

(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department

e-TENDER NOTICE FOR SPARE SERVICES MAINTENANCE AGREEMENT FOR PHOTOCOPIER MACHINE.

Tender Notification No:	To be generated automatically by the E-procurement portal of the Govt. of
	Punjab.
Tender Notification Date:	17.07.2021
Nature of work:	e- tender notice for SSMA services of various photocopier machines of the
	University and its Constituent colleges/ Hospitals/ Institutions located at
	different locations throughout the state of Punjab, for one year and further
	extendable subject to satisfactory services and mutual consent of both the
	parties.
Cost of the tender document:-	Rs.590/- only (Rs.500 + 18% GST) through online mode only
	{Non refundable, under any circumstances}.
Tender Processing fee:-	To be charged by Govt. of Punjab as per its norms. (Non- refundable).
EMD Amount :	Rs. 10,000/- only (Rupees Ten Thousand Only) through online mode only
	{Refundable to the Non-successful bidders, without any type of interest or other
	charges}.
	chargesj.
	However, It will be converted in Performance security in case of successful
	tenderer and will be returned after successful completion of the contract period.
	It should be clearly noted that no bidder will be allowed any type of exemption
	from the deposit of the EMD under any circumstances.
Performance Security	The Earnest Money Deposit deposited by the successful bidder will be converted
	against the performance security and will be returned after the completion of rate
	contract period.
Date of start of downloading of tender	immediate from the website of the Punjab Government i.e.
documents:-	https://eproc.punjab.gov.in
Website for downloading of the	From the above website
tender document:-	However, the details may also be obtained from the University website i.e.
	www.bfuhs.ac.in
Last date for downloading of the	23.08.2021 up to 12.30 pm
tender document:-	
Last date & Time for submission of	23.08.2021 up to 1.30 pm (through online mode only)
the tender documents:-	
Date of opening of the Tender	By the next day from the last date of submission of tenders (by 5:00 p.m.)
documents (Technical bid):-	on the e- procurement portal of the Govt. of Punjab.



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department e-TENDER NOTICE FOR SPARE SERVICES MAINTENANCE AGREEMENT FOR PHOTOCOPIER MACHINE.

	However	the bidders or their	authorized agents/ representatives may attend
	the tender opening process at the University Procurement & Facility		
	Department, BFUHS, Faridkot on the prescribed time and date.		
Date of Opening of the tender	The openi	ng date of financial b	oids of the technically qualified bidders will be
documents (Financial Bids)	informed	on the university web	site on the e- procurement portal of the Govt.
	of Punjab.		
	However	the bidder or their au	thorized agents representative may attend the
	tender o	pening process at	the University Procurement & Facility
	Departme	nt, Baba Farid Uni	versity of Health Sciences, Faridkot on the
	prescribe	d time and date.	
	The Unive	ersity authorities will	have right to decide any other date and time
	for the op	ening of the Financia	l bids
Address for the submission:	The Regis	trar,	
	Baba Fari	d University of Healt	h Sciences,
	Sadiq Roa	nd, Faridkot (Punjab)	PIN-151203.
Who can be contacted for obtaining	Sr. No.	Nature of	Name of the concerned Official with
more information about the tender.		<u>Information</u>	contact No:-
	1	About the tenders	Incharge,
		and allied	University Procurement & Facility
		information:-	Department, Baba Farid University 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.)



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998)

University Procurement & Facility Department

e-TENDER NOTICE FOR SPARE SERVICES MAINTENANCE AGREEMENT FOR PHOTOCOPIER MACHINE.

SCOPE OF SUPPLY

E-tenders are invited from the Manufacturers/ Sole agents / Dealers / Distributors for SSMA services of various photocopier machines of the University and its Constituent colleges/ Hospitals/ Institutions located at different locations throughout the state of Punjab, for one year and further extendable subject to satisfactory services and mutual consent of both the parties.. The detail is as under:-

<u>Please quote rates for Spares Services Maintenance Agreement services of following Photocopier machines as per Annexure-A</u>

