancy shall be given to this office immediately. If no intimation is received from any Bidder within **seven (07) days from the date of notification of Tender Document**, it shall be considered that the Tender Document is complete in all respects.

Registrar, HEMCHAND YADAV VISHWAVIDYALAYA, Durg reserves the right to modify, amend or supplement this Tender Document.

Bid Information Sheet

Document Description	Tender Document for "Supply of PRE-PRINTED MARKSHEET AND DEGREE CERTIFICATES"
Tender Document No.& Date	No.- 295 /HYU Dev./Tender/2019 Dt: 07-01-2019
Last date & Time of Sale of Forms of Tender Document	04-02-2019 (5.00 PM)
Last date & Time of Submission of Response to Tender Document	05-02-2019 (3.00 PM)
Bid Opening (Technical and Financial)	05-02-2019 (4.00 PM)
Declaration of bidders qualified for opening commercial bid	To be declared after scrutiny of Technical Bid
Validity of Tender	180 (One hundred and eighty) days from the date of opening of tender
Cost of Tender Document (non-refundable)	₹ 2000.00 (₹ Two Thousand only) If downloaded from website then please attach a DD of ₹ 2000.00 in favour of Registrar, Hemchand Yadav University payable at Durg (C.G.)
EMD	₹ 1,05,000/- (One Lac Five Thousand Only) in the form of Demand Draft in favour of Registrar, Hemchand Yadav University payable at Durg (C.G.)
Name, Designation, Address and other details (For Submission of Response to Tender Document)	Registrar, HEMCHAND YADAV VISHWAVIDYALAYA, Durg C.G. PIN-491001 Phone-0788-2359100

Important Note: Prospective Bidders are requested to remain updated for any notices / amendments / clarifications etc. to the Tender Document through the websites www.durguniversity.ac.in No separate notifications will be issued for such notices / amendments / clarifications etc. in the print media or individually.

Signature of Authorized Signatory:

Section-3

General Terms and Conditions

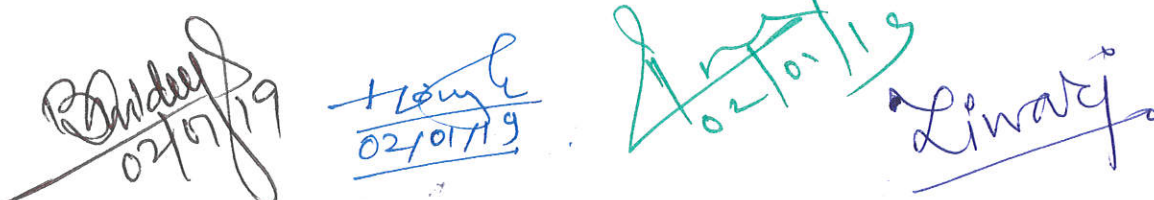
1- Obtaining Tender Document

The Tender Document may be purchased from the office by submitting a Demand Draft of Rs. 2000.00 only. The Tender Document can also be downloaded from the website of the university, www.durguniversity.ac.in from the date mentioned in the **Bid Information Sheet**.

2- Bidding Methodology

The bidding methodology adopted for this tender shall be Single Stage Two envelop system i.e. The Bidders shall submit their proposal (Both Technical and Financial Bid same time in separate sealed envelopes) in line with this Tender Document. Both sealed envelopes should be kept in a third sealed envelope super scribing "Tender for Supply of Pre-Printed Mark-Sheets and Degree Certificates". The last date for submission of bids is as mentioned in the **Bid Information Sheet**. No bids shall be accepted after the date and time mentioned above. Financial bids shall be opened on the same day as mentioned in the **Bid Information Sheet**.

