

Ref. No. BC/Printing/2026/612

Dated: 23-07-2026

**BHARATI COLLEGE
(UNIVERSITY OF DELHI)
C-4, JANAKPURI, NEW DELHI-110058.**

1. Bharati College invites bids for Printing of Library Book Pockets, Card, Due Date Slip and Authority Slip. Bids are invited from interested Printer as per College's need and requirement. The detail specification, Quantity etc. required by the college are given in the BOQ.

Document Download: Tender documents may be downloaded from College website www.bharaticollege.du.ac.in (for reference only) or GeM-CPPP site <https://eprocure.gov.in/eprocure/app> as per the schedule. **CRITICAL DATE SHEET** given on next page.

Approximate cost of the Tender:- 85,000.00.

EMD Amount: 5000.00 (Rupees: Five Thousand Only)

Time allotted to complete the job: 15 days

Manual tender application will NOT be entertained.

The technical bids will be opened first and financial bids of technically qualified bidders in the presence of the Purchase Committee.

Tender Fee: **Rs. 1,000.00 (Rupees One Thousand Only)** Not Refundable.

The College Bank details are (Account Name: Bharati College Maintenance Grant A/c, Account Number: 1527000400332120 IFS Code: PUNB0495200, Bank: Punjab National Bank, Bharati College, University of Delhi, Janakpuri, New Delhi-110 058. The bidder shall submit the Tender Fee through RTGS/NEFT.

Prof. Saloni Gupta
Principal

2.

CRITICAL DATE SHEET

	<u>DATE</u>
Published Date	23-7-2026
Bid Document Download	24-7-2026
Bid Submission Start Date	24-7-2026
Bid Submission End Date	07-8-2026
Technical Bid Opening Date	10-8-2026
Financial Bid Opening date	13-8-2026

3. Bid Submission: Bids shall be submitted online only at GeM-CPPP website: <https://eprocure.gov.in/eprocure/app>.

Bidders are advised to follow the 'Special Instructions to the Contractors/Bidders for the e-submission of the bids online' available through the Link:

<https://eprocure.gov.in/eprocure/app>

Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

4. Not more than one tender shall be submitted by one contractor or contractors having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

5. Tenderer who can download the tender from the college website www.bharaticollege.du.ac.in and GeM-Central Public Procurement Portal (GeM-CPPP) website <https://eprocure.gov.in/eprocure/app>, **shall not tamper/modify the tender form including downloaded price bid template in any manner.** In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be black listed from doing business with the Bharati College/University of Delhi.

6. Intending tenderers are advised to keep checking the college website www.bharaticollege.du.ac.in and GeM-CPPP website <https://eprocure.gov.in/eprocure/app> regularly till closing date of submission of tender for any corrigendum / addendum/ amendment.

7. Bid Security/EMD Payment:

Earnest Money Deposit of **Rs. 5,000.00 (Rupees Five Thousand Only)** in the form of Demand Draft in favour of Principal, Bharati College, University of Delhi C-4, Janakpuri, New Delhi or may transfer to the College Account. The College Bank details are **(Account Name: Bharati College Maintenance Grant A/c, Account Number: 1527000400332120 IFS Code: PUNB0495200, Bank: Punjab National Bank, Bharati College, University of Delhi, Janakpuri, New Delhi-110 058.** The bidder shall submit the EMD/ UTR No of RTGS/NEFT with the college in case of payment through Demand Draft or RTGS upload the receipt of the same with the online bid. EMD of unsuccessful bidders will be returned to them after expiry of the final bid validity and latest on or before the 30th day after the award of the contract.

8. Bids (Technical) will be opened as per date/time as mentioned in the Tender Critical Date Sheet. After online opening of Technical-Bid the results of their qualification as well as Financial-Bid opening will be published on GeM-CPP Portal.

Submission of Tender

The tender shall be submitted online in two part, viz., Technical bid and Financial (Price) bid.

The offers submitted by Telegram/Fax/email shall not be considered. No correspondence will be entertained in this matter.

