

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

## Short term e-Tender Notice

### 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 (Manufacturer/Sole Selling Agent/Distributor/Authorized Dealer) 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.** The bidder(s) can quote for any number of items, and keeping in view the EMD mentioned against each items, they will have to deposit EMD accordingly. In case of partial bidding, the bidder(s) will have to select the EMD exemption option at the time of depositing EMD and upload the document showing the details of items quoted and EMD Deposited.

#### **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.    | <b>Feed Ingredients</b><br>Complete as per required specifications with accessories (If any) | <b>As per given below details</b> | Director, Directorate of Livestock Farms, Guru Angad Dev Veterinary & Animal Sciences University, Ludhiana - 141004 (Punjab) |

#### **CRITICAL DATE SHEET**

|   |  |
|---|--|
| <b>eTender Reference No.</b>  | PC/2022-23/1105 dated 10/11/2022   |
| <b>eTender ID No.</b>   | 2022_DAH_92249_1   |
| <b>Last Date &amp; time for submission of online Bid</b><br><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>18-11-2022 upto 11.00 am</b>  |
| <b>Date &amp; time for opening of technical Bid</b><br><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>18-11-2022 at 02.00 pm</b>  |
| <b>Contact person for required item(s) related any enquiry</b>  | Dr. Puneet Malhotra, M- 9815700878<br>email: dr.puneetmalhotra@rediffmail.com ,<br>directoratelsf@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>3,100/-</b>   |
| 2                             | <b>Processing Fee including GST @ 18% (in INR)</b>  | <b>2,360/-</b>   |
| 3                             | <b>Earnest Money Deposit (EMD) (Refundable)</b><br>The EMD will be returned to the unsuccessful bidders automatically by the State Public Portal i.e. <a href="http://eproc.punjab.gov.in">http://eproc.punjab.gov.in</a> .<br><b>Note:</b> 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.<br><b>NOTE:</b> The bidder is required to deposit the EMD equivalent to the total amount mentioned against each item(s) for which the bid is to be submitted; otherwise the bid will not be considered. <b>In case of partial bidding, the bidder(s) will have to select the EMD exemption option at the time of depositing EMD and upload the document showing the details of items quoted and EMD Deposited.</b><br><b>Example:</b> <ol style="list-style-type: none"> <li>1. If the bidder is submitting bid for all items, the firm must deposit Rs. 1,25,000/- as EMD.</li> <li>2. Suppose, If the bidder is submitting bid for item no 1 only, the firm must deposit Rs. 38,500/- as EMD.</li> <li>3. Suppose, If the bidder is submitting bid for item no 2, 3 and 4 only, the firm must deposit Rs. 47,200/- (6,700+6,000+34,500) as EMD.</li> </ol> | <b>1,25,000/-</b><br><br><b>OR</b><br><b>As per following NOTE</b> |

**Exempted from the payment of Bid Security (Earnest Money Deposit):**

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.

**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.

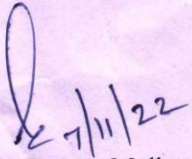
5. Financial Bids will be opened only of those tenderers, who qualify and are found suitable during the processing of Evaluation of Technical Bids. Financial Bids will be opened after receiving Technical Evaluation report from the concerned sub purchase committee.

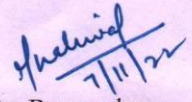
**Detailed specifications, EMD & Quantity of the required item(s):-**

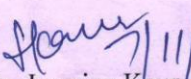
Technical Bid, Tentative quantity and EMD for purchase of feed ingredients

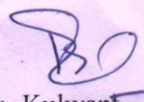
The feed ingredients should meet the following specifications

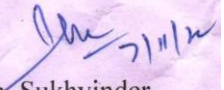
| Sr. no. | Item                 | Technical specifications  | Tentative Quantity (Qtls) | EMD for each Ingredient (Rs.) |
|---------|----------------------|---|---------------------------|-------------------------------|
| 1.      | Maize                | Detailed specifications and quality cuts of each feed ingredient (Sr no: 1 to 10 attached as separate sheets) | 770                       | 38500                         |
| 2.      | Bajra (Pearl millet) |   | 200                       | 6700                          |
| 3.      | Rice Bran            |   | 100                       | 6000                          |
| 4.      | Soy Bean Meal        |   | 250                       | 34500                         |
| 5.      | Roasted Guar Korma   |   | 60                        | 6000                          |
| 6.      | Rice Kanni           |   | 135                       | 5400                          |
| 7.      | Wheat Bran           |   | 100                       | 4300                          |
| 8.      | Deoiled Rice Bran    |   | 251                       | 5300                          |
| 9.      | Mustard Cake Deoiled |   | 130                       | 6700                          |
| 10.     | Mustard Cake         |   | 214                       | 11600                         |
|         |                      |   | Total                     | Rs.125000.0                   |


