

TENDER DOCUMENT

FOR

ANNUAL RATE CONTRACT OF SPORTS ITEMS



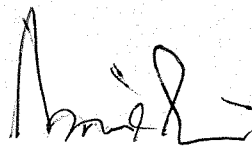
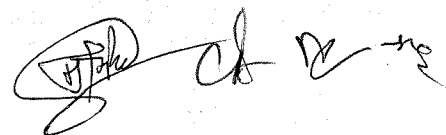
**MAHARAJA RANJIT SINGH PUNJAB
TECHNICAL UNIVERSITY, BATHINDA**

[Handwritten signatures and dates]

Registrar
Maharaja Ranjit Singh
Punjab Technical University, Bathinda

ELIGIBILITY CRITERIA

1. The bidder should have existence of retail sports items shop for **minimum period of 2 years**.
(Enclose copy of Certificate of Incorporation/Registration Certificate of the firm.)
2. Enclose copy of **PAN CARD** of the firm.
3. The bidder must **not be blacklisted/Suspended** or any service related dispute with any organisation/Govt. Organisations/ Bank in India or outside India.
4. The bidder should accept Terms & Conditions of tender document.
5. The bidder must have Annual Business Turnover of minimum **Rs. 05 lakhs** in the last two financial years i.e. 2017-18 & 2018-19.
(Enclose copy of Audited Annual Accounts or Chartered Accountant certificate for turnover for the last two years).
6. Enclose copy of GST Number of the firm.

 Mahinder  Jyoti Chandra

INSTRUCTIONS TO BIDDERS

A) PREPARATION AND SUBMISSION OF BID :

1. Interested bidders can purchase the tender documents online from website www.eproc.punjab.gov.in
2. Bidders have to pay the processing fee, earnest money & tender form fee through E-Payment mode only.
3. Bidders/tenderers can access tender documents on the website mentioned above, fill them and submit the completed tender document into Electronic Tender in the website itself. Bidders shall attach scanned copies of all the papers i.e Earnest Money, Processing Fee, Tender cost fee and certificate as required in terms and conditions.
4. Bidders should also upload the scanned copy of documents such as PAN No., TAN No. & GST No.
5. The leaflets catalogue, etc. should be sent invariably so that a proper evaluation of the equipment offered is possible.

B) COST OF BIDDING :

The Bidder shall bear all costs associated with the preparation and submission of its Bid and the Purchaser shall not be responsible or liable for those costs.

C) VALIDITY OF THE BID:

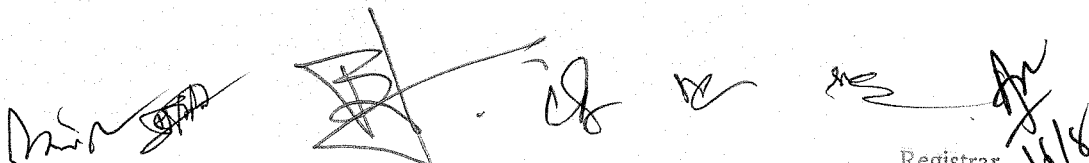
180 Days from the date of submission of bid.

D) AMENDMENT OF BIDDING DOCUMENTS :

1. At any time prior to the deadline for submission of bids, MRSPTU, Bathinda may, for any reason, whether on its own initiative or in response to the clarification request by a prospective BIDDER may modify the bid document.
2. All prospective BIDDER's who have downloaded the bidding document may visit MRSPTU, Bathinda, website for amendments / modifications which will be binding on them.

E) CONFIDENTIALITY:

1. Information relating to the evaluation of Bids, and recommendation of Contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process until information on Contract award is communicated to all Bidders.



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2. Any attempt by a Bidder to influence the Purchaser in the evaluation of the Bids or Contract award decisions may result in the rejection of its Bid.
3. Notwithstanding, from the time of Bid opening to the time of Contract award, if any Bidder wishes to contact the Purchaser on any matter related to the bidding process, it shall do so in writing.

F) EVALUATION OF BID:

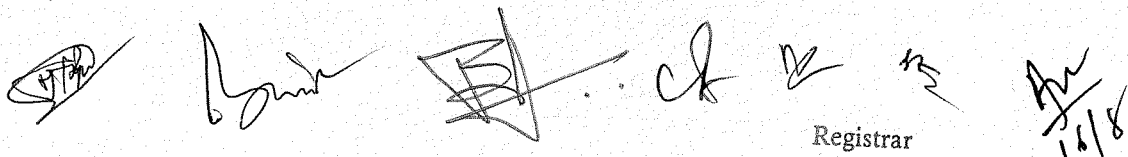
1. MRSPTU, Bathinda evaluate technical and commercial acceptable offers on landed net Price basis.
2. In case any BIDDER is silent on any clauses mentioned in this tender documents, MRSPTU, Bathinda shall construe that the BIDDER has accepted the clauses as per the invitation to tender and no further claim will be entertained.
3. No revision in the terms and conditions quoted in the offer will be entertained after the last date and time fixed for receipt of tenders.

G) PRICE BID:

1. Quoting of Price (s): Price quoted should be in Indian Rupees, free delivery at MRSPTU, Bathinda at site.
2. If the price is not quoted in Price Bid Form only provided in tender document then, MRSPTU, Bathinda will reject bid.
3. If supplier wish to give pricing details it may be attached in separate sheet.
4. In case of multiple options of same product, bidders are requested to quote only one best option and not multiple options.
5. Quantity: The quantity mentioned in the tender can be increased or decreased to any extent depending upon the actual requirement.

H) CORRUPT & FRAUDULENT PRACTICES:

1. MRSPTU, Bathinda requires that bidders, suppliers, contractors and consultants, if any, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy,
 - (a) The terms set forth below are defined as follows:
 - "Corrupt practice" means the offering, giving, receiving, or soliciting, directly or in directly, of anything of value to influence the action of a public official in the procurement process or in contract execution;
 - "Fraudulent practice" means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract;

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- "Collusive practice" means a scheme or arrangement between two or more bidders, designed to establish bid prices at artificial, non- competitive levels; and
 - "Coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract;
- (b) MRSPTU, Bathinda will reject a proposal for award if it determines that the Bidder recommended for award has directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract in question.

I) TRANSFER AND SUBLETTING:

The seller shall not sublet, transfer, assign or otherwise part with the acceptance to the tender or any part thereof, either directly or indirectly, without the prior written permission of the Purchaser.

J) CANCELLATION OF TENDER:

1. Notwithstanding anything specified in this tender document, Purchaser / MRSPTU, Bathinda in his sole discretion, unconditionally and without assigning any reasons, reserves the rights:
 - a) To accept OR reject lowest tender or any other tender or all the tenders.
 - b) To accept any tender in full or in part.
 - c) To reject the tender offer not confirming to the tenders terms.
2. To give purchase preference to Public Sector undertakings when applicable as per Govt. Policy/ Guidelines.
3. Offer which deviates from the vital conditions (as illustrates below) of the tender shall be rejected:
 - a) No submission of complete offers.
 - b) Receipt of offers after due date and time and or by email/fax (unless specified otherwise).
 - c) Receipt of offers in open conditions.
4. Conditional Tenders and Unsigned Tenders will also be rejected.

K) DELIVERY:

The successful BIDDER should deliver the material as per tender document/purchase order.
The successful bidder should emboss stickers of purchase order number on the material.

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