

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

E-TENDER NOTICE FOR SUPPLY OF Printer, Scanner, Scanner (ADF) and Multifunction Printer

Tender Notification No :	To be generated automatically by the E-procurement portal of the Govt. of
	Punjab.
Nature of work :	e- tender notice for supply of Printer, Scanners and MFP at the Baba Farid
	University of Health Sciences, Faridkot and its constituent colleges located at
	different locations.
	1. Printer
	2. Scanner
	3. Multifunction Printer
	4. Scanner (ADF)
Cost of the tender document:-	Rs.590/- (500/- + 18% GST) in the shape of online payment.
	{Non refundable, under any circumstances}.
Tender Processing fee:-	To be charged by Govt. of Punjab as per its norms. (Non- refundable).
EMD Amount :	Rs.70,000/- only (Rupees Seventy Thousand Only)
	In the shape of online payment.
	{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.
	It should be clearly noted that no bidder will be allowed any type of exemption
	it should be clearly noted that no blader will be allowed any type of exemption
	from the deposit of the EMD under any circumstances.
Performance Security	
Performance Security	from the deposit of the EMD under any circumstances.
Performance Security	from the deposit of the EMD under any circumstances.  The Earnest Money Deposit deposited by the successful bidder will be
Performance Security  Date of start of downloading of	from the deposit of the EMD under any circumstances.  The Earnest Money Deposit deposited by the successful bidder will be converted against the performance security and will be returned after the
	from the deposit of the EMD under any circumstances.  The Earnest Money Deposit deposited by the successful bidder will be converted against the performance security and will be returned after the completion of guarantee/warranty.
Date of start of downloading of	from the deposit of the EMD under any circumstances.  The Earnest Money Deposit deposited by the successful bidder will be converted against the performance security and will be returned after the completion of guarantee/warranty.  immediate from the website of the Punjab Government i.e.
Date of start of downloading of tender documents:-	from the deposit of the EMD under any circumstances.  The Earnest Money Deposit deposited by the successful bidder will be converted against the performance security and will be returned after the completion of guarantee/warranty.  immediate from the website of the Punjab Government i.e.  https://eproc.punjab.gov.in
Date of start of downloading of tender documents:- Website for downloading of the	from the deposit of the EMD under any circumstances.  The Earnest Money Deposit deposited by the successful bidder will be converted against the performance security and will be returned after the completion of guarantee/warranty.  immediate from the website of the Punjab Government i.e. https://eproc.punjab.gov.in  From the above website
Date of start of downloading of tender documents:- Website for downloading of the	from the deposit of the EMD under any circumstances.  The Earnest Money Deposit deposited by the successful bidder will be converted against the performance security and will be returned after the completion of guarantee/warranty.  immediate from the website of the Punjab Government i.e.  https://eproc.punjab.gov.in  From the above website  However, the details may also be obtained from the University website i.e.
Date of start of downloading of tender documents:- Website for downloading of the tender document:-	from the deposit of the EMD under any circumstances.  The Earnest Money Deposit deposited by the successful bidder will be converted against the performance security and will be returned after the completion of guarantee/warranty.  immediate from the website of the Punjab Government i.e.  https://eproc.punjab.gov.in  From the above website  However, the details may also be obtained from the University website i.e.  www.bfuhs.ac.in



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E-TENDER NOTICE FOR SUPPLY OF Printer, Scanner, Scanner (ADF) and Multifunction Printer

