

**TENDER DOCUMENT FOR RATE CONTRACT OF  
HOUSEKEEPING ITEMS AT G. B. PANT INSTITUTE  
OF ENGINEERING & TECHNOLOGY, PAURI  
GARHWAL**



**Govind Ballabh Pant Institute of Engineering & Technology  
(GBPIET), Pauri Garhwal**

(An Autonomous Institute of Government of Uttarakhand)  
(Formerly known as G.B. Pant Engineering College (GBPEC))

Village & Post: Ghurdauri Dist: Pauri Garhwal, Uttarakhand -

246194- Telephone: +91 1368 228030, 48 Fax: +91

1368228062

Website: [www.gbpiet.ac.in](http://www.gbpiet.ac.in),

Email: [registrar@gbpiet.ac.in](mailto:registrar@gbpiet.ac.in)

## NOTICE INVITING e-TENDER

In accordance with the approval of the competent authority, Notice Inviting e-Tender is hereby issued for "**Rate Contract for Supply of Housekeeping Items at G.B. Pant Institute of Engineering & Technology (GBPIET), Ghurdauri, Pauri Garhwal – 246194, Uttarakhand.**"

The estimated annual procurement value is **Rs. 15.00 Lakhs (Rupees Fifteen Lakhs only)**. The tender shall be processed through the **Uttarakhand State e-Tender Portal ([www.uktenders.gov.in](http://www.uktenders.gov.in))** under a **two-bid system (Technical and Financial)**. Detailed terms, conditions, and specifications are available in the tender document accessible on [www.uktenders.gov.in](http://www.uktenders.gov.in) and [www.gbpiet.ac.in](http://www.gbpiet.ac.in)

## TENDER DETAILS

Item	Details
<b>Tender Reference No.</b>	471/Reg. Off/2026
<b>Date</b>	12.02.2026
<b>Estimated Annual Value</b>	₹15.00 Lakh (Rupees Fifteen Lakhs only)
<b>EMD (Earnest Money Deposit)</b>	₹45,000/- (Rupees Twenty Thousand only)
<b>Tender Fee (Non-refundable)</b>	₹2,360/- (₹2,000 + 18% GST)
<b>Performance Security</b>	5% of tender value
<b>Tender Type</b>	Two-Bid System (Technical & Financial)
<b>Mode of Tendering</b>	Online through <a href="http://www.uktenders.gov.in">www.uktenders.gov.in</a>
<b>Tender Availability</b>	<a href="http://www.uktenders.gov.in">www.uktenders.gov.in</a> / <a href="http://www.gbpiet.ac.in">www.gbpiet.ac.in</a>

## IMPORTANT DATES

Sr. No.	Activity	Date	Time
1	Tender Publication Date	14.02.2026	—
2	Bid Submission Start Date	15.02.2026	10:00 AM
5	Bid Submission End Date	09.03.2026	05:00 PM
6	Technical Bid Opening Date	10.03.2026	11:30 AM
7	Financial Bid Opening Date	Will be intimated to technically qualified bidders through e-tender portal	—

All corrigendum (if any) related to this tender will be available on <https://uktenders.gov.in> and [www.gbpiet.ac.in](http://www.gbpiet.ac.in).

**The Competent Authority reserves the right to accept or reject any or all tenders without assigning any reason thereof.**

**Issued by:**

**Director**

G. B. Pant Institute of Engineering & Technology, Ghurdauri, Pauri Garhwal – 246194  
(Uttarakhand)

## **1. INSTRUCTIONS TO BIDDERS**

### **1.1 Two-Part Tender System:**

The tender shall be submitted in two parts:

- **Part-I:** Technical Bid (with all supporting documents as per eligibility criteria)
- **Part-II:** Financial Bid (in the prescribed BOQ format only)

### **1.2 Online Submission Only:**

No offline bids will be accepted. Submission must be through the Uttarakhand State e-Tender Portal ([www.uktenders.gov.in](http://www.uktenders.gov.in)) only.

### **1.3 Earnest Money Deposit (EMD):**

EMD of ₹45,000/- must be submitted through online payment gateway or DD/Banker's Cheque drawn in favor of "**The Director, GBPIET, Pauri Garhwal**", payable at Pauri Garhwal.

