



BABA FARID UNIVERSITY OF HEALTH SCIENCES, FARIDKOT

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

University Procurement & Facility Department

SHORT TERM e-TENDER FOR PEST CONTROL SERVICES AT THE BFUHS AND ITS CONSTITUENT COLLEGES.

Tender Notification No :	To be generated automatically by the E-procurement portal of the Govt. of Punjab.
Nature of work :	Short term e- tender notice for PROVIDING OF PEST CONTROL SERVICES for the period upto 31.12.2018 and further extendable subject to satisfactory services and mutual consent of both the parties.
Cost of the tender document:-	Rs. 2000/- only (Rs. Two Thousand Only) {Non refundable, under any circumstances}.
Tender Processing fee:-	To be charged by Punjab Infotech, Chandigarh as per their norms. (Non- refundable).
EMD Amount :	Rs. 1,00,000/- only (Rupees One Lac Only) <i>{Refundable to the Non-successful bidders, without any type of interest or other charges}.</i> <i>However, it will be converted in performance security in case of successful tenderer and will be returned after successful completion of the contract period.</i> <u>The Earnest Money Deposit must be submitted in the shape of a Bank Demand Draft only 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</u>



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	<p><u>the bidder must be written on its back side.</u></p> <p><u>The Parties empanelled with the Ministry of Micro, Small and Medium Enterprises (MSME) are exempted from the payment of Earnest Money Deposit only. However, the said firms/ bidders must have to provide a copy of the said certificate to the University Procurement & Facility Department.</u></p>
Amount of Security Deposit:-	Rs. 1,00,000/- which was deposited by the successful bidder along with his/ her bid will be converted as a part of Performance Security.
Date of start of downloading of tender documents:-	immediate from the website of the Punjab Government i.e. https://etender.punjabgovt.gov.in
Website for downloading of the tender document:-	From the above website However, the details may also be obtained from the University website i.e. www.bfuhs.ac.in
Last date for downloading of the tender document:-	<u>05.05.2017 up to 12.30 pm</u>
Last date & time for submission of the tender documents:-	<u>05.05.2017 up to 1.30 pm</u> <u>(through online mode only)</u>
Date of opening of the tender documents (Technical Bids):-	<u>05.05.2017 (at 2.30 p.m.)</u> on the e- procurement portal of the Govt. of Punjab. at the University Procurement & Facility Department, Baba Farid University of Health Sciences, Faridkot.
Date of opening of the tender documents (Financial Bids):-	<u>05.05.2017 (at 3.30 p.m.)</u> on the e- procurement portal of the Govt. of Punjab. at the University Procurement & Facility Department, Baba Farid University of Health Sciences, Faridkot.
Address for the submission :	The Registrar,



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		Baba Farid University of Health Sciences, Sadiq Road, Faridkot (Punjab) PIN-151203.	
Who can be contacted for obtaining more information about the tender.	<u>Sr.</u>	<u>Nature of</u>	<u>Name of the concerned Official</u>
	<u>No.</u>	<u>Information</u>	<u>with contact No:-</u>
	1	About the tenders and allied information:-	Sh. RAJ SINGLA, AUDIT OFFICER (UPFD), BFUHS, FARIDKOT Phone:- +91-9780008610, 01639-256232, 256236, Email id:- upfdbfuhs@gmail.com <i>(on all working days from 9.00 a.m. to 5.00 p.m.)</i>
2	For any type of information, solutions of technical problems in e-tendering, digital signature certificates and user id etc:-	Sh. Harmeet Singh, District Co-ordinator (Faridkot) of Punjab Infotech, Chandigarh, Mob: 81466-99868. Or At Punjab Government's e-procurement helpline numbers 92572-09340, 80546-28821, 0172-3934667.	



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SCOPE OF WORK/ SERVICES

e- Tenders are invited from Professional Agencies for Providing of Professional Pest Control Services to the BFUHS and its constituent colleges for a period upto 31.12.2018 that may be further extendable subject to the mutual consent of both the parties, to the University and its constituent colleges.