- 3- The bidder should be reputed suppliers of PRE-PRINTED MARKSHEET AND DEGREE CERTIFICATES (enclose valid certificate/ letter). The bidder should enclose samples of Mark Sheets / Degree Certificates printed by the firm to substantiate the claim.
- 4- The bid shall be signed by the individual legally authorized to enter into commitments on the behalf of the firm. Only one submission of response to Tender Document by each bidder will be permitted.
- 5- The documents required under the tender conditions for submission along with the tender are listed below. The bidder/s are advised to examine the various conditions and submit necessary documents accordingly. In case of non-submission of any of the desired information, the bid(s) may be considered non-responsive and are liable to be rejected outright.
- 6- The University will not be responsible for any postal delay, non-receipt of tender in due date and time for whatsoever the reason.
- 7- The successful bidder will execute an agreement on a stamp paper of Rs. 100/- within 15 days after receipt of work order.
- 8- No advance payment will be made. Only after achieving the targets satisfactorily, bills (in triplicate) with delivery challan may be submitted for payment.
- 9- Successful bidder shall carry out the instructions given from time to time by the University and shall adhere to the time schedule defined by the authorities.



Signature of Authorized Signatory:

Basic documents:


- A. DD of Rs. 2000/- towards Cost of Tender Document, if downloaded from the website.
- B. DD of Rs. 1,05,000/- as EMD.
- C. Tender Document duly signed on every page and stamped (as required) (with amendments if any) by the Authorized signatory.

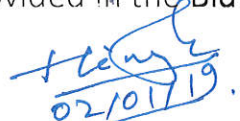
Documents in Support of Eligibility:

- a) The bidder should have a registered company / firm under Proprietorship Act / Indian Companies Act 1956 / Partnership Act 1932. Bidder should also attach Incorporation Certificate.
- b) The agency / firm / company bidding for this tender should have minimum average annual turnover of Rs 20 lakh for last 3 financial years. Audited Balance Sheet must be attached as proof.
- c) Bidder must have completed minimum 02 similar jobs in state / central owned universities / College during last three years. Customer list with nature of work done along with work order / purchase order / completion certificate / appreciation letter / experience certificate should be attached.
- d) Company Profile should be attached by the bidder which should also include the details of the infrastructure of security printing press.
- e) Bidder should submit copies of Income tax return certificate of last 3 years.
- f) A photocopy of GST number and PAN card number should be attached.

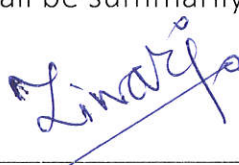
The University reserves the right to verify/confirm all original documentary evidence submitted by the bidder in support of above mentioned clauses of eligibility criteria.

- 10- The Bidder shall submit the response to Tender Document which shall remain valid up to one hundred and eighty (180) days from the date of opening of tender ("Bid Validity"). The University reserves the right to reject any response to Tender Document which does not meet the aforementioned validity requirement.
- 11- The University may solicit the bidders' consent to an extension of the validity period of the bid. The request and the response shall be made in writing.
- 12- After bid opening, Technical bids submitted by those Bidders who have furnished the EMD shall be evaluated by the tender committee on the basis of conditions of eligibility as stipulated in the tender document.
- 13- **Earnest Money Deposit (EMD)**
 - i) The bidder shall be required to submit a sum as specified in the **Bid Information Sheet** as Earnest Money Deposit. Bids not accompanied with earnest money deposit as provided in the **Bid Information Sheet** shall be summarily rejected.


Signature of Authorized Signatory:


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- ii) It shall be understood that after submitting his/her bid, he/she will not withdraw from his offer or modify the terms and conditions thereof in a manner not acceptable to the University.
- iii) Should the bidder fail to observe or comply with the said stipulation, the EMD amount shall be liable to be forfeited.
- iv) The EMD of the successful bidder will be returned after the validity period as defined in this Tender Document and obtaining confirmation of successful completion of job. But no interest will be payable thereon.
- v) The EMD of the unsuccessful bidders shall be returned to them within one month of issue of work order to the successful bidder. But no interest will be payable thereon.
- vi) In case it is found that, the bidder/s has furnished misleading/wrong or fraudulent information / documents or information furnished by them is not found to be true, the Earnest Money of the bidder/s will be forfeited.
- vii) In case the bidder withdraws the bid before financial bid opening, then the EMD of the respective bidder shall be forfeited.