  
Dr Puneet Malhotra  
Assoc. Prof.,  
Indentor

  
Dr. Ramandeep  
Kaur, Scientist, Rep.  
of DLF

  
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Sr. Scientist,  
nominee Director  
Research

  
Sh. Kulwant  
Singh, AAO,  
nominee of  
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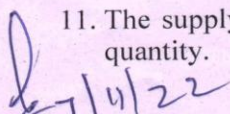
  
Sh. Sukhvinder  
Singh, Store  
Keeper

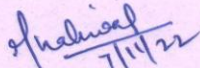
  
Director  
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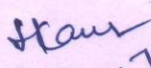


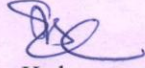
### Terms & Conditions

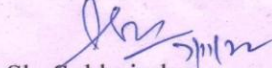
1. Rates (including the cost of bags if any) should be mentioned for net weight only, **FOR Guru Angad Dev Veterinary and Animal Sciences University, Dairy Farm**, including unloading. The bags used for supplying the materials must be in good condition. Weight of empty bags will be deducted from the gross weight received while reaching the figure on net weight.
2. The rates quoted should be including all taxes and no extra tax and (C) or (D) form will be paid/given. While executing bill payment by the University, 2% of the whole bill amount shall be deducted as TDS on GST.
3. The quantity of feed ingredients mentioned is tentative and can be increased or decreased according to availability of funds and quoted rates. The exact quantity will be mentioned in the supply order.
4. The supply of feed ingredients must be completed within 15 days of issuance of supply order and **part supply (30% - 40% of the total order) must be made within three days of issuance of supply order.**
5. The feed ingredients to be supplied should be in good quality and free from fungus and any other adulterants. **In case the ingredients do not meet the physical standards, consignment will be returned immediately.** Further, the supplied feed ingredients will be analyzed for proximate analysis in the university lab and only the consignment meeting the desired specifications will be accepted. The test report from the university lab will be taken as final for decision on acceptance/ rejection of consignment.
6. In case of failure of feed sample for desired specifications, the supplier has to exchange the feed ingredients within two working days, which will be retested in the university lab for quality check. In this case, the supplier will be charged Rs. 5000/-, deductible from the earnest money.
7. In case, the second consignment also does not meet the desired specifications, the supplier will be charged Rs.20,000/-, and the university will have the right to procure the same ingredient from other supplier. In this case, the difference in the cost of ingredient if any will be borne by the original supplier i.e. L-I. Further, the supplier has to lift the rejected feed ingredients within 02 days of intimation. Thereafter, the university will have the right to dispose of the rejected consignment as per convenience, and university will not be responsible for any damage/loss of feed ingredients.
8. In case of failure of supplier to exchange the feed ingredients not meeting desired specification within two days, then cut will imposed on bill raised by the supplier as per approved terms and condition.
9. University reserves the right to reject any or all tenders without giving any reason.
10. Tender rates will be valid up to 10 days from the date of opening of tender and firm will be bound to supply the any quantity of repeat order at the quoted rate if asked for.
11. The supply of the material ordered has to be made up to minimum of 95% of the ordered quantity.

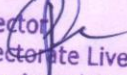
  
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Animal Sciences University,  
Ludhiana



