



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

E-TENDER DOCUMENT

FOR

**OPERATION, RUNNING AND COMPREHENSIVE
MAINTENANCE OF AIR CONDITIONED SYSTEM
AND HOT WATER GENERATOR
(FOR THREE YEARS)**

AT

**I K GUJRAL PUNJAB TECHNICAL UNIVERSITY CAMPUS
JALANDHAR-KAPURTHALA HIGHWAY
KAPURTHALA (PUNJAB) – 144603**

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

[Handwritten signatures in blue ink]

E-TENDER NOTICE**E-Tender No. – IKGPTU/2017-18/MC-01**Online tenders are invited as detailed below:-

Name of Item	Cost of Tender Document	Earnest Money	Tender Processing Fee
Operation, Running & Comprehensive Maintenance of Central Air Conditioned System and Hot water Generator installed at IKGPTU Campus at Jalandhar- Kapurthala Highway, Kapurthala, Punjab for a period of three year from the date of award of contract.	₹.2500/-	₹.1.15Lacs	Bidders are not required to pay tender processing fee.

Important Dates:-

Last Date of Submission of online Tender	Date and Time of opening of Technical Bid	Date and Time of opening of Financial Bid	Venue
04/12/2017 11:00 hours	06/12/2017 at 11:00 hrs	To be intimated later to the bidders who will qualify technical bid.	IKGPTU Jalandhar- Kapurthala Highway Kapurthala.

IK GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR
JALANDHAR-KAPURTHALA HIGHWAY, KAPURTHALA

E-tender Document for Operation, Running & Comprehensive Maintenance of Central Air Conditioned System and Hot water Generator installed at IKGPTU Campus at Jalandhar-Kapurthala Highway, Kapurthala, Punjab for a period of three year from the date of award of contract.

1. The tender document can be downloaded from website etender.punjabgovt.gov.in. Tenders shall be opened at above mentioned places 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 8146699878 (District Coordinator, Jalandhar) or E-procurement Helpdesk Nos. 8054628821, 0172-3934667, 9257209340.
2. 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. **BIDDER ARE NOT REQUIRED TO PAY TENDER PROCESSING FEE, AS SAME IS BEING PAID BY IKGPTU TO PUNJAB INFOTECH.**
3. Corrigendum/Addendum /Corrections/notice, if any will be published on the website.
4. All fees like cost of Tender document (Nonrefundable) and Earnest money shall be paid through ONLINE mode (IPG, Net Banking, NEFT/RTGS) only.
5. 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.
6. Bidders shall up load scanned copy of all the papers i.e. proof of Earnest Money, Tender document cost, Enlistment Certificate, PAN Card, GST No. and other certificates as required in the eligibility criteria, without which the tenders would not be opened and would be rejected.
7. Uploaded documents of valid successful bidders may be verified. The valid successful bidder has to provide the originals to the concerned authority on receipt of letter, which will be sent back though registered post.
8. Bid(s) once submitted online, can be resubmitted before last date and time of submission.



9. 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.
10. 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.
11. 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.
12. The bidders should keep checking the website for any **addenda/corrigenda** to the notice/bidding documents till the date of on-line submission of bids, and the bidder should incorporate the same in his bid documents.



General Guidelines

1. The General terms and conditions, Conditions of Contract, Eligibility criteria, scope of work etc. are enclosed. Each and every page of the bid must be signed & stamped by authorized signatory and scanned & uploaded on the website.
2. **The Commercial Bid only submitted by online and not to send hard copy. Commercial bids of only those tenderers will be opened who will fulfill the eligibility criteria and qualify technically.**
3. **Technical bid Performa (Annexure I) to be filled on line.**
4. Technical bid will be opened on the due date and time as notified, in the presence of the bidders present with authorization letter from the respective company/firm.
5. **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 with authorization letter from the respective company/firms.**
6. Rates should be inclusive of all taxes and duties.
7. The EMD/Performance security is liable to be forfeited in case the supplier fails to start/execute the order in time.
8. 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.
9. 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).
10. Authorized signatory should sign on all the pages. Bids without signatures of authorized signatory on all the pages will be out rightly rejected.
11. The validity of the offer shall be 90 days after the date of opening of the tender. 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 the same shall not be acceptable to IKGPTU. If the successful bidder 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 tenderer shall be debarred from bidding in case of re-invitation of the tenders.
12. Incomplete Tenders are liable to rejected.