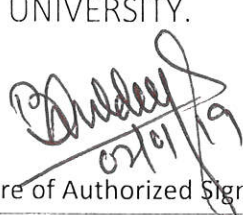
14- Structuring of Bid Selection Process:

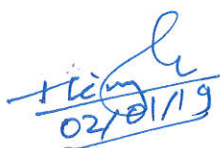
Under the Two envelop system envisaged for this Tender Process for Supply of PRE-PRINTED MARKSHEET AND DEGREE CERTIFICATES, Bidders have to submit both Technical bid and financial bid together in response to this Tender Document in separate sealed envelopes. Bids not accompanied with EMD and tender document fee (if applicable) will be summarily rejected. In the first stage, Technical bids shall be evaluated as per acceptability of technical specification for PRE-PRINTED MARKSHEET AND DEGREE CERTIFICATES and the Bidders shall be short listed who comply with the requirements. In the second stage, in presence of their representative(s) who choose to attend; financial bids submitted by the short-listed Bidders shall be opened based on which the lowest will be considered as successful bidder.

15- Technical Bid

- i) The envelop consisting of Technical Offer shall be marked as "Technical Bid" The specifications mentioned in the technical bid should be without any conditions.
- ii) The technical details must be filled in completely, without any error, erasures or alterations as per the specified format given in **Section 4**.
- iii) The specifications should be mentioned without any overwriting.
- iv) The technical bid shall be on a fixed basis and, no variation in any specifications shall be considered, EXCEPT ON THE SUGGESTIONS / INSTRUCTIONS BY THE UNIVERSITY.

Signature of Authorized Signatory:


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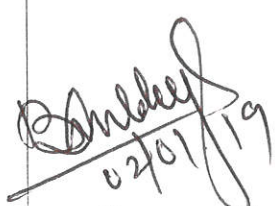

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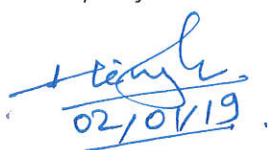


- v) Technical bid written with vague and conditional expression(s) will be treated as being at variance and shall be liable for rejection.
- vi) It is the responsibility of the Bidder to clearly identify all specifications associated with any item or series of items in this Tender Document and submit the details in the technical bid.
- x) The bidder shall ensure that there is no discrepancy in the details mentioned in technical bid.
- xi) The bidder must fill and submit the details as per instructions given above. If the bidder does not mention any specification for any item in the technical bid, his tender may be summarily rejected.

16- Financial Bid

- i) The envelop consisting of Financial Offer shall be marked as "Financial Bid" The prices quoted in the financial bid should be without any conditions.
- ii) The price bid must be filled in completely, without any error, erasures or alterations as per the specified format given in **Section 6 Format B-1** and B-2
- iii) The prices should be mentioned in Indian Rupees only in clearly readable format without any overwriting.
- iv) The Financial bid shall be on a fixed price basis and, no price variation on any account shall be considered.
- v) Price quotation accompanied by vague and conditional expression(s) will be treated as being at variance and shall be liable for rejection.
- vi) The taxes payable should be mentioned separately with details thereof.
- vii) Prices quoted will be firm for the entire period of Contract.
- viii) It is the responsibility of the Bidder to clearly identify all costs associated with any item or series of items in this Tender Document and submit the total cost in the financial bid.
- ix) The financial bid should include delivery charges, incidental charges and customization charges if any.
- x) The bidder shall ensure that there is no discrepancy in the rates mentioned in figures and words. In case of any discrepancy, the unit rate mentioned in the words shall be taken as final and binding.
- xi) The bidder must fill and submit the rates as per instructions given above. If the bidder does not quote a price/rate for any item in the Form of Bid, his tender may be summarily rejected.


