



Gujarat National Law University

GUJARAT NATIONAL LAW UNIVERSITY
(Established Under Gujarat Act No.: 09 of 2003)

**NOTICE INVITING TENDER FOR DISPOSAL
OF USED EXAMINATION ANSWER PAPERS
AND OTHER PAPERS
AT GUJARAT NATIONAL LAW UNIVERSITY
(GNLU), GANDHINAGAR**



Gujarat National Law University

Gujarat National Law University

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Tender Notice No: PC- 04/2026

NOTIFICATION:

Inviting Tender Enquiry for Disposal of Used Examination Answer Papers and other Papers at Gujarat National Law University (GNLU), Gandhinagar

Gujarat National Law University, an institution setup by a Gujarat National Law University Act, invites sealed Tender from the authorized distributors/dealers/resellers under Two-Bid System for Disposal of Used Examination Answer Papers and other Papers at Gujarat National Law University (GNLU), Gandhinagar. Tender document can be downloaded from <https://www.gnlu.ac.in>

1. INTRODUCTION:

The Technical Bid (Annexure-B) and the Financial Bid (Annexure-C) shall be sealed by the bidder in separate covers duly super scribed as Tender for Disposal of Used Examination Answer Papers and other Papers at GNLU, Gandhinagar– Technical Bid and Tender for Disposal of Used Examination Answer Papers and other Papers at GNLU, Gandhinagar – Financial Bid respectively and both the sealed covers are to be put in a bigger cover which should also be sealed and duly super scribed as Tender for Disposal of Used Examination Answer Papers and other Papers at GNLU, Gandhinagar Tender Notice No. PC-04/2026.

A declaration as per prescribed format – Annexure –A should be kept inside the Technical Bid Envelope along with EMD of Rs. 5,000.00/- and sealed. The tender must reach to The Registrar Gujarat National Law University, Attalika Avenue, Knowledge Corridor, Koba, Koba (Sub P. O.), Gandhinagar-382426, Gujarat, INDIA by post or by hand on or before **24.07.2026, 17:00 hours. The Technical Bid will be opened on 28.07.2026 at 12.00 Hrs.**

Tenders received after due date/time will not be considered under any circumstances. Canvassing in any form will result in the disqualification of the bidder. Tenders sent by fax/email will not be considered. To avoid any complications with regard to Late Receipt/Non Receipt of Tenders, it may please be noted that responsibility rests with the bidder to ensure that the tenders reach the above mentioned address on or before the due date.

Important Note for the Bidder: The sealed bid envelop should be subscribed at the top of envelope as Tender for Disposal of Used Examination Answer Papers and other Papers at GNLU, Gandhinagar Tender Notice No. PC-04/2026.

The tender document should be sent to:

**To,
The Registrar,
Gujarat National Law University,
Attalika Avenue, Knowledge Corridor, Koba, Koba (Sub P. O.),
Gandhinagar-382426, Gujarat, INDIA**

2. IMPORTANT SCHEDULED DATES:

Tender Float Date	08/07/2026
Tender document submission Start Date	08/07/2026
Tender Document floated on	www.gnlu.ac.in under Tender Tab
Tender Document submission last Date	24/07/2026 at 05:00 PM
Tender Document End Date	24/07/2026 at 05:00 PM
Date of Opening of Technical Bid	28/07/2026 at 12:00 PM
Date of Opening of Financial Bid	28/07/2026 at 03:00 PM
Last Date and Time for EMD	24/07/2026 at 05:00 PM
Earnest Money Deposit	Rs. 5,000.00/-

For any queries kindly contact us via email only at procurement@gnlu.ac.in.

SECTION- A:

1. BIDDER'S MINIMUM ELIGIBILITY CRITERIA AND INSTRUCTIONS:

- 1.1 The Bidder's firm/ company should have existence for a minimum of 3 (three) years in the business of Lifting Waster Paper Material for Pulp making.(Enclose Company Registration Certificate)
- 1.2 The bidder should have experience in collection, disposal, recycling, shredding, or lifting of waste paper/scrap materials during the last three years.
- 1.3 All bidders including MSME/NSIC registered firms shall submit EMD.
- 1.4 The Vendor should submit an undertaking with the Technical Bid to the effect that he/she or his/her firm has not been blacklisted/banned/suspended or must not have any service related dispute with any Departments/Organizations in India or elsewhere and no criminal case is pending against the said firm/company on the date of submission of this bid (Prescribed Proforma as per Annexure D).
- 1.5 The bidder should sign and submit the declaration for Acceptance of Terms and Conditions as per Annexure-D.
- 1.6 Copy of PAN card and GST registration certificate allotted by the concerned authorities and copy of these documents should enclosed along with bid document. Further, bidder must comply with labour laws, safety rules, and other statutory requirements.
- 1.7 Any information furnished by the bidder found to be incorrect, either immediately or at a later date, would render the bidder liable to be debarred from tendering/taking up of work in GNLU.
- 1.8 Offered price must include all kinds' items costs, delivery, training, loading, unloading, packing, unpacking, including Tax etc.
- 1.9 If there will be any modification felt by the GNLU committee, then it will be published in form of corrigendum on GNLU has absolute right to accept or reject any query/request.
- 1.10 The bidder's firm/company shall submit satisfactory performance certificates and/or recommendation letters from at least three (03) Educational Institutions, Government Departments, Government Organizations, Public Sector Undertakings (PSUs), Autonomous Bodies, or Corporations where the bidder has successfully executed similar works/services during the preceding three (03) years. The certificates/recommendations should clearly indicate the nature of work executed and satisfactory performance of the bidder.

- 1.11 The Financial bid would be opened only after the technical bid is found satisfactory. Tender received after the prescribed cut-off date and time will be rejected forthwith.
- 1.12 In case of any difference / discrepancy between the rates quoted in figures and words, the later shall prevail.
- 1.13 A copy of this Tender Document with each page duly signed by the authorized signatory (who has signed the Bid).
- 1.14 The bidder shall quote the Technical and Financial bids only as per the format enclosed at Annexure-‘B’ and Annexure- ‘C’.
- 1.15 Conditional bids shall not be considered and will be rejected out-rightly at the first instance.

2. EARNEST MONEY DEPOSIT (EMD):

The Bidder shall furnish, as part of its bid, an EMD of Rs. 5,000.00/- by Demand draft drawn in favour of Gujarat National Law University payable at Ahmedabad.

- 2.1 All bidders including MSME/NSIC registered firms shall submit EMD. Self-attested photocopy of valid registration certificate issued by competent authority for disposal of Waste Papers must be enclosed with the technical bid as per Annexure- A.
- 2.2 Any bid not accompanied with the EMD shall be rejected by the Purchaser as nonresponsive.

3 PROCEDURE FOR SUBMISSION OF THE BID:

The vendors desirous of participating in the tender process shall have to submit their bids in two parts, viz., a) Technical Bid as per Proforma at Annexure -B and b) Financial Bid as per Proforma at Annexure- C. Any overwriting/cutting/fluiding should be authenticated by the signatures of the individual, who has signed the Bid. Non-adherence will lead to rejection of the Bid.

- a) Technical Bid - All the columns, in the proforma of Technical Bid (Annexure-B) should be duly filled and supporting documents must be enclosed with this Bid. Incomplete Bid shall not be considered and will be summarily rejected.
- b) Financial Bid- the financial bid format is provided along with this tender document. All columns of the proforma should be correctly and clearly filled. The vendors will have to quote for all items included in Annexure- ‘C’

In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited. GNLU reserves the right to accept or reject any bid or cancel tender proceedings without assigning any reason whatsoever. Incomplete quotations are liable to be rejected. In case of any discrepancy between rates mentioned in figures and words, the latter shall prevail.

Conditional tenders, on whatsoever ground, shall not be accepted and shall be summarily rejected.

Any attempt of direct or indirect negotiation on the part of the bidder with the authority who is competent to finally accept it after the submission of the tender; or any other endeavor to secure any interest or any influence by the bidder by any means for acceptance of a particular tender will render the bidder liable to be excluded from consideration.

The Bids must be submitted on or before the due date. Bids submitted after the due date & time will be rejected.