### **1.4 Tender Fee:**

Non-refundable tender fee of ₹2,360/- (including 18% GST) must be paid online through the e-Tender portal.

### **1.5 Site Visit:**

Bidders are advised to visit GBPIET campus before bidding to understand the nature of requirement and delivery location.

### **1.6 Signature and Seal:**

Each page of the tender document must be digitally signed. Physical copies (if required) must be signed and stamped by the authorized signatory.

### **1.7 Clarifications:**

The Institute may seek clarifications on any aspect of the bid. Failure to respond within the stipulated time may result in disqualification.

### **1.8 BOQ Tampering:**

Any tampering, editing, or modification of the BOQ file will lead to immediate rejection of the bid.

### **1.9 Validity Period:**

Bids must remain valid as per government of Uttarakhand procurement rules.

### **1.10 Right to Accept/Reject:**

GBPIET reserves the right to accept or reject any or all bids without assigning any reason and is not bound to accept the lowest bid.

## 2. ELIGIBILITY AND SELECTION CRITERIA

Bidders must meet ALL the following eligibility criteria. Non-compliance with any criterion will result in rejection of the bid.

Sl. No.	Eligibility Requirement	Documents to be Uploaded
1	Registered firm/company/proprietorship dealing in housekeeping and cleaning supplies for at least <b>3 years</b> .	Copy of Registration Certificate / GST Certificate
2	Average annual turnover of minimum <b>₹7.5 Lakhs</b> during the last three financial years (FY 2021-22, 2022-23 & 2023-24).	Audited Balance Sheet or CA Certificate
3	Experience in supply of similar housekeeping items to Government Institutions / Educational Institutes / PSUs / Private Companies. Completing three similar works, each costing at least 40% of the estimated cost. Completing two similar works, each costing at least 50% of the estimated cost. Completing one similar work costing at least 80% of the estimated cost. In last three years.	Work Orders and Completion Certificates / Bills / Acknowledgment from client
4	Valid <b>GST Registration Certificate</b>	Copy of GST Certificate
5	Valid <b>PAN Card</b>	Copy of PAN Card
6	Income Tax Returns for Assessment Years: <b>AY 2022-23, 2023-24, and 2024-25</b>	Copy of ITR Acknowledgments
7	Should <b>not be blacklisted</b> by any Government / Semi-Government / PSU / Educational Institution.	Self-Declaration on company letterhead

**Note:** All documents must be self-attested by the authorized signatory with company seal.

## 3. SCOPE OF WORK AND DELIVERY TERMS

### 3.1 Nature of Contract

This is a **Rate Contract** for supply of housekeeping items on an "**as and when required**" basis for a period of **one year**, extendable for **one more year** based on satisfactory performance.

### 3.2 Supply Mechanism

- The Institute will place **intermittent purchase orders** as per requirement throughout the contract period.
- The contractor must supply items as per the specifications mentioned in the tender document.
- The approximate annual procurement value is estimated at ₹10.00 Lakhs, but **actual orders may vary** based on institutional needs.
- **No minimum order quantity guarantee** is provided by the Institute.

### 3.3 Delivery Terms

- **Delivery Location:** GBPIET Campus, Ghurdauri, Pauri Garhwal – 246194, Uttarakhand
- **Delivery Period:** Within **7-10 working days** from the date of issue of purchase order
- **Transportation & Unloading:** Contractor's responsibility at no extra cost
- **Inspection:** All items will be inspected by the Institute before acceptance

### 3.4 Quality Standards

- All items must be of **ISI/BIS certified brands or equivalent** as specified in the tender.
- Items must be fresh stock with adequate shelf life (minimum 80% of total shelf life remaining at time of delivery for perishable items).
- Branded items must be original with proper packaging, batch number, manufacturing date, and expiry date clearly marked.

### 3.5 Item Categories

The housekeeping items are: Cleaning Liquids, Chemicals, Consumables, Cleaning Tools, Equipment and Accessories

## 4. GENERAL TERMS & CONDITIONS

### 4.1 Contract Period

- Initial period: **One year** from the date of signing of Rate Contract Agreement
- Extension: **One more year** subject to satisfactory performance and mutual consent

### 4.2 Rate Contract Agreement

The successful bidder must sign the Rate Contract Agreement within **14 days** from the date of issue of Rate Contract Order/Letter of Award.