(through o	online mode only)		
By the next day from the last date of submission of tenders (by 5:00 p.m.) on the e- procurement portal of the Govt. of Punjab.			
However the bidder or their authorized agents representative may attend			
the tende	er opening process	at the University Procurement & Facility	
Departme	nt, Baba Farid Unive	ersity of Health Sciences, Faridkot on the	
prescribed	I time and date.		
	•	ds of the technically qualified bidders will be	
informed	on the university web	site.	
on the e- p	procurement portal of	the Govt. of Punjab.	
However	the bidder or their a	uthorized agents representative may attend	
the tende	er opening process	at the University Procurement & Facility	
Departme	nt, Baba Farid Unive	ersity of Health Sciences, Faridkot on the	
prescribed	I time and date.		
The Unive	rsity authorities will h	nave right to decide any other date and time	
for the op	ening of the Financial	bids	
The Registrar,			
Baba Farid University of Health Sciences,			
Sadiq Roa	d, Faridkot (Punjab) Pl	N-151203.	
Sr. No.	Nature of	Name of the concerned Official with	
	<u>Information</u>	<u>contact No:-</u>	
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:- <u>upfdbfuhs@gmail.com</u>			
	(on all working days from 9.00 a.m. to 5.00		
		p.m.)	
	By the ne on the e- p However the tender prescribed on the e- p However the opening informed on the e- p However the tender prescribed on the for the opening of the Universe for the Opening of the Regist Baba Faric Sadiq Roa	on the e- procurement portal of However the bidder or their at the tender opening process Department, Baba Farid Universecribed time and date.  The opening date of financial bis informed on the university web on the e- procurement portal of However the bidder or their at the tender opening process Department, Baba Farid Universecribed time and date.  The University authorities will be for the opening of the Financial The Registrar,  Baba Farid University of Health Sadiq Road, Faridkot (Punjab) Ploading Sr. No.  Nature of Information  About the tenders and allied	



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University Procurement & Facility Department

E-TENDER NOTICE FOR SUPPLY OF Printer, Scanner, Scanner (ADF) and Multifunction Printer

## **SCOPE OF SUPPLY**

E-tenders are invited from Manufacturer/ Authorized Dealers/Authorized Distributors only for supply of Printer, Multifunction Printer and Scanner at the different offices of the Baba Farid University of Health Sciences, Faridkot or its constituent colleges/ institutions located at different locations.

Sr. No.	item	Tentative
		Quantity
		required
1.	Printer (specifications Annexure "I")	160 nos.
2.	Multifunction Printer (specifications Annexure "II")	07 nos.
3.	Scanner (specifications Annexure "III")	71 nos.
4.	Scanner (ADF) (specifications Annexure "IV")	02 nos.

### Note:-

- A) Each item must carry ONSITE warranty as per manufacturer. The bidder will attend the call within 24 hours of intimation.
- B) The negotiation will be done if necessary and will be fixed by competent authority.
- C) The GST will be paid extra as per the norms of the Govt. so bidders are advised to quote their basic rates inclusive of all charges such as installation, FOR, carriage octroi or other type of charges but the GST will be paid extra.
- D) Quantity may be increase and decrease.



# BABA FARID UNIVERSITY OF HEALTH SCIENCES, FARIDKOT (Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department

E-TENDER NOTICE FOR SUPPLY OF Printer, Scanner, Scanner (ADF) and Multifunction Printer

### **Specification for Printer**

Annex I

S. No.	Specifications	Values	Compliance ( Y/N)
1	Printing Method	Monochrome Laser Beam Printing	
2	Print Speed A4	18 pages per minute	
3	Print Speed Letter	19 pages per minute	
4	Print Resolution	600 x 600dpi	
5	Print Quality With Image Refinement Quality	2400 (equivalent) × 600dpi	
6	Warm-Up Time	10 sec	
7	First Printout Time (FPOT)	7.8 sec	
8	Recovery Time (From Sleep Mode)	1 sec	
9	Print Language	UFR II LT	
10	Paper Input	150 Sheets	
11	Paper Output	100 Sheets (face down) (based on 80g/m)	
12	USB Interface	USB 2.0 High Speed	
13	RAM	32 MB	
14	Toner Cartridge Output	1600 pages	
15	Duty Cycle	5000 pages	
16	OEM Warranty	One year	

Annex. II

Specifications of Multifunction Laser Printer				
S. No.	Specification	Values	Compliance (Y/N)	
1	Duplex Printing Feature	Yes		
2	Type of Network Interface	10/100 Base-T Ethernet		
3	Network Feature Availability	Yes		
4	On Site OEM Warranty (Year)	1 Year Onsite		
5	Original Document Feeder Type	ADF		
6	Each Main Paper Tray Capacity (Number)	250		
7	Bypass Facility	Yes		
8	Standard media sizes (duplex)	Legal		
9	If Yes, Bypass Tray Capacity	1		
10	WIFI Availability	Yes		
11	Duty Cycle	15000		
12	Print Technology	Laser		



