

Purchase Cell, O/o Comptroller
GURU ANGAD DEV VETERINARY AND ANIMAL SCIENCES UNIVERSITY
Ferozepur Road, Ludhiana- 141004 – Punjab (India)
Email : officepurchasecell@gadvasu.in, Phone 0161-2553353

DETAILED NOTICE INVITING e-TENDER (DNIT)

Guru Angad Dev Veterinary and Animal Sciences University, Ludhiana invites e-tenders through the website <https://eproc.punjab.gov.in> under two bid systems from eligible and qualified bidders for the supply of the following items, as per the required specification with full terms & conditions.

It is mentioned that this purchase shall be finalized item wise i.e. order will be placed to the L1 of each item separately.

Details of required item(s):-

Sr No	Name of required item(s)	Quantity	Name of indenting department/ place of delivery /installation of item(s)
1.	Purchase of Furniture Items: 1. Revolving chair with arm for teachers/faculty 2. Office/ Visitor Chairs 3. Mess Table Complete as per required specifications with accessories (If any)	50 No. 100 No. 04 No.	Dean, COVS, Rampura Phul, Bathinda, Guru Angad Dev Veterinary & Animal Sciences University, Ludhiana - 141004 (Punjab)

CRITICAL DATE SHEET

eTender Reference No.	PC/2022-23/1372 dated 19/12/2022
eTender ID No.	2022_DAH_93921_1
Last Date & time for submission of online Bid NOTE: If the bidders using Net Banking Service of banks other than SBI are advised to must deposit online Fees in advance at least (3) three working days prior to the last date of submission of the Bid.	10-01-2023 upto 02.00 pm
Date & time for opening of technical Bid NOTE: If sufficient bids are not received within stipulated time, tender may be extended/ re-tendered or opened with new date & time as per the recommendations of sub purchase committee.	11-01-2023 at 02.00 pm
Contact person for required item(s) related any enquiry	Dr. Amit Sharma , M- 9888948857, Email Id- draslp@gmail.com, covsrampura@gadvasu.in

<u>DETAILS OF FEES</u>		
Sr No.	Details	Amount (Rs)
1	Tender Fees (Non-refundable)	1,000/-
2	Earnest Money Deposit (EMD) (Refundable) The EMD will be returned to the unsuccessful bidders automatically by the State Public Portal i.e. http://eproc.punjab.gov.in . Note: Earnest Money Deposit (EMD) of successful bidder will be refunded only after receiving the satisfactory report from the inspection committee of the concerned department/college as per the tender terms and conditions, and guidelines laid down in the Purchase Procedure of Guru Angad Dev Veterinary and Animal Sciences University.	37,000/-
3	Total Processing Fee including GST @ 18% (in INR)	1,460/-

Exempted from the payment of Bid Security (Earnest Money Deposit) for Manufacturers of tendered items only:

- i) As per Rule 170 of General Financial Rules (GFRs) 2017, the units registered with Micro and Small Enterprises (MSEs) or are registered with Central Purchase Organisation or the concerned Ministry or Department as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) (as per Rule 1.10.4 of Manual for Procurement of Goods 2017) shall be exempted from the payment of Bid Security (Earnest Money Deposit).
- ii) The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category with the bid. Under MSE category only manufacturers for goods and service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this policy.
- iii) In such case, copy of the certificate showing registration with the above mentioned institutions (indicating the terminal validity date of their registration) for the item tendered (as manufacture of the bidding item(s)) to be uploaded in Cover-I (Technical Bid) of the e-tender in PDF format.
- iv) If firm gets exemption for depositing Bid Security (Earnest Money Deposit) by providing wrong certificate OR certificate without terminal validity date of their registration OR not being a manufacture of tendered items, the bid shall not be accepted and also bid of the firm shall be cancelled at any stage of tender, if found wrong submission of certificate.

