



# 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 PROCUREMENT OF MATTRESS FOR GURU GOBIND SINGH HOSPITAL, FARIDKOT

Tender Notification No :	To be generated automatically by the E-procurement portal of the Govt. of Punjab.
Nature of work :	E-tenders are hereby invited for supply of Mattress for Guru Gobind Singh Hospital, Faridkot.
Cost of the tender document:-	<b>Rs. 590/- only (500 + 90 (18% GST))</b> <b>(Rs. Five Hundred Ninety Only)</b> <b>{Non refundable, under any circumstances}.</b>
Tender Processing fee:-	To be charged by Govt. of Punjab as per their norms. (Non- refundable).
EMD Amount :	<b>Rs. 40,000/- only (Rupees Fifty Thousand Only)</b>  <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/Guarantee/warranty period.</i> <u>The Earnest Money Deposit must be submitted in the shape of Online Payment in favor of Registrar, Baba Farid University of Health Sciences, Faridkot on or before due date (Refundable to the Non-successful bidders, without any type of interest or other charges). In case of successful bidder, it will be returned without any type of charges / interest, after receipt of performance security as per tender terms and conditions.</u>  <ul style="list-style-type: none"><li><u><i>It may be clearly noted that No firm will be exempted from the payment / deposit of Earnest Money Deposit.</i></u></li></ul>
Performance Security:-	The EMD deposited by the successful bidder (if applicable) will be converted against the Performance Security and will be returned to the bidder after successful completion of guarantee/warranty period, without any type of interest.
Date of start of downloading of tender documents:-	immediate from the website of the Punjab Government i.e. <a href="https://eproc.punjab.gov.in">https://eproc.punjab.gov.in</a>
Website for downloading of the tender document:-	From the above website  However, the details may also be obtained from the University website i.e. <a href="http://www.bfuhs.ac.in">www.bfuhs.ac.in</a>
Last date for downloading of the tender document:-	<b><u>12.07.2022 up to 12.30 pm</u></b>



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Last date & Time for submission of the tender documents:-	<b><u>12.07.2022 up to 1.30 pm (through online mode only)</u></b>		
Date of opening of the Tender documents (Technical Bids):-	Next day from the submission of last date on the e- procurement portal of the Govt. of Punjab. 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 documents (Financial Bids):-	<b><u>Only Technically qualified bidders</u></b> on the e- procurement portal of the Govt. of Punjab. Or any other date and time that will be decided by the University authorities. 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.		
Address for the submission :	<b>The Registrar, Baba Farid University of Health Sciences, Sadiq Road, Faridkot (Punjab) PIN-151203.</b>		
Who can be contacted for obtaining more information about the tender.	<b><u>Sr. No.</u></b>	<b><u>Nature of Information</u></b>	<b><u>Name of the concerned Official with contact No:-</u></b>
	1	About the tenders and allied information:-	Incharge University Procurement & Facility Department, Baba Farid University of Health Sciences, Faridkot. 01639-250267, 256232, 256236, Email id:- <a href="mailto:upfdbfuhs@gmail.com">upfdbfuhs@gmail.com</a> (on all working days from 9.00 a.m. to 5.00 p.m.)



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**E-TENDER NOTICE FOR PROCUREMENT OF MATTRESS FOR GURU GOBIND SINGH  
HOSPITAL, FARIDKOT**

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## **SCOPE OF SUPPLY**

E-tenders are invited from renowned parties for supply of Mattress for Guru Gobind Singh Hospital, Faridkot:-

Name of item	Quantity	Specifications
Hospital Mattress	400	<ol style="list-style-type: none"><li>1. Mattress PU (Poly-Urethane) ISI/150</li><li>2. Having 32 Kg/M Density or higher (To be certified by OEM)</li><li>3. With Premium – Rexine cover (Properly stitched)</li><li>4. Size: Mattress (400 PC) – Size 77” x 35”, Foam Thickness 4”, cover Rexin</li></ol>

Note:-

- A) The quantity of the above item is mentioned against them. However, the authority may increase or decrease the quantity, without any notice.
- B) The L1 Bidder may be called by the University for Negotiation on their rates.
- C) A sample may be asked to submit if required.



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HOSPITAL, FARIDKOT**

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

1. Please download the Tender document from the website of the e-procurement of the Govt. of Punjab. Please sign on all the pages of the tender document along with a stamp/ seal. Then a scanned copy of the same may be uploaded on the website at the time of submission of the tender document.
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.
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:-
7. Tender Fee : The tender document fee of Rs. 590/- only (Rs. Five Hundred Ninety Only) may be submitted through online mode only. The Tender document fee will not be accepted through any other mode. It is pertinent to mention here that the Tender document fee once deposited will be Non-refundable under any circumstances.
- i) Earnest Money Deposit (EMD) of Rs. 40,000/- (Rs. Forty Thousand Only) The Earnest Money Deposit must be submitted in the shape of Online Payment in favor of Registrar, Baba Farid University of Health Sciences, Faridkot on or before due date (Refundable to the Non-successful bidders, without any type of interest or other charges). In case of successful bidder, it will be returned without any type of charges / interest, after receipt of performance security as per tender terms and conditions.
- ii) 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.
- iii) 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.
8. 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.
9. Amount of the Price of the item should be quoted only in proforma at Annexure-‘VII’.
10. 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.