**Standard Specifications with quality cuts for different feed ingredients**

| Sr. No. | Particulars of Feed Ingredient / Packing etc. with details of quality cut | Standard Specifications |                         |                       |                     |                                  |                             |                 |   | Remarks (if any)   |
|---------|---|-------------------------|-------------------------|-----------------------|---------------------|----------------------------------|-----------------------------|-----------------|---|--|
|         |   | Col. 1<br>Moisture      | Col. 2<br>Crude Protein | Col. 3<br>Crude Fibre | Col. 4<br>Crude Fat | Col. 5<br>Acid/<br>Insoluble Ash | Col. 6<br>Foreign<br>Matter | Col. 7<br>Grain | Col. 8<br>Packing                                   |  |
| 1.      | <b>Maize</b>  | Max. 10%                | Min. 9%                 | Max. 3%               | ---                 | ---                              | Max. 1%                     | ---             | ---   | The requirement for item in Col. No. 2, 3 and 6 are on moisture free basis.    |
|         | No quality cut upto   | 10%                     | 9%                      | 3%                    | ---                 | ---                              | 1%                          | ---             | Rs.5/- per bag will be imposed for torn/damaged bag |  |
|         | Rejection / Buyers Option (BO) with quality cut 3% per unit               | Above 10% to 11%        | Below 9% to 8%          | Above 3% to 4%        | ---                 | ---                              | Above 1% to 2%              | ---             | ---   |  |
| 2.      | <b>Bajra</b>  | Max. 10%                | Min. 12%                | Max. 4%               | Min. 3%             | ---                              | ---                         | ---             | ---   | The requirement for item in Col. No. 2, 3 and 4 are on moisture free basis.    |
|         | No quality cut upto   | 10%                     | 12%                     | 4%                    | 3%                  | ---                              | ---                         | ---             | Rs.5/- per bag will be imposed for torn/damaged bag |  |
|         | Rejection / Buyers Option (BO) with quality cut 3% per unit               | Above 10% to 11%        | Below 12% upto 11%      | Above 4% to 6%        | Below 3% rejection  | ---                              | ---                         | ---             | ---   |  |
| 3.      | <b>Rice Bran</b>  | Max. 10%                | Min. 13%                | Max. 12%              | Min. 16%            | Max. 5%                          | ---                         | ---             | ---   | The requirement for item in Col. No. 2, 3, 4 and 5 are on moisture free basis. |
|         | No quality cut upto   | 10%                     | 13%                     | 12%                   | 16%                 | 5%                               | ---                         | ---             | Rs.5/- per bag will be imposed for torn/damaged bag |  |
|         | Rejection / Buyers Option (BO) with quality cut 3% per unit               | Above 10% to 12%        | Below 13% to 11%        | Above 12% to 13%      | Below 16% to 14%    | Above 5% to 6%                   | ---                         | ---             | ---   |  |

**Note:-** The University reserves the right to reject wholly/partly the material not conforming to the above specifications.

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Director  
Directorate Livestock Farms  
Guru Angad Dev Veterinary and  
Animal Sciences University,  
Ludhiana.

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| Sr. No. | Particulars of Feed Ingredient / Packing etc. with details of quality cut | Standard Specifications |                         |                       |                      |                                  |                             |                      |   | Remarks (if any)  |
|---------|---|-------------------------|-------------------------|-----------------------|----------------------|----------------------------------|-----------------------------|----------------------|---|---|
|         |   | Col. 1<br>Moisture      | Col. 2<br>Crude Protein | Col. 3<br>Crude Fibre | Col. 4<br>Crude Fat  | Col. 5<br>Acid/<br>Insoluble Ash | Col. 6<br>Foreign<br>Matter | Col. 7<br>Grain      | Col. 8<br>Packing                                   |   |
| 4.      | <b>Soya Bean Extraction (Soybean Meal)</b>                                | Max. 10%                | Min. 48%                | Max. 6%               | ---                  | Max. 2%                          | ---                         | ---                  | Only in HDPE/PP Bags                                | The requirement for item in Col. No. 2, 3 and 5 are on moisture free basis    |
|         | No quality cut upto   | 10%                     | 48%                     | 6%                    | ---                  | 2%                               | ---                         | ---                  | Rs.5/- per bag will be imposed for torn/damaged bag |   |
|         | Rejection / Buyers Option (BO) with quality cut 3% per unit               | Above 10% to 11%        | Less than 48% to 46%    | Above 6% to 8%        | ---                  | Above 2% to 3%                   | ---                         | ---                  | ---   |   |
| 5.      | <b>Roasted Guar Korma</b>   | Max. 10%                | Min. 50%                | Max. 7%               | Min. 4%              | Max. 1%                          | ---                         | ---                  | Only in HDPE/PP Bags                                | The requirement for item in Col. No. 2, 3, 4 and 5 are on moisture free basis |
|         | No quality cut upto   | 10%                     | 50%                     | 7%                    | 4%                   | 1%                               | ---                         | ---                  | Rs.5/- per bag will be imposed for torn/damaged bag |   |
|         | Rejection / Buyers Option (BO) with quality cut 3% per unit               | Above 10% to 12%        | Less than 50% upto 48%  | Above 7% to 9%        | Less than 4% to 3.5% | Above 1% to 2%                   | ---                         | ---                  | ---   |   |
| 6.      | <b>Rice Kani/Nakku</b>  | Max. 10%                | Min. 7%                 | Max. 2%               | ---                  | ---                              | ---                         | Min. 98%             | ---   | The requirement for item in Col. No. 2, 3 and 7 are on moisture free basis    |
|         | No quality cut upto   | 10%                     | 7%                      | 2%                    | ---                  | ---                              | ---                         | 98%                  | ---   |   |
|         | Rejection / Buyers Option (BO) with quality cut 3% per unit               | Above 10% to 11%        | Below 7% to 6%          | Above 2% to 3%        | ---                  | ---                              | ---                         | Less than 98% to 90% | Rs.5/- per bag will be imposed for torn/damaged bag |   |