### **4.3 Performance Security**

The successful bidder shall submit a Performance Security 5% of tender value in the form of:

- Bank Guarantee from any Nationalized/Scheduled Bank, OR
- Fixed Deposit Receipt in favor of "The Registrar, GBPIET, Pauri Garhwal"

Performance Security will be refunded after successful completion of the contract period.

### **4.4 Price Stability**

Rates quoted shall remain **firm and fixed** throughout the contract period. No price escalation will be entertained.

### **4.5 Taxes and Duties**

- All applicable taxes including GST must be clearly mentioned in the financial bid.
- If no tax is mentioned, rates will be considered as inclusive of all taxes.
- The Institute will deduct TDS as per prevailing Income Tax rules.

### **4.6 Supply Orders**

- All purchase orders will be issued via email from [registrar@gbpiet.ac.in](mailto:registrar@gbpiet.ac.in)
- Contractor must acknowledge receipt of order within 24 hours
- Orders must be executed strictly as per specifications mentioned

### **4.7 Inspection and Acceptance**

- All supplies will be subject to inspection and quality check by GBPIET
- Sub-standard or non-conforming items will be rejected
- Rejected items must be replaced within 3 days at contractor's cost
- Risk and cost of rejected material shall be borne by the contractor

### **4.8 Indemnity**

The contractor shall indemnify GBPIET against any loss, damage, or liability arising from:

- Supply of defective or sub-standard goods
- Any accident, injury, or damage during delivery
- Any legal claims related to the supplied goods

### **4.9 Force Majeure**

Neither party shall be liable for delay or failure in performance due to force majeure events (natural disasters, war, government orders, etc.). However, the affected party must notify immediately.

#### **4.10 Termination**

GBPIET reserves the right to terminate the contract with **one month's written notice** if:

- Contractor fails to supply items as per specifications
- Repeated delays in delivery
- Unsatisfactory performance
- Breach of any terms and conditions
- Contractor is blacklisted by any government agency

#### **4.11 Subletting**

The contract cannot be sublet or transferred to any other party under any circumstances.

#### **4.12 Jurisdiction**

All disputes shall be subject to the jurisdiction of **Pauri Garhwal Court** only.

#### **4.13 Non-Exclusivity**

GBPIET is not bound to procure items exclusively from the rate contract holder and may procure from other sources if required.

#### **4.14 Arbitration**

In case of any dispute, the matter shall be referred to arbitration as per the Arbitration and Conciliation Act, 1996.

### **5. EVALUATION OF TECHNICAL BID**

Technical bids will be evaluated for substantial responsiveness to eligibility criteria mentioned in Section 2.

#### **5.1 Technical Bid Opening**

Technical bids will be opened on the scheduled date in the presence of bidders who wish to attend (online or physical as per portal provisions).

### **6. EVALUATION OF FINANCIAL BID**

#### **6.1 Opening of Financial Bids**

Financial bids of **only technically qualified bidders** will be opened.

#### **6.2 Evaluation Methodology**

##### **Category-wise L1 Selection:**

- The total quoted price of the category will be calculated for all valid bids



- The bidder with the **lowest total price for category (L1)** will be awarded the rate contract

### 6.3 Price Comparison

- Prices will be compared on a **per-item basis**, however for L-1 comparison the total category cost will be used.
- All prices must be quoted **inclusive of delivery charges**

### 6.4 Tie-Breaking

In case of a tie (equal L1 price):

1. Bidder with **higher average annual turnover** will be preferred
2. If still tied, bidder with **more years of experience** will be preferred

### 6.5 Reasonability of Rates

- The Institute reserves the right to reject bids if rates are found unreasonably high
- Rates will be compared with current market rates and past procurement rates

### 6.6 Final Award

The Tender Committee's decision on evaluation and award will be **final and binding**.

## 7. PAYMENT TERMS

### 7.1 Payment Mode

- 100% payment will be released within **30 days** after receipt, inspection, and acceptance of material
- Payment will be made through RTGS/NEFT to the contractor's bank account
- No advance payment will be made under any circumstances

### 7.2 Invoice Requirements

Contractor must submit:

- Original Tax Invoice in triplicate
- Delivery challan duly acknowledged by GBPIET store
- Copy of purchase order
- GST-compliant invoice with GSTIN and HSN codes

### 7.3 TDS Deduction

TDS as per Income Tax Act will be deducted at source from payments.

