

Name of Items		Name of Firm	
Sr. No.	Description	Proof (Attached/Not Attached) (Y/N) in case the answer is No, justification for the same is required.	Page No.
1	Full Address		
	i. Head Office		
	ii. Branch Office (if any)		
2	Name of contact Person		
	i. Mobile No.		
	ii. E mail ID		
3	Telephone Number(s)		
4	E-mail (official)		
5	Proof of authorized Microsoft dealer/reseller.		
6	(a) Bidder have to submit declaration alongwith technical bid stating that the firm is not currently engaged in litigation with other organizations and no complaint is pending in Police Station.		
	(b) Bidder have to submit declaration alongwith technical bid stating that they have not been Black-Listed/De-listed by any University, Agency/Government Department/Public Sector Undertaking in the last three years. In case they have been black listed by any of the Institutions, details of the same be furnished (Format Attached).		
7	GST No.		
8	PAN NO: -		
9	TAN NO: -		
10	For Return of EMD/Performance Security:		
	(i) Bank Name and Address		
	(ii) Bank A/c No.		
	(iii) IFS Code		
11	Confirmation of Earnest Money Deposit.		
12	Installation, configuration training commissioning to be executed by tenderer/supplier.		
13	The Bidder should list of the customer using the goods with detail like: name of the person using the equipments, telephone number, email id, communication address in detail.		
14	Proof of Bidder having successfully delivered of similar goods/Items of value of 100% pf the estimated value in the last three financial years. OR Satisfactory delivery of similar goods/items of value not less than 50% of estimated value as a single order in the last three financial years.		
15	Proof of Financial standing such as statement of (i) Profit and loss Account (ii) Balance sheet (iii) Auditor report for last 3 yrs and (iv) Credit Worthiness Certificate from Bank.		

(Dr. Dhubinder Singh)

(Mr. Gaurav Singh)

(Mr. Simranjeet Singh)
(Mr. Ashok Kumar)

16	Proof of Bidder having his own manufacturing unit if any.		
16	Proof of Bidder having Minimum Annual turnover of 03 times of the estimated value during at least in the last three financial years.		
17	Gurantee/Warranty/AMC, as applicable (clearly Mentioned)		
18	Delivery period of the item after issuing of supply order (Clearly mentioned)		

Note:-

1. The Financial Bid will be opened only for those bidders whose Technical Bid is found complete and confirm the above eligibility criteria.
2. If any need arises to verify, the original documents will be produced by the bidder before the opening of Financial Bid, failing which his bid will be rejected.
3. Any condition/ documents regarding rates attached with technical bid will not be accepted.
4. Page Numbers/Serial Numbers must be given to each and every page of Tender Documents and other documents attached alongwith. All complete documents should be signed and stamped, visible & scanned clearly.
5. In case of non-fulfillment of any of the above information/document(s) by the bidder, the technical bid of the same will be rejected without giving any prior notice.
6. The quotation should clearly indicate the different components of total charges Recurring (annual) and non-recurring (one time).
7. Any Corrigendum, if any, will be uploaded on University Website. Only revised bid will be accepted after corrigendum, if any.
8. Educational discount if any must clearly be quoted.
9. Payment will be made on successful delivery of software & License keys.
10. In case of deactivation of the product license before time full payment of license will be deducted.
11. Software should be licensed and genuine (where applicable).

I/we certify that the informaton furnished above is true and correct. The terms & conditons of the university are acceptable to firm.

Dated:.....

Signature with Stamp of Authorised Persons.

[Handwritten Signature]
[Handwritten Signature]
 (En. Gurtej Singh)

[Handwritten Signature]
 Imran