

**CHECKLIST FOR TENDER DOCUMENT (2024-25)**

<b>S. No</b>	<b>Checklist</b>	<b>Tick (Yes/No)</b>
1	Whether EMD, Cost of Tender Document as mentioned above in the shape of Demand draft/ Banker Cheque in favor of Registrar, DAV University, payable at Jalandhar has been attached? If yes, DD/B.C No. _____ dated _____ and _____ name of the Bank DD/B.C No. _____ dated _____ and _____ name of the Bank	Yes/No
2	Have you put the financial bid in separate envelop?	Yes/No
2	Have you put all the documents in one envelope and named “ <b>Tender for .....</b> ”	Yes/No
3	Have you sealed the envelopes Properly?	Yes/No
4	Have you signed the terms and conditions.	Yes/No
5	Have you mentioned your address on the envelope?	Yes/No
6	Have you written the following address on the envelope:  <p style="text-align: center;"><b>Registrar, DAV University, Sarmastpur, Jalandhar - Pathankot National Highway (NH 44) Jalandhar - 144 012 (Punjab)</b></p>	Yes/No
7	Have you submitted the required documents/certificates?	Yes/No

**Signature of Bidder**