

कार्यालय प्राचार्य, सोबन सिंह जीना राजकीय आयुर्विज्ञान एवं शोध संस्थान अल्मोड़ा

निकट विकास भवन, पाण्डेखोला, अल्मोड़ा, जिला-अल्मोड़ा-263601 (उत्तराखण्ड)

ई-मेल – principal.gmcalmora@gmail.com

http://www.ssigimralmora.org

मोबाइल सं० :- 9412410759

फोन/फैक्स नं० :-05962-230557

पत्रांक : 2651 / जी.एम.सी.ए./जी-1 / लघु निर्माण / अल्मोड़ा / 2026-27

दिनांक : 18 / 06 / 2026

विज्ञप्ति (VENDOR REGISTRATION)

सोबन सिंह जीना राजकीय आयुर्विज्ञान एवं शोध संस्थान, अल्मोड़ा के कॉलेज परिसर एवं इसके शिक्षण चिकित्सालय गोवर्धन तिवारी राजकीय बेस चिकित्सालय अल्मोड़ा के चिकित्सालय परिसर, आवासीय परिसर, छात्रावास (बालक एवं बालिका) तथा अन्य संबद्ध भवनों में समय-समय पर किये जाने वाले लघु निर्माण/अनुरक्षण से सम्बन्धित सिविल एवं विद्युत कार्यों के रख-रखाव, मरम्मत, नवीनीकरण एवं संबंधित आपूर्ति सेवाओं के लिए नवीन राजकीय ठेकेदारों (Vendor) का पंजीकरण किया जाना प्रस्तावित है। पात्र फर्मों/ठेकेदारों से निर्धारित प्रपत्र में आवेदन आमंत्रित किए जाते हैं। चयनित फर्मों/ठेकेदारों का पंजीकरण पंजीयन की तिथि से दिनांक 31 अक्टूबर, 2027 तक वैध रहेगा। इच्छुक फर्म/ठेकेदार निर्धारित आवेदन पत्र को पूर्ण रूप से भरकर आवश्यक अभिलेखों सहित पंजीकृत डाक अथवा स्वयं उपस्थित होकर निम्न पते पर जमा करना होगा—

प्राचार्य

सोबन सिंह जीना राजकीय आयुर्विज्ञान एवं शोध संस्थान अल्मोड़ा,
निकट- विकास भवन पाण्डे खोला,
अल्मोड़ा (उत्तराखण्ड) 263601

पूर्ण आवेदन पत्र दिनांक 26.06.2026 तक अथवा उससे पूर्व कार्यालय में प्राप्त हो जाना चाहिए। आवेदन पत्र, पात्रता मानदंड, नियम एवं शर्तें तथा अन्य आवश्यक जानकारी संस्थान की वेबसाइट से प्राप्त की जा सकती है। College website www.ssigimralmora.org

नोट:- संस्थान को बिना कोई कारण बताए किसी भी आवेदन को स्वीकार अथवा निरस्त करने का पूर्ण अधिकार सुरक्षित रहेगा।

Ambarish
प्राचार्य 18/6/26


सो०सि०जी०रा०आर्यु०एवं शो०सं०,
अल्मोड़ा (उत्तराखण्ड)।

**NOTICE INVITING APPLICATION FOR PRE QUALIFICATION/EMPANELMENT
OF VENDORS**

The college requires various construction work for its academic, administrative, residential and Hostels as per the following details:-


Items-

S.No	Categories of Registration	Details of required item/Services
01	Minor Construction/Repairing works/ Electrical work/Plumbing work/ Fabrication Work	Civil Works
		Electrical Works


Principal,
S.S.J.G.I.M.S.R.
Almora (Uttarakhand)