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### E-TENDER NOTICE FOR SUPPLY OF Printer, Scanner, Scanner (ADF) and Multifunction Printer

		mer, seamer, seamer (1151) and many anetton 1 miles
13	Feeder Capacity (Number) - ADF	35
14	RMPV	500 to 2500
15	Paper Size	A4
16	Type of Machine	Multifunction
17	RAM	512MB
18	Scanning Feature	Yes
19	Speed of Fax, If Fax Feature is available	-
20	Cartridge Technology	Composite Cartridge
21	Toner Cartridge No and Yield	Toner Cartridge 337 - 2400 pages (approx)
22	Power Consumption	490 watts (active printing)
23	Number of Main Paper Tray	1
24	Processor Speed	400 MHz
25	Platten / Flatbed Size	A4
26	FPOT(A4)	6.0 seconds
27	Display	5 Line BW LCD (Vari-angle Operation Panel)
28	Type of Printing	Mono
29	Mobile Printing	Yes
30	Maximum No of Copies	999
31	Fax Feature	No
32	ISO Print Speed MONO	27ppm
33	If yes,Wi-Fi Type	Wi-Fi 802.11b/g/n
34	Copy Speed	27cpm
35	Print Langaguge	UFRII LT, PCL6

### **Specification for Scanner**

Annex. III

## **Technical Specifications of Flatbed Scanner**

S.			Compliance
No	Specifications	Values	(Y/N)
1	Scanner Type	Flatbed	
2	Scanner Element	CIS (Colour Contact Image Sensor)	
3	Light Source	3-colour (RGB) LED	
4	Optical Resolution	2400 x 2400dpi	
5	Selectable Resolution	25 - 19200dpi	



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6	Scanning Bit Depth	Grayscale 16-bit input , 8-bit output Colour 48-bit input (16-bit for each colour) Win: [48 or 24-bit output (16-bit or8-bit for each colour)] Mac: [24-bit output (8-bit for eachcolour)] *48-bit: Windows TWAIN Driveronly
7	Scanner Speed	Grayscale, B&W 4.3ms/line (2400 dpi) 2.2ms/line (1200 dpi) 1.3ms/line (600 dpi) 2.2ms/line (300 dpi) Colour 14.8ms/line (2400 dpi) 6.6ms/line (1200 dpi) 3.8ms/line (600 dpi) 2.2ms/line (300 dpi)
8	Maximum Document Size	A4 / Letter (216 x 297mm)
9	Scanner Buttons (EZ Buttons)	4 buttons (PDF, AUTOSCAN, COPY,SEND)
10	Interface	USB 2.0 Hi-Speed Mini-B
11 12	System Requirements Power Supply	Windows 10 / 8.1 / 7 SP1 Mac OS 10.12 ~10.13, Mac OS Xv10.11.6 Supplied via USB port
13	Warranty	One year from OEM



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Annexure-IV

	Specifications of Document Scanner(ADF)				
S.No	Specifications	Values	Compliance (Y/N)		
1	Туре	Office Document Scanner			
2	Document Feeding	Automatic			
3	Scanning Technology	CIS			
4	Document Size	Width: 2.0" – 8.5" Length: 2.1" – 14.0"			
5	Long Document Mode	Up to 118.1"			
6	ADF Capacity	60 Pages or more			
7	Grayscale	8-Bit			
8	Light Source	RGB LED			
9	Scanning Element	Contact Image Sensor (CMOS)			
10	Scanning Modes	Color, Grayscale, Black and White			
11	Optical Resolution	Up to 600 dpi			
12	Output Resolution	100/150/200/240/300/400/600 dpi			
13	Max Scanning Speads (PPM)	Mono : 30 ppm / 60 ipm Color : 30 ppm / 60 ipm			
14	Interface	Hi-Spead USB 2.0 or Higher			
15	Suggested Daily Duty Cycle	3,500 Pages			
16	Bundled Software	ISIS/TWAIN Driver, CaptureOnTouch, CapturePerfect			
17	Supported Microsoft	Windows OS: - Windows 7 SP1 or later/8.1 [32-bit/64-bit (WOW)], Windows 10 (32 bit/64 bit), Windows Server 2008 R2/2012 R2/2016, Service Pack 1 or later Supported MAC OS: - 10.11, 10.12, 10.13			
18	Options	Flatbed Scanner Unit 102/201, BarCode Module, 2D Code Module, Exchange Roller Kit (Feed Roller and Retard Roller), Carrier Sheet (Passport), Carrier Sheet (A4), eCarePAK Extended Service			
19	Other Features	Auto Color Detection, Auto Page Size Detection, Auto Resolution, Background Smoothing, Deskew, Edge Emphasis, Moiré Reduction, Prevent Bleed-Through/Remove Background, Shadow Cropping, Skip Blank Page, Text Enhancement, Text Orientation Recognition, Three-Dimensional Color Correction, Double- Feed Detection, User Preferences			



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### **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 <u>Executive Magistrate</u> or a <u>Notary Public</u> 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:-
  - Tender Fee: The tender document fee of Rs.590/- (500/-+ 18% GST) 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 Nonrefundable under any circumstances.
  - ii) Earnest Money Deposit (EMD) of Rs.70,000/- (Rupee Seventy Thousand Only).