4 BID EVALUATION CRITERIA:

- 4.1 In the first instance the Technical Bids shall be opened by the authorized representatives of GNLU in the presence of representatives of bidders, if available.
- 4.2 The date and time for opening of the Technical Bids is given on the fourth page of this document (Important Scheduled Dates).
- 4.3 The Bidders may depute their representatives for the Technical Bid opening event.
- 4.4 The Technical Bids will then be evaluated by GNLU, internally.
- 4.5 Once the Technical Bids are accepted, the Financial Bids of the vendors (whose Technical Bids have been accepted) shall be opened, the date for which shall be communicated to the vendors through e-mail/University Website.
- 4.6 If any vendor so desires, it may depute its representative for Commercial Bid opening event also.
- 4.7 The bidder quoting the highest rate per kilogram (inclusive of all taxes, duties, loading, transportation, labour and other incidental charges) shall be considered H1.

The decision of the Competent Authority, GNLU shall be final and binding.

SECTION- B:

1. ACCEPTANCE OF TERMS & CONDITIONS:

- 1.1 The contract will be for period of one year from the date of award and may be extended further two more years on yearly basis based on the performance and satisfaction of the University.
- 1.2 Bid document should be submitted within the last date and time specified in the tender document.
- 1.3 The quoted price, item-wise, shall be submitted in the Price Format at Annexure 'C', forming part of the Tender.
- 1.4 The tender shall remain open for acceptance for a period of sixty (30) days from the date of opening the bids. In case of withdrawal of tender within this period, the EMD remitted by the bidder will be forfeited.
- 1.5 The bidders are required to indicate their GST/PAN Number in their offer.
- 1.6 The used Answer booklets and other papers should be weighed in the presence of the Committee member by the vendor.
- 1.7 The material should be taken after shredding in the presence of officials nominated by the GNLU at the University Campus itself by the vendor without any additional cost.
- 1.8 The required manpower for shredding, categorizing, weighing, bundling, loading etc., are to be borne by the selected vender.
- 1.9 The weighed waste shredded materials shall be allowed to be transported only after the remittance of the cost of the weighed material along with GST in the University account.
- 1.10 Tenders submitted without fulfilling the above term & conditions and in contravention to the tender notice are liable to be rejected summarily.
- 1.11 The items to be sold can be inspected on any working day with prior appointment.
- 1.12 The successful bidder (H1) evaluated on the basis of sum of rates quoted in respect of Item of Annexure –C, would be awarded the contract for removal/lifting the waste papers and shall remit the sale price of the items before taking delivery of the items from GNLU.
- 1.13 The awardees should remove all items at his/her own cost from GNLU with a proper Gate Pass (non-returnable Gate pass will be issued by Admin Section) during working hours within 7 days from the date of award of contract. Those who fail to do so will forfeit their EMD besides cancellation of the order.

- 1.14 All statutory payments, like minimum wages prescribed, compensation in case of accident or loss, etc., to the workers employed by the bidder for the removal of the items shall be borne by the bidder.
- 1.15 The sale is subject to all terms and conditions prescribed in the tender document and resultant sale order.
- 1.16 Any clarification required may be obtained from the University before submission of the tender.
- 1.17 GNLU reserves the right to cancel the sale at any time without assigning any reason before issue of the sale order. Bidders are not entitled to claim any damage or compensation in case of such cancellation.
- 1.18 The rate quoted by the bidder shall be final and no change in the same shall be allowed.
- 1.19 Financial bids of only those Firms who are technically qualified shall be evaluated.
- 1.20 Bidders are accordingly requested to quote your highest rates for lifting the waste papers. The proposal should be uploaded in two parts viz. “Technical Bid” and “Commercial Bid” in the Proforma enclosed at Annexure-B and Annexure-C, respectively.
- 1.21 The award of contract will be subject to acceptance of the terms and conditions stated in this Tender.
- 1.22 Corrigendum / addendum, if any, shall be issued as part of the tender documents and shall be published on the GNLU website (www.gnlu.ac.in).
- 1.23 GNLU reserves the right to accept/reject any/all tender(s) without assigning any reason whatsoever.
- 1.24 In case of legal dispute arising out of or relating to this Agreement or breach, or the invalidity thereof, shall first be attempted to be settled by discussions. If the same is not resolved through mutual discussions, then the same shall be referred to the sole arbitration of the Director, Gujarat National Law University or any person nominated by him. The decision of the Arbitrator shall be final and binding on both the parties. All disputes are subject to Gandhinagar jurisdiction only.

