



**I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY
JALANDHAR-KAPURTHALA HIGHWAY,
KAPURTHALA**

NOTICE INVITING E-TENDER

IKGPTU invites tenders from the eligible bidders for supply of Lab equipments/items mentioned below:

Name of Work	Supply, Installation, Commissioning of equipments for Deptt. of Electrical Engg. at I.K. Gujral Punjab Technical University, Kapurthala
Last date and time of submission of online tender	12-08-2017 Time 11:59 PM
Date and time of opening of Technical bids	14-08-2017 Time 10:30 AM
Venue	IKGPTU, Jalandhar – Kapurthala highway, Kapurthala
Tender document fee	INR 2500/-
EMD	INR 53000/-
Bid validity	90 days (from Date of opening of bids)
Delivery time	30 days (from the issuance of purchase/supply order)
On-site warranty	One year from the successful commissioning of equipments at IKGPTU
Tender document available at	https://www.ptu.ac.in/Tender.aspx etender.punjabgovt.gov.in

The tender document can be downloaded from website etender.punjabgovt.gov.in. Tenders shall be opened at above mentioned place in the presence of parties or their representative who may like to be present. For participating in the above e-tendering process, the suppliers/bidders shall have to get themselves registered with etender.punjabgovt.gov.in and get user ID and password Class three Digital signatures is mandatory to participate in the e-tender process. For any clarification/difficulty regarding e-tendering process flow, please contact us on 9465884841 (Convenor) or E-procurement Helpdesk Nos. 8054628821, 0172-3934667, 9257209340.

1. The tender form fee Rs. 2500/- and E.M.D. as mentioned in above table. The Tender fees and EMD should be deposited / Pay by online/E-payment mode only. No other modes will be accepted. **BIDDERS ARE NOT REQUIRED TO PAY TENDER PROCESSING FEE, AS SAME IS BEING PAID BY IKGPTU TO PUNJAB INFOTECH.**
2. Corrigendum/Addendum /Corrections/Notice, if any will be published on the website.



3. All fees like tender fee (Non-refundable) and Earnest money shall be paid through ONLINE mode (IPG, Net Banking, NEFT/RTGS) only.
4. Bids must be submitted online through **e-portal etender.punjabgovt.gov.in** before the time specified in the above table (as per system clock). Department/Service provider does not take any responsibility for the delay caused due to non-availability of internet connection or network traffic for online bids.
5. Bidders shall upload scanned copy of all the papers i.e. proof of Earnest Money, Tender document Fee, PAN Card, VAT No. etc as mentioned in the subsequent pages.
6. Uploaded documents of valid successful bidder(s) may be verified. The valid successful bidder(s) has to provide the originals to the concerned authority on receipt of letter, which will be sent back through registered post.
7. Bid(s) once submitted online, can be resubmitted before last date and time of submission.
8. There is no limit to data that can be uploaded on Punjab Infotech website, however, for ease of uploading and downloading, vendors will be advised to compile data into files and upload. Capacity of each upload file should not be more than 4 MB, preferable to keep it even less.
9. Perspective Vendors are advised to start uploading process well on time and not leave it to the last minute as same shall take time because of the data involved.
10. If the date of opening of tenders happens to be a public holiday, then the tenders will be opened on next working day at the same time and place.
11. The bidders should keep checking the website for any **addenda/corrigenda** to the notice/bidding documents till the last date of on-line submission of bids, and the bidder should incorporate the same in his bid documents.



General Guidelines

1. The terms and conditions, general guidelines of tender along with the annexures each and every page must be signed & stamped by authorized signatory and scanned & uploaded on the website.
2. Technical bid Performa to be filled online.
3. Technical bid will be opened on the due date and time as notified, in the presence of the vendors present with authorization letter from the respective company/firm, if they desire to be present.
4. The bidders who qualify the technical bid, will only be informed regarding opening of financial bids. The financial bids will be opened on the due date and time as intimated, in the presence of the vendors present with authorization letter from the respective company/firms.
5. Rates should be FOR destination (IKGPTU) inclusive of all **taxes/levies/govt. duties etc.**
6. The EMD/Performance security is liable to be forfeited in case the supplier fails to execute the order in time.
7. IKGPTU shall not be responsible if it is not possible to up load / submit the tender online due to any fault or malfunctioning of the internet / e tender site.
8. The tender should be submitted with the tender document available on e-tender website (etender.punjabgovt.gov.in) and can be seen on University website i.e. (www.ptu.ac.in).
9. Authorized signatory should sign on all the pages. Bids without signatures of authorized signatory on all the pages will be out rightly rejected.
10. IKGPTU Kapurthala reserves the right to increase/decrease the order quantity without assigning any reason(s), whatsoever.
11. Delivery of the above items will have to be made according to the schedule given by the user department of IKGPTU, Kapurthala.
12. The items are required to be delivered within stipulated period from the date of issuance of supply order. Place of delivery will be IKGPTU Campus, Jalandhar-Kapurthala Highway, Kapurthala.



I.K. Gujral Punjab Technical University

Terms & Conditions

Bidders responding to this enquiry shall be deemed to be agreeable to the terms and conditions herein contained. These terms and conditions shall be binding on the successful bidders. Conditional bids are liable to be rejected.

1. IKGPTU invites on line tenders from reputed original equipment manufacturers (OEM)/ authorised distributors/ dealers to supply equipments, install/commissioning etc for Electrical Engg. Labs at IKGPTU, Main Campus, Kapurthala.
2. IKGPTU will award the contract to technically qualified bidder(s) quoting the lowest rate (**ITEM WISE**) at the terms & conditions of work mentioned in the tender documents.
3. Eligibility criteria is placed at Annexure I
4. The specifications of equipment/items and bidder details are placed at Annexure II.
5. The financial bid performa is placed at Annexure III.
6. Bidder(s) is/are required to fill bidder details & financial bid etc. as per format provided online, failure to do so will result in rejection of bid(s). The rates to be quoted **ONLINE** by bidders in Financial bid have to be item wise.
7. The EMD will be forfeited if any terms and conditions are contravened / deviated.
8. The Selected bidder will be provided the detailed volume and other requirements about the work to be undertaken along with the relevant instructions.
9. The technical bids submitted by bidders will be scrutinized by a committee constituted by the university and the financial bid will be opened of only the technically qualified firms. The technical qualification includes the scrutiny of documents uploaded by the firm/ previous reports, manpower employed with firm etc., and the committee decision will be final in this regard.
10. The prices are to be quoted **including taxes/levies/govt. duties etc** for supply/ installation/commissioning of lab equipment at IKGPTU, Kapurthala. Item wise prices are only to be quoted.
11. In case the firm fails to supply/ install/commission in the specific time, the University may impose penalty as per provisions mentioned in the document. Penalty will be deducted from the bill after which the order will remain cancelled and Bid Security / Earnest Money deposited will be forfeited and university shall



have the right to get the remaining work done from other vendors and the difference of cost, if any, will be deducted from the payment and EMD of the contractor. In case repeated failure of more than three times, the University may consider cancellation of order and in such case security deposit and EMD will be forfeited.

12. The University reserves all the right to reject or accept any tender without assigning any reason or cancel or withdraw the tender notice.
13. The validity of the offer shall be 90 days after the date of opening of the technical bid. If any bidder withdraws his tender within the validity period or makes any modifications in terms and conditions of the tender and/or rates after submission of tender which or does not start the work within stipulated period from the date of issue of letter of acceptance, then IKGPTU shall without prejudice to any other right or remedy, be at liberty to forfeit the earnest money deposited by the bidder. In case of forfeiture of EMD, the Bidder shall be debarred from bidding in case of re-invitation of the tenders.
14. **Signing of Tender:** Individual signing the tender or other documents connected with contract must specify whether he signs as:-
 - (a) A "sole proprietor of the concern or constituted attorney of such sole proprietor.
 - (b) A partner of the firm, if it be a partnership firm, in which case he must have authority to execute contracts on behalf of the firm and to refer to arbitration disputes concerning the business of the Partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firm. In case of partnership firms, a copy of the partnership agreement, or general power of attorney duly attested by a Notary Public, should be furnished on stamped paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney. The self-attested copy of the certificate of registration of firm should also be enclosed along with the tender. In the case of partnership firms, where no authority to refer disputes concerning the business of partnership firm has been conferred on any parties the tender and all other related documents must be signed by all partners of the firm. A person signing the tender form or any documents forming part of the tender on behalf of another person should have an authority to bid such other person and if, on enquiry it appears that the persons so signing had no authority to do so, the University may, without prejudice cancel the contract and hold the signatory liable for all costs, consequences and damages under the civil and



criminal remedies available. **The Bidder should sign and affix his/her firm's stamp at each page of the tender and all its Annexures as the acceptance of all terms & conditions by the Bidder. NO PAGE SHOULD BE REMOVED / DETACHED FROM THIS TENDER DOCUMENT.**

15. Bidder shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the Bidder fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the aforesaid EMD/demand draft will be forfeited.
16. All disputes shall be subject to the jurisdiction of Kapurthala Courts only.

17. Inspection and tests prior to shipment of Goods and at final acceptance are as follows:

- I. After the goods are manufactured and assembled, inspection and testing of the goods should be carried out at the supplier's plant by the supplier, prior to shipment to check whether the goods are in conformity with the technical specifications attached to the purchase order. Manufacturer's test certificate with data sheet should be issued to this effect and submitted along with the delivery documents. A team of IKGPTU may inspect the material and test if required at vendor's premises. The location where the inspection is required to be conducted should be clearly indicated by the bidder after confirmation of the order. The university will not pay anything extra for inspection/tests at the premises of the manufacturer/supplier.
- II. The acceptance test will be conducted by the Purchaser, at its option after the equipment is installed at Purchaser's site in the presence of supplier's representatives. The acceptance will involve trouble free operation and ascertaining conformity with the ordered specifications and quality. There should not be any additional charges for carrying out acceptance test. No malfunction, partial or complete failure of any part of the equipment is expected to occur. The Supplier should maintain necessary log in respect of the result of the test to establish to the entire satisfaction of the Purchaser, the successful completion of the test specified.
- III. In the event of the ordered item failing to pass the acceptance test, a period not exceeding one weeks will be given to rectify the defects and clear the acceptance test, failing which the Purchaser reserve the right to get the equipment replaced by the Supplier at no extra cost to the Consignee.
- IV. Successful conduct and conclusion of the acceptance test for the installed goods and equipment should also be the responsibility and at the cost of the Supplier.
- V. The time taken for pre-dispatch inspection is inclusive of the scheduled completion time of the delivery & installation of the equipments. Only the