    The Earnest Money Deposit must be submitted in the shape of Online Payment.

    No firm will be provided any type of exemption from the deposit of tender document fee or earnest money deposit under any circumstances.
  - 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 e-procurement website of the Govt. of Punjab along with the tender document.



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- 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 in proforma at Annexure-VII.

  It is worth to mention here that the prices of the items demanded once quoted/finalized will remain same/unchanged for a period of 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.

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

Sr. No. Particulars Remarks	
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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	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?)	
	(The original document must be submitted in the university before the last date)	
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.590/- (500/- +	Yes/No
	18% GST) on account of Tender Fee has been submitted through online	
	mode or not?	
8.	Whether an EMD of the appropriate value i.e. Rs.70,000/- only has	Yes/No
	been submitted online in the favour of "The Registrar, Baba Farid	
	University of Health Sciences, Faridkot" and payable at "Faridkot"	
	Detail of Payment:	
	Dated:	
	Name of the Bank :	
	Branch Name:	
	Amount:- Rs.70,000/- only (Rs. Seventy Thousand Only).	
	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	Yes/No
		I



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	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.	Whether the bidder is a Manufacturer of the product?	Yes/ No
	If yes whether the documentary evidence is attached	
12.	Whether the bidder is a Authorized dealer of the product quoted?	
	If yes whether the documentary evidence is attached	
13.	Whether the bidder is a supplier of the product?	
	If yes whether the documentary evidence is attached	
14.	Copies of the ITR's for the last three financial years should be attached	
	with the tender document	
15.	Any other relevant information about the product quoted by the bidder	

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

<u>Annexure-I</u>

**NOTICE INVITING TENDER** 



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University Procurement & Facility Department

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**E-tenders** are invited from **Manufacturers or Authorized Dealers/Authorized dealers only** 

for supply of Printer, Multifunction Printer and Scanner at different offices of the Baba Farid University of Health Sciences, Faridkot or its constituent colleges/ institutions located at different locations

### Note:-

- 1. Each item must carry onsite warranty as per provided by manufacture.
- 2. The L1 bidder may be called for Negotiation by the university (if required).

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

### **TERMS AND CONDITIONS:-**

- 1. **Earnest Money Deposit (EMD)** of **Rs.70,000/-** (Rupees Seventy Thousand Only). <u>The</u>

  Earnest Money Deposit must be submitted *in the shape of Online Payment*.
- The tenders will be opened by the next day from the last date of submission of tender by 5.00PM, on the e-procurement 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.
- 3. 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



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University Procurement & Facility Department

E-TENDER NOTICE FOR SUPPLY OF Printer, Scanner, Scanner (ADF) and Multifunction Printer

### **Annexure-II**

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

						<u> </u>	<u>AFFIDAVIT</u>						
I/We	-										р	artne	er/sole
propri	etor	(Strike	out	which	is	not	applicable)	of	(Name	&	Address	of	Firm)
							_ do hereby de	eclare	e and sole	emnl	y affirm:-		
a)	Tha	t the ind	ividual	/firm/ co	ompa	nies	are <b>not deba</b>	rred	or black-	liste	ed by any o	depar	tment
	of L	Inion/ Sta	ate Gov	vernmen	t or	any aı	utonomous in	stitut	te.				
b)	Tha	t no par	tner o	r shareh	olde	r, dire	ectly or indire	ectly	connecte	ed w	vith the ap	plica	nt has
	bee	n debarr	ed or l	olackliste	ed by	/ any	department o	of Un	ion Govt	./Sta	te Govt./A	utono	omous
	Inst	itute.											
c)	Tha	it the ter	ms and	d condit	ions	for "s	supply of P	rinte	er, Scan	ner,	MFP and	d Sca	anner
	(AI	DF)" are	accept	table to	me/	us. I/	We will abide	e by t	hem in le	etter	and spirit		
d)	•		•		•	•	uired material	-			-		riod of
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Date:					•								
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I/We (	do he	ereby sol	emnly	declare	and	affirm	n that the abo	ove d	eclaratio	ns ai	re true and	d corr	rect to
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E-TENDER NOTICE FOR SUPPLY OF Printer, Scanner, Scanner (ADF) and Multifunction Printer