2. STATUTORY REQUIREMENT AND SAFETY STANDARDS:

- 2.1 The successful bidder shall comply with all applicable Central Government, State Government, Municipal, Pollution Control Board, Labour, and other statutory regulations relating to collection, transportation, handling, recycling, and disposal of waste paper materials.
- 2.2 Examination answer scripts, supplementary answer books, question papers, confidential examination records, office records, and other documents shall be treated as confidential records and handled with utmost secrecy and security until their complete destruction. Examination records are generally regarded as confidential documents requiring controlled custody and handling.
- 2.3 Disposal shall be undertaken only after written authorization from the competent authority of the University and after completion of the prescribed record retention period, if any. Retention and destruction should follow the institution's approved record-retention policy.
- 2.4 The bidder shall ensure destruction of records through cross-cut shredding, pulping, or other approved irreversible destruction methods so that reconstruction or retrieval of information is not reasonably possible.
- 2.5 Open sale, reuse, resale, dumping, or disposal of intact answer scripts or confidential records without destruction shall be strictly prohibited.
- 2.6 Collection, loading, transportation, and destruction of materials shall be carried out under the supervision of authorized University officials.
- 2.7 The bidder shall deploy adequate manpower, vehicles, equipment, and safety measures for handling and transportation of records.
- 2.8 All personnel engaged in the work shall maintain strict confidentiality of the contents of the records and shall execute a Confidentiality and Non-Disclosure Undertaking, if required by the University.
- 2.9 The bidder shall comply with all applicable occupational health and safety requirements and shall provide necessary Personal Protective Equipment (PPE) such as gloves, masks, safety shoes, and other protective gear to its workers.
- 2.10 The bidder shall ensure environmentally sound recycling/disposal practices through authorized recycling facilities and shall comply with applicable environmental regulations.
- 2.11 After completion of destruction, the bidder shall submit a Certificate of Destruction indicating the date, quantity (weight), method of destruction, and place of disposal/recycling. Destruction certificates are a recognized control measure in record disposal processes.

- 2.12 The University reserves the right to inspect the destruction process at any stage and may reject the disposal process if confidentiality, safety, or statutory requirements are not complied with.
- 2.13 Any loss, leakage, unauthorized disclosure, theft, or misuse of confidential examination records shall be the sole responsibility of the bidder, who shall be liable for all consequential legal and financial liabilities arising therefrom.
- 2.14 The successful bidder shall indemnify and keep indemnified the University against all claims, damages, penalties, losses, and legal proceedings arising out of non-compliance with statutory provisions, safety requirements, or confidentiality obligations.

SECTION- C:

1. SCOPE OF WORK

- 1.1 Collection of examination answer scripts, question papers, attendance sheets, OMR sheets, administrative records, and other waste paper materials from designated locations within the University campus.
- 1.2 Verification of the quantity and type of records to be disposed of in the presence of authorized University officials. Weighment shall be conducted using a calibrated electronic weighing machine in the presence of the University Disposal Committee. The weighment sheet shall be signed jointly by the University representative and bidder.
- 1.3 Provision of all necessary manpower, vehicles, tools, equipment, and packing materials required for lifting and transportation of the records.
- 1.4 Loading, unloading, handling, and transportation of the records from the University premises to the disposal/recycling facility at the bidder's own cost and risk.
- 1.5 Secure destruction of examination answer scripts and confidential documents through shredding, pulping, recycling, or any other approved method ensuring complete destruction of the contents.
- 1.6 Ensuring that no answer scripts, examination records, or confidential documents are reused, sold, copied, disclosed, or circulated in any form.
- 1.7 Disposal and recycling of paper waste in compliance with applicable statutory provisions, environmental laws, and waste management regulations.
- 1.8 Carrying out the destruction process in the presence of University representatives whenever required by the University.
- 1.9 Submission of a Certificate of Destruction/Disposal and Recycling Certificate upon completion of the work.
- 1.10 Maintenance of confidentiality regarding all examination records and documents handled during the disposal process.
- 1.11 Compliance with all applicable labour laws, safety regulations, and occupational health requirements during collection, transportation, and disposal activities.
- 1.12 Completion of the entire disposal process within the time period specified by the University in the work order.
- 1.13 Cleaning of the designated storage area after removal of the records and disposal materials.
- 1.14 The bidder shall be responsible for any loss, leakage of information, damage, or breach of confidentiality arising during the execution of the work.