Sr. No.	Model & Serial no.	Date of installation	Where the machine is installed
1.	Xerox Wc-5325	19.09.2012	Pharmacy College
	3322176278		
2.	Xerox Wc-5325	19.09.2012	Cancer and Radiotherapy unit
	3322171446		
3.	Xerox Wc-5325	14.10.2012	SINPMS, Badal
	3322152697		
4.	Xerox Wc-5325	27.12.2012	Admission Branch
	3322190424		
5.	Xerox Wc-5325	28.12.2012	Principal office, GGSMC
	3322176065		
6.	Xerox Wc-5325	03.02.2013	VC Room
	3322242904		
7.	Xerox Wc-5325	01.05.2013	Library section, BFUHS
	3322246845		
8.	Xerox WC-5016	09.05.2013	Blood Bank, GGSMH, Fdk
	3318480809		
9.	Xerox WC-5016	20.05.2013	Microbiology Deptt, GGSMC
	3318459850		
10.	Xerox WC-5325 3322272668	21.07.2013	Nuclear Medicine Department,
			GGMH
11.	Xerox-5330 3322272781	26.09.2013	Legal Branch
12.	Xerox WC-5019	30.01.14	Accounts section, BFUHS
	3330491425		
13.	Xerox WC-5325 3322308204	24.03.14	Principal office, GGSMC
14.	Xerox WC-5325 3322312376	24.03.2014	Principal office, GGSMC
15.	Xerox WC-5775	02.04.2012	Meeting Section, BFUHS
	3646770121		



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998)

University Procurement & Facility Department

e-TENDER NOTICE FOR SPARE SERVICES MAINTENANCE AGREEMENT FOR PHOTOCOPIER MACHINE.

Sr.	Name and model of machine	Branch where it is	Date of installation
no.		installed	
1.	Xerox photocopier model WC-5325	SVC office	04.09.12
	3322164407		
2.	Xerox photocopier model WC-5325	Establishment Branch	04.09.12
	3322163796		
3.	Xerox photocopier model WC-5016	Goindwal shib	23.06.10
	3317262778		
4.	Xerox photocopier model WC-5016	Library Section	29.05.09
	3317129504		
5.	WC-5016, Digital Copier cum Printer, Xerox	College Branch	15.11.10
	3317292057		
6.	WC-5016, Digital Copier cum Printer, Xerox	Examination	15.11.10
	3317259459	Branch	
7.	Xerox Photocopier Model WC-5645	Examination Branch	02.05.08
	3635262097		
8.	Xerox Photocopier Model WC-238 2233808540	Meeting Branch	28.04.07
9.	Xerox Photocopier Model WC-5645 3641364648	Admission Branch	27.05.10
10.	Canon iR-2530	Examination branch	03.05.12
	FTU 80048		
11.	Canon iR-5055	Examination branch	24.12.10
	CYCO1691		
12.	Canon iR-6075	Strong Room	03.05.012
	HTL10210		
13.	WC-5016, Digital Copier cum Printer, Xerox	MS office	31.10.11
	3317420969		
14.	WC-5016, Digital Copier cum Printer, Xerox	Physiotherapy	18.10.10
	3317290607		
15.	WC-5016, Digital Copier cum Printer, Xerox	UCON	15.09.10
	3317290364		

Note:-

 ${\it The~L1~bidder~may~be~called~for~Negotiation~by~the~University}.$

Quantity may increase or decrease



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998)

University Procurement & Facility Department

e-TENDER NOTICE FOR SPARE SERVICES MAINTENANCE AGREEMENT FOR PHOTOCOPIER MACHINE.

INSTRUCTIONS/ GUIDELINES TO THE TENDERERS

- 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..
- 2. 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 Executive Magistrate or a Notary Public may also be uploaded on the website. The original document must be submitted in the university before the last date
- 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.590/- only (Rs.500/- + 18% GST) 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/- (Rupees Ten Thousand Only). The Earnest Money Deposit must be submitted in the shape of Online Payment.
 - 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 e-procurement 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. Amount of the Price of the item should be quoted only online in BOQ. It is worth to mention here that the Prices of the items demanded once quoted/ finalized will remain same/ unchanged for a period of the contract.
- 9. 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.
- 10. The firm that will be declared L1 may be called for negotiation on their quoted rates.



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998)

University Procurement & Facility Department

ENDER NOTICE FOR SPARE SERVICES MAINTENANCE ACREEMENT FOR PHOTOCORDI

e-TENDER NOTICE FOR SPARE SERVICES MAINTENANCE AGREEMENT FOR PHOTOCOPIER MACHINE.