Annexure-III

## **TECHNICAL BID**

	Name of the applicant	
1		
	(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:-	
,	L man id.	
8	Fax No:-	
9	Mobile No:-	
10	PAN Number	
11	GST No.	



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**Annexure-IV** 

## **TERMS AND CONDTIONS**

E-TENDER DOCUMENT supply of Printer, Scanner, MFP at the BFUHS and its consitiuent colleges based on different requirements that will be generated during the period of one year.

- 1. The Manufacturers / Authorized Dealers/ Authorized Distributors etc. may quote their rates.
- 2. <u>Tenders will be submitted only through e-tendering mode. The tenders will not be 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 Earnest money must be submitted in the shape of Online payments
- 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 rates once quoted will remain valid/ un-changed for a period of one year or the period that will be further extendable upto this period.
- 8. 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.
- 9. 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.



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- 10. 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.
- 11. 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.
- 12. 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. THE E-TENDER WILL BE OPENED IN THE UNIVERSITY PROCUREMENT & FACILITY DEPARTMENT OF THE UNIVERSITY.
- 13. 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.
- Any attempt, direct or indirect, to cast influence, negotiate on the part of the tenderer 14. 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.
- 15. 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.
- 16. 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.

#### **17.** CRITERIA OF EVALUATION OF PRICE BID

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



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### 18. SECURITY DEPOSIT:

- i) EMD of Rs.70,000/- submitted by successful bidder with the tender may also be considered as security deposit.
- ii) The above said amount of the security deposit of successful bidder will be retained by the University and will be refunded after completion of period of rate contract.
- iii) The Earnest Money Deposit will be refunded to the unsuccessful bidders after place the purchase order to successful bidder, without any type of interest.

### 19. PAYMENT TERMS

Payment through Account Payee Cheques/ NEFT/RTGS, in the favour of the seller/ dealer only. The payment will not be made to any third party under any circumstances.

### 20. PENALTY CLAUSE

- A time period of 30 days will be given by the University to supply the material, depending upon the nature of item.
- 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.
  - a. 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.
  - b. If the firm refused to execute the orders fully or partially, the security amount shall be forfeited and supply order may stand cancelled.

### 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



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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.
- 21. 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 Accepts all the terms & conditions of the Tender Under hand and seal of the authorized person **Accepted**

Dated:	Signature	_
Place:	Name:	
	Address:	
		_
	Contract No:	
	E-mail id:	



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Annexure- V

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

Name of th	ne 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:	·	Signature
Place:	•	Name:
		Address:
		Contract No:
		E-mail id:
		With Seal



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**Annexure-VI** 

## **TENDER/CONDITIONS ACCEPTANCE LETTER**

	TENDEN, CONDITIONS ACCEL TANCE LETTER
	Date:
То	
	The Registrar Baba Farid University of Health Science, Sadiq Road, Faridkot.
Subject:	Acceptance of Terms & Conditions of Tender.
Dear Sir,	
designated webs 2. I / We herek (including all doo	downloaded the tender document(s) for the above mentioned 'Tender/Work' from the site.  by certify that I / we have read entire terms and conditions of the tender documents cuments like annexure(s), schedule(s), etc.), which form part of the contract agreement and e hereby the terms / conditions / clauses contained therein.
	ndum(s) issued from time to time by your organization too has also been taken into while submitting this acceptance letter.
	y unconditionally accept the tender conditions of above mentioned tender document(s) , in its totality / entirely.
tender/bid inclu	rovisions of this tender are found violated, your organization shall be at liberty to reject this ding the forfeiture of the full said earnest money deposit absolutely and we shall not have against organization in satisfaction of this condition.
	Yours Faithfully
	Signatures :
	Name:
	Address:
	Contact No:-



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### **Financial Bid**

Must be uploaded on the e-procurement portal

The Basic prices must be quoted in the bid and the GST will be paid extra, on
the basic prices as per the Govt. norms