**Note:-** The University reserves the right to reject wholly/partly the material not conforming to the above specifications.

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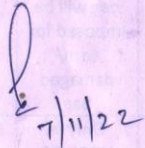
Director  
Directorate Livestock Farms  
Guru Angad Dev Veterinary and  
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| Sr. No.   | Particulars of Feed Ingredient / Packing etc. with details of quality cut | Standard Specifications |                         |                       |                     |                                  |                         |                 |  | Remarks (if any)  |
|---|---|-------------------------|-------------------------|-----------------------|---------------------|----------------------------------|-------------------------|-----------------|--|---|
|   |   | Col. 1<br>Moisture      | Col. 2<br>Crude Protein | Col. 3<br>Crude Fibre | Col. 4<br>Crude Fat | Col. 5<br>Acid/<br>Insoluble Ash | Col. 6<br>Ether Extract | Col. 7<br>Grain | Col. 8<br>Packing                                    |   |
| 7.  | Wheat Bran  | Max. 8%                 | Min. 14%                | Max. 12%              | ---                 | ---                              | Min. 3%                 | ---             | Only in HDPE/PP Bags                                 | The requirement for item in Col. No. 2, 3 and 6 are on moisture free basis. |
|   | No quality cut upto   | 8%                      | 14%                     | 12%                   | ---                 | ---                              | 3%                      | ---             |  |   |
|   | Rejection / Buyers Option (BO) with quality cut 3% per unit               | Above 8% to 9%          | Below 14% to 13%        | Above 12% to 14%      | ---                 | ---                              | Below 3% to 2.5%        | ---             | Rs.5/- per bag will be imposed for torn/ damaged bag |   |
| 8.  | Rice Bran Extraction (Deoiled Rice Bran)                                  | Max. 10%                | Min. 14%                | Max. 14%              | ---                 | Max. 5%                          | ---                     | ---             | Only in HDPE/PP Bags                                 | The requirement for item in Col. No. 2, 3 and 5 are on moisture free basis. |
|   | No quality cut upto   | 10%                     | 14%                     | 14%                   | ---                 | 5%                               | ---                     | ---             | Rs.5/- per bag will be imposed for torn/ damaged bag |   |
|   | Rejection / Buyers Option (BO) with quality cut 3% per unit               | Above 10% to 12%        | Below 14% to 12%        | Above 14% to 16%      | ---                 | Above 5% to 6%                   | ---                     | ---             |  |   |
| 9.  | Mustard Extraction (Deoiled Mustard Cake)                                 | Max. 10%                | Min. 38%                | Max. 12%              | ---                 | Max. 2%                          | ---                     | ---             | Only in HDPE/PP Bags                                 | The requirement for item in Col. No. 2, 3 and 5 are on moisture free basis. |
|   | No quality cut upto   | 10%                     | 38%                     | 12%                   | ---                 | 2%                               | ---                     | ---             | Rs.5/- per bag will be imposed for torn/ damaged bag |   |
|   | Rejection / Buyers Option (BO) with quality cut 3% per unit               | Above 10% to 12%        | Less than 38% to 36%    | Above 12% to 15%      | ---                 | Above 2% to 3%                   | ---                     | ---             |  |   |
| Note:- The University reserves the right to reject wholly/partly the material not conforming to the above specifications.   |   |                         |                         |                       |                     |                                  |                         |                 |  |   |
| <div>7/11/22</div> <div>Technical 7/11/22</div> <div>Haryana 7/11/22</div> <div>Director</div> <div>Directorate Livestock Farms</div> <div>Guru Angad Dev Veterinary</div> <div>Animal Sciences University,</div> <div>Ludhiana.</div> <div>Page 3 of 4</div> |   |                         |                         |                       |                     |                                  |                         |                 |  |   |