The details of Scope of Work/ Services are as under:-

PROFESSIONAL PEST CONTROL SERVICES

1. The work involves providing '**Professional PEST CONTROL SERVICES**' in the following areas under 'BFUHS' as per qualifications and other requirements as applicable for each such nature of services/ activities on contract basis as per detail given below:-

Areas under 'BFUHS'

i. Faridkot

- a. Baba Farid University of Health Sciences, Faridkot
- b. Guru Gobind Singh Medical College and Hospital including its Mortuary, Laundry and other allied areas that will be assigned by the Registrar of the University or the Principal/ Medical Superintendent.
- c. University College of Nursing, Faridkot
- d. University College of Nursing hostel.
- e. Boys hostel of the Guru Gobind Singh Medical College, Faridkot
- f. PG Hostel of the Guru Gobind Singh Medical College, Faridkot
- g. Girls hostels of the Guru Gobind Singh Medical College, Faridkot
- h. PG hostel in Medical campus of the Guru Gobind Singh Medical College, Faridkot
- i. University Institute of Para Medical Sciences of the Guru Gobind Singh Medical College, Faridkot
- j. Guest house complex
- k. Official residence of the Hon'ble Vice Chancellor, BFUHS
- l. All external areas to include roads, grounds and lawns of the University and Guru Gobind Singh Medical College, Faridkot.



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- m. GGS medical college building, Academic block, De-addiction centre, TB& Chest, laundry.
 - n. University College of physiotherapy, Ayurvedic centre, Audiology and speech block, physiotherapy OPD, engineering offices, Planning and estate offices, University Institute of Pharmaceutical Sciences and Research.
 - o. Upcoming MCH block
 - p. Upcoming paramedical Institute.
 - q. Sunny Oberoi Rain Basera.
 - r. Other areas that will be assigned by the University.
- ii. Badal:**
- a. Civil Hospital, Badal:
 - b. State Institute of Nursing and Paramedical Sciences, Badal.
 - c. Girls Hostel Block of the SINPMS, Badal.
 - d. Auditorium block of the SINPMS, Badal
- iii. Goindwal**
- a. Institute of Nursing , University's Regional Centre, Shri Goindwal Sahib, Tarn Taran.
 - b. Girls Hostel Block of the ION, Shri Goindwal Sahib.
- iv. Bathinda**
- a. Advanced Cancer Institute, Mansa Road, Bathinda.
 - b. Night shelter Home of the Institute
- v. Jalalabad:-**
- a. Civil Hospital, Jalalabad
 - b. University Institute of Nursing, Jalalabad
 - c. Girls Hostel of the Civil Hospital and Nursing College, Jalalabad
 - d. Guest House at the Residence Block of the Civil Hospital, Jalalabad.

The University will have right to select the locations where pest control services are required. Any site can be enhanced or reduced, at any time based on the requirements.

2. **General Duties of the service provider:** The following duties shall be performed by the service provider through his/ her staff:-



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Sr. No.	Item	Details
A)	<u>Rodent Management</u> <u>Services:-</u>	<p>This service will be carried out for controlling rat problems inside as well as outside the premises and safeguarding the important files/ papers/ boxes/ carpets/ electrical and telephone wiring , wooden/ false ceilings, paneling, cardboards, raw materials etc. from the rodent damage.</p> <p>This service will be provided in the entire office are inside the building area including office cabins, rooms, toilets, corridors, false ceilings etc and outside the building premises.</p> <p>The treatment will be carried out by mechanical trapping Roda- boxes or tunnels along with glue pads placed on each floor including the basement areas. The service provider/ contractor will visit daily for changing and replacing the glue pads/ bait stickers. The used glue pads will be disposed off outside the buildings.</p>
B)	<u>Disinfestations Services:-</u>	<p>The Service will carry out for controlling all type of crawling insects such as cockroaches/ silver fish/ bed bugs , red ants, black ants, spiders and lizards etc.</p>



