

Annexure-A

ਰੈਡ ਆਫਿਸ ਪਟਿਆਲਾ ਵਿਖੇ ਕਾਮਨ ਪੁਲ ਵਿੱਚ ਫੋਟੋਸਟੇਟ ਦਾ ਕੰਮ ਬਾਹਰਲੇ ਸੋਮਿਆਂ ਤੋਂ ਕਰਵਾਉਣ ਲਈ ਨਵਾਂ ਕੰਟਰੈਕਟ ਕਰਨ ਸਬੰਧੀ ਐਨ.ਆਈ.ਟੀ.ਦੀਆਂ ਟਰਮਜ਼ ਅਤੇ ਕੰਡੀਸ਼ਨਜ਼

- 1) Two heavy duty high speed 60-90 copies per minutes Photostat machines with scanning facility with separate operator is to be installed in the PSPCL Head Office complex by the firm at it's own cost.
- 2) The quoted per copy rates shall be inclusive of cost of ink, best quality of A-4/legal size paper, repair and maintenance charges of the machine and salary of machine operator to be deployed by the contractor, however only space and electricity to be consumed in running the Photostat Machine shall be provided by PSPCL, i.e. net per copy rate is to be quoted.
- 3) Quoted Rates should be lump sum per copy rate. It should be clearly mentioned in the quotation whether all taxes applicable are inclusive or exclusive in the quoted rates otherwise it shall be assumed that all taxes applicable are inclusive in the quoted rates.
- 4) PSPCL has been registered in the state Centrally under GST Act and GSTIN No. of PSPCL is 03AAFCP5120Q1ZC. All prices to be quoted should be inclusive of all taxes and duties as applicable from time to time. Contractor/Supplier must be GST registered and will provide his GST registration with quotations and undertaking to be submitted by bidder as per Annexure –B.
- 5) During contract, in case, major fault developed in the Photostat Machine, either immediate alternative arrangement for photocopy work shall be done by the contractor or photocopy work will be got done from market and other agencies by the firm at its own cost.
- 6) Machine operator to be provided by the firm shall be available for six days a week, however, in case of emergency, photocopying operator will be provided after office hours as well as on holidays whenever required.
- 7) Responsibility for ESMA will be of the firm.
- 8) All the expenses to be incurred on repair/maintenance and replacement of any spare parts/ink etc. will be borne by the firm.
- 9) The firm will submit the bills of photocopies on the last working day of each month.
- 10) Machine will remain as security with PSPCL for faithful execution of contract. If contractor fails to execute the order faithfully, then a penalty of Rs. 10,000/- shall be levied, Contractor will be allowed to lift the machine only after deposit of the penalty amount. In addition, business dealings with the contractor or firm shall also be suspended.
- 11) The photocopy work involved will be on an average 95000 to 96000 copies per month but there will be no guarantee/commitment for no. of copies per month.
- 12) PSPCL reserves the right to reject any or all Quotations and can also cancel/withdraw the contract without assigning any reason and no claim on this account shall be accepted.
- 13) Conditional Quotation/telegraphic Quotations, sent through telex or FAX shall not be accepted.
- 14) Quotation received after the due date and time shall not be entertained.
- 15) Security deposit:-
 - i) Amount of security @ 5% is to be deposited for faithful execution of this contract and the amount of earnest money i.e. Rs.12000/- already deposited shall be retained as security deposit.
 - ii) In the event of default on the part of contractor in the faithful execution of contract his security deposit shall be forfeited. The forfeiture of security deposit shall however, be without prejudice to any other rights arising or accruing to the

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Corporation/Board under relevant provisions of the contract like penalty/damages for delay in delivery including suspension or business dealings with Corporation for a specific period. It will however, be refunded after the contract has been executed faithfully.

- 16) If the performance of contractor found satisfactory the contract of period can be further extended with the approval of Competent authority.
- 17) One No. extra Photostat machine in addition to above with extra operator will be installed in the PSPCL, Head office complex, Patiala by the firm for the office of C.E/MM, PSPCL, Patiala exclusively.
- 18) Arbitration:
 - a. If at any time any question, dispute or difference what so ever shall arise between the PSPCL and the contractor/supplier upon or in relation to or in connection with the work order/contract, either party may forthwith give to the other, notice in writing of the existence of such question dispute or difference and the same shall be referred for sole Arbitration of a nominee of the PSPCL, who shall give a reasoned/speaking award, the award of the sole Arbitrator shall be final and binding on the contractor under the provisions of the Indian Arbitration Act, 1996 and of the rules there-under. Any statutory amendment/modification or re-enhancement thereof for the time being in force, shall be deemed to apply to and be incorporated in the contract. It will not be objectionable if the sole Arbitrator as an officer of the PSPCL and he has expressed his views in or all or any of the matters in question of dispute or difference.
 - b. Upon every or any such reference, the cost of and incidental to the reference and award respectively shall be at the discretion of the sole Arbitrator so appointed who may determine the amount thereof or direct the same to be fixed as between Solicitor and Client or as between party and party shall direct by whom and to whom and in what manner the same is to be born and paid.
 - c. The work under the contract shall, if reasonably possible, continued during the with Arbitrations proceedings and no payment due to payable by the PSPCL shall be with held on account of such proceedings.
- 19) The contractor will execute contract agreement on non-judicial stamp paper worth Rs. 25/- within ten days from the issue of this contract. A specimen of the contract agreement to be executed is attached herewith as Annexure-C.
"In case of any leave required by machine operator, same should be communicated by firm immediately to this office with the name of alternative machine operator"