Annexure-I

NOTICE INVITING TENDER

E-tenders are invited from the Manufacturers/ Sole agents / Authorized Dealers for SSMA services of various photocopier machines (<u>As detailed above</u>) of the University and its Constituent colleges/ Hospitals/ Institutions located at different locations throughout the state of Punjab, for one year and further extendable subject to satisfactory services and mutual consent of both the parties.

The tender document containing detailed terms & conditions may be downloaded from the e-procurement website of the Punjab Government i.e. https://eproc.punjab.gov.in and its details may also be seen at the University website i.e. www.bfuhs.ac.in

TERMS AND CONDITIONS:-

- 1. The tenders will be opened by the next day from the last date of submission of tenders by 5.00PM, on the eprocurement portal 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.
- 2. 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.
- 3. 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

e-TENDER NOTICE FOR SPARE SERVICES MAINTENANCE AGREEMENT FOR PHOTOCOPIER MACHINE.

Annexure-II

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

	AFFIDAVIT	
	I/We partner/sole propri	etor (Strike out
which i	is not applicable) of (Name & Address of Firm) do	hereby declare
and sole	lemnly affirm:-	
a)	That the individual/firm/ companies are not debarred or black- listed by any department of	of Union/ State
	Government or any autonomous institute.	
b)	That no partner or shareholder, directly or indirectly connected with the applicant has been	en debarred or
	blacklisted by any department of Union Govt./State Govt./Autonomous Institute.	
c)	That the terms and conditions for "SSMA Services of Photocopier Machine" 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 te	nder document/
	supply order/ Purchase Order.	
Date: _		
Place:		
		DEPONENT
VE	ERIFICATION	
	I/We do hereby solemnly declare and affirm that the above declarations are true and co	rrect to the best
of	my/our knowledge and belief. No part of it is false and nothing has been concealed therein.	
Date:		
_		DEPONENT



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department

e-TENDER NOTICE FOR SPARE SERVICES MAINTENANCE AGREEMENT FOR PHOTOCOPIER MACHINE.

		Annexure-III
		TECHNICAL BID
1	Name of the applicant (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 :-	
4	Name of the Deaning Letson :-	
6	Position of the dealing person in the	
	tenderer firm/ company/ society :-	
7	E mail id:-	
8	Fax No:-	
0	Malata Na	
9	Mobile No:-	
10	PAN Number	
	2111.1.011.001	
11	GST 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
	(Duly signed and stamped scanned copy uploaded on the e-procurement portal or	
	not?)	
2.	Whether an affidavit on the non-judicial stamp paper, duly attested by the	Yes/No
	Executive Magistrate/Notary, regarding non-black listing/ non-prosecution of	
	firm has been submitted? – Annexure – II	
	(Duly signed and stamped scanned copy uploaded on the e-procurement portal or	
	not?)	
	(The original document must be submitted in the university before the last date)	
3.	Technical Bid Proforma attached – Annexure – III	Yes/No
	(Duly signed and stamped scanned copy uploaded on the e-procurement portal or	
	not?)	
4.	Signed copy of terms & conditions attached – Annexure – IV	Yes/No
	(Duly signed and stamped scanned copy uploaded on the e-procurement portal or	



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998)

University Procurement & Facility Department

e-TENDER NOTICE FOR SPARE SERVICES MAINTENANCE AGREEMENT FOR PHOTOCOPIER MACHINE.

	not?)		
5.	Bank Details (Anenxure – V) for refund of EMD attached	Yes/No	
	(Duly signed and stamped scanned copy uploaded on the e-procurement portal or		
	not?)		
6.	Signed copy of an acceptance of tender/ conditions (Anenxure – VI)	Yes/No	
	(Duly signed and stamped scanned copy uploaded on the e-procurement portal or		
	not?)		
7.	Whether the fee of Rs.590/- (Rs.500/- + 18% GST) on account of Tender Fee has	Yes/No	
	been submitted through online mode or not?		
8.	Whether an EMD of the appropriate value i.e. Rs. 10,000/- only has been	Yes/No	
	submitted in the shape of a Online in the favour of "The Registrar, Baba Farid		
	University of Health Sciences, Faridkot" and payable at "Faridkot"		
	Whether a soft copy of the same has been uploaded on the designated website at		
	the time of submission of the tender or not?		
9.	Whether each page of the tender document and other enclosures as well as	Yes/No	
	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?		
	(Duly signed and stamped scanned copy uploaded on the e-procurement portal or		
	not?)		
10.	Copy of Certificate of Registration for service Tax/VAT/ TIN/TAN/PAN/GST	Yes/No	
	attached.		
	(Duly signed and stamped scanned copy uploaded on the e-procurement portal or		
	not?)		
11.	Whether the bidder is a manufacturer of the equipments	Yes/No	
12.	Whether the bidder is a Sole agents of the equipments	Yes/No	
13.	Whether the bidder is a Authorized Dealers of the equipments	Yes/No	