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		<p>The services will be provided in the entire area of the Institution by gel application or by spray four times in a year (One in a quarter). The record of the spray will be kept in an appropriate manner.</p>
C)	<u>Vector Control Services:-</u>	<p>These services will be carried out for controlling mosquitos, flies, and other insects.</p> <p>This will be provided by treating the breeding areas such as open drains, dustbins, garbage area, receiving areas both front and back side of the buildings under the bushes damp areas along with walls etc. etc.</p> <p>This treatment will be carried out by indoor and outdoor spraying and using larvicide twice in a month.</p>
D	<u>Other Scope of Work:-</u>	
		<ul style="list-style-type: none">• The Contractor/ Service Provider will take all necessary measures to make the Office/ Hospital/ Institution free from the Snakes/ Pests/ Rats etc. He will also take such measures that are even not mentioned in the above said scope of work. If any violation is observed by the University then the contractor/ service provider will be held responsible.• All Pest Control services in the premises of the Hospital will be the sole responsibility of the contractor.• All materials required for these services will have to be arranged by the contractor and it should be of best quality not detrimental to the health of hospital staff or patients.



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	<ul style="list-style-type: none">• Modern equipments are to be used and the list of the equipments to be used is to be submitted along with the technical bid at the eprocurement portal of the Govt of Punjab.• Safety in the usage of the equipments/ chemicals etc will be sole responsibility of the contractor.• The contractor must specify the chemicals along with percentage and quality which will be used. The details must be uploaded with the technical bid.• The contractor will use only such chemicals that are approved by the WORLD HEALTH ORGANIZATION/ Govt of Punjab/ Central Govt or any other Govt institutions. The Govt. instructions in this regard will be followed by the contractor.• The University will not be under any legal obligation to provide employment to any of the personnel employed by the contractor. There will be no employer- employee relationship between the University as well as the manpower deputed by the contractor.• The Contractor will not employ any manpower under the age of 18 years, under any circumstances.
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Important Notes:-

1	<i>It is suggested that the tenderer may visit the University Office as well as its constituent colleges/ Institutions on any working day/ during working hours to have a fair idea of the buildings where the services are required to be provided before submission of the bid.</i>
2	<u>All the Materials, Equipments i.e. Spray Pumps, Rat Traps, Glue Pads and other items that will be required for the PEST</u>



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	<p><u>CONTROL Services will be arranged by the Service Provider at his/ her own level.</u></p>
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INSTRUCTIONS/ GUIDELINES TO THE TENDERERS

Please Note that all the necessary enclosures / annexures may be downloaded from the Punjab govt website i.e. <https://etender.punjabgovt.gov.in>. The all pages of the tender should be signed and stamped by the authorized representative / signatory of the firm and then these documents may be uploaded on the above said website accompanied with the scanned copies of necessary documents.

1. Upload a scanned copy of the tender notice (Annexure-I).
2. Upload an affidavit regarding Non-Black listing as per proforma given at (Annexure-II) duly attested by an Executive Magistrate or a Notary Public. The original affidavit must be deposited to the Incharge, UPFD before the last date for submission of the technical bids.
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 making various payments (Annexure – V)
6. In addition to this, following documents are to be attached with Technical Bid:-
 - i) Tender Fee : The bidder must pay Rs. 2,000/- (Non refundable) and tender processing fee as per the norms of the Punjab Infotech, Chandigarh (Non Refundable) through Online Mode only i.e. Net Banking/ Credit/ Debit card.
 - ii) Earnest Money Deposit (EMD) of Rs.1,00,000/- (Rs. One Lac Only)

The Earnest Money Deposit must be submitted *in the shape of a Bank Demand Draft Only* 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



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(UPFD) on which the name and address of the bidder must be written on its back side.