### 7.4 Payment Withholding

Payment may be withheld if:

- Supplied items are of inferior quality
- Penalty is imposed for delayed delivery

- Any dispute is pending regarding supply

## **8. PENALTIES AND PERFORMANCE**

### **8.1 Penalty for Delayed Delivery**

- **Liquidated Damages:** 0.5% of order value per week of delay, subject to maximum of 5% of order value
- If delay exceeds 4 weeks, the order may be cancelled and Performance Security forfeited

### **8.2 Penalty for Substandard Supply**

- First instance: Warning letter
- Second instance: Penalty of 10% of order value
- Third instance: Blacklisting and termination of contract

### **8.3 Blacklisting**

GBPIET reserves the right to blacklist the contractor for:

- Repeated supply of inferior quality items
- Consistent delays in delivery
- Breach of contract terms
- Fraudulent practices

### **8.4 Performance Review**

Performance will be reviewed quarterly based on:

- Timeliness of delivery
- Quality of supplied items
- Responsiveness to orders
- Customer service

## **ANNEXURES**

### **ANNEXURE – I: LIST OF HOUSEKEEPING ITEMS**

<b>S.No</b>	<b>Name of Item</b>	<b>Brand/Make</b>	<b>Unit</b>
1	Acid (Cleaning Purpose)	Certified Brand / Good Quality	Ltr
2	Black Phenyl	Certified Brand / Good Quality	Ltr

3	Perfume/Herbal Phenyl	Certified Brand / Good Quality	Ltr
4	Micro Power/Soap Oil (Multi-Purpose Cleaning Liquid)	Certified Brand / Good Quality	Ltr
5	Scale Remover	Certified Brand / Good Quality	Ltr
6	Floor Cleaner/Citronella Oil/Lemon Grass Oil (Perfumed, Tile Shining)	Certified Brand / Good Quality	Ltr
7	Toilet Cleaning Liquid	Harpic / Domex / Equivalent	Ltr
8	Glass Cleaner Liquid	Colin / Windex / Equivalent	Ltr
9	Room Freshener Liquid	Certified Brand / Good Quality	Ltr
10	Hand Wash Bottle with Liquid - 500 ml	Lifebuoy / Dettol / Equivalent	Nos
11	Hand Wash Liquid Refill	Lifebuoy / Dettol / Equivalent	Ltr
12	Bleaching Powder	DCM / Vikram / Equivalent	Kg
13	Sink Block Cleaning Powder	Drainex / Harpic / Equivalent	Kg
14	Sodium Hypochlorite	Certified Brand / Good Quality	Ltr
15	Naphthalene Balls	Certified Brand / Good Quality	Kg
16	A1 Urinal Cubes	Sani Fresh / Equivalent	Box
17	Room Air Freshener – Spray (300ml) (Sandal/Rose/Jasmine/Lime/Lavender)	Odonil / Godrej Air / Equivalent	Nos
18	Bathroom Freshener – Pocket	Odonil / Godrej Air / Equivalent	Nos
19	Agarbathi – 100 Sticks Pack (Sandal/Rose/Jasmine/Lime/Lavender)	Certified Brand / Good Quality	Nos