- 1.15 The University reserves the right to supervise, inspect, and verify the disposal process at any stage before issuing completion certification.
- 1.16 Any unauthorized disclosure, leakage, sale, circulation, photography, scanning, copying or misuse of examination records shall result in immediate termination of contract, forfeiture of EMD/Security Deposit and legal action under applicable laws.
- 1.17 **Certificate of Destruction:** The successful bidder shall submit: Weighment Certificate / Shredding Certificate / Recycling Certificate / Destruction Certificate within 20 days of completion of disposal.

2. PAYMENT TERMS:

- 2.1 The successful bidder shall pay the quoted rate to the University for the disposal of examination answer scripts and other waste paper materials on a per kilogram (Kg)/per metric ton basis as specified in the financial bid.
- 2.2 The quantity of records/papers handed over for disposal shall be determined on the basis of actual weight measured in the presence of authorized University representatives.
- 2.3 The bidder shall arrange weighing of the materials at its own cost and provide certified weighment slips to the University.
- 2.4 The bidder shall deposit the entire disposal amount with the University within five (5) days from the date of lifting of the materials or within such period as specified by the University.
- 2.5 The payment shall be made through Demand Draft, RTGS, NEFT, or any other mode approved by the University.
- 2.6 No material shall be removed from the University premises unless the bidder has complied with all conditions stipulated in the work order and tender document.
- 2.7 Any taxes, duties, levies, transportation charges, loading/unloading charges, labour charges, or other incidental expenses shall be borne solely by the bidder and shall not be deducted from the amount payable to the University.
- 2.8 In case of delay in payment, the University may levy interest and/or penalties as deemed appropriate and may also forfeit the EMD.
- 2.9 The University reserves the right to verify the quantity and value of the materials before final acceptance of payment.
- 2.10 The successful bidder shall obtain a receipt from the University for all payments made under the contract.
- 2.11 The EMD, if any, shall be released only after successful completion of the disposal process, submission of destruction certificates, and clearance of all dues payable to the University.

ANNEXURE- A

DECLARATION

I/We have read the Terms & Conditions to BIDDERS and accepted the same.
I/We have made my /our offer keeping in view of all these conditions forming part of the tender inquiry.

I/We have submitted an EMD of Rs. 5,000.00/- (Rupees Five Thousand only) vide demand draft no. _____ dated _____ Bank: _____ Branch: _____. A copy of the Tender Document with each page duly signed (by the signatory signing this Declaration and the Bid Proforma) is also enclosed.
I/We confirm that we have our own Pulp making facility.

OR

I/We will make arrangement for handing over of the materials for pulp making with M/s. _____ (name and address of the pulp making facility) at the premise of GNLU, Gandhinagar

GST/PAN No. of the Bidder:

(Mandatory) Mobile No. :

Telephone No.:

Place:

Date:

Signature, Name and Address of the
Bidder with Seal

TENDER NO. PC-04/2026**ANNEXURE- B
PROFORMA FOR TECHNICAL BID**

Sr..No	Particulars	Details (Documentary Proof to be enclosed)		Pg. No
1.	Name of the Tendering Company/Firm/Agency			
2.	Name of the Director of the Company/Active Partner of Firm/Authorized Agent/Proprietor			
3.	Full Address & Tel. No.			
4.	E mail Address			
5.	Date of commencement of Business			
6.	Status of the Company/Firm (i.e whether proprietorship, partnership, Pvt. Ltd., etc.)			
7.	GST/PAN No. of the Company/firm (enclose copy)			
8.	Details of prominent Government Department/Public Sector Undertaking served/ being served with similar services (Also attach a comprehensive list of the organizations served in the recent past Three years, from where the waste papers are lifted)	Name and Address	Annual Cost of Contract	
9.	Do you agree with the terms and conditions stipulated in Tender Document (Annexure-B)			
10.	EMD of Rs.5000/- as Demand Draft			
11.	Name of the sub-contractor for pulp making(if any) with full address			
12.	Available number of shredding Machine for Pulp making			
13.	Self-Declaration for not been blacklisted by any State/Central Government/PSU/Autonomous Body (As per Annexure –D)			

Declaration:

It is certified that the information furnished above is correct to the best of our knowledge & belief. We have gone through the terms and conditions stipulated in Tender Document and confirm to abide by same. We have inspected the samples of the waste material to be lifted from GNLU. A copy of the terms and conditions with its all pages signed, in token of acceptance of the same is enclosed.

