



# 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 NOTICE FOR EQUIPMENTS FOR THE INTERNATIONAL TRAINING CENTRE  
UNDER AMERICAN HEALTH ASSOCIATION.

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 and Proper Installation of the following medical equipments at Baba Farid University of Health Sciences, Faridkot.
Cost of the tender document:-	Rs. 500/- only (Rs. Five Hundred Only) {Non refundable, under any circumstances}.
Tender Processing fee:-	To be charged by Punjab Infotech, Chandigarh as per their norms. (Non- refundable).
EMD Amount :	<p>Rs. 25,000/- only (Rupees Twenty Five Thousand Only)</p> <p><i>{Refundable to the Non-successful bidders, without any type of interest or other charges}.</i></p> <p><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></p> <p><u>The Earnest Money Deposit must be submitted in the shape of a <b>Bank Demand Draft Only</b> of any nationalized bank and issued in the favour of “ Registrar, Baba Farid University of Health Sciences, Faridkot” payable at “Faridkot” and must be submitted upto 1.30 p.m. of the last date fixed for the submission of the tenders through e-tender mode. The bidder who will not submit the demand draft upto the last date and time fixed for the submission of tender will be considered as In-valid and his/ her bid will be rejected without any prior notice. The demand draft must reach to the office of the Incharge (UPFD) on which the name and address of the bidder must be written on its back side.</u></p> <p><b>No firm will be allowed for exemption in the submission of EMD</b></p>



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	<p>under any circumstances.</p> <p>The EMD must be submitted in the form of Demand Draft only.</p>		
Date of start of downloading of tender documents:-	<p>immediate from the website of the Punjab Government i.e. <a href="https://etender.punjabgovt.gov.in">https://etender.punjabgovt.gov.in</a></p>		
Website for downloading of the tender document:-	<p>From the above website</p> <p>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></p>		
Last date for downloading of the tender document:-	<p><b><u>19.01.2018 up to 12.30 pm</u></b></p>		
Last date & Time for submission of the tender documents:-	<p><b><u>19.01.2018 up to 1.30 pm (through online mode only)</u></b></p>		
Date of opening of the Tender documents (Technical Bids):-	<p><b>19.01.2018 (at 2.30 p.m.)</b></p> <p>on the e- procurement portal of the Govt. of Punjab.</p>		
Date of opening of the Tender documents (Financial Bids):-	<p><b>19.01.2018 (at 3.30 p.m.)</b></p> <p>on the e- procurement portal of the Govt. of Punjab.</p>		
Address for the submission :	<p>The Registrar, Baba Farid University of Health Sciences, Sadiq Road, Faridkot (Punjab) PIN-151203.</p>		
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. Phone:- 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.)
	2	For any type of information,	Sh. Harmeet Singh, District Co-ordinator (Faridkot) of Punjab



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		Solutions of technical problems in E-tendering, Digital Signature certificates and User Id etc:-	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 SUPPLY**

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

**agents/distributors** for supply and properly installation of the following medical equipments at the BFUHS, Faridkot :-

<b>Sr. No</b>	<b>Name of item</b>	<b>Specifications</b>
<b>1</b>	<b>Airway Management Mannequin</b>	As mentioned in annexure A
<b>2</b>	<b>ACLS Mannequin</b>	As mentioned in annexure A
<b>3</b>	<b>AED Trainer</b>	As mentioned in annexure A
<b>4</b>	<b>Adult BLS mannequin</b>	As mentioned in annexure A
<b>5</b>	<b>Manual Defibrillator</b>	As mentioned in annexure A

***Note:- The L1 bidder may be called for negotiation by the University authorities.***



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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:-
  - i) Tender Fee : The tender document fee of Rs. 500/- only may be submitted through online mode only. The Tender document fee will not be accepted through any other mode. It is pertinent to mention here that the Tender document fee once deposited will be Non- refundable under any circumstances.
  - ii) **Earnest Money Deposit (EMD) of Rs. 25,000/-** (Rs. Twenty Thousand Only). The Earnest Money Deposit must be submitted in the shape of a Bank Demand Draft of any nationalized bank and issued in the favour of “ Registrar, Baba Farid University of Health Sciences, Faridkot” payable at “Faridkot” and must be submitted upto 1.30 p.m. of the last date fixed for the submission of the tenders through e-tender mode. The bidder who will not submit the demand draft upto the last date and time fixed for the submission of tender will be considered as In-valid and his/ her bid will be rejected without any prior notice. The demand draft must reach to the office of the Incharge (UPFD) on which the name and address of the bidder must be written on its back side.



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- 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.
7. Attach a signed copy of the Acceptance of Tender/ Conditions Forms (Annexure-VI). The said copy must be signed and duly stamped. A scanned copy of the same may be uploaded on the e-procurement website of the Govt. of Punjab along with the tender document.
8. It should be clearly noted that this tender will be accepted though e-tender mode only. The tenders submitted through offline mode will not be accepted under any circumstances.



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## Annexure-I

### Noting Inviting Tenders

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

**agents/distributors** for supply and properly installation of the following medical equipments at the BFUHS, Faridkot :-

Sr. No	Name of item	Specifications
1	Airway Management Mannequin	As mentioned in annexure A
2	ACLS Mannequin	As mentioned in annexure A
3	AED Trainer	As mentioned in annexure A
4	Adult BLS mannequin	As mentioned in annexure A
5	Manual Defibrillator	As mentioned in annexure A

**Note:- The L1 bidder may be called for negotiation by the committee of the University.**

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](http://www.bfuhs.ac.in)

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

1. The Earnest Money Deposit of Rs. 25,000/- only (Rs. Twenty Five Thousand Only ) 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



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notice. The demand draft must reach to the office of the Incharge (UPFD) on which the name and address of the bidder must be written on its back side.