Important Note:-

1. The e-Tender of Guru Angad Dev Veterinary & Animal Sciences University, Ludhiana appeared/listed on website <https://eproc.punjab.gov.in> under Organisation "Department of Animal Husbandry" and Division "Purchase Cell". For details logon to www.eproc.punjab.gov.in and https://gadvasu.in/tender_notice. Any corrigendum(s) will be published on above websites only.

2. The interested bidders are advised to submit/upload their bids/documents well in advance before closing date/time to avoid any problem at the later stage.

3. The bidders using Net Banking Service of banks other than SBI are advised to submit their EMD and other fees (if any) in advance at least (3) three working days prior to the last date of submission of the Bid.

4. At the time of Technical Evaluation of Technical Bids, the sub purchase committee may ask all/any bidder(s) to submit the hard copy of any document or any additional documents or show presentation/demo of product or any query (If required) for verification/approval of Technical bids.

5. Financial Bids will be opened only of those tenderers, who qualify and are found suitable during the processing of Evaluation of Technical Bids. Financial Bids will be opened after receiving Technical Evaluation report from the concerned sub purchase committee.

Detailed specifications of the required item(s):-

Annexure-I

Technical Specification of Furniture items

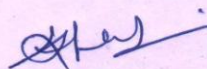
Sr. No.	Item	Quantity
1	Revolving chair with arm for teachers/faculty: { Pedestal: Base made of fibre nylon with ABS/ Nylon Twin Caster Wheels Minimum 5 Nos, of 50 mm Size, pedestal Size (Diameter in mm) 600+/- 10 mm, Arms: Central tilt synchronic, fixed type made of Polyurethane foam bonded chrome coated arm. Seat: fixed type curved seat, Size; width 480 ±10, depth 480 ±10 and height 450 ±15 mm, made of 12 ±1mm Plywood joined on 0.3 millimetre MS plate under structure padded with 45 (+/- 2 mm) thick polyurethane foam of 40 (+/- 3) Kg/cubic meter density and covered with pure leatherette, with upright locking mechanism with height adjustment up to 100 ± 5 mm, Overall Chair Height ±15mm 990., Backrest: symmetrical lumber support with push back mechanism, two pcs injection moulded frame, 35(+/- 3) KG per Cu Meter density, 35 +/- 2 mm thick polyurethane foam covered with leatherite, Backrest Height 520 ±15 mm, Width 480±10mm, Thickness of Plywood used in Backrest 12 mm± 1(mm)}	50 no.
2	Office / Visitor Chairs: (Seat dimension; (D X W X H) 450 X 450 X 460 mm, Chair Height 800±15 mm, backrest width ±10(mm) 450 mm, backrest height ±10(mm) 470 mm. Material Seat and back made of (±1 mm) 12 mm thick plywood Padded with 50(+/- 3 mm) mm thick Polyurethane Foam of 32±2 Kg/Cub. M density and covered with black colour fabric of 290 ±5 Gram per Sq meter GSM/thickness, Frame: cantilever type made of Crca ERW14 SWG 25 mm round pipe, Arm Material: Polyurethane on metal)	100 no.
3	Mess Table (Size 96"x48"x30" (L, B, H) with minimum 18mm ply of (Green/ Century/ Duro) make. top with 1mm sunmica having 25mm semi round teak wood beading all around. The legs of table should be 30"x3"x3". Horizontal frame will be 3"x2" on all four sides. The wood used sheesham quality.)	4 no.

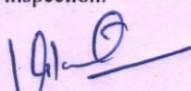
Above specifications are general and does not favour any particular brand.

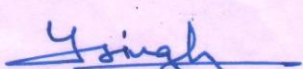
Terms and Conditions regarding Exhibition of Samples of the required items:-

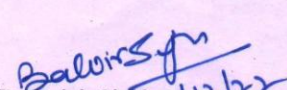
To check the quality of required item/material offered by various firm(s) before placing the final purchase order; the following procedure shall be adopted to finalized purchase.