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:	Signature
Place:	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

e-TENDER NOTICE FOR SPARE SERVICES MAINTENANCE AGREEMENT FOR PHOTOCOPIER MACHINE.

Annexure-IV

TERMS AND CONDTIONS

e-<u>TENDER DOCUMENT</u> for SSMA services of various photocopier machines of the University and its Constituent colleges/ Hospitals/ Institutions located at different locations throughout the state of Punjab, for one year and further extendable subject to satisfactory services and mutual consent of both the parties

- 1. The Manufacturers/ Sole agents/Authorized Dealers may quote their rates.
- 2. <u>Tenders will be submitted only through e-tendering mode.</u> The tenders will not be submitted through any other mode, under any circumstances.
- 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. In-complete or conditional offers incorporating price variation will not be entertained.
- 5. The firm should have its service center in Punjab.
- 6. The quantity of item as mentioned above may be increased or decreased according to the requirement.
- 7. No tenderer shall be exempted from furnishing Earnest Money Deposit (EMD) under any circumstances.
- 8. 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.
- 9. 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 etenders.
- 10. The rates once quoted will remain valid/un-changed for a period of one year.
- 11. 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.
- 12. 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.
- 13. 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.
- 14. 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.
- 15. 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



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998)

University Procurement & Facility Department

e-TENDER NOTICE FOR SPARE SERVICES MAINTENANCE AGREEMENT FOR PHOTOCOPIER MACHINE.

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.

- 16. 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.
- 17. 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 official/ authority before the finalization of tenders will render the tender liable for rejection.
- 18. The rates quoted should be F.O.R. destination that may be the University offices or any of its constituent colleges/ Institutions. The constituent institutions of the University are located at Faridkot, Badal, Jalalabad, Shri Goindwal Sahib, Bathinda and should also include packing and forwarding charges, taxes and other levies.
- 19. 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.

20. CRITERIA OF EVALUATION OF PRICE BID

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

21. SECURITY DEPOSIT:

- a. The EMD of Rs.10,000/- only (Rs. Ten Thousand Only) of successful bidder submitted with the Tender considered as Security Deposit.
- b. The above said amount of successful bidder, the security deposit will be retained by the University and will be refunded after completion of period of rate contract.
- c. The Earnest Money Deposit will be refunded to the unsuccessful bidders within three months of the date of purchase order, without any type of interest.
- 22. <u>Payment term</u>: Payment will be made through electronically transfer/ through cheque on six monthly basis after presentation of bill and completion of satisfactory services report from the respective persons identified by this office. TDS will be deducted as per rule. All taxes & other charges, if any, should be mentioned clearly; otherwise, the rates will be treated as all inclusive.
- 23. You will have to provide services at the place(s) (University & its constituent colleges) where the machines have already installed.
- 24. The service provider shall **provide direct service** and shall not employ sub-contractors.
- 25. The annual maintenance contract shall include periodic service, replacement of defective parts.
- 26. The photocopier machines shall be serviced periodically so that preventive action is taken for any possibility of malfunctioning/non-functioning of the same.
- 27. Complaints, if any, regarding functioning/non-functioning of the machines are to be attended expeditiously and in any case not later than a week. If the firm is not able to rectify the fault within a week's time from the date of



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998)

University Procurement & Facility Department

e-TENDER NOTICE FOR SPARE SERVICES MAINTENANCE AGREEMENT FOR PHOTOCOPIER MACHINE.

booking the complaint, it would be open to the department to have the fault rectified through any other source at the risk and cost of the service provider firm.