However, the Parties empanelled with the Ministry of Micro, Small and Medium Enterprises (MSME) are exempted from the payment of Earnest Money Deposit only. However, the said firms/ bidders must have to provide a copy of the said certificate to the University Procurement & Facility Department.

- iii) Details of registration as Company / Shop / Establishment.
 - iv) Copy of Certificate of Registration for service Tax/TIN/TAN/PAN/VAT (as applicable).
7. Attach a signed copy of the Acceptance of Tender/ Conditions Forms (Annexure-VI).
8. The details of the AMOUNT THAT WILL BE CHARGED BY THE BIDDER FOR PROVIDING OF HIS SERVICES WILL ALSO BE MENTIONED in the Financial Bid at Annexure-‘VII’. It is worth to mention here that the rates once quoted/ finalized will remain same/ unchanged for a period of the contract.
- This tender is E-tender . The bidders must to download and submit the tenders thorough online mode only. The bidders can’t participate through any other mode. So He/ She needs to register himself/ herself on <https://etender.punjabgovt.gov.in>. He/ she is also required to obtain Class III digital signature certificates to complete this process.



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Annexure-I

E-TENDER NOTICE

The BABA FARID UNIVERSITY OF HEALTH SCIENCES FARIDKOT invites E-Tenders from Professional Agencies for professional Pest Control Services for a period upto **31.12.2018** (which shall be further extendable subject to satisfactory performance by the service provider 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://etender.punjabgovt.gov.in> and its details may also be seen at the University website i.e. www.bfuhs.ac.in.

TERMS AND CONDITIONS:-

- The Earnest Money Deposit of Rs. **1,00,000/- only** (Rs. One Lac Only) 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 Parties empanelled with the Ministry of Micro, Small and Medium Enterprises (MSME) are exempted from the payment of Earnest Money Deposit only. However, the said firms/ bidders must have to provide a copy of the said certificate to the University Procurement & Facility Department.
- 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.



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5. The tenders will be opened on the same day at 2.30 PM, 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.
6. 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.
7. 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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Annexure-II

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

AFFIDAVIT

I/We _____
partner/sole proprietor (Strike out which is not applicable) of (Name & Address of Firm)
_____ do hereby declare and solemnly affirm:-

- 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 providing of **“PROFESSIONAL PEST CONTROL SERVICES”** at Baba Farid University of Health Sciences, Faridkot & its constituent colleges are acceptable to me/us. I/We will abide by them in letter and spirit.
- d) That I will provide the best services and will use only WHO approved chemicals.

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



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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 :-

6 Position of the dealing person
in the tenderer firm/
company/ society :-

7 E mail id:-

8 Fax No:-

9 Mobile No:-

10 PAN Number

11 VAT No. (if applicable)

12 EPF Code No.



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13 ESIC Code No.

CHECK LIST DULY FILLED IN TO BE ATTACHED WITH THE TENDER

Sr. No.	Particulars	Remarks
1.	Copy of Tender Notice attached – Annexure – I Whether signed copy uploaded on the website or not?	Yes/No
2.	Whether an affidavit on the non-judicial stamp paper, duly attested by the Executive Magistrate/Notary, regarding non-black listing/ non-prosecution of firm has been submitted? – Annexure – II Whether signed copy uploaded on the website or not?	Yes/No
3.	Technical Bid Proforma attached – Annexure – III Whether signed copy uploaded on the website or not?	Yes/No
4.	Signed copy of terms & conditions attached – Annexure – IV Whether signed copy uploaded on the website or not?	Yes/No
5.	Bank Details (Annexure – V) for refund of EMD attached Whether signed copy uploaded on the website or not?	Yes/No
6.	Signed copy of an acceptance of tender/ conditions (Annexure – VI) Whether signed copy uploaded on the website or not?	Yes/No
7.	Whether the Tender Document fee of Rs. 2,000/- only has been paid through online mode in the designated bank account of the University or not?	Yes/No
8.	Whether the Earnest Money Deposit of Rs. 1,00,000/- only has been paid in the shape of a <u>Bank Demand Draft Only</u> issued by any nationalized bank in the favour of the Registrar, Baba Farid University of Health Sciences, Faridkot and payable at Faridkot or not ? The Original Demand Draft must be submitted to the Incharge, UPFD on or before the last date/ time for opening of the Technical Bids otherwise the tender will be rejected.	Yes/ NO
9.	Whether each page of the tender document and other enclosures as well	Yes/No