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## ***E-TENDER NOTICE FOR PROCUREMENT OF MATTRESS FOR GURU GOBIND SINGH HOSPITAL, FARIDKOT***

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

1. The tender must be uploaded on or before the last date/ time of the submission of tender.
2. The Tender processing fee/ Tender Fee and EMD should be submitted through Net Banking/Credit card/Online mode only and as per Punjab Govt.
3. 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.
4. The **tenders will be opened online** on the next day on the e- procurement portal of the Govt. of Punjab in, Baba Farid University of Health Sciences, Faridkot on the website i.e. <https://eproc.punjab.gov.in> at the, Baba Farid University of Health Sciences, Faridkot. The bidder(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 bidder (s), on whose behalf they are representing otherwise they will not be allowed to participate in the process of opening of tender.
5. **The Price bids of technically qualified bidders will be opened of technically qualified bidders** on the website i.e. <https://eproc.punjab.gov.in> at, Baba Farid University of Health Sciences, Faridkot.
6. The Registrar reserves all rights to accept or reject any or all the tenders without assigning any reason.

Registrar



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HOSPITAL, FARIDKOT**

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## ELIGIBILITY

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1. The Manufacturers / Authorized Dealers/ Authorized Distributors etc are invited to participate in the tender.
2. This institution reserves the right to reject tenders without assigning any reason and increase or decrease the quantity of the articles tendered.
3. **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 may be deemed cancelled & security/earnest money will be forfeited and company will be black-listed for next two years. 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..
4. 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.
5. The Payment of bills will be made after receipt and inspection/verification of the material 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.
6. In-complete or conditional offers incorporating price variation will not be entertained.

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## E-TENDER NOTICE FOR PROCUREMENT OF MATTRESS FOR GURU GOBIND SINGH HOSPITAL, FARIDKOT

Annexure-II

(To be furnished on non-judicial stamp papers  
worth Rs.50/- only 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:-

- That the individual/firm/ companies are **not debarred or black- listed** by any department of Union/ State Government or any autonomous institute.
- 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.
- That the terms and conditions for supply of **“Supply of Mattress for Guru Gobind Singh Hospital, Faridkot** are acceptable to me/us. I/We will abide by them in letter and spirit.
- That I will supply and install the required material within the stipulated delivery period of the tender document/ supply order/ Purchase Order.

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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## ***E-TENDER NOTICE FOR PROCUREMENT OF MATTRESS FOR GURU GOBIND SINGH HOSPITAL, FARIDKOT***

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 :-  
\_\_\_\_\_
- 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 GST No.  
\_\_\_\_\_





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

Sr. No.	Particulars	Remarks
1.	Copy of Tender Notice attached – Annexure – I (Duly signed and stamped scanned copy uploaded on the e-procurement portal 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 (Duly signed and stamped scanned copy uploaded on the e-procurement portal or not?)	Yes/No
3.	Technical Bid Proforma attached – Annexure – III (Duly signed and stamped scanned copy uploaded on the e-procurement portal or not?)	Yes/No
4.	Signed copy of terms & conditions attached – Annexure – IV (Duly signed and stamped scanned copy uploaded on the e-procurement portal or not?)	Yes/No
5.	Bank Details (Annexure – V) for refund of EMD attached (Duly signed and stamped scanned copy uploaded on the e-procurement portal or not?)	Yes/No
6.	Signed copy of an acceptance of tender/ conditions (Annexure – VI) (Duly signed and stamped scanned copy uploaded on the e-procurement portal or not?)	Yes/No
7.	Whether the fee of Rs. 590/- on account of Tender Fee has been submitted through online mode or not?	Yes/No
8.	Earnest Money Rs. 40,000/- as per list in favor of Registrar Baba Farid University of Health Sciences, Faridkot through online mode only.	Yes/No
9.	Whether each page of the tender document and other enclosures as well 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? (Duly signed and stamped scanned copy uploaded on the e-procurement portal or not?)	Yes/No
10.	Copy of Certificate of Registration for GST/VAT/ TIN/TAN/PAN attached. (Duly signed and stamped scanned copy uploaded on the e-procurement portal or not?)	Yes/No
11.	Whether the Bidder has attached his audited balance sheets for the last 03 financial years or not?	Yes/ No
12.	Whether the Bidder has attached the copies of last three years ITR's or not?	Yes/ No



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Note: Non compliance to any of the above conditions will render the offer/ tender to be rejected outrightly 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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**E-TENDER NOTICE FOR PROCUREMENT OF MATTRESS FOR GURU GOBIND SINGH  
HOSPITAL, FARIDKOT**

**Annexure-IV**

## **TERMS AND CONDCTIONS**

**Tender for supply of Hospital Mattress for Guru Gobind Singh Hospital, Faridkot.**

1. The **Manufacturers / Authorized Dealers/ Authorized Distributors etc.** may quote their rates.
2. Tenders will be submitted only through e-tendering mode. 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. 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.
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.



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## ***E-TENDER NOTICE FOR PROCUREMENT OF MATTRESS FOR GURU GOBIND SINGH HOSPITAL, FARIDKOT***

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.
14. 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.**
15. The rates quoted should be F.O.R. destination that may be the University office or Guru Gobind Singh Hospital, Faridkot.
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.
18. **SECURITY DEPOSIT:**
  - i) EMD of Rs. 40,000 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 the contract/guarantee/warranty period, without any type of interest.
  - 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**



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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 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.**



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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**

\_\_\_\_\_.

\_\_\_\_\_.

Signature\_\_\_\_\_

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

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

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

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

With Seal



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University Procurement & Facility Department

## E-TENDER NOTICE FOR PROCUREMENT OF MATTRESS FOR GURU GOBIND SINGH HOSPITAL, FARIDKOT

Annexure- V

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

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

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

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

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

Signature\_\_\_\_\_

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

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

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

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

\_\_\_\_\_





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HOSPITAL, FARIDKOT***

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**Annexure VII**

## **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).**