20	Flying Insect Killer – Spray (625ml)	Baygon / Hit / Equivalent	Nos
21	Spray Bottles 500ml (Empty Bottles)	Good Quality	Nos
22	Garbage Bags (Size: 19"×21")	Certified Brand / Good Quality	Kg
23	Garbage Bags (Size: 25"×30")	Certified Brand / Good Quality	Kg
24	Garbage Bags (Size: 29"×39")	Certified Brand / Good Quality	Kg
25	Garbage Bags (Size: 30"×50")	Certified Brand / Good Quality	Kg
26	Coconut Brooms (Floor Cleaning)	Size: 2.5-3 ft, Weight: 400 gms, Good Quality	Nos
27	Soft Brooms (Floor Cleaning)	Size: 2.5-3 ft, Weight: 250-300 gms, Monkey 555 / Gopuram / 777	Nos
28	Cobweb Stick Plastic – Brush Type	Size: 6-8 ft, Expandable up to 10 ft, Certified Brand	Nos
29	Cobweb Stick Plastic – Round Type	Size: 6-8 ft, Expandable up to 10 ft, Certified Brand	Nos
30	Cobweb Sticks Bamboo (15 Feet)	Good Quality	Nos
31	Cobweb Sticks Bamboo (30 Feet)	Good Quality	Nos
32	Road Sweeping Sticks with Brooms	Good Quality	Nos
33	Dry Floor Mop (Dust Control Mop)	Size: 67×14×5 (18"), Certified Brand	Nos
34	Wet Mop Stick with Base	Weight >300 gm (without stick), Certified Brand	Nos
35	Mop Sticks 5 Feet (Only Sticks)	Certified Brand / Good Quality	Nos

36	Mop Refills	Weight >300 gm, Certified Brand	Nos
37	Floor Wipers with Stick	5 ft Aluminium Stick, 15 inch Wiper, Certified Brand	Nos
38	Glass Cleaner Wipers	Expandable up to 4-5 ft, Gala / Scotch-Brite / Equivalent	Nos
39	Floor Cleaning Brushes	Plastic Handle, Hard Push Broom, Lightweight, Size: 3.5-4 ft	Nos
40	Plastic Toilet Brushes – Double Side (Hockey Type)	Size: 10.9x7x19 inches, HIC / Gala / Equivalent	Nos
41	Plastic Toilet Brushes – Round Type	Size: 10.9x7x19 inches, HIC / Gala / Equivalent	Nos
42	Dust Pans – Plastic	Certified Brand / Good Quality	Nos
43	Buckets – 5 Ltrs Capacity	Chetan / Cello / Supreme / Equivalent	Nos
44	Buckets – 16 Ltrs Capacity	Chetan / Cello / Supreme / Equivalent	Nos
45	Urinal Screen Mat (Fresh Scented)	Good Quality	Nos
46	Gum Shoes (Light Weight)	Tiger / Paragon / Equivalent	Pair
47	Safety Protective Glasses – Transparent	Certified Brand / Good Quality	Nos
48	Hand Gloves – Rubber Type (Bathroom Cleaning)	Sense Touch / Equivalent	Pair
49	Hand Gloves – Disposable	Certified Brand / Good Quality	Pair

50	Hair Covers – Disposable	Certified Brand / Good Quality	Nos
51	Mirror Cleaning Cloths	Size: 30x30 cm, Certified Brand	Nos
52	Green Scrubbers	Gala / Scotch-Brite / Exo / Equivalent	Nos
53	Steel Scrubbers (Stainless Steel)	Gala / Scotch-Brite / Exo / Equivalent	Nos
54	Sponges	Certified Brand / Good Quality	Nos
55	Wallcare Blades	Certified Brand / Good Quality	Nos
56	Washing powder	Tide/Nirma/Wheel Powder	1Kg
57	Lock SS (Big)	Branded	Nos
58	Lock SS (Small)	Branded	Nos
59	Dustbin Plastic (30 kg capacity)	Branded	Nos
60	Dustbin Plastic with cover (5 kg capacity)	Branded	Nos
61	Plastic Jug (2 Litre)	Branded	Nos
62	Plastic Mug (1 Litre)	Branded	Nos
63	Mosquito HIT	Branded	Nos

#### **NOTES:**

1. The above list is indicative. The Institute reserves the right to add, delete, or modify items as per requirement.
2. Bidders must quote for ALL items in a category if participating in that category.
3. "Equivalent" means products of similar quality and specifications as mentioned brands.
4. All items must comply with BIS/ISI standards wherever applicable.