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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?	
10.	Copy of Certificate of Registration for service Tax/VAT/ TIN/TAN/PAN attached. Whether signed copy uploaded on the website or not?	Yes/No
11.	Self attested Copies of the Audited Balance Sheets for the last three financial years, signed and stamped by a practicing Chartered Accountant. Whether signed copy uploaded on the website or not?	Yes/ No
12.	Self attested Copies of the Income Tax Returns for the last three years. Whether signed copy uploaded on the website or not?	Yes/ No

Note:

- Non compliance to 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:- _____

E-mail id:- _____

With Seal



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Annexure-IV

TERMS AND CONDITONS

Short Term Tender Notice for PEST CONTROL SERVICES.

Important Notes:-

<u>A</u>	<u>Payment of Monthly Bill</u>	<p>The contractor/ Service Provider is required to submit his monthly bills separately for each institution to the head of the institution by 1st of week of the month.</p> <p>The payment will be made by the University after checking of the all formalities, through Account Payee Cheques/ RTGS/ NEFT etc.</p> <p>The University will deduct the TDS as per the rules from the payment of the contractor.</p>
<u>B</u>	<u>Payment of EPF and ESIC</u>	<p>The Baba Farid University of Health Sciences, Faridkot or its any officer/ official will not be held liable for payment of EPF and ESIC of the manpower engaged by the contractor, under any circumstances.</p> <p>It will be the sole responsibility of the contractor concerned to make the payment of the EPF/ ESI and other statutory lavies to the department concerned as per the norms.</p>
<u>C</u>	<u>Material/ Consumables required for the Pest Control Services:-</u>	<p>It will be the sole responsibility of the Contractor to arrange for the Materials/ Consumables that will be used for the Pest Control Services at his own i.e. Rat Traps, Glue Pads, Chemicals, Spray Pumps etc etc. The University will not pay any extra charges for the said materials.</p>



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		<p>The University Officers/ Officials will have liberty to check the services of the contractor that whether the sufficient materials have been utilized by the contractor or not?</p>
<u>D</u>	<p><u>Equipments and Machinery required for the Pest Control Services.</u></p>	<p>It will be the sole responsibility of the Contractor to arrange for the Equipments/ Machinery that will be used for the Pest Control Services at his own. The University will not pay any extra charges for the said materials.</p> <p>The University Officers/ Officials will have liberty to check the services of the contractor that whether the sufficient Equipments/ Machinery have been utilized by the contractor or not?</p> <p>The University will not be liable if any of the machinery and equipment becomes un-functional during the services. No charges for any type of loss occurred by the equipments/ machinery to the contractor will be made by the University.</p> <p>The contractor will remove his equipments/ machinery from the University or its constituent colleges after completion of his term of the contract.</p>
<u>E</u>	<p><u>Minimum wages</u></p>	<ul style="list-style-type: none"> The contractor ensure that he will pay the wages not less than the minimum wages as prescribed by the Labour Department for the manpower engaged.
<u>F</u>	<p><u>Number of approximate manpower</u></p>	<ul style="list-style-type: none"> The Contactor will appoint the appropriate number of supervisory as well as other manpower to ensure smooth functioning of his/ her services. The Contractor/ service provider will also provide a mobile number of the dedicated personnel in this regard that will be