18/6/26

1. Interested parties with sound techno-commercial know how of the relevant field may apply on the prescribed application form. Original Demand Drafts of Rs 1180.00 (Registration form cost non refundable including GST) with one set of documents should be sent to the **Principal, S.S.J.Govt.I.M.S.R. Almora** in case relevant documents as mentioned in the application form are not made available, application form is liable to be rejected.
2. The Registration shall be valid for Dt. 31 Oct. 2027 subject to further extension on discretion of competent authority as per Government norms.
3. Empanelled vendors shall be contacted for Limited Tender Enquiry by post/email only as per college rule or Uttarakhand procurement rule 2025. Soban Singh Jeena Government Institute of Medical Science and Research Almora reserves the right to go for open Tender Inviting Bids as and when desired for procurement of construction work. In such case Soban Singh Jeena Government Institute of Medical Science and Research Almora may send copy of invitation to the enlisted vendors. Registration as approved vendors does not confer any rights on vendors to secure orders for items registered and Soban Singh Jeena Government Institute of Medical Science and Research Almora is not obliged to contact empanelled vendors for all of the requirements for the items for which vendors have been registered, However the registration may be liable for cancellation:
 - (a) If any of the submitted documents or statements found to be false later.
 - (b) Any other grounds which in the opinion of Soban Singh Jeena Government Institute of Medical Science and Research Almora consider retention of the approved vendor is undesirable in the interest of the college.
4. Soban Singh Jeena Government Institute of Medical Science and Research Almora reserves the rights to accept or reject any or all the applications without assigning any reason thereof.
5. Undersigned is authorized to deal with applications and registration process.


Principal, 12/6/26
S.S.J.G.I.M.S.R.
Almora (Uttarakhand)


Contractor/Vendor Registration

GENERAL INSTRUCTIONS WITH TERMS & CONDITIONS TO VENDORS


1. Separate application form for separate tender will be filled. Relevant documents for all categories sought for registration should be provided separate form for separate contracture/Agency.
2. The vender must have GSTN registration No./ Permanent Account No./or other relevant document whichever is applicable (Applicable for Indian Vendors Only).
3. Vendors are required to complete all parts of the form and provide exhaustive information requested there in one go to the satisfaction of Soban Singh Jeena Government Institute of Medical Science and Research Almora. Wherever the answer is a statement of fact, it must be accurate and supported by documentary evidence as required. Wherever it is a statement of opinion, it must be both true and reasonable, it is Vendor's responsibility to answer the question with sufficient clarity that will ensure Soban Singh Jeena Government Institute of Medical Science and Research Almora does not misinterpret any of the responses.
4. The registration process will consist of a multiphase evaluation with the possibility of Vendor's presentation, Factory/Site visit for inspection. verification of documents/information, assessment of turnover, past performance, infrastructure. After completion of document review and other assessment, as applicable, the case shall be taken up for Approval of competent authority and issue of registration letters will be obtained/issued.
5. Successful Registration by Soban Singh Jeena Government Institute of Medical Science and Research Almora is no guarantee of any future award of order for purchase/service/work or inclusion on a particular tender list.
6. Any inaccuracy in any response given in the form, or failure to substantiate any response as required by Soban Singh Jeena Government Institute of Medical Science and Research Almora may result in the failure to quality as registered vender for inclusion in the Vendor list. Wherever any such information comes to notice at a later date, the vendor may be removed from the Vendor list.
7. In the list vendors will be registered in particular category only.