30/6
Dy. Secy./General,
PSPCL, Patiala.

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30/6/23

Annexure-B

GOODS AND SERVICES TAX

PSPCL is registered entirely in the state of Punjab under GST in 03AAFPCS120Q1ZC .

- **Certified that the transaction on which GST is claimed has been/shall be included in the return submitted/ to be submitted under GST law and the amount claimed from PSPCL has been deposited/ shall be deposited with GST authorities.**
- **Certified that the supplies on which GST has been charged have not been exempted under GST Act or rule made there under and that GST charged on these supplies is not more than what is payable under the provisions of relevant act .**
- **Certified that we shall indemnify the PSPCL , in case, it is found at a later stage that wrong or incorrect payment has been received on account of GST, the same will be refunded.**
- **Certified that we are registered under GST Act and our registration no is**
- **Further any loss due to non-availability of ITC or levy of penalty/interest payable by PSPCL on account of non-filing of return or non-compliance or any miss-statement given under the provisions of GST by the contractor shall be recoverable from them.**


Dy. Secy./General
R.S.P.C.L, Patiala.

CONTRACT AGREEMENT

(To be entered on a non-judicial stamped paper of Rs. ___)

This Contract Agreement has been executed today on _____ between Punjab State Power Corporation hereinafter called PSPCL and _____

_____ hereinafter called " Contractor" for work of photostate copies of PSPCL,Head office Common pool,Patiala to Punjab State Power Corporation Limited on the rates mentioned in the enclosed Annexure- _____ for one year with immediate effect, in accordance with and contractor quotation dated: _____ and subsequent correspondence made between the parties.

The PSPCL has appointed the contractor as authorized contractor for work of photostate copies of PSPCL,Head office Common pool, Patiala -----
----- to Punjab State Power Corporation Limited vide PSPCL Work Order No. _____ dated _____ mentioning therein detailed terms and conditions. The contractor while acknowledging Contract dated _____ has agreed to comply with the same.

This agreement contains _____ pages including Annexure

In witness where of the parties here to have affixed their signatures on the day, month and year written as above.

CONTRACTOR P.S.P.C.L.

P.S.P.C.L.

WITNESSES


Dy. Secy./General
P.S.P.C.L., Patiala.

ਪੰਜਾਬ ਸਟੇਟ ਪਾਵਰ ਕਾਰਪੋਰੇਸ਼ਨ ਲਿਮਿਟਿਡ

ਰਜਿ:ਦਫਤਰ :ਦੀ ਮਾਲ ਪਟਿਆਲਾ-147001

ਟੈਲੀਫੋਨ ਨੰ:0175-2213042 ਈਮੇਲ:sepersonnel@pspcl@gmail.com; se-personnel@pspcl.in

ਕਾਰਪੋਰੇਟ ਆਈ.ਡੀ ਨੰ:U40109PB2010SGC033813 ਵੈਬ ਸਾਈਟ:www.pspcl.in

ਦਫਤਰ:ਉਪ ਮੁੱਖ ਇੰਜੀਨੀਅਰ/ਪ੍ਰਸੋਨਲ,ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ. ਪਟਿਆਲਾ

(ਸੈਕਸ਼ਨ: ਸੁਪਰਡੈਂਟ/ਜਨਰਲ ਭਾਗ-2, ਈ-ਮੇਲ pspclmobile@gmail.com)

TENDER ENQUIRY NO. 07/GBD-13/Vol-9/2023

Dy. Secy./General, PSPCL, Room no. 1, Ground floor, Three story Building, The Mall, PSPCL, invites Tender for Outsourcing of Photo State Work for the year 2023-24 against PSPCL Tender enquiry no. 07/GBD-13/Vol-9/2023 For detailed NIT & Tender Specification please refer to PSPCL official website www.pspcl.in from 05.07.2023 onwards.