#### **ANNEXURE – II: TECHNICAL BID FORMAT**

**[To be submitted on Company Letterhead]**

##### **A. GENERAL INFORMATION**

S.No	Particulars	Details
1	Name of Firm/Company	
2	Type of Organization	Proprietorship / Partnership / Pvt. Ltd. / Ltd.
3	Complete Postal Address	
4	Pin Code	
5	District	
6	State	
7	Contact Person Name	
8	Designation	
9	Mobile Number	
10	Landline Number (if any)	
11	Email ID	
12	Website (if any)	

#### B. REGISTRATION DETAILS

S.No	Particulars	Registration Number	Date of Issue	Valid Upto	Document Attached (Yes/No)
1	GST Registration				
2	PAN			N.A.	
3	Shop & Establishment (if applicable)				
4	Any Other				

#### C. FINANCIAL DETAILS

Financial Year	Annual Turnover (₹ in Lakhs)	Document Attached
2021-22		CA Certificate / Balance Sheet
2022-23		CA Certificate / Balance Sheet
2023-24		CA Certificate / Balance Sheet

<b>Average Turnover</b>		
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#### **D. INCOME TAX RETURNS**

<b>Assessment Year</b>	<b>ITR Filed (Yes/No)</b>	<b>Document Attached</b>
AY 2021-22		Copy of ITR Acknowledgment
AY 2022-23		Copy of ITR Acknowledgment
AY 2023-24		Copy of ITR Acknowledgment

#### **E. BANK DETAILS**

<b>Particulars</b>	<b>Details</b>
Bank Name	
Branch Name & Address	
Account Number	
IFSC Code	
Account Type	Current / Savings
Cancelled Cheque Attached	Yes / No

#### **ANNEXURE – III: WORK EXPERIENCE DETAILS**

[To be submitted on Company Letterhead]

#### **DETAILS OF PAST SUPPLIES IN LAST 3 YEARS**

<b>S.N o</b>	<b>Name of Organizatio n</b>	<b>Nature of Suppl y</b>	<b>Orde r Valu e (₹)</b>	<b>Orde r Date</b>	<b>Completi on Date</b>	<b>Contac t Person &amp; Phone No.</b>	<b>Supportin g Document</b>
1							Work Order / Bill / Certificate



2							Work Order / Bill / Certificate
3							Work Order / Bill / Certificate
4							Work Order / Bill / Certificate

**Note:**

- Attach copies of Work Orders / Completion Certificates / Purchase Orders / Bills
- Highlight the relevant orders that meet the eligibility criteria

## **ANNEXURE – IV: SELF-DECLARATION**

**[To be submitted on Company Letterhead]**

**Date:** \_\_\_\_\_

**To,**

The Registrar

G.B. Pant Institute of Engineering & Technology

Ghurdauri, Pauri Garhwal – 246194

Uttarakhand

**Subject: Self-Declaration for Rate Contract of Housekeeping Items**

Sir,

I/We hereby declare and undertake that:

1. All information provided in the technical bid and supporting documents is **true, correct, and complete** to the best of my/our knowledge.
2. Our firm/company is **not blacklisted** by any Central/State Government Department, PSU, Autonomous Body, or Educational Institution in India.
3. No enquiry, investigation, or legal proceedings are pending against our firm/company by any Government Agency, Court, or Law Enforcement Authority.
4. We have carefully read and **fully understood all the terms and conditions** of the tender document bearing reference No. and we **unconditionally accept** all the terms and conditions.
5. We have the **necessary infrastructure, resources, and capability** to supply the housekeeping items as per the specifications and within the stipulated delivery period.
6. We shall comply with all **statutory obligations** including GST, Income Tax, Labour Laws, and other applicable regulations.
7. We understand that if any information provided by us is found to be **false, incorrect, or misleading** at any stage, GBPIET reserves the right to:
  - Reject our bid
  - Terminate the contract
  - Forfeit the EMD/Performance Security
  - Blacklist our firm
  - Initiate legal proceedings

8. I am the **authorized signatory** of the firm/company and have the authority to sign and submit this tender on behalf of the firm/company.

**Yours faithfully,**

**Signature:**

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**Name:**

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**Designation:**

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**Company Seal**

## **ANNEXURE – V: DECLARATION OF NO CONFLICT OF INTEREST**

**[To be submitted on Company Letterhead]**

**Date:** \_\_\_\_\_

**To,**

The Registrar

G.B. Pant Institute of Engineering & Technology

Ghurdauri, Pauri Garhwal – 246194

Uttarakhand

**Subject: Declaration of No Conflict of Interest**

Sir,

I/We hereby declare that:

1. **None of our relatives** (as defined under Companies Act) are currently employed in any capacity at G.B. Pant Institute of Engineering & Technology, Pauri Garhwal.
2. We have **no conflict of interest**—financial, professional, or personal—that could influence or appear to influence our participation in this tender or execution of the contract.
3. If any such relationship or conflict of interest arises during the contract period, we shall immediately inform GBPIET in writing.
4. We understand that GBPIET reserves the right to **terminate the contract immediately** if any undisclosed conflict of interest is discovered at any stage.

