

PUNJABI UNIVERSITY PATIALA.
(Office of Dean Research)

SHORT TERM E-TENDER NOTICE

E-Tenders on item rate basis through electronic tendering process are invited by the undersigned from the Manufacturers/ Suppliers/ Dealers (Registered Firms) etc., for Supply and Installation of Supply of AIO Desktops, Server, UPS, Printer, Scanner etc. fulfilling the eligibility criteria mentioned herein that should be uploaded and received on www.tenderwizard.com/PUNJAB

1. Last date and Time for receipt of Tender online : Date 15-03-2018 17:00
2. Time and date of opening Technical bid : Date 16-03-2018 12:00
3. Time and date of opening Financial bid : Date 19-03-2018 12:00

| <i>Sr.No</i> | <i>Name of Supply</i> | <i>Earnest Money</i> | <i>Tender Fees</i> | <i>Bid processing fee.</i> | <i>Time Period</i> |
|--------------|--|----------------------|--------------------|----------------------------|--------------------|
| 1. | Supply of I.T. related Equipments for E.T.D Lab at Punjabi University Patiala. | 40,000/- | 2,000/- | 2,360/- | 25-03-2018 |

Aspiring Tenderer who has not obtained the User ID and password for participating in e- tendering may obtain the same by registering in the e- procurement portal www.tenderwizard.com/PUNJAB. The Tenderers once registered can participate in any of the department tenders. For any clarification contact 9257209340, 0172-5035985, 8146699866 or E-mail : etenderhelpdeskp@gmail.com, pavitar.s@tenderwizard.com

All other details can be seen in the bidding document.

Terms and conditions:-

1. Earnest Money and Tender form fees separately of required value shall be submitted in shape of DD of any Nationalised Bank payable in favour of The **Registrar**, Punjabi University Patiala. Demand Draft must be reached on or before dtd 16-03-2018 till 11:00 AM in the the Office of the Dean Research.
2. Tender Processing fee should be paid through e- payment (Direct Debit or Internet Banking)
3. The Tender documents shall be uploaded in 2 folders.
 - (i) Folder-A: Shall contain pre qualification documents such as Registration, GST No., PAN No., **Income Tax Return** and Black list Self certificate etc., uploaded on website.
 - (ii) Folder-B: shall contain financial bid on the prescribed form.
4. In case earnest money is not deposited for not having the required value, the bids will not be considered and rejected straightaway.
5. The folder-B shall be opened only of contractors whose earnest money is found to be in order.
6. The folder-B: shall be opened only of those contractors who will be found technically qualified for the work.
7. Corrigendum /Addendum/Corrections, if any will be published in the web site only. Firm shall continue to check the Web site www.tenderwizard.com/PUNJAB

PRE-QUALIFICATION REQUIREMENTS:-

1. Manufacturers/Suppliers/ Dealers (Registered Firms) for Supply of Computer/ Printer/ UPS/Server/ Scanner etc. can only participate.
2. The Supplier/Firm shall submit a copy of PAN No., GST No. etc.
3. The Supplier/firms shall submit copies of income tax return for the last 5 years.
4. The Supplier/firms shall also submit Self certification that they have not been debarred/blacklisted by any Govt./ Semi Govt. Organization or any Corporation at any stage.

Other Terms and Conditions:-

1. OEM should be an internationally reputed Branded Company.
2. Payment will be made on successful installation and commissioning.
3. All RMA, if applicable, shall be in the name of Punjabi University, Patiala.
4. Order can be placed to different firms for different items.
5. Please quote for the best fitting configuration wherever we have mentioned options in description.
6. All software must come bundled with the scanner at no extra cost to Punjabi University, with updates for three years from the date of Installation.
7. Firm Supplying book scanner has to provide free operational training to Punjabi University Technical Staff and operators.
8. The quoted rates shall be valid for full time and material is to be made available/ installed before 25-March-2018 along with bills.
10. If there is holiday on the opening day of the tender, the tender shall be opened on the next working day in the office of the Dean Research, Punjabi University Patiala.
11. The University reserves the right to make inspection of the material at any time received from the tenderers/suppliers.
12. The Registrar reserves the right to reject the tender without assigning any reason before/after opening of the tenders and the tenderers shall have no right or any claim what so ever for the same on this account.
13. The order for quantity of equipment items can be increased or decreased. The Suppliers/ Tenderers shall have no right or any claim what so ever for the same on this account.
14. The rate quoted by the Supplier/Tenderer shall be inclusive of GST other taxes levied by Central Govt. or State Govt. Authority including their variations as notified by the Concerned Authority from time to time and also of all the new taxes and levies that may be imposed.
15. The Supplier/ Tenderer shall comply with the proper by- Laws and legal order of the local body or authority under the jurisdiction of which the supply is executed and pay all fees and charges for which he may be liable. Nothing extra shall be payable by the University on this account.
16. Firm will supply the material on quoted Rates which include F.O.R., Loading, Unloading, Stacking, Installation and inclusive of all taxes. Nothing Extra shall be paid.
17. In case of failure of supply of equipments as per ordered specification , Earnest Money deposited by the firm shall be Forfeited by the University.
18. In case of any dispute, the jurisdiction will be Patiala (Punjab) only.
19. In case of any clarification regarding tender contact Phone No. 0175 3046303,3046356

Dean Research
Punjabi University,
Patiala.