U. Mohan
18/6/26
Principal,
S.S.J.G.I.M.S.R.
Almora (Uttarakhand)

8. Any vendor providing false information or inaccurate or forged documents will stand automatically disqualified for consideration of registration for this or any other future notifications for a minimum period of three years. Again, if such information comes to light after successful qualification and registration, Soban Singh Jeena Government Institute of Medical Science and Research Almora reserves the right to remove the vendor from the vendor list for the category/item/group/area.
9. It will be the responsibility of the vendor to submit/update Soban Singh Jeena Government Institute of Medical Science and Research Almora with latest audited profit & Loss Account with Balance Sheet and also to keep Soban Singh Jeena Government Institute of Medical Science and Research Almora informed of any such matter that may affect the vendor's continued qualification and status. If the vendor's future circumstances change so that they no longer meet the registration qualification criteria for that particular category/item/group/area, then the vendor should promptly inform Soban Singh Jeena Government Institute of Medical Science and Research Almora and college reserves the right to remove vendor from the Vendor list.
10. Throughout the period of Vendor's registration validity, the vendor shall voluntarily update Soban Singh Jeena Government Institute of Medical Science and Research Almora with any time-sensitive data supplied at the time of original application for registration without any obligation on part of Soban Singh Jeena Government Institute of Medical Science and Research Almora to seek such information for continuance of the registration.
11. Soban Singh Jeena Government Institute of Medical Science and Research Almora reserves the right to undertake further pretender qualification to identify suitable tenders for a particular tender list.
12. Soban Singh Jeena Government Institute of Medical Science and Research Almora reserves the right to restrict the size of any specific tender list, in accordance with their regulations to a level, which is justified by the characteristics of the award procedure and resources required to complete it.
13. Retention of suppliers in Vendor list shall be subject to satisfactory performance on execution of orders and evaluation of performance by Soban Singh Jeena Government Institute of Medical Science and Research Almora. Registration shall be accorded for the period of Three year.


Principal,
S.S.J.G.I.M.S.R.
Almora (Uttarakhand)

14. Applicant should be submitted Security money @ 25,000/- (Twenty Five Thousand) FDR/ NSC in the favour of **Principal, S.S.J. Govt. I.M.S.R. Almora.**
15. Applicant should be some document with application :-
- (A) Status Certificate (should not be older than 06 months)
 - (B) Contractor Registration Certificate in any department.
 - (C) Firms GST & Pan Card.
 - (D) Firms owner Pan Card and Aadhar Card.
 - (E) Corrector Certificate of construction/Professional work (should not be older than 06 months)
 - (F) Domicile Certificate.
16. Filled in applications with enclosures should be sent to Principal, Soban Singh Jeena Government Institute of Medical Science and Research Almora, Near-Vikas Bhawan Almora super-scribing in the envelope "Vendor Registration."
17. The vender must provide an affidavit duly notarized, stating that the vendor has not been blacklisted by any Institute/Organization.
18. The vendor will abide by the terms and conditions of a contract/purchase order.


Principal, 12/6/26
S.S.J.G.I.M.S.R.
Almora (Uttarakhand)

Removal of firms from the list of Registered Vendors.

In case of violation of terms and condition of the registration, the registration of the firm will be cancelled by giving prior notice. Registration of vendor is liable to be removed from the list of approved Registered Vendors, when.

- a- If fails to abide by the terms and conditions under which the registration has been given.
- b- Any false declaration to the College.
- c- Construction work is inferior quality/uninspected goods/construction work in not completed in stipulated time.
- d- Renders services (including after sales services and maintenance services) of inferior quality to the contracted ones.
- e- Fails to execute a contract or fails to execute it satisfactorily.
- f- The required technical/Operational staff or equipment are no longer available with the firm or there is change in its production/services line affecting its performance adversely.
- g- Is declared bankrupt or insolvent.
- h- Fails to submit the required documents/information for review of registration, where required.
- i- Adopts unethical business practices, not acceptable to the government, and
- j- Failure to respond to tender enquiry for more than three consecutive occasions will render the registration null and void.
- k- Any other ground which, in the opinion of the registering authority, is not in public Interest.
- l- If the registered vendor fails to maintain the construction work during the warranty or fails to maintain or repair on payment basis with immediate effect during the period of registration, the vendor registration shall be cancelled and submitted FDR/NSC will be forfeited and the vendor will not be registered by the college in future.
- m- In all other cases provisions of Uttarakhand Procurement Rule 2025 will apply.

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Principal,
S.S.J.G.I.M.S.R.
Almora (Uttarakhand)

Check List :-

S. No	Documents	Yes/No
1	Copy fo Registration related documents.	
2	Copy of Profit & Loss account with Balance sheet duly certified by Chartered Accountant (a) 2023-24 (b) 2024-25 (c) 2025-26	
3	Copy of Income tax assessment for financial year (d) 2023-24 (e) 2024-25 (a) 2025-26	
4	Certificate for GST Registration Number	
5	Certificate for Trade License Number	
6	Copy of PAN Number	
7	Duly notarized Affidavit stating that the vendor/service provider has not been blacklisted by an institute/organization.	
8	Certificate of character issued by DM/ SDM/SP and copy of certificate of status (minimum 50 lakh) issued by DM/ SDM.	