NOTE: Corrigendum and addendum, if any will be published online at www.pspcl.in

Dy. Secy./General,
PSPCL, Patiala.

(Handwritten Signature)
30/01/23

ਪੰਜਾਬ ਸਟੇਟ ਪਾਵਰ ਕਾਰਪੋਰੇਸ਼ਨ ਲਿਮਿਟਿਡ

ਰਜਿ:ਦਫਤਰ :ਦੀ ਮਾਲ ਪਟਿਆਲਾ-147001

ਟੈਲੀਫੋਨ ਨੰ:0175-2213042 ਈਮੇਲ:sepersonnel@pspcl@gmail.com; se-personnel@pspcl.in

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ਦਫਤਰ:ਉਪ ਮੁੱਖ ਇੰਜੀਨੀਅਰ/ਪ੍ਰਸੋਨਲ,ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ. ਪਟਿਆਲਾ

(ਸੈਕਸ਼ਨ: ਸੁਪਰਡੈਂਟ/ਜਨਰਲ ਭਾਗ-2, ਈ-ਮੇਲ pspclmobile@gmail.com) 96461-11377

ਟੈਂਡਰ ਸਪੈਸੀਫਿਕੇਸ਼ਨ ਨੰਬਰ- 07/GBD-13/Vol-9/2023

ਉੱਪ ਸਕੱਤਰ/ਜਨਰਲ, ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ. ਕਮਰਾ ਨੰ. 1, ਗਰਾਊਂਡ ਫਲੋਰ, ਤਿੰਨ ਮੰਜਿਲਾ ਬਿਲਡਿੰਗ, ਦੀ ਮਾਲ, ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ. ਦੇ ਦਫਤਰ ਵੱਲੋਂ ਠੇਕੇ ਦੇ ਅਧਾਰ ਤੇ ਸਾਲ 2023-24 ਲਈ ਫੋਟੋ ਕਾਪੀਆਂ ਕੰਮ ਟੈਂਡਰ ਇੰਨਕੁਆਰੀ ਨੰ. 07/ਜੀਬੀਡੀ/ਭਾਗ-9/2023 ਵਿਰੁੱਧ ਟੈਂਡਰ ਕਾਲ ਕੀਤੇ ਜਾਂਦੇ ਹਨ, ਵਿਸਤ੍ਰਿਤ ਟੈਂਡਰ ਮੰਗ ਨੋਟਿਸ ਅਤੇ ਟੈਂਡਰ ਸਪੈਸੀਫਿਕੇਸ਼ਨਾਂ ਵੈਬਸਾਇਟ www.pspcl.in ਮਿਤੀ 05.07.2023 ਤੋਂ ਵੇਖੇ ਜਾ ਸਕਦੇ ਹਨ।

ਨੋਟ: ਸੇਧ ਸਬੰਧੀ ਵੇਰਵੇ ਜੇਕਰ ਕੋਈ ਹੋਵੇ ਤਾਂ ਵੈਬਸਾਇਟ www.pspcl.in ਤੇ ਵੇਖੇ ਜਾਣ।

ਪੰਜਾਬ ਸਟੇਟ ਪਾਵਰ ਕਾਰਪੋਰੇਸ਼ਨ ਲਿਮਿਟਿਡ

ਰਜਿ:ਦਫਤਰ :ਦੀ ਮਾਲ ਪਟਿਆਲਾ-147001

ਟੈਲੀਫੋਨ ਨੰ:0175-2213042 ਈਮੇਲ:sepersonnel@pspcl@gmail.com; se-personnel@pspcl.in

ਕਾਰਪੋਰੇਟ ਆਈ.ਡੀ ਨੰ:U40109PB2010SGC033813 ਵੈਬ ਸਾਈਟ:www.pspcl.in

ਦਫਤਰ:ਉੱਪ ਮੁੱਖ ਇੰਜੀਨੀਅਰ/ਪ੍ਰਸੋਨਲ,ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ. ਪਟਿਆਲਾ

(ਸੈਕਸ਼ਨ: ਸੁਪਰਡੈਂਟ/ਜਨਰਲ ਭਾਗ-2, ਈ-ਮੇਲ pspclmobile @gmail.com)