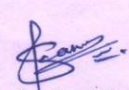
- I. The Technical Bids of all the firms shall be opened and evaluated keeping in view the specifications/terms & conditions/attached document(s)/certificates(s) as mentioned in the DNIT.
- II. The Financial bids can be opened only of those firms, which qualified in Technical evaluation report duly submitted by sub purchase committee.
- III. As per financial comparative statement, L1 (lowest quoting) firm should be given 15 days by indenting department in written through email asking to Exhibit/install its samples along with raw materials used to make furniture items at their own cost. If the samples of the firm are found as per required quality/standards/working etc., the purchase order may be placed accordingly.
- IV. In case the quality of material used/working of samples installed by L1 firm is found sub-standard, the sub purchase committee may reject their sample(s).
- V. In case the samples installed by L1 firm are rejected by committee or the firm could not install the samples within the stipulated time, the L1 firm will be let off the purchase process.
- VI. After that next lowest quoting firm i.e. L2, L3, L4, L5, L6 will be contacted for exhibiting/installing their samples as per sr. no. 3 above. Every time the sub purchase committee will inspect the installed samples and write their proceedings accordingly.
- VII. The purchase order will be placed finally to the firm, whose installed samples are found as per required quality/standards/working etc. by the sub purchase committee.
- VIII. The University will retain the samples of successful bidder for comparison at the time of delivery with actual supply.
- IX. Material will be polish at the site after inspection.

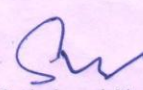

Dr. Amit Sharma
Indenter


Dr. Vikrant Sudan
Member


Dr. Yashwant Singh
Member


Dr. Balvir Singh
Nominee of DSW-cum-EO


Dr. Sandeep Kaswan
Nominee of Comptroller


Mr. Satinderpal Singh
Member

Dean
CCS, Rampura Phul
Bathinda

Guidelines for submission of TECHNICAL BID:

The Technical Bids should contain detail information on the following: -

- 1) Full Name of the Bidder Firm along with complete address. 2) Bankers Name & Address. 3) GST No.
- 4) PAN/TAN No. 5) Experience in line. 6) Validity of Offer. 7) Lead time/Delivery Period. 8) Payment condition.
- 9) Write-ups, Guaranty/Warranty, AMC details etc. 10) Quality Assurance/Monitoring system followed- Certificates where needed should be attached.

The firms are also required to upload copies of the following documents in a single file of .pdf format with Technical Bid:-

- a) Scanned copy of dully filled Check List.
- b) Scanned copy of Full details of Item(s), sub systems and additional items/accessories to be quoted (i.e. Full name, Model number, Name of Accessories, Manufacture Details, Literatures/brochures/write-ups, Guaranty/Warranty, AMC details etc.) as mentioned in the technical bid.
- c) Scanned copies of Brochure/leaflets/catalogues for equipments should be submitted in the technical bid.
- d) Scanned copy of all document(s) mentioned in the above detailed specification of the required items (if any).
- e) Scanned copy of the Authorization dealer/distributor/stockist certificate issued by Manufacturer.
- f) In case of imported equipment, scanned copy of Manufacturers Authorization Certificate issued by Principal Manufacturer duly verified by the Indian Agent.
- g) Scanned copy of Tender Acceptance letter, Undertaking & non-blacklisting certificate (Annexure-I).
- h) Scanned copy of firm's Registration, PAN Card, GSTIN.
- i) Scanned copy of Latest Income Tax Statements.

Guidelines for submission of FINANCIAL BID:

- (a) The rates should be quoted as per the BOQ uploaded on the SPP Portal. Taxes, if any, should be indicated separately. **Please mention the amount of Total GST under column no. 9 duly calculated as per total quantity required as per column no. 4 for each item.** The bidders are advised to download this BOQ.xls as it is and quote their offer/rates in the permitted column and upload the same in the Financial Bid. The Bidder shall not tamper/modify downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with GADVASU.
- (b) The bidders are advised to quote price in INR.
- (c) The payment will be made after deducting TDS (Taxes) as per Income Tax/GST/Govt. Rules.
- (d) Supplies are to be made on bill basis as the University usually makes payment within 30 days from the receipt of the material/Installation of Equipment in good condition.
- (e) GADVASU is registered with DSIR and is exempted from Custom Duty. Hence, CDEC/DSIR will be provided to the firm, if demanded. Rates should be quoted accordingly.