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		<p>available in the case of requirement.</p> <ul style="list-style-type: none">• The appropriate manpower will also consist the supervisory staff of atleast 02 persons for Faridkot and 01 for each locations at different cities.
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Other Terms and Conditions :-

1. The PROFESSIONAL AGENCIES may quote their rates in the prescribed format enclosed with the said tender in the shape of Fixed Service Charges for Each Location separately. **The Taxes will be paid based on the Govt. rates, separately, as applicable.** **Tender will be accepted through e-tender mode only.** **The tenders submitted through any other mode will not be accepted under any circumstances.**
2. Tenders without earnest money or short of it or not in the form specified above will not be entertained and shall be rejected straightway.
3. No tenderer shall be exempted from furnishing Earnest Money Deposit (EMD) under any circumstances. However the parties empanelled with the Ministry of MSME will be exempted from the payment of EMD only but subject to production of a copy of the said certificate only.
4. 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.
5. 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/ Demand Drafts of EMD etc.
6. The rates once quoted for the Administrative/ Service Charges will remain valid/ unchanged for a period of the contract i.e. **upto 31.12.2018** and for the further period for which the agreement will be extended.



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7. The tenderer will be responsible to ensure that the tender is submitted through e-tender mode at the e-procurement portal of the Govt. of Punjab.
8. 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.
9. 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.
10. 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.
11. 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.
12. 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.
13. 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.
14. 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.
15. CRITERIA OF EVALUATION OF PRICE BID



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The Price Bids of technically qualified bidders shall be evaluated on the basis of lowest bid criteria of the Administrative Charges that will be quoted by the bidder in his/ her Price Bid.

16. SECURITY DEPOSIT:

- i) The successful bidder shall be required to deposit a security of **Rs.10,00,000/- only (Rs. Ten Lac Only)** in the shape of a Performance Bank Gurantee issued by any nationalized bank. The validity of the Bank Gurantee should be atleast of 03 years period.
- ii) The EMD deposited by the successful bidder will also be converted against the security that will be refunded to the service provider after successful completion of the work.
- iii) 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.

17. PAYMENT TERMS

- A) The Service Provider, will submit his/ her monthly bill to the Head of the Institution and the same will be paid after checking of the same, through account payee cheques/ RTGS/ NEFT etc., after deduction of the TDS.

18. ACCOUNTS AND RECORDS

- a. The Service Provider shall maintain accurate accounts and record, statements of all its operations.

19. Service Agreement:-

The successful bidder will have to sign a service agreement with the University. All the conditions mentioned in the format of the Service Agreement will also be treated as a part of the Tender.



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That the Medical Superintendent, Guru Gobind Singh Medical College and Hospital, Faridkot will sign the agreement with the contractor concerned, on the behalf of the University.

All the correspondence relating to the contract, by the contractor concerned will be made with the Medical Superintendent, Guru Gobind Singh Medical College and Hospital, Faridkot.

20. Penalty Clause:-

If any complaint regarding non- supply of consumables or lack of services is received by the University from any department then the contractor will be charged a financial penalty of **Rs. 1000/-** per complaint.

In case of frequent complaints, the financial penalty that will be decided by the University authorities will be imposed and the contract of the firm will be terminated.

23. 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.,



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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.

24. Jurisdiction – All disputes are subject to the jurisdiction of courts at Faridkot only.

Dated:- _____.

Place:- _____.

Signature _____

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:- _____.

Place:- _____.

Signature _____

Name:- _____

Address:- _____

Contract No:- _____

E-mail id:- _____

With Seal



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Annexure- V

Details about Bank Account of the firm

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:- _____

E-mail id:- _____

With Seal



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Annexure- VI

TENDER/CONDITIONS ACCEPTANCE LETTER

Date:-----

To

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:- _____



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FINANCIAL BIDS

The Financial Bid must be submitted in the prescribed format available on the e-procurement portal of the Govt of Punjab. If it will be annexed in the Technical Bid then it will not be treated valid and will be immediately rejected.