

To be generated automatically by the E-procurement portal of		
the Govt. of Punjab.		
28 /September/ 2016.		
Short term e- tender notice for supply of Routine Office		
Furniture items at the University offices as well as its		
constituent colleges, based on the different demands generated		
during the 31.12.2018.		
Rs. 2000/- only (Rs. Two Thousand Only)		
{Non refundable, under any circumstances}.		
To be charged by Punjab Infotech, Chandigarh as per their		
norms. (Non- refundable).		
Rs. 10,000/- only (Rupees Ten Thousand Only)		
{Refundable to the Non-successful bidders, without any type of		
interest or other charges}.		
However, It will be converted in Performance security in case of		
successful tenderer and will be returned after successful completion of		
the contract period.		
The Earnest Money Deposit must be submitted in the shape of a		
Bank Demand Draft of any nationalized bank and issued in the		
favour of "Registrar, Baba Farid University of Health Sciences,		
Faridkot" payable at "Faridkot" and must be submitted upto 1.30		
p.m. of the last date fixed for the submission of the tenders		
through e-tender mode. The bidder who will not submit the		
demand draft upto the last date and time fixed for the		
submission of tender will be considered as In-valid and his/ her		
bid will be rejected without any prior notice. The demand draft		
must reach to the office of the Incharge (UPFD) on which the		



Date of start of downloading of	immedia	ate from the wel	osi	te of the Punjab Government i.e.
tender documents:-	https://etender.punjabgovt.gov.in			
Website for downloading of	From the	e above website		
the tender document:-	Howeve	r, the details ma	ay	also be obtained from the University
	website	i.e. <u>www.bfuhs</u>	ac.	.in
Last date for downloading of	<u>14.10.20</u>	)16 up to 12.30 p	m	
the tender document:-				
Last date & Time for	<u>14.10.20</u>	016 up to 1.30 p	m	(through online mode only)
submission of the tender				
documents:-				
Date of opening of the Tender	14.10.20	<u>)16 (</u> at 2.30 p.m.	)	
documents:-	on the e	- procurement p	or	tal of the Govt. of Punjab.
	at the	University Proc	ure	ement & Facility Department, Baba
	Farid Un	iversity of Healt	h S	Sciences, Faridkot.
Address for the submission :	The Reg	istrar,		
	Baba Farid University of Health Sciences,			
	Sadiq Ro	oad, Faridkot (Pu	nja	ab) PIN-151203.
Who can be contacted for	<u>Sr.</u>	Nature o	f	Name of the concerned Official
obtaining more information	<u>No.</u>	Information		with contact No:-
about the tender.	1	About th	e	Sh. RAJ SINGLA, Audit Officer,
		tenders an	d	University Procurement & Facility
		allied		Department, Baba Farid University
	information:- of Health Sciences, Faridkot.			
	Phone:- 01639-250267, 256232,			
	256236,			
				Email id:- upfdbfuhs@gmail.com
				(on all working days from 9.00 a.m.
				to 5.00 p.m.)



2	For any type of	Sh. Harmeet Singh, District Co-
	information,	ordinator (Faridkot) of Punjab
	Solutions of	Infotech, Chandigarh, Mob: 81466-
	technical	99868.
	problems in E-	Or
	tendering,	At Punjab Government's e-
	Digital	Procurement helpline numbers
	Signature	92572-09340, 80546-28821, 0172-
	certificates and	3934667.
	User Id etc:-	



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department SHORT TERM e-TENDER NOTICE FOR FURNTIURE ITEMS (II)

#### SCOPE OF SUPPLY

**E-tenders** are invited from the **Manufacturers/ Sole agents/distributors/ Dealers etc.** for supply and properly installation of the following Routine Furniture items to the Baba Farid University of Health Sciences, Faridkot or its Constituent Colleges that will be generated during the period 31.12.2018.:-