Guidelines for bidders for Registration and Submission of bids:-

1. For participating in the above e-tender, the contractors shall have to get themselves registered with <http://eproc.punjab.gov.in>. and get user ID & password. Bidders who have not registered with e procurement portal need to get registered by paying the requisite registration fee for e-tender participation and obtain Class 3 Digital Signature Certificate (DSC) which are mandatory to participate in the e-tendering process.
2. Bidders should enroll/register in the e-procurement module of State Public Procurement Portal (SPP Portal) through the website: [URL:http://eproc.punjab.gov.in](http://eproc.punjab.gov.in) for participating in the bidding process. Useful information for Registration of first time bidder and instructions for submitting the online bids on the SPP Portal is available at [URL:http://www.eproc.punjab.gov.in](http://www.eproc.punjab.gov.in) through its link "Bidder Manual Kit" (<https://eproc.punjab.gov.in/nicgep/app?page=BiddersManualKit&service=page>).
3. Tender Documents can be downloaded from the State Public Procurement Portal [URL:http://eproc.punjab.gov.in](http://eproc.punjab.gov.in).
4. Any change/corrigendum/extension of opening date in respect of this tender shall be issued through websites www.gadvasu.in and www.eproc.punjab.gov.in only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit these websites for updates. Bidder should also take into account all corrigendum(s) published before submitting the bids online.

5. The bidders are required to submit their bids online on the SPP Portal, using valid Digital Signature Certificates. Bids received only on SPP Portal will be considered, however bids sent through sealed cover/email/post/fax, etc. will be rejected.
6. The BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for that tender.
7. The date and time fixed for closing of bids will remain unchanged, even if it is declared as a holiday by the Government. GADVASU will not be responsible for any delay in enrolment/registration as bidder or submitting /uploading the offer on e-tender portal. Hence, bidders are advised to register in e-tendering website URL:<http://eproc.punjab.gov.in> and obtain their Digital Signature Certificate and upload their bids/documents well in advance.
8. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority or the relevant contact person indicated in the tender.
9. For any clarification/difficulty regarding e-tendering Process, please contact on helpdesk (contact us) at e procurement portal of Punjab Government at <https://eproc.punjab.gov.in/nicgep/app>”.

10. Intimation Regarding Payment of Online Fees :

1. The bidders using Net Banking Service of banks other than SBI are advised to submit their EMD and other fees (if any) in advance at least (3) three working days prior to the last date of submission of the Bid.
2. The bidders are hereby informed not to close/suspend their Bank Accounts, from which the EMD/Tender Fee/Processing Fee is being paid for respective Tender. In case of any refund issue relating to the respective tender, the Department would not be liable or responsible in anyway.

11. Intimation Regarding Payment through NEFT / RTGS Mode The bidders are hereby informed that settlement of NEFT / RTGS transaction does not take place on Sundays, 2nd and 4th Saturdays of a Month, and Declared Bank Holidays.