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Signature of Authorized Signatory:

- 17- Neither the contract nor any rights granted under the contract may be sold, leased/sublet, assigned, or otherwise transferred, in whole or in part, by the vendor, and any such attempted sale, lease, assignment or otherwise transfer shall be void and of no effect. The vendor shall not subcontract or permit anyone other than its personnel to perform any of the work, service or other performance required of the vendor under the contract.
- 18- The bid duly filled must be received by the University at the address specified not later than the date and time mentioned in the "Bid Information Sheet". Bid received later than the deadline prescribed for submission of tender will be rejected.
- 19- Bids will be opened at the address mentioned in "Bid Information Sheet" in presence of bidders or authorized representatives of bidders who wish to attend the opening of tenders. University reserves the right to open the bid/s even if only one bid is received. Bidders or their authorized representatives who are present shall sign register in evidence of their attendance.
- 20- University shall determine whether each bid is of acceptable quality, is generally complete and is substantially responsive to the bidding documents. For purposes of this determination, a substantially responsive bid is one that conforms to all the terms, conditions and specifications of the bidding documents without material deviations, objections, conditionally or reservation. If a bid is not substantially responsive, it shall be rejected by the University. In case of tenders containing any conditions or deviations or reservations about contents of tender document, University may ask for withdrawal of such conditions/deviations/reservations. If the bidder does not withdraw such conditions/deviations/ reservations, the tender shall be treated as non-responsive. University's decision regarding responsiveness or non-responsiveness of a tender shall be final and binding.
- 21- The University reserves the right to accept, split, divide, negotiate, cancel or reject any bid or to annul and reject all bids at any time prior to the award of the contract without incurring any liability to the affected bidders or any obligation to inform affected bidder, the grounds of such action. If the bidder, as individual or as a partner of partnership firm, expires after the submission of his bid but before award of services, the University shall deem such bid as invalid.
- 22- The University shall issue Work Order in duplicate to the successful bidder in writing by a Registered Letter or Speed Post. Duly signed and stamped duplicate copy of the work order has to be returned by the selected bidder within a week of receipt as token of acknowledgement. Issuance of work order against an offer made shall constitute a legal and binding contract between the University and the selected bidder.

Signature of Authorized Signatory:

23- The response to Tender Document is to be in the following manner:-

- i) **“Technical Bid Envelope”** - Super scribed as “Technical Bid in response to Tender Document 295/HYU-Dev./Tender/2019 ” at the top of the Envelope; and “Name & Address of the Bidder” on the left hand side bottom;

This envelope shall be sealed and shall contain the required documents as mentioned in the Tender Document along with Technical bid as per the format mentioned in Section-4 and Section 5.

- ii) **“Financial Bid Envelope”** - Super scribed as “Financial Bid in response to Tender Document 295/HYU-Dev./Tender/2019” at the top of the Envelope; and “Name & Address of the Bidder” on the left hand side bottom;

It shall be sealed and shall contain the Financial Proposal as per the format mentioned in Section 6 – Format B, B-1 and B- 2

The Sealed Technical Bid envelope and the Financial Envelope shall be placed in a bigger Covering envelope.

- iii) **Covering Envelope** – Super scribed as “Tender Document for Supply of PRE-PRINTED MARKSHEET AND DEGREE CERTIFICATES” at the top of the Envelope; and “Name & Address of the Bidder” on the left-hand side bottom;

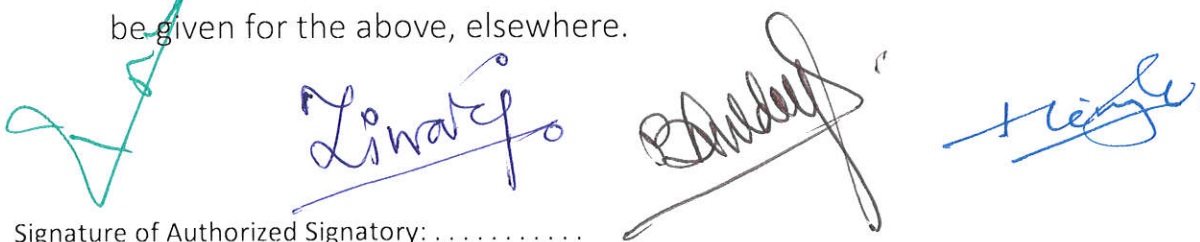
It should be addressed to

The Registrar, Hemchand Yadav University, Durg (CG) PIN 491001 and shall contain:

- A. Covering Letter as per Format - 1.
B. DD of Rs. 2000/- towards Cost of Tender Document, if downloaded from the website.
C. EMD of Rs. 1,05,000/- (DD)

24- Clarifications if any, on Tender Document may be sought at the address mentioned in the Bid Information Sheet not later than one week after publication of TENDER DOCUMENT.

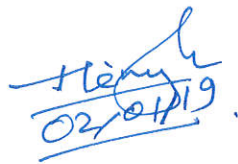
25- Clarifications / Amendments if any will be uploaded in the website of the University for information of all concerned i.e. **www.durguniversity.ac.in**. All are requested to remain updated with the website. No separate reply/intimation will be given for the above, elsewhere.

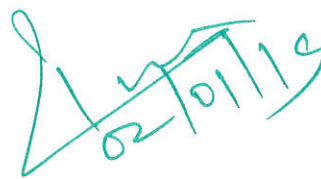


Signature of Authorized Signatory:

- 26- The University reserves the right to reject any or all of the responses to Tender Document or cancel the Tender Document without assigning any reasons whatsoever and without any liability.
- 27- All pages of the response to Tender Document submitted must be signed and stamped by the authorized person on behalf of the Bidder.
- 28- Only Chhattisgarh Court(s) shall have exclusive jurisdiction in all matters pertaining to this Tender.
- 29- The University reserves the right to delete items from the schedule of requirements specified in the tender and also reserves the right to alter the quantity and vary specifications.
- 30- The University reserves the right to make any changes in the terms and conditions of the tender.
- 31- The University shall be under no obligation to accept the lowest or any other offer, including those received late or incomplete offers, without assigning any reason whatsoever.
- 32- The University will not be obliged to meet and have discussions with any bidder, and or to listen to any representations.
- 33- If any dispute arises between the bidder and the University on any matter concerning, the Tender, the Vice Chancellor will be the sole Arbitrator & his / her decision shall be final & binding on both the parties. For any dispute in the matter of execution of the contract it will fall under the jurisdiction of the judicial courts of Chhattisgarh.


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SECTION-4

Technical Bid Details

A-Specifications (Marks sheets):

Marks sheets printed on A4 Size Bond paper in multicolours on front side & single colour on back side on super white cut sheet of at least 110 gsm/ 100 microns which is micro porous in nature, long life and able to print using a Laser Printer with the following security features:

Specifications	Availability (Yes/No)
I. High Resolution Water Mark of University Logo	
II. Encrypted QR code- containing complete profile data of Student along with software for generation and activation of QR code and verification of Student Profile.	
III. General Digital data printing Hologram of University	
IV. Micro text Guilloche Designs	
V. Gold Foil Stamping/Printing of Name of the University.	
VI. Penetrating ink serial No.	
VI. Special Numbering Font	

Approximate Quantity needed: 2,00,000

Signature of Authorized Signatory:

Name:

Designation:

Name of the Firm/ Company:

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Signature of Authorized Signatory:

B-Specifications (Degree Certificates):

Degree Certificate on custom paper size NOT more than 11.69" x 16.54" /A3, in multi-colours on front side & single colour on back side on synthetic substrate *Polypropylene / Teslin* paper minimum 200 gsm which is micro porous in nature, long life and has paper like appearance and is tear resistant, water resistant, static dissipative, high fold endurance, chemical resistance with good smudge & scuff resistance and able to print using a Laser Printer with the following security features:

Specifications	Availability (Yes/No)
I. High Resolution Water Mark of University Logo	
II. Encrypted QR code- containing complete profile data of Student along with software for generation and activation of QR code and verification of Student Profile.	
III. General Digital data printing Hologram of University	
IV. Micro text Guilloche Designs	
V. Gold Foil Stamping/Printing of Name of the University.	
VI. Penetrating ink serial No.	
VI. Special Numbering Font	
VII. Invisible Printing	
VIII. Rainbow Colour Printing	
IX. Currency Strip	
X. Thermo chromic Printing	

Approximate Quantity needed: 50,000

Signature
02/01/19

Signature
02/01/19

Signature of Authorized Signatory:

Name:

Designation:

Name of the Firm/ Company:

Signature

Signature of Authorized Signatory:

SECTION-5

Format A- Bidder Details for Submission of Bid

1. Tender Ref. No:
2. Name of Tenderer:
3. Complete office address of Tenderer
4. Contact details of authorized person of tenderer who has signed the tender.
 - a. Name-
 - b. Designation-
 - c. Phone (Office)-
 - d. Phone (Mobile)-
 - e. E mail-
5. Due date & Time of submission of bid:
6. EMD payment details (DD number & bank detail)-

Signature of Authorized Signatory:

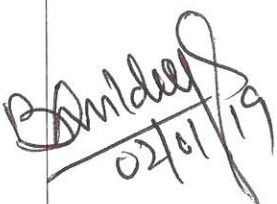
Name:

Designation:

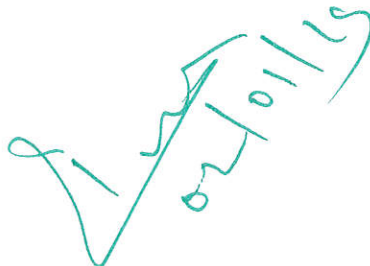
Name of the Firm/ Company:

Address:

Seal of the Firm / Company:


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Signature of Authorized Signatory:

SECTION-6

Format B- Financial Details for Submission of Bid

FINANCIAL PROPOSAL
Covering Letter
(On Bidder's letter head)
[Date and Reference]

To,

The Registrar
HEMCHAND YADAV VISHWAVIDYALAYA,
Durg (C.G.)
491001

Sub: Response to Tender Document for Supply of PRE-PRINTED MARKSHEET AND DEGREE CERTIFICATES vide Tender No. 295/HYU-Dev./Tender/2019

Sir,

I/ We, _____ (Applicant's name) enclose herewith the Financial Proposal for selection of my / our company for Supply of PRE-PRINTED MARKSHEET AND DEGREE CERTIFICATES as a Bidder.

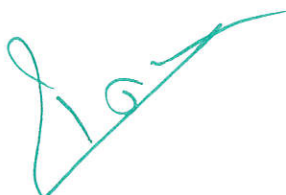
I/ We agree that this offer shall remain valid for a period of 180 (one hundred and eighty) days from the date of opening of tender or such further period as may be mutually agreed upon.

Yours faithfully,

(Signature, name and designation of the Authorized Signatory)

Seal of the Firm / Company

Note: The Financial Proposal is to be submitted strictly as per form given in the Tender Document.



Signature of Authorized Signatory:

FORMAT- B-1
FINANCIAL BID FOR PRE-PRINTED MARK SHEETS

Subject: - Response to Tender Document No-

Dated-

Cost of One Pre-printed marksheet- as described in Section-4 A (Pre-printed with- out variable Data) [format only] (Including Delivery / Packing Charges)	Rs.	Total Cost
		Rs. Rs. (In Words)
Applicable Taxes% (Provide Details)	Rs.
Cost of One Pre-printed marksheet- as described in Section-4 A (Pre-printed with variable data) (Including Delivery / Packing Charges)	Rs.	Rs. Rs. (In Words)
Applicable Taxes% (Provide Details)	Rs.