Name of item	Photograph/ drawing of the item	Specifications
	required for reference.	
Single Seater student desk	Troy	<ul> <li>Top seat and back</li> </ul>
	UT JUT JUT JUT JUT JUT JUT JUT JUT JUT J	made of good quality
	STUDEN RON PI PADE BOARD PI PADE BOARD PI PADE	laminated board having
		thickness not less than
	Sivate	01 inch.
	and a second sec	<ul> <li>Iron pipe made of 18</li> </ul>
	SNOTM MATH	gauge iron of 2 inch x 1
	SPECIFIC OF LEP REIFORME SHEET	inch size
		Powder coating on iron
		pipes and sheets
		Perforated good quality
		polished metal sheet
		for keeping books/bags
		etc.
		<ul> <li>Shoes of good quality</li> </ul>
		rubber on stands
		• Size top 24 inches x 14
		inches, seat 24 inches x
		12 inches back 24 inch
		x 10 inch
	Single Seater	required for reference.



02	Waiting chairs	•	• The size of unit seat
02	_		
	(03 seaters)		shall be approximately
			480mm (H) x 570mm
			(W).
			• The length of the unit
		1	shall be as follow:
			Three (3) seater –
			1400mm.
			• The each seat length
			shall be approximately
			450mm.
			• The spacing between
			each seat shall be
			approximately 25mm.
			• The frame structure
			shall be constructed
			with durable steel able
			to resist to rust. All
			joints shall be welded
			and all exposed
			surfaces shall be
			straight and true to line
			and curve. The entire
			structure shall be
			coated with a layer of
			anti-corrosion paint
			follow by another 2
			finishing coats either
			power coating or nylon



		polyester coating to
		withstand periodic
		cleaning and typical
		abuse.
		• The unit should be
		heavy duty.
		• The unit also must be
		sturdy and would not
		sink once sit upon.
03	Stacks for	• Width: 926 mm Main
	library	Unit/900mm Add on Unit,
	<u>Stacks (3 units</u>	Height: 1890mm (Incl.
	double sided)	85mm Skirting) Depth:
		590mm.
		• Racks, Back panel &
		Skirting: CRCA 0.8mm
		Thickness. Side panels:
		26mm thick, Prelaminated
		particle board (PLB) with
		lamination on both sides.
		• Metal panels: Epoxy
		Polyster Powder coated
		to the thickness of 50
		microns (+/-10).
		• The add-on units can be
		stacked width wise to
		form a bank of racks
		having common side
		panel.



			<ul> <li>From front &amp; back (Racks on both sides).</li> <li>At the rear side of the racks back stiffners are provided. These are to support books on the rear side &amp; also act as divider between front &amp; rear books in upper two compartments.</li> </ul>
04	Student Chairs with side writing pad		<ul> <li>Student chair with plastic seat and back.</li> <li>Side writing pad.</li> <li>Heavy duty.</li> <li>frame made of round pipe of 1" thickness &amp; having attached writing board of suitable size on the right arm to facilitate the student to write comfortable on the note book</li> </ul>
05	Office Multi- utility cabinets.	eteres Teres	<ul> <li>Made of laminated board of good quality.</li> <li>Having Length of 3 feet</li> <li>Having width of 22 inches.</li> <li>Having Height of 2 ½</li> </ul>



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department SHORT TERM e-TENDER NOTICE FOR FURNTIURE ITEMS (II)

feet.
Three Shelves in the
cabinet
Covered from all sides
with the laminated
board of good quality.
• Front door on the
cabinet with lock
facility.
<ul> <li>Lock of Godrej/ Link</li> </ul>
etc. to be used only.

#### Important Note:-

- The quantity that will be ordered through this tender will be based upon the actual requirements that will be generated by the different offices/ departments/ constituent colleges of the University during the period upto 31.12.2018.
- II. That only the L 1 Bidders may be called for a negotiation upon the rates offered by them.