General Terms & Conditions / Instructions for bidders:-

1. The interested, bona fide and reputed dealers/distributors/stockists/manufacturers/firms or Indian agents (on behalf of their foreign principals) may submit online bids for each of the required item(s) along with all requisite documents, Tender Fee, Processing Fee and EMD.
2. Tender shall be accepted only from Manufacturer/Sole Selling Agent/Distributor/Authorized Dealer.
3. **Exempted from the payment of Bid Security (Earnest Money Deposit) for manufactures only:** i) As per Rule 170 of General Financial Rules (GFRs) 2017, the units registered with Micro and Small Enterprises (MSEs) or are registered with Central Purchase Organisation or the concerned Ministry or Department as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) (as per Rule 1.10.4 of Manual for Procurement of Goods 2017) shall be exempted from the payment of Bid Security (Earnest Money Deposit).
ii) In such case, copy of the certificate showing registration with the above mentioned institutions (indicating the terminal validity date of their registration) for the item tendered (as manufacture of the bidding item(s)) to be uploaded in Cover-I of the e-tender in PDF format.
iii) If firm gets exemption for depositing Bid Security (Earnest Money Deposit) by providing wrong certificate OR certificate without terminal validity date of their registration OR not being a manufacture of tendered items, the bid shall not be accepted and also bid of the firm shall be cancelled at any stage of tender, if found wrong submission of certificate.
4. The EMD will be returned to the unsuccessful bidders automatically by the State Public Portal i.e. <http://eproc.punjab.gov.in>.
5. The EMD will be forfeited if the bidder fails to accept the order based on his/her offer/bid or fails to supply the items.
6. The supplier will have to complete the supply of materials within due time from receiving of purchase order. The liquidated charges @1% per week shall be imposed if supply is made after expiry of delivery period subject to maximum 10% of the total value of the order. After 10 weeks order shall stand cancelled. However competent authority of the University has reserves to right to accept the material even after stipulated period without any liquidated charges.
7. The quoted equipment shall be in compliance with the required specifications mentioned in tender and shall be of the latest technology, best quality and high standards. Any optional accessories/ tooling, besides the standard equipment recommended for the better performance of the equipment, if offered, be provided with their full technical details including their use and advantage in a separate sheet with the tender documents. No extra payment shall be paid on account of any discrepancy in nomenclature of items.
8. If at any later stage any firm is found supplying material of inferior quality than that of their approved sample(s) or not as per specifications, their orders will be cancelled besides forfeiting their security Amount/EMD and the firm will be blacklisted to supply any items to GADVASU in future.

9. The item should be delivered F.O.R. at GADVASU/Research Stations/KVKs/Colleges etc. as mentioned in Tender document and the supplier shall be responsible for any damage during the transit of goods. The FOR price should be inclusive of all incidental charges i.e. freight, forwarding, insurance, etc.
10. The clearing charges from custom house will be borne by the Indian Agent of supplier.
11. All miscellaneous charges on foreign transactions make Form 15A and its subsequent charges on verification by Chartered Accountant would be borne by the bidder.
12. The documents will be provided to the Indian Agent on request by GADVASU.
13. Tenderer shall take into account all costs including installation, commissioning, cartage, etc. for giving delivery of material at site before quoting the rates. In this regard no claim for any extra payment for any reason shall be entertained.
14. The payment will be made after deducting TDS (taxes) as per Income Tax/GST/Govt. Rules as applicable.
15. Supplies are to be made on bill basis as the University usually makes payment within 30 days from the receipt of the material/Installation of Equipment in good condition.
16. Our Institute is registered with DSIR and is exempted from Custom Duty. Hence, CDEC/DSIR will be provided to the firm, if demanded. Rates should be quoted accordingly.
17. The quantity can be increased/decreased as per the actual requirement.
18. The supplier should give an undertaking that they will be responsible to carry out the preventive maintenance and to repair the equipment during guarantee and post guarantee period.
19. Full details of after sale service offered during the post guarantee period should be furnished along with tender specified.
20. Information of actual users of the equipment in India supported with evidences and performances should be furnished alongwith tender.
21. If required the working of the equipment must be demonstrated in any place to be specified by the supplier.
22. The supplier shall train to the satisfaction of the purchaser one or two technicians at site/factory for operating, servicing and undertaking minor repairs without extra cost.
23. The bidder is required to furnish the **TENDER ACCEPTANCE LETTER, UNDERTAKING & NON-BLACKLISTING CERTIFICATE** as per **Annexure – I**.
24. While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. If any tender stipulate any condition of his own, such conditional tender is liable to be rejected.
25. GADVASU reserves the right to accept/reject any or all the tenders in part/full without assigning any reason thereof.
26. All disputes shall be subject to Ludhiana jurisdiction only.

Place: Ludhiana

Sd/-
Assistant Accounts Officer (P)
Purchase Cell

Checklist		
Sr.No.	Details	
1.	Name and Complete Address of the Firm	
2.	Email Id and Contact number of the bidder	
3.	Permanent Account Number (PAN) No. and GST No. of the Firm	
4.	Bank details of the Firm: Bank Name, Branch Address, Account Number., Type of Account (Current/Savings), MICR Number , RTGS/NEFT Code etc.	
5.	Details of Quoted item(s) i.e. Name, Make, Model Number etc.	
6.	Attached scanned copy of Full Details of item(s), Sub systems and additional items/accessories to be quoted (i.e. Full name, Model number, Name of accessories, Manufacture details, Literatures/Brochures/Write-ups, Guarantee/ Warranty, AMC details etc.) as mentioned in the technical bid. (Write YES OR NO)	
7.	Attached scanned copy of the Authorization dealer/distributor/stockist certificate issued by manufacturer (Write YES OR NO)	
8.	In case of imported equipment, Attached scanned copy of Manufacturers Authorization certificate issued by Principal Manufacturer duly verified by the Indian Agent. (Write YES OR NO)	
9.	Attached scanned copies of all other document(s)/ certificate(s) mentioned/required in the DNIT. (Write YES OR NO)	
10.	Attached scanned copy of Tender Acceptance letter & Undertaking (Annexure-I). (Write YES OR NO)	
11.	Attached scanned of firm's Registration, PAN Card, GSTIN. (Write YES OR NO)	
12.	Attached scanned copy of Income Tax Statements for the last year. (Write YES OR NO)	
13.	Payment Terms: NOTE: Supplies are to be made on bill basis as the University usually makes payment within 30 days from the receipt of the material/Installation of Equipment in good condition.	

I/we certify that the items/products quoted by our firm comply all required Technical Specifications as mentioned in the DNIT (Detailed Notice Inviting Tender) under 'Detailed Specifications of the required items'.

Date:

Place:

**Signature of the Bidder
with Official Seal**

**TENDER ACCEPTANCE LETTER,
UNDERTAKING & NON-BLACKLISTING CERTIFICATE**

(To be given on firm letter head)

Date:

To,

Assistant Store Officer (P),
Purchase Cell O/o Comptroller
Guru Angad Dev Veterinary and Animal Sciences University
Ludhiana

Tender Reference No: _____

Name of the tender/work:- _____

Sir,

1. I/we have downloaded the tender documents for the above mentioned Tender/Work from the website(s) www.eproc.punjab.gov.in as per your advertisement.
2. I/we hereby certify that I/we have read the entire terms and conditions of the tender documents from Page **First** to **Last** (including all documents like Annexure(s), schedules(s), etc.,) of **DETAILED NOTICE INVITING e-TENDER** which form part of the contract agreement and I/we shall hereby abide the terms/conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organization has also been taken into consideration, while submitting this acceptance letter.
4. I/we hereby unconditionally accept the tender terms and conditions of above mentioned tender document (s)/corrigendum(s) in its totality /entirety.
5. I/we certify that the items/products quoted by our firm comply all required Technical Specifications as mentioned in the DNIT (Detailed Notice Inviting Tender) under 'Detailed Specifications of the required items'.
6. I/we hereby certify that all miscellaneous charges on foreign transactions, make Form 15A and its subsequent charges on verification by Chartered Accountant would be borne by our firm /dealer/distributor.
7. I/we hereby certify that our company/Firm and Manufacturer/Principal Firm have not been **blacklisted/debarred** by any Govt. Department/Public Sector Undertaking/ Research Institution/Statutory body/University in India during the last **Five** years.
8. I/we certify that all information furnished by our Firm is true and correct and in the event the information is found to be incorrect/untrue, then your department/organization shall without giving any notice or reason thereof or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully

Date:

Place:

**Signature of the Bidder
with Official Seal**

Name -----

Designation-----