

**Punjabi University Patiala.**  
**(Store Section)**  
**SHORT TERM TENDER NOTICE**

E-Tenders on item rate basis through electronic tendering process are invited by the undersigned from the Manufacturers/Suppliers/ Dealers (Registered Firms) etc for the Purchase of Furniture fulfilling the eligibility criteria mentioned herein which shall be uploaded & received on <https://tenderwizard.com/PUNJAB>

- |  |   |                            |
|--|---|----------------------------|
| 1. Last date and Time for receipt of Tender online | : | Date 10-02-2019 17-00      |
| 2. Time and date of opening Technical bid          | : | Date 11-02-2019 12-00 Noon |
| 3. Time and date of opening Financial bid          | : | Date 12-02-2019 12-00 Noon |

Sr .No	Name of Items	Earnest Money	Tender Fees	Bid Processing fee	Time Period
1.	Supply of Book Rack and Almirah for various Departments at Punjabi University Patiala as per DNI Attached.	20,000	2000/-	2360/-	30 Days

Aspiring Tenderers who have not obtained the User ID and password for participating in e-tendering may obtain the same by registering in the e-procurement portal <https://tenderwizad.com/PUNJAB>. The Tenderers once registered can participate in any of the department tenders of Government of Punjab. For any clarification contact 9257209340, 0172-3934667, 8146699866 e-tenderhelpdesk.

**All other details can be seen in the bidding document.**

**Terms and conditions:-**

- Earnest money and Tender form fees separately of required value shall be submitted in shape of DD of any Nationalized bank payable in favour of The Registrar, Punjabi University Patiala. Tender fee and Earnest money must be Reached on 11-02-2019 upto 11-00 A.M in the office of Assistant Registrar Store. Tenders will be open in the office of the Director Computer Centre.
- Tender Processing fee should be paid through e- payment ( Direct Debit or Internet banking).
- Bid Security and Tender Processing fees should be deposited before opening the tender.
- Suppliers/Tenderers shall submit Samples/Catalogue of different Book Rack and Steel Almirah as per Specifications given by the various department of the University on 11-02-2019 upto 11:00 AM in the office of the Assistant Registrar Store, Punjabi University, Patiala.
- The Tender documents shall be uploaded in 2 folders.  
(i) **Folder-A:** Shall contain pre qualification documents such as Registration GST No., PAN No, Turn Over, Income Tax Return and Non Black list Self certificate etc uploaded on website.  
(ii) **Folder-B:** shall contain financial bid on the prescribed form.
- In case earnest money of the required value is not deposited, the bids will not be considered and rejected straightaway.
- The folder-A shall be opened only of those suppliers/Tenderers whose earnest money and Tender fees is found to be in order and Sample approved.
- The folder -B: shall be opened only of those Suppliers/Tenderers whose technical bid is found fit.
- Corrigendum/Addendum/Corrections, if any will be published in the web site only. Firm/Tender shall Continue to check the web site <https://tenderwizard.Com/PUNJAB>

**PRE-QUALIFICATION REQUIREMENTS:-**

- Only Manufacturers/Suppliers/ Dealers (Registered Firms) for Supply of Book Rack and Steel Almirah can participate.
- The Supplier/Firm shall submit a copy of PAN No. and GST No.
- The Supplier/firms shall submit copies of income tax return for the last 3 years.
- The Tenderers whose minimum annual turnover shall be not less than **Rs. 5 lac** during the preceding two financial years are eligible. Balance Sheets of Annual Turnover duly Certified by the Chartered Accountant must be attached. In case wrong statement is attached, action under law will be taken against the suppliers/Tenderers.
- The Supplier/firms shall have to also submit Self certification that they have not been debarred/blacklisted by any Govt./ Semi Govt. Organization or any Corporation at any stage.

**Other Terms and Conditions:-**

- University Reserves the right to make inspection of the material received from the tenderers/suppliers on frequent intervals.
- If there is holiday on the receipt/opening day of the tender, the tender shall be received / opened on the next working day at the same time and at the same place.
- The Registrar 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.

*Tardeep Singh*  
*Registrar*

4. The order for quantity of Book Rack and Steel Almirah items can be increased or decreased. The Suppliers/ Tenderers shall have no right or any claim what so ever for the same on this account.
5. The rate quoted by the Supplier/Tenderer shall be inclusive of all the taxes like GST or any other taxes levied by Central Govt. or State Govt. Authority including their variations as notified by the Concerned Authority from time to time and also of all the new taxes and levies that may be imposed.
6. 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.
7. Firm will supply the material on quoted Rates which include F.O.R., Loading, Unloading, stacking and inclusive of all taxes. Nothing Extra would be paid.
8. An agreement will have to be signed with the **Registrar, Punjabi University Patiala** within 7 days of issue of supply order.
9. In case of failure of supply of different Furniture items as per terms of the agreement, the Earnest money deposited with the University shall be forfeited. In case of any manufacturing defect in the quality of Furniture as per the specifications matched with the samples, the University reserves the right to reject the supply or and imposition of penalty.
10. In case of any dispute, the jurisdiction will be Patiala (Punjab) only.
11. In case of any clarification regarding tender contact Phone No. 0175-304-6038, 304-6039

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5/2/19  
Registrar  
Punjabi University Patiala  
*[Handwritten initials]*

SUPPLY OF BOOK RACKS AND STEEL ALMIRAHS FOR VARIOUS DEPARTMENTS  
AT PUNJABI UNIVERSITY PATIALA.

Sr. No.	Item for Purchase	Qty.	Specifications
1	Book rack	7	Supply of Steel Book Rack (20/22 gauge) of size 36"x19"x78" with visible glass on the door/with four glass doors with single key locking arrangement with painting complete in all respect.
2	Books Rack	3	Supply of steel rack of size 36"x15"x78" height with provision of 6 shelves of 20-22 gauge with painting etc. complete in all respect.
3	Almirah for Books	20	Supply of Large Steel almirah (20/22 gauge) of size 36"x19"x78" with four shelves with painting etc. complete in all respect. (app. wt. 54kg)
4	Almirah Library	17	Supply of steel Almirah (20/22 gauge) of size 36"x19"x78" with four shelves fixed glass on front side with painting etc. complete in all respect. (app. wt. 54kg).
5	Small Steel Almirah	110	Supply of Small steel almirah (20/22 gauge) of size 30"x17"x50" with three shelves with painting etc. complete in all respect.(App. Wt. 34 Kg.)

*Tan Q/Gen*  
*5/2/19* *Am* *M* *E* *- 5/2/19*