2. The tenders will be opened on the same day at 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.
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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## Annexure-II

(To be furnished on non-judicial stamp papers  
worth Rs.50/- 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 supply of **“supply and properly installation of Medical Equipments”** at BFUHS, Faridkot on the mutual consent of both the parties, are acceptable to me/us. I/We will abide by them in letter and spirit.
- d) That I will supply and install the required material within the stipulated delivery period of the tender document/ supply .

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

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

DEPONENT

### **VERIFICATION**

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

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

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

DEPONENT



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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 Details of the Earnest Money Deposit (EMD):-  
(A) *In case EMD is deposited in the shape of a demand draft:-*  
Demand Draft No. \_\_\_\_\_  
Date of demand draft \_\_\_\_\_  
Amount of the demand draft Rs. 25,000/- only  
Bank with branch name \_\_\_\_\_



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10 PAN Number

11 GST No.

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

Sr. No.	Particulars	Remarks
1.	Copy of Tender Notice attached – Annexure – I  (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  (Scanned copy uploaded on the e-procurement portal or not?)  The original Affidavit must be submitted to the Incharge, UPFD, BFUHS, Faridkot before the last date and time fixed for opening of technical bids.	Yes/No
3.	Technical Bid Proforma attached – Annexure – III  (Scanned copy uploaded on the e-procurement portal or not?)	Yes/No
4.	Signed copy of terms & conditions attached – Annexure – IV  (Scanned copy uploaded on the e-procurement portal or not?)	Yes/No
5.	Bank Details (Annexure – V) for refund of EMD attached  (Scanned copy uploaded on the e-procurement portal or not?)	Yes/No
6.	Signed copy of an acceptance of tender/ conditions (Annexure – VI)  (Scanned copy uploaded on the e-procurement portal or not?)	Yes/No
7.	Whether the fee of Rs. 500/- on account of Tender Fee has been submitted through online mode or not?	Yes/No
8.	Whether an EMD of the appropriate value i.e. <b>Rs. 25,000/- only</b> has been submitted in the shape of a Bank <b><u>Demand Draft</u></b> issued in the favour of <b><i>“The Registrar, Baba Farid University of Health Sciences,</i></b>	Yes/No



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	<p><b>Faridkot</b> and payable at "Faridkot" has been submitted to the Incharge, University Procurement and Facility Department.</p> <p>Whether a soft copy of the same has been uploaded on the designated website at the time of submission of the tender or not?</p>	
9.	<p>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?</p> <p>(Scanned copy uploaded on the e-procurement portal or not?)</p>	Yes/No
10.	<p>Copy of Certificate of Registration for GST/ TIN/TAN/PAN attached.</p> <p>(Scanned copy uploaded on the e-procurement portal or not?)</p>	Yes/No
11.	<p>Whether the firm has annual turnover of Rs. 50.00 lacs during the last financial year or not? As a documentary evidence a copy of Audited Balance Sheet of last financial year have been uploaded on the website along with technical bid or not?</p>	Yes/ No
12.	<p>Whether a copy of the Income tax return of last financial year have been uploaded on the website along with the technical bid or not?</p>	Yes/ No

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

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

Signature \_\_\_\_\_

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

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

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

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

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

With Seal



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**Annexure-IV**

## **TERMS AND CONDCTIONS**

**Short Term e-TENDER DOCUMENT FOR supply and properly installation of  
MEDICAL EQUIPMENTS at Baba Farid University of Health Sciecnes, Faridkot**

1. The **Manufacturers/ General Merchants/Sole agents/Authorized firms/Distributors** 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 EMD shall be deposited in the shape of a bank demand draft, issued by any nationalized bank in the favour of the Registrar, Baba Farid University of Health Sciences, Faridkot (Punjab) and payable at Faridkot. The said demand draft must be submitted to the Incharge, University Procurement & Facility Department on or before the last date for submission of the e-tenders.**
5. Earnest Money/ Security Deposit and/or any other sum of the tenderer(s) lying with the Baba Farid University of Health Sciences, Faridkot or Guru Gobind Singh Medical College & Hospital, Faridkot or any other constituent hospital/ institution 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 atleast one year.
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.



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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.
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.
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. Minimum delivery period must be quoted clearly. The rates quoted should be F.O.R. destination i.e. BFUHS or Guru Gobind Singh Medical College & Hospital, Faridkot and should also include packing and forwarding charges, taxes and other levies.



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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) The successful bidder shall be required to deposit a security of 5% of the total value of the order, in the shape of a bank guarantee, in favour of Registrar, Baba Farid University of Health Sciences, Faridkot drawn on any commercial/nationalized bank, payable at Faridkot.

The validity of the Bank Guarantee must be valid upto 31.12.2018. The bank guarantee must be submitted to the Registrar within 15 days from the issue of the Purchase Order.

ii) The EMD of Rs.25000/- submitted with the Tender may also be considered as Security Deposit, as agreed by the successful bidder, and the same will be refunded after 03 months from the date of installation of the items purchased, without any type of interest.

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.

**19. PAYMENT TERMS**

The payment of 80% of the bill will be made after delivery, installation and inspection of material/ equipment. The rest of the payment will be kept with the University as Security of the Machine/ equipment and it will be released after completion of six months from the date of installation.

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



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## **20. PENALTY CLAUSE**

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

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

## **11. ARBITRATION**

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





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**21. 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 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



# 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 NOTICE FOR EQUIPMENTS FOR THE INTERNATIONAL TRAINING CENTRE  
UNDER AMERICAN HEALTH ASSOCIATION.

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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 Bid**

To be filled and submitted on the E-procurement portal of the Govt of Punjab  
Only.