Signature:

Place:

Name:

Date:

Designation:

TENDER NO. PC-04/2026

ANNEXURE- C
PROFORMA FOR FINANCIAL BID

Sr. No.	Item Name/description	Quoted Price (In figures)/per kg (Cost including all taxes)	Quoted Price (In words)/per kg (Cost including all taxes)
1	Old Answer Booklets/Papers: Used for various Examinations or any other purposes.		
2	Submitted Assignments with spiral binding		
3	Waste Cloth Line Covers / Waste Brown Covers		
4	Brown Cartons		
5	Other Waste Papers		

Place of Work: Gujarat National Law University,
Attalika Avenue, Knowledge Corridor, Koba,
Koba (Sub P. O.), Gandhinagar-382426, Gujarat, INDIA

Note:

1. The bidder will have to quote for all of the above items.
2. GNLU reserves the right to accept or reject any offer without assigning any reasons whatsoever.
3. GNLU reserves the right to cancel this tender in case the proposal received is not satisfactory.
4. The material should be taken after shredding at the University Campus itself by the vendor without any additional cost.

It is certified that the information furnished above is correct to the best of our knowledge & belief.

Signature:

Place:

Name:

Date:

Designation:

Seal of the Company/Firm

ANNEXURE- D

Tender for Disposal of used Examination Answer Papers and other Papers at GNLU, Gandhinagar

UNDERTAKINGS/DECLARATION
(To be given on Company Letter Head)

To,

.....
.....

Sub: Undertaking/declaration & Acceptance of Terms & Conditions of Tender.

Name of Tender/Work:-

.....
.....

Dear Sir,

1. I/have obtained the tender document(s) for the above mentioned 'Tender/Work' from your..... as per notice.
2. I hereby certify that I have read the entire terms & conditions of the tender documents which form the part of the contract agreement and I shall abide hereby by the terms & conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your office shall also been taken into consideration.
4. I hereby unconditionally accept the tender conditions of the above mentioned tender documents(s).
5. I hereby declare that our firm has not been blacklisted/debarred by any Govt. Department/Public sector undertaking.
6. I hereby declare that the contract, if selected, is liable to be terminated if services is not found to be satisfactory at any point of time of contract.
7. I certify that all information furnished by me/our firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, your office/organization shall reject the bid or terminate the contract without giving any reason/notice therefore.

Yours Faithfully,

(Signature of Bidder)

Name of bidder

ANNEXURE- E

DETAILS TO BE SUBMITTED BY THE BIDDER

1	Name of the Firm	
2	Address	
3	GST Regn. No.	
4	TIN No.	
5	Registration Certificate	
6	PAN No	
7	SSI/ NSIC/MSME Certificate	
8	Relevant IISI/SO Certificate, if any	
9	List of document (GST, PAN, Aadhar card, Registration Certificate) (copy must be enclosed)	
10	Name of the Authorized Signatory	
11	Contact No. and Email ID	
12	Bank account details including Name of the Bank, Branch Address, Account No., IFSC Code and other details	
13	Acceptance of Terms and Conditions (Yes or No)	

I have read the terms and conditions and fully agree to comply.

Name and Signature

Seal of the Firm

ANNEXURE- F

The following self-certified essential documents (as applicable) to be submitted accompanied with the details of the Bidder:

1. GST/ CST / VAT / TIN No.
2. Trade License, Factory License.
3. Income tax Permanent Account No
4. Memorandum and Article of Association, Certificate of Incorporation, Partnership Deed, Registration Certificate issued by the Registrar of Firms etc. if applicable
5. Valid SSI/NSIC/ MSME Certificate (If Registered)
6. Current dealership Agreement /Registration Certificate from the Principal.
7. Bank Details.
8. The bidder should be a registered firm / Company.
9. The Bidder should have a valid PAN and should attach a copy of the same.
10. The Bidder should submit an undertaking that he/she or his/her firm has not been blacklisted by any Govt. Department / Organization as on date of submission of the Bid.
11. The Agency shall provide the name and contact details of the person during their deployment of the works.
12. Need to attach the previous work/purchase orders and satisfactory reports related to categorized work stated.