Technical Bid

The following documents are to be furnished by the Contractor along with Technical Bid as per the tender document:

- i. EMD/MSME Exemption Certificate is **mandatory** to be submitted. The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category.
- ii. Signed and Scanned copy of the Pan Card and GST.
- iii. Signed and Scanned Copy of **Tender Acceptance Letter to submit bid**.
- iv. The bidder should not have been blacklisted by any Government / PSU / Private organization during the last five (5) years. A declaration/undertaking to this effect must be submitted on ₹100 stamp paper as on date.
- v. Satisfactory Performance Certificate for similar work carried out previously (if any). Fresher's may also apply.
- vi. Uploaded document should be legible (i.e., clearly visible and readable).
- vii. Transgender are welcome to apply for Tender.

Bidder Signature with Stamp

Financial Bid:

S.No.	Item	Specification	Qty	Amount (In Rs) inclusive all taxes
1.	Book Pockets	Yellow Colour, 200 GSM, Size 11 X 9 CM, Single Colour Printing in Black	10000 Nos.	
2.	Book Card	Yellow Colour, 250 GSM, Size 12.5 X 7.5 CM, Single Colour Printing in Black	10000 Nos.	
3.	Due Date Slip	White Colour, 70 GSM, Size 16 X 9.5 CM, Single Colour Printing in Black	20000 Nos.	
4.	Authority Slip	White Colour, 70 GSM, Size 9 X 7.5 CM, Single Colour Printing in Black	10000 Nos.	
Grand Total in Rupees:				

I/we agree to supply the material(s) to your office and comply the following:

1. The Financial bid submitted by us is with packing and delivery charges.

Note: The following bid is in accordance with the Terms and Conditions mentioned in this tender.

(Signature of the Bidder, with Official Seal)

Form for Printing of Library Book Pockets, Card, Due Date Slip and Authority Slip

1. Name of the Contractor:

2. Address:

3. Phone No: Mobile:

Resi:

Email :

4. Details of contracts executed till date (in a separate sheet with proof) in the following format

S. No. Nature of Contracts Period Government/Educational/Private Institutions

I)

II)

5. S. No. Present Contracts in hand

Period

I)

II)

8. GST number _____

7 PAN no: _____

9. Name of banker/s with address

Account No.

IFSC No:

Terms and Conditions

1. The College reserves the right to accept the offer by individual items and reject any or all tenders without assigning any reason thereof and does not bind itself to accept lowest quotations.
2. All supplies are subject to inspection and approval of the Committee.
3. The College reserves the right to modify the quantity specified in this enquiry.
4. Bid which are not accompanied with the EMD for Rs. 5,000/- will not be considered.
5. The EMD of successful bidder will be retained as security Deposit, refundable on expiry of contract. The EMD of the unsuccessful bidder(s) will be refunded after finalization of tender without any interest. The EMD may be forfeited if a bidder withdraws his bid during period of validity specified by bidder in bid form or, in case of successful bidder, if the bidder fails to complete the contract. No interest will be paid on EMD under any circumstance.
6. Approval of the Sample is mandatory for the Successful bidder. The delivery of all items should be made to the college premises within 10 days after the approval of the sample.
7. Payment of taxes is primarily the responsibility of the vendor and will not be paid unless the percentage value is clearly mentioned in the quotations.
8. In case your quotation is accepted and order is placed to you, the supply against the order should be made within the period stipulated in the order. The College reserves the right to recover any loss sustained due to delayed delivery by way of penalty. Failure to supply the material within the stipulated period shall entitle Procuring Entity for the imposition of penalty without assigning any reasons @ 0.5% of the total value of the item covered in order as penalty per day subject to a maximum of 5% (five percent) unless extension is obtained in writing from the office on valid ground before expiry of delivery period.
9. Any deviation from the quality of paper, printing, damaged supply may attract penalties to be decided by College. In such cases the College shall be entitled to get the work done from elsewhere and recover the consequential loss sustain from the firm for getting the work done either through other firm or the firms selected through the process afresh.

