

**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**

## Re tender

### DETAILED NOTICE INVITING e-TENDER (DNIT)

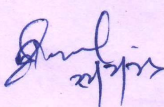
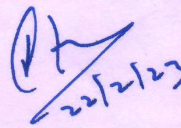
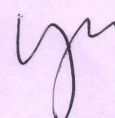
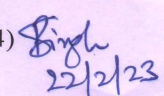
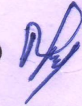
The Guru Angad Dev Veterinary and Animal Sciences University is going to **do rate contract for the supply of Commercial/Business Products i.e. Computers (Desktop)/ MS-Office Standard Academic Volume License/ 1 year & 3 year 10 user Antivirus/ Printers/ UPS from selected brands for different Departments**. Accordingly, Guru Angad Dev Veterinary and Animal Sciences University, Ludhiana calls the rates from reputed firms as per following details, specifications, terms & conditions from selected brands through e-tender on e-procurement portal of Punjab Government website <https://eproc.punjab.gov.in> under two bid systems from eligible and qualified bidders. **The rates of Computers (Desktop)/ MS-Office/ Antivirus/ Printers/ UPS of different types will be selected item-wise from the lowest quoting firm including all accessories as mentioned below. The order will be placed by the individual department as per their requirement directly to the lowest quoting firm(s).**

<b><u>CRITICAL DATE SHEET</u></b>	
<b>eTender Reference No.</b>	Retender/PC/2022-23/1842 dated 23/02/2023
<b>eTender ID No.</b>	2023_DAH_97498_1
<b>Last Date &amp; time for submission of online Bid</b> <i>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.</i>	<b>06-03-2023 upto 02.00 pm</b>
<b>Date &amp; time for opening of technical Bid</b> <i>NOTE: If sufficient bids are not received within stipulated time, tender may be extended/ re-tendered or opened with new date &amp; time as per the recommendations of sub purchase committee.</i>	<b>07-03-2023 at 02.00 pm</b>
<b>Contact person for required item(s) related any enquiry</b>	S. Parminderdeep Singh Mangat, M- 98888-93094 Email Id- librarian@gadvasu.in, parmindermangat@gadvasu.in

<b><u>DETAILS OF FEES</u></b>		
<b>Sr No.</b>	<b>Details</b>	<b>Amount (Rs)</b>
1	<b>Tender Fees (Non-refundable)</b>	<b>1,000/-</b>
2	<b>Earnest Money Deposit (EMD) (Refundable)</b>	<b>NIL</b>
3	<b>Total Processing Fee including GST @ 18% (in INR)</b>	<b>590/-</b>

### Detailed specifications of the required item(s):-

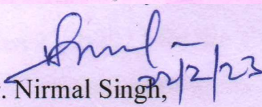
Sr. No.	Item Description
1)	<b>Desktop:</b> Processor: Intel core i5 Processor 11 <sup>th</sup> Generation or higher, Cache Memory - 8MB or higher, TPM 2.0, RAM - 16GB support upto 64GB or higher, Hard Disk - 256GB NVMe SSD + 1 TB SATA, Connectivity: onboard Intel Wi-Fi 6E, Ethernet, Bluetooth 5.0 or higher, USB Keyboard, Mouse, 21.5" LED Monitor, Company Preloaded Windows 11 Pro, Preloaded Total Security Antivirus for One Year, Warranty: 3-3-3 ( <b>HP/Dell/Lenovo</b> ) <b>Note:</b> Approx. 120 Nos. or more to be purchased as per the current demand of various offices.
2)	<b>MS-Office</b> (Latest Version) Standard Academic Volume License ( <b>Microsoft</b> ) <b>Note:</b> Approx. 120 Nos. or more to be purchased as per the current demand of various offices.
3)	<b>Antivirus:</b> Total Security 1 years ( <b>Quick Heal/Norton /Kaspersky</b> ) Total Security 3 years ( <b>Quick Heal/Norton /Kaspersky</b> )
4)	<b>Laser Printers B/W :</b> Printing technology: Laser, Printing speed up to 30ppm or higher, tray capacity:250 sheets, Connectivity: USB, Wi-Fi, Paper size: A4, Letter, Duplex feature: Yes, Warranty: Standard ( <b>HP/Brother/Canon</b> ) <b>Note:</b> Approx. 14 Nos. to be purchased as per the current demand of various offices.
5)	<b>Laser Printers B/W (Multifunction):</b> Printing technology: Laser, Printing speed up to 34-36ppm or higher, tray capacity:250 sheets, memory 128mb or higher, Connectivity: USB, Wi-Fi, Paper size: A4, Copy feature: Yes, copy speed: 34-36cpm, Scan feature: Yes, Duplex feature: Yes, ADF: Yes, Warranty: Standard ( <b>HP/Brother/Canon</b> ) <b>Note:</b> Approx. 20 Nos. to be purchased as per the current demand of various offices.
6)	<b>UPS:</b> Capacity: 1100VA/660W Max, Input range: 145-290 V AC, Output: 230 V AC, Frequency range: 45-65 Hz, Warranty 1 year ( <b>APC/Luminous/ Microtek</b> ) <b>Note:</b> Approx. 88 Nos. or more to be purchased as per the current demand of various offices.

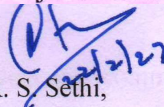
1)  2)  3)  4)  5) 

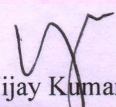
### **Terms and Conditions:**

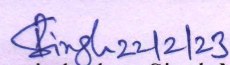
- Valid GST number and HSN code of product must be mentioned.**
- Bidder must submit a manufacturer authorization letter (MAF) against this bid from their OEM for above said items. Failure to provide may result in disqualification from the bid.**
- Bidder must quote the price only of Commercial/Business models.**
- The bidder must mention the Company name and Model Number of bidding in check performa under technical bid.
- The bidders must mention the Warranty/Guarantee in their technical bids.
- While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete by any form, the tender is liable to be rejected. If any bidder stipulates any condition of his own, such conditional tender is liable to be rejected,
- The Lowest quoting firm (L1) will be decided as per the item-wise, individual rate of each Desktop Computer, Antivirus, Printer, and UPS including accessories and installation charges.


8. The different indenting departments will place the order to the L1 firm directly accordingly as per their requirement.
9. The payment will be made after deducting TDS (Taxes) as per Income Tax/GST/Govt. Rules as applicable.
10. The validity of the offer will be 90 days after the opening date of the e-tender
11. 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 items in good condition.
12. The item are to be delivered F.O.R. at GADVASU Ludhiana Campus/RRTC Kaljharani and COVS Rampura Phul 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 and installation, etc.
13. The quantity of the Computer/Printers/UPS can be increased or decreased as per actual requirement.
14. GADVASU reserves the right to accept/reject any or all the tenders in part/full without assigning any reason thereof.
15. All disputes shall be subject to Ludhiana jurisdiction only.

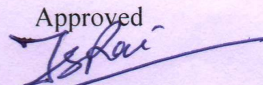
  
Dr. Nirmal Singh,  
Assistant Librarian  
Nominee of the University Librarian

  
Dr. R. S. Sethi,  
Professor  
Nominee of Director of Research

  
Sh. Vijay Kumar,  
Superintendent  
Nominee of Comptroller

  
S. Parminderdeep Singh Mangat,  
System Analyst  
Expert/Technical member nominated  
by Concerned Controlling Officer

  
Sh. Rajinder Kumar  
Store Keeper  
Non-Teaching employee nominated  
by Concerned Controlling Officer

Approved  
  
University Librarian

### **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](http://www.eproc.punjab.gov.in) and [https://gadvasu.in/tender\\_notice](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.***

**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](http://www.gadvasu.in) and [www.eproc.punjab.gov.in](http://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](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. 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.
4. 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.
5. 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.
6. 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.
7. The clearing charges from custom house will be borne by the Indian Agent of supplier.
8. All miscellaneous charges on foreign transactions make Form 15A and its subsequent charges on verification by Chartered Accountant would be borne by the bidder.
9. The documents will be provided to the Indian Agent on request by GADVASU.
10. 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.
11. The payment will be made after deducting TDS (taxes) as per Income Tax/GST/Govt. Rules as applicable.
12. 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.

13. 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.
14. The quantity can be increased/decreased as per the actual requirement.
15. 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.
16. Full details of after sale service offered during the post guarantee period should be furnished along with tender specified.
17. Information of actual users of the equipment in India supported with evidences and performances should be furnished alongwith tender.
18. If required the working of the equipment must be demonstrated in any place to be specified by the supplier.
19. 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.
20. The bidder is required to furnish the **TENDER ACCEPTANCE LETTER, UNDERTAKING & NON-BLACKLISTING CERTIFICATE** as per **Annexure – I**.
21. 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 estipulate any condition of his own, such conditional tender is liable to be rejected.
22. GADVASU reserves the right to accept/reject any or all the tenders in part/full without assigning any reason thereof.
23. All disputes shall be subject to Ludhiana jurisdiction only.

Place: Ludhiana

Sd/-  
Assistant Store Officer (Purchase)  
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.	<b>Details of Quoted item(s)</b>	
	Name of Make and Model no. include the following specifications <b>Desktop Computer:</b> Processor: Intel core i5 Processor 11 <sup>th</sup> Generation or higher, Cache Memory - 8MB or higher, TPM 2.0, RAM - 16GB support upto 64GB or higher, Hard Disk - 256GB NVMe SSD + 1 TB SATA, Connectivity: onboard Intel Wi-Fi 6E, Ethernet, Bluetooth 5.0 or higher, USB Keyboard, Mouse, 21.5" LED Monitor, Company Preloaded Windows 11 Pro, Preloaded Latest MS-Office Standard, Preloaded Total Security Antivirus for One Year, Warranty: 3-3-3	
	MS- Office (Latest Version) Standard Academic Volume License (Microsoft)	
	Name of make and product title with version <b>Antivirus:</b> Total Security 1 years for 10 users Total Security 3 years for 10 users	
	Name of Make and Model no. include the following specifications <b>Laser Printers B/W :</b> Printing technology: Laser, Printing speed up to 30ppm or higher, tray capacity:250 sheets, Connectivity: USB, Wi-Fi, Paper size: A4, Letter, Duplex feature: Yes, Warranty: Standard	
	Name of Make and Model no. include the following specifications <b>Laser Printers B/W (Multifunction):</b> Printing technology: Laser, Printing speed up to 34-36ppm or higher, tray capacity:250 sheets, memory 128mb or higher, Connectivity: USB, Wi-Fi, Paper size: A4, Copy feature: Yes, copy speed: 34-36cpm, Scan feature: Yes, Duplex feature: Yes, ADF: Yes, Warranty: Standard	
	Name of Make and Model no. include the following specifications <b>UPS:</b> Capacity: 1100VA/660W Max, Input range: 145-290 V AC, Output: 230 V AC, Frequency range: 45-65 Hz, minimum warranty: 1 year	
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.  <b>(Write YES OR NO)</b>	
7.	Attached scanned copy of the Authorization dealer/distributor/stockist certificate issued by manufacturer <b>(Write YES OR NO)</b>	
8.	Attached scanned copies of all other document(s)/ certificate(s) mentioned/required in the DNIT. <b>(Write YES OR NO)</b>	
9.	Attached scanned copy of Tender Acceptance letter & Undertaking (Annexure-I). <b>(Write YES OR NO)</b>	
10.	Attached scanned of firm's Registration, PAN Card, GSTIN.  <b>(Write YES OR NO)</b>	
11.	Attached scanned copy of Income Tax Statements for the last year. <b>(Write YES OR NO)</b>	
12.	<b>Payment Terms:</b>  <b>NOTE:</b> 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](http://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 /entirely.
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-----