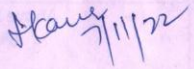
| Sr. No.   | Particulars of Feed Ingredient / Packing etc. with details of quality cut | Standard Specifications |                         |                       |                      |                               |                          |                 | Remarks (if any)                                     |   |
|---|---|-------------------------|-------------------------|-----------------------|----------------------|-------------------------------|--------------------------|-----------------|--|---|
|   |   | Col. 1<br>Moisture      | Col. 2<br>Crude Protein | Col. 3<br>Crude Fibre | Col. 4<br>Crude Fat  | Col. 5<br>Acid/ Insoluble Ash | Col. 6<br>Foreign Matter | Col. 7<br>Grain |  | Col. 8<br>Packing   |
| 10.   | Mustard Cake  | Max. 10%                | Min. 36%                | Max. 8%               | Min. 7%              | Max. 2%                       | ---                      | ---             | Only in HDPE/PP Bags                                 | The requirement for item in Col. No. 2, 3 and 4 are on moisture free basis. |
|   | No quality cut upto   | 10%                     | 36%                     | 8%                    | 7%                   | 2%                            | ---                      | ---             | Rs.5/- per bag will be imposed for torn/ damaged bag |   |
|   | Rejection / Buyers Option (BO) with quality cut 3% per unit               | Above 10% to 12%        | Less than 36% to 34%    | Above 8% to 10%       | Less than 7% to 6.5% | Above 2% to 2.5%              | ---                      | ---             |  |   |
| Note:- The University reserves the right to reject wholly/partly the material not conforming to the above specifications. |   |                         |                         |                       |                      |                               |                          |                 |  |   |



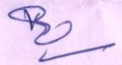
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7/11/22



Director  
Directorate Livestock Farms  
Guru Angad Dev Veterinary  
Animal Sciences University,  
Ludhiana.

## 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) 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) to be quoted (i.e. Full name) as mentioned in the technical bid.

- c) Scanned copy of all document(s) mentioned in the above detailed specification of the required items (if any).
- d) Scanned copy of Tender Acceptance letter, Undertaking & non-blacklisting certificate (Annexure-I).
- e) Scanned copy of firm's Registration, PAN Card, GSTIN.
- f) Scanned copy of Income Tax Statement for the last year.

### **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 for equipment in INR.
- (c) The payment will be made after deducting TDS 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.

### **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 may submit online bids for each of the required item(s) along with all requisite documents, Tender Fee, Processing Fee and EMD.
2. **Exempted from the payment of Bid Security (Earnest Money Deposit):** 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.
3. The EMD will be returned to the unsuccessful bidders automatically by the State Public Portal i.e. <http://eproc.punjab.gov.in>.
4. 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.
5. 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.
6. The quoted item(s) shall be in compliance with the required specifications mentioned in tender and shall be best quality and high standards.
7. 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.
8. 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.
9. Tenderer shall take into account all costs including 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.
10. The payment will be made after deducting TDS as per Income Tax/GST/Govt. Rules as applicable.
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 Equipment in good condition.
12. The quantity can be increased/decreased as per the actual requirement.
13. The bidder is required to furnish the **TENDER ACCEPTANCE LETTER, UNDERTAKING & NON-BLACKLISTING CERTIFICATE** as per **Annexure – I**.
14. 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.
15. GADVASU reserves the right to accept/reject any or all the tenders in part/full without assigning any reason thereof.
16. All disputes shall be subject to Ludhiana jurisdiction only.

Place: Ludhiana

sd/-  
Assistant Accounts Officer  
Purchase Cell ,O/o Comptroller



| 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. 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.        | Mention amount in Rs. of EMD deposited online (Calculate the amount of EMD from the list mentioned in the DNIT - DETAILED NOTICE INVITING e-TENDER). NOTE: The bidder is required to deposit the EMD equivalent to the total amount mentioned against the item(s) for which the bid is to be submitted; otherwise the bid will not be considered. In case of partial bidding the bidder is required to select the EMD exemption option at the time of depositing EMD. | Rs_____ |
| 6.        | Attached scanned copies of all other document(s)/ certificate(s) mentioned/required in the DNIT. <b>(Write YES OR NO)</b>   |         |
| 7.        | Attached scanned copy of Tender Acceptance letter & Undertaking (Annexure-I). <b>(Write YES OR NO)</b>  |         |
| 8.        | Attached scanned of firm's Registration, PAN Card, GSTIN. <b>(Write YES OR NO)</b>  |         |
| 9.        | Attached scanned copy of Income Tax Statement for the last year. <b>(Write YES OR NO)</b>   |         |
| 10.       | <b>Payment Terms:</b><br><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 /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-----