I/We have read the above instructions and conditions of Vendor Registration and accept them.

.....
(Signature of proprietor/Partner/ Chief Executive)

Name

(In Capital Letter)
(Seal of Vendor)

Place :

Date :

All the pages of the document must be duly signed by the vendor

FORM FOR REGISTRATION OF VENDORS / SERVICE PROVIDER

1. Name of the Company / Individual:

2. (a) Head Office / Registered Office:

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Telephone No.:

Fax No.:

Email:

Website (if any):

Date of Establishment:

(b) Branch Office in Nainital / Kumaun (if any):

Telephone No.:

Fax No.:

3. Name of Chief Executive / Proprietor / Partners:

Telephone No.:

Fax No.:

Email:

4. Name & Designation of Contact Person:

Telephone No.:

Fax No.:

Email:

5. Contact Details for Correspondence Regarding Enquiries / Purchase Follow-Ups from University.

Name & Designation of Contact Person:

Telephone No.:

Fax No.:

Email:

6- Type of Organization**Documents to be enclosed (Pls in appropriate Box)**

- | | | | |
|----------------------------|--------------------------|---|--------------------------|
| a) Proprietary | <input type="checkbox"/> | Trade License | <input type="checkbox"/> |
| b) Partnership | <input type="checkbox"/> | Partnership Deed, Trade License | <input type="checkbox"/> |
| c) Private Limited Company | <input type="checkbox"/> | Memorandum of Article & Association | <input type="checkbox"/> |
| d) Public Limited Company | <input type="checkbox"/> | Certificate of Registration with
Memorandum of A Article & Association | <input type="checkbox"/> |
| e) Public Sector | <input type="checkbox"/> | Certificate of Registration with
Memorandum of A Article & Association | <input type="checkbox"/> |

7- Nature of Business

- | | | | | | |
|----------------------|--------------------------|--------------|--------------------------|----------------------|--------------------------|
| Manufacturing | <input type="checkbox"/> | Service | <input type="checkbox"/> | Dealership | <input type="checkbox"/> |
| Stockiest | <input type="checkbox"/> | Indian Agent | <input type="checkbox"/> | Indian Branch office | <input type="checkbox"/> |
| Repair & Maintenance | <input type="checkbox"/> | Fabrication | <input type="checkbox"/> | other | <input type="checkbox"/> |

8. Annual Turnover during last 3 years Enclose copy of P&L account with Balance sheet duly signed by chartered Accountant with registration no.

- a) 2023-24
- b) 2024-25
- c) 2025-26

9- Details of Income tax return filled last 2 year.

- | | |
|------------|----------------------------|
| a) 2023-24 | Total Income Tax Paid..... |
| b) 2024-25 | Total Income Tax Paid..... |
| c) 2025-26 | Total Income Tax Paid..... |

10. Commercial Information Registration (Enclosed Attested Copy)

- a) GST Regn. No.
- b) Central Excise No.
- c) Trade License No.
- d) PAN No.

11. Details of Major Customers

Names of Autonomous institutions/Universities/ Government department/Major public sector undertakings/Research and Development institutions, where the firm is registered.

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Details of Registration fee (₹1180)

D.D. No. :

Date:

Bank:

DECLARATION BY VENDOR

I confirm that

- 1) No employee or direct relation of any employee of Soban Singh Jeena Government Institute of Medical Sciences and Research, Almora is in any way connected as Partner/Shareholder/Director/Advisor/Consultant/Employee etc. with the Company.
- 2) The information furnished are correct to the best of my knowledge and belief.

.....
(Signature of Proprietor/Partner/Chief Executive)

Place :

Name

Date :

(in Capital Letter)

(Seal of vendor)