(ਟੈਂਡਰ ਨੋਟਿਸ)		
ਦਫਤਰ: ਉੱਪ ਸਕੱਤਰ/ਜਨਰਲ (ਜਨਰਲ ਭਾਗ-2), ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ., ਪਟਿਆਲਾ		
1.	ਟੈਂਡਰ ਨੋਟਿਸ	ਠੇਕੇ ਦੇ ਅਧਾਰ ਤੇ ਫੋਟੋਕਾਪੀਆਂ ਦਾ ਕੰਮ
2.	ਟੈਂਡਰ ਇੰਨਕੁਆਰੀ ਨੰ.	07/ ਜੀਬੀਡੀ-13 ਵਾ-9/2023
3.	ਟੈਂਡਰ ਦਸਤਾਵੇਜ਼ ਦੀ ਕੀਮਤ	ਰੁ: 590 (ਸਮੇਤ ਜੀ.ਐਸ.ਟੀ.)
4.	ਟੈਂਡਰ ਦਸਤਾਵੇਜ਼ ਵੇਚਣ ਦੀ ਆਖਰੀ ਮਿਤੀ	20.07.2023 (ਸਵੇਰੇ 11.30 ਵਜੇ ਤੱਕ)
5.	ਟੈਂਡਰ ਪ੍ਰਾਪਤ ਕਰਨ ਦੀ ਆਖਰੀ ਮਿਤੀ/ਸਮਾਂ	27.07.2023 (ਸਵੇਰੇ 11.30 ਵਜੇ ਤੱਕ)
6.	ਟੈਂਡਰ ਖੋਲ੍ਹਣ ਦੀ ਮਿਤੀ/ਸਮਾਂ	28.07.2023 (ਸਵੇਰੇ 11.30 ਵਜੇ ਤੱਕ)

ਟੈਂਡਰ ਮੰਗਣ ਦੀ ਡਿਟੇਲ ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ. ਦੀ ਦਫਤਰੀ ਵੈਬ ਸਾਈਟ www.pspcl.in ਤੇ ਦਿੱਤੀ ਗਈ ਹੈ।

ਨੋਟ: ਇਹ ਵੀ ਸੂਚਿਤ ਕੀਤੀ ਜਾਂਦਾ ਹੈ ਕਿ ਸੇਧ ਸਬੰਧੀ ਜਾਣਕਾਰੀ ਅਖਬਾਰ ਵਿੱਚ ਪ੍ਰਕਾਸ਼ਿਤ ਨਹੀਂ ਕੀਤੀ ਜਾਵੇਗੀ, ਸੇਧ ਸਬੰਧੀ ਜਾਣਕਾਰੀ ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ. ਦੀ ਦਫਤਰੀ ਵੈਬ ਸਾਈਟ www.pspcl.in ਤੇ ਹੀ ਉਪਲੱਬਧ ਹੋਵੇਗੀ।

ਉੱਪ ਸਕੱਤਰ/ਜਨਰਲ

ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ., ਪਟਿਆਲਾ

20/6/23

ਪੰਜਾਬ ਸਟੇਟ ਪਾਵਰ ਕਾਰਪੋਰੇਸ਼ਨ ਲਿਮਿਟਡ

ਰਜਿ:ਦਫਤਰ :ਦੀ ਮਾਲ ਪਟਿਆਲਾ-147001

ਟੈਲੀਫੋਨ ਨੰ:0175-2213042 ਈਮੇਲ:sepersonnel@pspcl@gmail.com; se-personnel@pspcl.in

ਕਾਰਪੋਰੇਟ ਆਈ.ਡੀ ਨੰ: U40109PB2010SGC033813 ਵੈਬ ਸਾਈਟ:www.pspcl.in

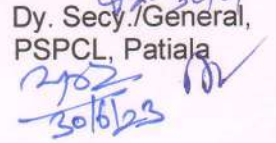
ਦਫਤਰ:ਉਪ ਮੁੱਖ ਇੰਜੀਨੀਅਰ/ਪ੍ਰਸੋਨਲ,ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ. ਪਟਿਆਲਾ

(ਸੈਕਸ਼ਨ: ਸੁਪਰਡੈਂਟ/ਜਨਰਲ ਭਾਗ-2, ਈ-ਮੇਲ pspclmobile @gmail.com)

(NOTICE INVITING TENDER)		
(Office:- Dy. Secy./General (General Section-2), PSPCL, Patiala)		
1.	Tender Notice for	Outsourcing/Hiring of Photostate work
2.	Tender Enquiry No.	07/GBD-13/Vol-9/2023
3.	Cost of tender document	Rs. 590/- (Including GST)
4.	Last date & time for sale of tender document	20.07.2023 upto 11:30am
5.	Last date & time for receipt of tender doc.	27.07.2023 upto 11:30am
6.	Date and time of opening of tender	28.07.2023 upto 11:30am

For detailed NIT may be downloaded from PSPCL official website www.pspcl.in

Note: It is informed that corrigendum will not be published in news papers, details regarding corrigendum may be seen on PSPCL official website www.pspcl.in


 Dy. Secy./General,
 PSPCL, Patiala
 20/7/23
 30/6/23