**Definition of "Relative":** As per Section 2(77) of the Companies Act, 2013, includes spouse, parent, sibling, and their spouses.

**Yours faithfully,**

**Signature:**

\_\_\_\_\_

**Name:**

\_\_\_\_\_

**Designation:**

\_\_\_\_\_

**Company Seal**

## ANNEXURE – VI: FINANCIAL BID FORMAT

### IMPORTANT INSTRUCTIONS:

1. This is a **SAMPLE FORMAT** for reference only
2. **Actual Financial Bid must be submitted ONLY in the BOQ format** available on the Uttarakhand e-Tender Portal ([www.uktenders.gov.in](http://www.uktenders.gov.in))
3. **Do NOT modify, edit, or tamper** with the BOQ file downloaded from the portal
4. Any editing of the BOQ file will lead to **automatic rejection** of the bid
5. Quote rates **inclusive of delivery charges** at GBPIET, Pauri Garhwal
6. Rates should be quoted up to **two decimal places** only
7. Rates must remain **firm and fixed** for the entire contract period

### CATEGORY: Cleaning Liquids, Chemicals, Consumables, Cleaning Tools, Equipment and Accessories

S.No	Item Description	Unit	Rate per Unit (₹) without tax
1	Acid (Cleaning Purpose)	Ltr	
2	Black Phenyl	Ltr	
...	...	...	...
25	Garbage Bags (Size: 30"x50")	Kg	
...	...	...	...
	<b>TOTAL FOR CATEGORY</b>		

**GRAND TOTAL (Category): ₹ \_\_\_\_\_**

**Amount in Words:** \_\_\_\_\_

**Note:** The above format is for illustration only. **Bidders MUST use the BOQ format provided on the e-Tender portal.**

## ANNEXURE – VIII: UNDERTAKING FOR COMPLIANCE

[To be submitted on Company Letterhead]

Date: \_\_\_\_\_

To,

The Registrar

G.B. Pant Institute of Engineering & Technology

Ghurdauri, Pauri Garhwal – 246194

Uttarakhand

**Subject: Undertaking for Compliance with Terms and Conditions**

Sir,

We, **M/s** \_\_\_\_\_, having read and understood the entire tender document for "**Rate Contract for Supply of Housekeeping Items**" (Tender Ref. No.: GBPIET/PURCHASE/RC-HK/2025-26/\_\_\_), hereby undertake and confirm that:

1. We shall supply **genuine, branded, and ISI/BIS certified products** as specified in the tender document.
2. We shall ensure **timely delivery** of items within 7-10 working days from the date of purchase order.
3. We shall **replace any defective, sub-standard, or non-conforming items** immediately at our own cost.
4. We shall maintain **firm and fixed rates** throughout the contract period without any price escalation.
5. We shall comply with all **statutory obligations** including GST, Income Tax, and other applicable laws.
6. We accept that GBPIET may **impose penalties** as per tender terms for delayed delivery or substandard supply.
7. We understand that the contract can be **terminated** by GBPIET with one month's notice for unsatisfactory performance.
8. We shall **not sublet or transfer** the contract to any third party.
9. We shall execute the contract as per the terms and conditions mentioned in the tender document and Rate Contract Agreement.
10. All disputes shall be subject to the jurisdiction of **Pauri Garhwal Court** only.

Yours faithfully,

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

**Designation:**

**Company Seal**

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**For any queries or clarifications, please contact:**

**Registrar**

G.B. Pant Institute of Engineering & Technology  
Ghurdauri, Pauri Garhwal – 246194, Uttarakhand

**Email:** [registrar@gbpiet.ac.in](mailto:registrar@gbpiet.ac.in)

**Phone:** [Insert Contact Number]

**Website:** [www.gbpiet.ac.in](http://www.gbpiet.ac.in)