Signature of Authorized Signatory:

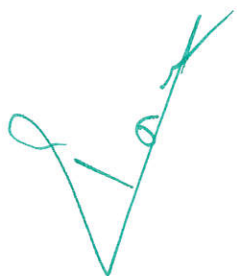
Name:

Designation:

Name of the Firm/ Company:

Address:

Seal of the Firm / Company:






Signature of Authorized Signatory:

FORMAT- B-2
FINANCIAL BID FOR DEGREE CERTIFICATES

Subject: - Response to Tender Document No-

Dated-

Cost of One Pre-printed Degree Certificate- as described in Section- 4B (Pre-printed with- out variable Data) [format only] (Including Delivery / Packing Charges)	Rs.	Total Cost
		Rs. Rs. (In Words)
Applicable Taxes% (Provide Details)	Rs.
Cost of One Pre-printed Degree Certificate- as described in Section- 4B (Pre-printed with variable Data) (Including Delivery / Packing Charges)	Rs.	Rs. Rs. (In Words)
Applicable Taxes% (Provide Details)	Rs.

Signature of Authorized Signatory:

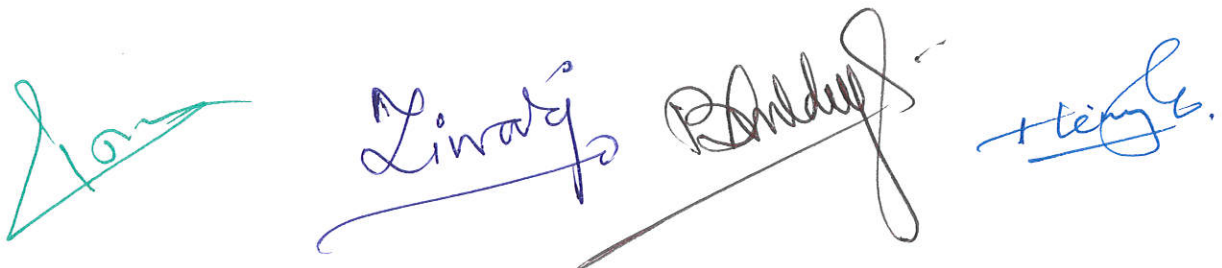
Name:

Designation:

Name of the Firm/ Company:

Address:

Seal of the Firm / Company:



Signature of Authorized Signatory:

SECTION-7

FORMAT C-COVERING LETTER

(The covering letter should be on the Letter Head of the Bidding Company / Firm)

Date:

Reference No:

To

The Registrar
HEMCHAND YADAV VISHWAVIDYALAYA,
Durg (C.G.) 491001

Sub: Response to Tender Document for Supply of PRE-PRINTED MARKSHEET AND DEGREE CERTIFICATES vide Tender No.-

Sir,

We, the undersigned [*insert name of the 'Bidder'*] having read, examined and understood in detail the Tender Document hereby submit our response to Tender Document. We confirm that in response to the aforesaid Tender Document, we have not submitted more than one response to Tender Document. We are submitting application for Supply of PRE-PRINTED MARKSHEET AND DEGREE CERTIFICATES.

1. We give our unconditional acceptance to the Tender Document No. 295/HYU-Dev./Tender/2019, dated-07-01-2019 issued by HY Durg University. In token of our acceptance to the Tender Document, the same have been initialled by us and enclosed with the response to Tender Document.
2. We have enclosed EMD of Rs. 1,05,000=00 in the form of DD/ Pay Order no..... dated
3. We have submitted our response to Tender Document strictly as per Formats, Terms and Conditions of this Tender Document, without any deviations, conditions and without mentioning any assumptions or notes in the said Formats.
4. We hereby unconditionally and irrevocably agree and accept that the decision made by the University in respect of any matter regarding or arising out of the Tender Document shall be binding on us.
5. We are enclosing herewith our response to the Tender Document with formats duly signed as desired by you in the Tender Document for your consideration.