- 28. <u>Penalty clause</u>: In the event of defect remaining unattended for more than a week, a penalty of Rs.100/- per day per machine will be imposed on the firm.
- 29. Servicing, replacements, renewal etc. shall be carried out on site and only genuine spare part/assemblies shall be used for the purpose.
- 30. The firm shall be responsible for smooth and satisfactory working of the photocopier machines in all respects and will obtain certificate from the users that photocopier machines have been working satisfactorily during the relevant period.
- 31. The department reserves the right to increase or decrease the number of photocopier machines offered for annual maintenance contract.
- 32. As is evident from the list of photocopier proposed for SSMA, they are of different makes and models. it will be the responsibility of the tenderer/quoting agency to ensure that it is in position to timely supply authentic/company make spare parts of that make/model of photocopier, in case there is a need of that spare part for proper functioning of the photocopier. The tenderer should note that this office shall not separately write/arrange for any spare parts from the manufacturer/other sources for it.
- 33. In the matters of interpretation of any terms and condition or any dispute arising out of the maintenance contract the decision of department will be final and binding.
- 34. Initially contract/agreement period of SSMA of photocopier machines shall be for one year. However, the contract is extendable for a further period of one/two years on mutually agreed rates and terms and condition, at the discretion of the department.
- 35. The notice period for termination of contract shall be one month by either party. However, the service provider shall continue the service on same terms until a new service provider is identified.
- 36. The selected service provider shall, at the end of the service period/termination of contract hand over the photocopier machines in working condition to the successor service provider.
- 37. Before quoting the rate, the physical inspection of machine can be made, if desired by the firm.
- 38. Service provider should agree to provide service even on holiday, if required so.
- 39. A firm having outstanding with the University due to any other tender/work of the university is not eligible and will not be consider

40. PENALTY CLAUSE

- A time period of 30 days will be given by the University to supply the material, depending upon the nature of
- 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 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.



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998)

University Procurement & Facility Department

e-TENDER NOTICE FOR SPARE SERVICES MAINTENANCE AGREEMENT FOR PHOTOCOPIER MACHINE.

- If the Successful bidder refuses or does not respond to the instruction/orders with in stipulated period, the EMD shall be forfeited and order may stand cancelled.
- If the firm refused to execute the orders fully or partially, the security amount shall be forfeited and supply order may stand cancelled.

41. <u>ARBITRATION</u>

- 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, BFUHS, Faridkot in which event the said proceeding shall be conducted in accordance with the provisions of the Arbitration and Conciliation Act enforce.
- iii) 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.
- **42. Jurisdiction** All disputes are subject to the jurisdiction of courts at Faridkot only.

Dated:	Signature
Place:	Name:
	Address:
	Contract No:
	E-mail id:
	With Seal
Dated:-	Accepted Signature
Dated:	Signature
Place:	Name:
	Address:
	Address: Contract No:
	Contract No:



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998)

University Procurement & Facility Department

e-TENDER NOTICE FOR SPARE SERVICES MAINTENANCE AGREEMENT FOR PHOTOCOPIER MACHINE.

Annexure- V

Details about Bank Account of the firm who has deposited EMD

Name of th	E IIIII. 1VI/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:	•	Signature
Place:	·•	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

e-TENDER NOTICE FOR SPARE SERVICES MAINTENANCE AGREEMENT FOR PHOTOCOPIER MACHINE.

	TENDER/CONDITIONS	S ACCEPTANCE LETTER	Annexure- VI
То			Date:
	The Registrar Baba Farid University of Health	Science,	
	Sadiq Road, Faridkot.	,	
Subject:	Acceptance of Terms & Conditions	of Tender.	
Dear Sir,			
2. I / We hereby co documents like annex	oaded the tender document(s) for the ab ertify that I / we have read entire tender tender (s), schedule(s), etc.), which form perhauses contained therein.	rms and conditions of the tender	r documents. (including all
3. The corrigendum(submitting this accept	(s) issued from time to time by your o tance letter.	rganization too has also been take	en into consideration, while
4. I / We hereby uncits totality / entirely.	onditionally accept the tender condition	ns of above mentioned tender docu	ment(s) / corrigendum(s) in
including the forfeit	sions of this tender are found violated, ure of the full said earnest money deporaction 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
e-TENDER NOTICE FOR SPARE SERVICES MAINTENANCE AGREEMENT FOR PHOTOCOPIER MACHINE.

Financial Bid

To be filled on the e-procurement portal of the Govt. of Punjab only.

The rates quoted by the bidder must include all charges, however the GST will be paid extra, by the University, as per govt. rates (if applicable)