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department SHORT TERM e-TENDER NOTICE FOR FURNTIURE ITEMS (II)

#### **INSTRUCTIONS/ GUIDELINES TO THE TENDERERS**

1. Please download the Tender document from the website of the e-procurement of the Govt. of Punjab. Please sign on all the pages of the tender document along with a stamp/ seal. Then a scanned copy of the same may be uploaded on the website at the time of submission of the tender document..

- upload an affidavit regarding Non-Black listing as per proforma given at (Annexure-II) on Non- Judicial Papers of appropriate value, duly attested by an <u>Executive Magistrate</u> or a <u>Notary Public</u> may also be uploaded on the website.
- 3. upload Technical Bid Proforma (Annexure-III).
- 4. upload a signed copy of the terms and conditions (Annexure-IV).
- 5. Detail of Bank Account for refund of EMD (Annexure V)
- 6. In addition to this, following documents are to be attached with Technical Bid:
  - i) Tender Fee : The tender document fee of Rs. 2,000/- only may be submitted through online mode only. The Tender document fee will not be accepted through any other mode. It is pertinent to mention here that the Tender document fee once deposited will be Non- refundable under any circumstances.
  - ii) Earnest Money Deposit (EMD) of Rs. 10,000/- (Rs. Ten Thousand Only). The Earnest Money Deposit must be submitted in the shape of a Bank Demand Draft of any nationalized bank and issued in the favour of " Registrar, Baba Farid University of Health Sciences, Faridkot" payable at "Faridkot" and must be submitted upto 1.30 p.m. of the last date fixed for the submission of the tenders through e-tender mode. The bidder who will not submit the demand draft upto the last date and time fixed for the submission of tender will be considered as In-valid and his/ her bid will be rejected without any prior notice. The demand draft must reach to the office of the Incharge (UPFD) on which the name and address of the bidder must be written on its back side.



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department SHORT TERM e-TENDER NOTICE FOR FURNTIURE ITEMS (II)

- iii) Details of registration as Company / Shop / Establishment. The supporting document should be uploaded on the e-procurement website of the Govt. of Punjab along with the tender document.
- iv) Copy of Certificate of Registration for service Tax/TIN/TAN/PAN/VAT (as applicable). The supporting document should be uploaded on the eprocurement website of the Govt. of Punjab along with the tender document.

7. Attach a signed copy of the Acceptance of Tender/ Conditions Forms (Annexure-VI). The said copy must be signed and duly stamped. A scanned copy of the same may be uploaded on the e-procurement website of the Govt. of Punjab along with the tender document.

8. It should be clearly noted that this tender will be accepted though e-tender mode only. The tenders submitted through offline mode will not be accepted under any circumstances.



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department SHORT TERM e-TENDER NOTICE FOR FURNTIURE ITEMS (II)

#### Annexure-I

# NOTICE INVITING TENDER (E-TENDER NOTICE)

**E-tenders** are invited from the Manufacturers/ Sole

**agents/distributors/ Dealers etc.** for supply and properly installation of the following Routine Furniture items to the Baba Farid University of Health Sciences, Faridkot or its Constituent Colleges that will be generated during the period 31.12.2018.:-



			12 inches back 24 inch
			x 10 inch
02	Waiting chairs		• The size of unit seat
	(03 seaters)		shall be approximately
			480mm (H) x 570mm
			(W).
			• The length of the unit
		1	shall be as follow:
			Three (3) seater –
			1400mm.
			• The each seat length
			shall be approximately
			450mm.
			• The spacing between
			each seat shall be
			approximately 25mm.
			• The frame structure
			shall be constructed
			with durable steel able
			to resist to rust. All
			joints shall be welded
			and all exposed
			surfaces shall be
			straight and true to line
			and curve. The entire
			structure shall be
			coated with a layer of
			anti-corrosion paint
			follow by another 2



		finishing coats either
		power coating or nylon
		polyester coating to
		withstand periodic
		cleaning and typical
		abuse.
		• The unit should be
		heavy duty.
		• The unit also must be
		sturdy and would not
		sink once sit upon.
03	Stacks for	• Width: 926 mm Main
	library	Unit/900mm Add on Unit,
	<u>Stacks (3 units</u> double sided)	Height: 1890mm (Incl.
		85mm Skirting) Depth:
		590mm.
		<ul> <li>Racks, Back panel &amp;</li> </ul>
		Skirting: CRCA 0.8mm
		Thickness. Side panels:
		26mm thick, Prelaminated
		particle board (PLB) with
		lamination on both sides.
		<ul> <li>Metal panels: Epoxy</li> </ul>
		Polyster Powder coated
		to the thickness of 50
		microns (+/-10).
		• The add-on units can be
		stacked width wise to
		form a bank of racks



		•	having common side panel. From front & back (Racks on both sides). At the rear side of the racks back stiffners are provided. These are to support books on the rear side & also act as divider between front & rear books in upper two compartments.
04	Student Chairs with side writing pad		<ul> <li>Student chair with plastic seat and back.</li> <li>Side writing pad.</li> <li>Heavy duty.</li> <li>frame made of round pipe of 1" thickness &amp; having attached writing board of suitable size on the right arm to facilitate the student to write comfortable on the note book</li> </ul>



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department SHORT TERM e-TENDER NOTICE FOR FURNTIURE ITEMS (II)

05	Office Multi- utility cabinets.		<ul> <li>Made of laminated board of good quality.</li> <li>Having Length of 3 feet</li> <li>Having width of 22 inches.</li> <li>Having Height of 2 ½ feet.</li> <li>Three Shelves in the cabinet</li> <li>Covered from all sides with the laminated board of good quality.</li> <li>Front door on the cabinet with lock facility.</li> <li>Lock of Godrej/ Link etc. to be used only.</li> </ul>
----	---------------------------------------	--	--

The tender document containing detailed terms & conditions may be downloaded from the eprocurement website of the Punjab Government i.e. <u>https://etender.punjabgovt.gov.in</u> and its details may also be seen at the University website i.e. www.bfuhs.ac.in

#### TERMS AND CONDITIONS:-

1. <u>The Earnest Money Deposit of Rs. 10,000/- only (Rs. Ten Thousand Only ) must be</u> <u>submitted in the shape of a Bank Demand Draft of any nationalized bank and issued in</u> <u>the favour of " Registrar, Baba Farid University of Health Sciences, Faridkot" payable at</u> <u>"Faridkot" and must be submitted upto 1.30 p.m. of the last date fixed for the</u> <u>submission of the tenders through e-tender mode. The bidder who will not submit the</u> <u>demand draft upto the last date and time fixed for the submission of tender will be</u>



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department SHORT TERM e-TENDER NOTICE FOR FURNTIURE ITEMS (II)

considered as In-valid and his/ her bid will be rejected without any prior notice. The demand draft must reach to the office of the Incharge (UPFD) on which the name and address of the bidder must be written on its back side.

- 2. The tenders will be opened on the same day at <u>2.30 PM, on the e-procurement portal</u> of the Punjab Government in the presence of tenderer(s), who wish to be present in the said tender opening process. However, the individuals keen to attend the tender opening process should have an authorization certificate from the company.
- The Price bid (Financial Bids) will be opened after the opening of Technical Bid. The Price Bid (Financial Bids) of the technical qualified bidders will be opened by the University.
- 4. The Registrar, Baba Farid University of Health Sciences, Faridkot reserves all rights to accept or reject any or all the tenders without assigning any reason.

Registrar



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department SHORT TERM e-TENDER NOTICE FOR FURNTIURE ITEMS (II)

#### Annexure-II

### (To be furnished on non-judicial stamp papers worth Rs.30/- duly attested by Executive Magistrate or Notary Public).

l/We					<u>~</u>					ра	artne	er/sole
proprietor	(Strike	out	which	is	not	applicable)	of	(Name	&	Address	of	Firm)
						do hereby	decl	are and s	olei	mnly affirn	n:-	

- a) That the individual/firm/ companies are **not debarred or black- listed** by any department of Union/ State Government or any autonomous institute.
- b) That no partner or shareholder, directly or indirectly connected with the applicant has been debarred or blacklisted by any department of Union Govt./State Govt./Autonomous Institute.
- c) That the terms and conditions for supply of <u>"Supply of Routine Office Furniture</u> <u>items to the University as well as its Constituent colleges on different</u> <u>demands that will be generated during the period 31.12.2018"</u>. are acceptable to me/us. I/We will abide by them in letter and spirit.
- d) That I will supply and install the required material within the stipulated delivery period of the tender document/ supply .

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

Place: \_\_\_\_\_

#### DEPONENT

#### VERIFICATION

I/We do hereby solemnly declare and affirm that the above declarations are true and correct to the best of my/our knowledge and belief. No part of it is false and nothing has been concealed therein.

Date:			
-			

Place: \_\_\_\_\_

DEPONENT



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department SHORT TERM e-TENDER NOTICE FOR FURNTIURE ITEMS (II)

Annexure-III

# **TECHNICAL BID**

1	Name of the applicant			
T	(tenderer/ bidder).			
2	Constitutional status of the			
	tenderer/ bidder.			
	i.e. Proprietor/ Partnership firm/ Pvt. Limited Company/ Public Limited Company/ Co-op Society etc.			
3	Address of the tenderer/			
	bidder			
4	Name of the Dealing Person :-			
6	Position of the dealing person			
	in the tenderer firm/			
	company/ society :-			
7	E mail id:-			
8	Fax No:-			
9	Mobile No:-			
10	Details of the Earnest Money Deposit (EMD):-			
(A)	In case EMD is deposited in the shape of a demand draft:-			
	Demand Draft No.			
	Date of demand draft			
	Amount of the demand draft Rs. 10000/- only			
	Bank with branch name			



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department SHORT TERM e-TENDER NOTICE FOR FURNTIURE ITEMS (II)

- 10 PAN Number
- 11 VAT No.

#### CHECK LIST DULY FILLED IN TO BE ATTACHED WITH THE TENDER

Sr. No.	Particulars	Remarks
1.	Copy of Tender Notice attached – Annexure – I	Yes/No
	(Scanned copy uploaded on the e-procurement portal or not?)	
2.	Whether an affidavit on the non-judicial stamp paper, duly attested by	Yes/No
	the Executive Magistrate/Notary, regarding non-black listing/ non-	
	prosecution of firm has been submitted? – Annexure – II	
	(Scanned copy uploaded on the e-procurement portal or not?)	
3.	Technical Bid Proforma attached – Annexure – III	Yes/No
	(Scanned copy uploaded on the e-procurement portal or not?)	
4.	Signed copy of terms & conditions attached – Annexure – IV	Yes/No
	(Scanned copy uploaded on the e-procurement portal or not?)	
5.	Bank Details (Anenxure – V) for refund of EMD attached	Yes/No
	(Scanned copy uploaded on the e-procurement portal or not?)	
6.	Signed copy of an acceptance of tender/ conditions (Anenxure – VI)	Yes/No
	(Scanned copy uploaded on the e-procurement portal or not?)	
7.	Whether the fee of Rs. 2000/- on account of Tender Fee has been	Yes/No
	submitted through online mode or not?	
8.	Whether an EMD of the appropriate value i.e. Rs. 10,000/- only has	Yes/No
	been submitted in the shape of a Bank Demand Draft issued in the	
	favor of "The Registrar, Baba Farid University of Health Sciences,	
	<i>Faridkot"</i> and payable at "Faridkot" has been submitted to the Incharge,	
	University Procurement and Facility Department.	
	Whether a soft copy of the same has been uploaded on the designated	
	website at the time of submission of the tender or not?	



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department SHORT TERM e-TENDER NOTICE FOR FURNTIURE ITEMS (II)

	Demand Draft No:	
	Dated:	
	Bank Name :	
9.	Whether each page of the tender document and other enclosures as well	Yes/No
	as cutting(s)/ overwriting(s) have been signed/ initialed by the tenderer	
	and also the forwarding letter duly signed by the authorized signatory,	
	has been submitted?	
	(Scanned copy uploaded on the e-procurement portal or not?)	
10.	Copy of Certificate of Registration for service Tax/VAT/ TIN/TAN/PAN	Yes/No
	attached.	
	(Scanned copy uploaded on the e-procurement portal or not?)	
11.	The bidder must have an annual turnover of atleast Rs. 50.00 lac during	Yes/ No
	the last financial year. A copy of the Audited balance sheet will be	
	uploaded on the website.	
	Whether a copy of Audited Balance Sheet of last two financial years have	
	been uploaded on the website along with technical bid or not?	
12.	Whether a copy of the Income tax return of last two financial years have	Yes/ No
	been uploaded on the website along with the technical bid or not?	

Note: Non compliance to any of the above conditions will render the offer/ tender to be rejected out-rightly and Price bid of the firm will not be opened.

Dated:-\_\_\_\_\_.

Place:-\_\_\_\_\_.

Signature
Name:
Address:
Contract No:
Contract No: E-mail id:



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department SHORT TERM e-TENDER NOTICE FOR FURNTIURE ITEMS (II)

#### Annexure-IV

# **TERMS AND CONDTIONS**

Short Term e-<u>TENDER DOCUMENT FOR supply of Routine Office Furniture items</u> for the University and its constituent colleges (Located at different locations throughout the state of Punjab) based on the different demands that will be generated upto 31.12.2018.

- 1. The Manufacturers/ General Merchants/Sole agents/Authorized firms/Distributors may quote their rates.
- 2. <u>Tenders will be submitted only through e-tendering mode. The tenders will not be</u> <u>submitted through any other mode, under any circumstances.</u>
- 3. Tenders without earnest money or short of it or not in the form specified above will not be entertained and shall be rejected straightway.
- 4. No tenderer shall be exempted from furnishing Earnest Money Deposit (EMD) under any circumstances. The EMD shall be deposited in the shape of a bank demand draft, issued by any nationalized bank in the favour of the Registrar, Baba Farid University of Health Sciences, Faridkot (Punjab) and payable at Faridkot. The said demand draft must be submitted to the Incharge, University Procurement & Facility Department on or before the last date for submission of the e-tenders.
- 5. Earnest Money/ Security Deposit and/or any other sum of the tenderer(s) lying with the Baba Farid University of Health Sciences, Faridkot or Guru Gobind Singh Medical College & Hospital, Faridkot in connection with any other tender/case shall not be considered against this tender.
- 6. The bids received after the specified date and time for receipt of bids will not be considered under any circumstance. Registrar, BFUHS, Faridkot shall not be responsible for any type of delay in submission of the e-tenders.
- 7. The material must be supplied within stipulated period i.e. Delivery period mentioned by the University in its Supply/ Purchase Order. The delivery period mentioned by the University will be treated as final and binding.



- 8. The rates once quoted will remain valid/ un-changed for a period upto 31.12.2018 or the period extended after this date.
- 9. The tenderer will be responsible to ensure that the tender is properly uploaded and submitted within well in time. The Earnest Money Deposit must be submitted before the last date and time for opening of the technical bids.
- 10. Each page of the tender document should be signed in full by the tenderer(s) and should bear the rubber stamp/seal of the firm affixed/ scanned, if applicable, on each page. Any cutting(s)/overwriting(s) etc. should also be initialed. In case of any infringement of these conditions, the tender is liable to be rejected. A scanned copy of the complete tender document should be uploaded on the e-procurement portal of the Govt. of Punjab.
- 11. In the event of the date of receipt or opening of tender being declared a holiday for the Baba Farid University of Health Sciences, Faridkot, the last date of receipt/opening of the tender shall be the next working day at the same time and venue. The Price Bid shall be opened only in respect of those individual/ firms, who technically qualify.
- 12. Any conditional, telegraphic tenders, fax tenders, tenders without earnest money, and not in the prescribed form or in any deviation from the terms and conditions of the tender notice shall not be entertained and will be rejected out rightly.
- 13. The tenderer(s) shall be at liberty to be present, in person or through their authorized representative(s) at the time of opening of the tender as specified in the Tender Notice. In case the authorized representatives are to be present, they must furnish the authority letter from the tenderer, on whose behalf they are representing otherwise they will not be allowed to participate in the process of opening of tender.
- 14. In case of violation of any of the terms and conditions as mentioned above, Earnest Money/ Security Deposit of the successful tenderer(s) shall be forfeited and the tender shall be cancelled.
- 15. Any attempt, direct or indirect, to cast influence, negotiate on the part of the tenderer with the official/authority to whom he will submit the tender or the tender accepting



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department SHORT TERM e-TENDER NOTICE FOR FURNTIURE ITEMS (II)

official/ authority before the finalization of tenders will render the tender liable for rejection.

- 16. Minimum delivery period must be quoted clearly. The rates quoted should be F.O.R. destination i.e. Central Store of the Baba Farid University of Health Sciences, Faridkot or Departmental stores of the constituent colleges of the Baba Farid University of Health Scinces, Faridkot (located at different locations throughout the State of Punjab) and should also include packing and forwarding charges, taxes and other levies.
- 17. The Registrar reserves all the rights to accept or reject any tender without assigning any reason and also to impose/relax any term and condition of the tender.

#### 18. CRITERIA OF EVALUATION OF PRICE BID

The Price Bids of technically qualified bidders shall be evaluated on the basis of <u>lowest</u> <u>bid criteria</u> without compromising on the quality of material. Rates of all types of taxes as applicable should be quoted clearly.

#### **19. SECURITY DEPOSIT:**

 The successful bidder shall be required to deposit a security of Rs. 10,000/- in the shape of Demand Draft in favour of Registrar, Baba Farid University of Health Sciences, Faridkot drawn on any commercial/nationalized bank, payable at Faridkot

#### OR

- ii) EMD of Rs.10,000/- submitted with the Tender in the shape of a demand draftwill also be considered as Security Deposit, as agreed by the successful bidder.
- iii) The Earnest Money Deposit will be refunded to the unsuccessful bidders within three months of the date of finalization of tender, without any type of interst.
- iv) The above said amount of the security deposit will be retained by the University and will be refunded after 31.12.2018 or the period extended after this date.

#### 20. **PAYMENT TERMS**

The payment of the bill will be made after delivery, and Inspection of material/ equipment.



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department SHORT TERM e-TENDER NOTICE FOR FURNTIURE ITEMS (II)

The payments will be made in the shape of account payee cheques or RTGS in the favour of the seller only. The payment will not be made to any third party under any circumstances.

#### 21. PENALTY CLAUSE

If the supply is not made within the stipulated period then late delivery charges @2% will be imposed on the total amount of Supply Order up to delay of 30 days and thereafter @ 4% for another 30 days after which Supply Order/Rate Contract will be deemed cancelled & security/earnest money forfeited and company will be black-listed for future.

However, the University can grant 15 to 30 days relaxation in the delivery period, based on the written request of the tenderer, if the University observes that the tenderer has valid reasons for non- supply of material within the stipulated time/ period.

#### 11. ARBITRATION

- i) In the event of any dispute or differences arising between the parties with regard to the terms and conditions of the agreement/contract and/or with regard to the breach or interpretation thereof including all rights and liabilities there under on any matter whatsoever touching upon the terms and conditions of the agreement/contract whether in course of or after its termination the parties will settle the same at the first instance by mutual discussions/conciliation which would be conducted by the Incharge, University Procurement & Facility Department, Baba Farid University of Health Sciences, Faridkot.
- ii) In the event the said mutual discussions/conciliation fails, the aggrieved party shall initiate arbitration proceedings for resolution of differences/disputes etc., mentioned above by appointing a sole arbitrator, who shall be the Registrar,



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department SHORT TERM e-TENDER NOTICE FOR FURNTIURE ITEMS (II)

BFUHS, Faridkot in which event the said proceeding shall be conducted in accordance with the provisions of the Arbitration and Conciliation Act enforce.

- The venue of such arbitration proceeding shall be at Faridkot and the court in Faridkot alone will have jurisdiction in respect of all proceedings connected there with.
- 22. Jurisdiction All disputes are subject to the jurisdiction of courts at Faridkot only.

Dated: Place:	Signature
	Name:

Name:			
Address:			
Contract No:			
Contract No:			
Contract No: E-mail id:			

Accepts all the terms & conditions of the Tender Under hand and seal of the authorized person

# Accepted

Dated:-\_\_\_\_\_.

Place:-\_\_\_\_\_.

Signature
-----------

Name:-		

Address:- \_\_\_\_\_

Contract No:-\_\_\_\_\_

E-mail id:-\_\_\_\_\_

With Seal



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department SHORT TERM e-TENDER NOTICE FOR FURNTIURE ITEMS (II)

#### Annexure- V

#### Details about Bank Account of the firm who has deposited EMD

Name of the firm: M/s \_\_\_\_\_

Sr. No.	Particulars	Detail
1.	Account No.	
2.	Name of Bank	
3.	Branch Name	
4.	IFSC Code of Bank	
5.	Name of Operator	

Dated:-\_\_\_\_.

Place:-\_\_\_\_\_.

Signature	
Name:	
Address:	
Contract No:	

With Seal



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department SHORT TERM e-TENDER NOTICE FOR FURNTIURE ITEMS (II)

Annexure- VI

### **TENDER/CONDITIONS ACCEPTANCE LETTER**

То

Date:-----

The Registrar Baba Farid University of Health Science, Sadiq Road, Faridkot.

#### Subject: Acceptance of Terms & Conditions of Tender.

Dear Sir,

1. I/ We have downloaded the tender document(s) for the above mentioned 'Tender/Work' from the designated website.

2. I / We hereby certify that I / we have read entire terms and conditions of the tender documents. (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your organization too has also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirely.

5. In case any provisions of this tender are found violated, your organization shall be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely and we shall not have any claim/right against organization in satisfaction of this condition.

Yours Faithfully,

Signatures :- \_\_\_\_\_

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

Address: - \_\_\_\_\_

Contact No:-



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department SHORT TERM e-TENDER NOTICE FOR FURNTIURE ITEMS (II)

#### **Financial Bid**

Name and Address of the firm:- \_\_\_\_\_

Sr. No	Name of item	Specifications	Rate per pc. (in Rs.)	Taxes if any	Gross amount after taxes per pc. (In Rs. )
01	Cincle Contor	Christly, as non the			
01	Single Seater student desk	Strictly as per the specifications mentioned in the Tender Document.			
02	Waiting chairs	Strictly as per the			
	(03 seaters)	specifications mentioned in the Tender Document.			
03 Stacks fo		Strictly as per the			
	library	specifications mentioned in the Tender Document.			
	<u>Stacks (3 units</u>				
double sided)					
04	Student chairs	Strictly as per the			
	with side	specifications mentioned in the Tender Document.			
	writing pad.				
5	Office Multi-	Strictly as per the			
	utility cabinets.	specifications mentioned in the Tender Document.			