Signature of Authorized Signatory:

6. It is confirmed that our response to the Tender Document is consistent with all the requirements of submission as stated in the Tender Document and subsequent communications from the University.
7. The information submitted in our response to the Tender Document is correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omissions in our response to the Tender Document.
8. We hereby declare that our company has **not** been debarred / black listed by any Central/State Govt. Ministry or Department/Public Sector company/Government autonomous body.
9. We confirm that all the terms and conditions of our Bid are valid up to _____ (Insert date in dd/mm/yyyy) for acceptance (i.e. a period of one hundred and eighty days (180) days from the date of opening of tender).
10. We have neither made any statement nor provided any information in this Bid, which to the best of our knowledge is materially inaccurate or misleading. Further, all the confirmations, declarations and representations made in our Bid are true and accurate. In case this is found to be incorrect after our selection as Successful Bidder, we agree that the same would be treated as a Seller's event of default.

Enclosed-

1-Details of Security Features of Mark Sheets / Degree Certificates.

2- Details of QR Software to be provided.

Date:

Yours faithfully,

Signature of Authorized Signatory:

Name:

Designation:

Name of the Firm/Company:

Address:

Seal of the Firm / Company:

Signature of Authorized Signatory:

SECTION-8

PROVISIONS REGARDING FRAUDULENT PRACTICES AND INTEGRITY PACT

HY Durg University requires that the Bidders under this tender observe the highest standards of ethics during the procurement and execution of such contracts. In pursuance of this policy, the University

- a. Defines for the purposes of this provision, in the terms set forth as follows:
 - *Corrupt practice* means the offering, giving, receiving or soliciting of anything of value to influence the action of any HY Durg University official in the procurement process or in contract execution; and
 - *Fraudulent practice* means a misrepresentation of facts in order to influence a procurement process or execution of a contract to the detriment of HY Durg University and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the University of the benefits of free and open competition.
- b. Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.
- c. Will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has engaged in corrupt and fraudulent practices in competing for, or in executing, a contract.
- d. The past performance of the Bidder will be crosschecked if necessary. If the facts prove the same to be dubious, the Bidders tender will be ineligible for further processing.

For the purpose of this tender the provisions of Integrity Pact as described in the order dated 6th July 2013 of Dept. of Finance, Govt. of CG shall be abided by all the parties.

Signature of Authorized Signatory:

Name:

Designation:

Name of the Firm/ Company:

Address:

Seal of the Firm / Company:

Signature of Authorized Signatory:

SECTION-9

UNDERTAKING PROFORMA

It is certified that my firm/agency/tenderer has never been **black listed** by any of the Departments/Autonomous Institutions/Universities/Public Sector Undertakings of the Government of India or any other State Government or Public Sector Banks or Local Bodies/Municipalities and no criminal case is pending against the said firm/agency as on -

Signature of the Tenderer

Place:

Name of the Signatory

Date:

Name of the Firm/agency

Seal of the Firm/Agency

21/02/19

P. S. S. S.
02/01/19

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02/01/19

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Signature of Authorized Signatory:

SECTION-10

CHECK-LIST

Sl.No.	Documents	√ / X
1	DD for EMD	
2	DD for Cost of Tender	
3	Certificate of Incorporation / Establishment of Firm	
4	GST No	
5	PAN No	
6	Income Tax Return for 3 Years	
7	Audited Balance Sheets- 3 years	
8	Work Experience Certificate	
9	Company Profile / Infrastructure Details of Firm	
10	Samples of Mark Sheets / Degree Certificates	
11	Signed Tender Document along with Bidder Information and Technical Details in Envelop marked Technical Bid	
12	Covering Letter on the Letter head of firm in Format C and enclosures detailing security Features of Mark sheets / Degree Certificates and QR Software	
13	Signed Financial Proposal along with Format B-1 and Format B-2 in Envelop Marked Financial Bid	

Signature of the Tenderer

Place:

Name of the Signatory

Date:

Name of the Firm/agency

Seal of the Firm/Agency

[Handwritten Signature]
02/01/19

[Handwritten Signature]
02/01/19

[Handwritten Signature]
02/01/19

[Handwritten Signature]

Signature of Authorized Signatory: