

Punjabi University, Patiala

(Established under Punjab Act # 35 of 1961)

ACCOUNT BRANCH

SHORT TERM E-TENDER NOTICE

E-Tenders on project rate basis through electronic tendering process are invited from the Manufacturers / Suppliers / Dealers etc., for the Desktop, Database server, Server rack, Laser Printer, Laptop, scanner, UPS etc, fulfilling the eligibility criteria mentioned herein that should be uploaded & received on <https://tenderwizard.com/PUNJAB>

1. Last date and Time for receipt of Tender online : Date **27-05-2018 - 17:00**
2. Time and date of opening Technical bid : Date **28-05-2018 - 11:00 AM**
3. Time and date of opening Financial bid : Date **29-05-2018 - 03:00 PM**

<i>Sr.No</i>	<i>Name of Supply</i>	<i>Earnest Money (Refundable)</i>	<i>Tender Fees (Non Refundable)</i>	<i>Bid processing fee.</i>
1.	Purchase of Desktop, Database server, Server rack, Laser Printer, Laptop, scanner, UPS etc for Account Branch at Punjabi University Patiala.	25,000/-	2,000/-	2,360/-

Aspiring Tenderer who has not obtained the User ID and password for participating in e- tendering may obtain the same by registering in the e-procurement portal www.tenderwizard.com/PUNJAB. The Tenderers once registered can participate in any of the department tenders. For any clarification contact 9257209340, 0172-5035985, 8146699866 or E-mail : etenderhelpdeskpb@gmail.com, pavitar.s@etenderwizard.com

All other details can be seen in the bidding document.

Terms and conditions:-


1. Earnest Money and Tender form fees separately of required value shall be submitted in shape of DD of any Nationalised Bank payable in favour of The **Registrar**, Punjabi University Patiala. Tender fee, Earnest money must be reached on or before dt: 28-05-2018 till 10:00 AM in the Office of Finance officer, and Tender will be opened in the office of Director Computer Centre at Punjabi University Patiala.
2. Bid Processing fee should be paid through e- payment (Direct Debit or Internet Banking)
3. The Tender documents shall be uploaded in 2 folders.
 - (i) Folder-A: Shall contain pre qualification documents such as Registration, PAN No., GST, Income Tax Return and Non Black list Self certificate etc uploaded on website.
 - (ii) Folder-B: shall contain financial bid on the prescribed form.
4. In case earnest money is not deposited or not having the required value, the bids will not be considered and rejected straightaway.
5. The folder-B: shall be opened only of those contractors who will be found technically qualified for the supply.
6. Corrigendum /Addendum/Corrections, if any will be published in the web site only. Firm shall continue to check the Web site www.tenderwizard.com/PUNJAB

PRE-QUALIFICATION REQUIREMENTS:-

1. Manufacturers/ Suppliers/ Authorized Dealers for Supply of Desktop Computer can only participate.
2. The Supplier/Firm shall submit a copy of PAN No., GST No. etc.
3. The Supplier/firms shall submit copies of income tax return for the last 2 years.
4. The Supplier/firms shall also submit Self certification that they have not been debarred/blacklisted by any Govt./ Semi Govt. Organization or any Corporation at any stage.

Terms and Conditions:-

1. Prices should be inclusive of all taxes and levies in INR, FOR Punjabi University Patiala.
2. The Computers included in your quote with attach configuration must be available for supply immediately.
3. Payment will be released on successful installation and commissioning.
4. All items to be supplied must be branded and shall be amply supported onsite directly by OEM.
5. The material is to be made available/ installed within two weeks from date of placing confirmed Purchase Order along with all the bills.
6. If there is holiday on the receipt/opening day of the tender, the tender may be received/ opened on the next working day at the same time and at the same place.
7. The Purchase Committee reserves the right to reject the tender without assigning any reason before/after opening of the tenders and the tenderers shall have no right or any claim what so ever for the same on this account.
8. University reserves the right to increase/ decrease the quantity of items. The order for quantity of different items can be increased or decreased. **The supply order will be placed to the firm/Supplier who would submit quotation strictly as per the given detailed technical specifications.** The Suppliers/ Tenderers shall have no right or any claim what so ever for the same on this account.
9. The rate quoted by the Supplier/Tenderer shall be inclusive of all the taxes i.e. GST or any other taxes levied by Central Govt. or State Government Authority or Local Bodies including their variations as notified by the Concerned Authority from time to time and of all the new taxes and levies that may be imposed. Firm will supply the material on quoted Rates which include F.O.R., Loading, Unloading, stacking and inclusive of all taxes. Nothing Extra shall be paid.
10. The Supplier/ Tenderer shall comply with the proper by- Laws and legal order of the local body or authority under the jurisdiction of which the supply is executed and pay all fees and charges for which he may be liable. Nothing extra shall be payable by the University on this account.
11. In case of failure of supply of material as per ordered specifications, the University reserve the right to reject the supply order and can forfeit the earnest money deposited by the firm.
12. In case of any dispute, the jurisdiction will be Patiala (Punjab) only.
13. In case of any clarification regarding tender contact Phone No. **0175-3046050.**
14. **Detailed specifications have been mentioned in the technical specifications also.**


Deputy Registrar
Account Branch
Punjabi University, Patiala.
0175-3046050