

Punjabi University Patiala.
(Established under Punjab Act 35 of 1961)
Examination Branch

SHORT TERM E-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. Those who fulfill the eligibility criteria mentioned herein should upload their bids www.tenderwizard.com/PUNJAB by due date and time.

1. Last date and Time for receipt of Tender online : Date: 19-09-2022, 17:00 hrs
2. Date and time of opening of Technical bid : Date: 21-09-2022, 11:00 hrs
3. Date and Time of opening Financial bid : Date: 22-09-2022, 11:00 hrs

Sr. No.	Name of work	Earnest Money	Tender Fees	Bid processing fee.	Time Period for the supply of DMC
1.	Purchase of Pre-printed DMC Sheets for Examination Branch, Punjabi University Patiala.	16,000/- Refundable	2360/- Non refundable	2360/-	Within 10 Days after PO

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. The Tender Fees & Earnest Money (separately) should be paid through e-payment (Internet Payment Gateway (Debit & Credit), Net banking & National Electronic Funds Transfer) only.
2. Bid Processing fee should be paid through e-payment (Debit/Credit or Net banking only).
3. In case Earnest Money, Tender Processing Fees and Bid Processing Fees are not deposited, the bids will not be considered and rejected straightaway.
3. The Tender documents shall be uploaded in 2 folders.
 - (i) Folder-A: Shall contain pre-qualification documents such as Registration, PAN No., GST, Experience Certificate, Income Tax Return for 2 Years and non-black list Self certificate etc.
 - (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. The tender will be opened in the office of the Dean Academic Affairs.
6. Corrigendum/Addendum/Corrections, if any, will be published in the University Website. The Firm may continue to check website www.tenderwizard.com/PUNJAB and the university website www.punjabiuniversity.ac.in in regularly.

PRE-QUALIFICATION REQUIREMENTS:-

1. Suppliers/Dealers (Registered Firms) for Supply of Pre-Printed DMC'S can participate in this tender.
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 submit Self certification that they have not been debarred/black listed by any Govt./Semi Govt. Organization or any Corporation at any stage.
5. Suppliers/Firms etc. should give Certificate/any document that shows your prior experience with any Institution like Higher Education Institute/University for Supply of Pre-Printed DMC'S.

Terms and conditions:-

1. Prices should be inclusive of all taxes and levies in INR, F.O.R. Punjabi University, Patiala.
2. The **financial bid** shall be opened only of those whose Tenderer are found technically fit.
3. If there is holiday on the opening day of the tender, the tender shall be opened on the next working day at the same time and at the same place.
4. 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.
5. 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 Govt. authority or Local Bodies 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. Firm will supply the material on quoted Rates which include F.O.R., Loading, Unloading, stacking and inclusive all taxes. Nothing Extra shall be paid.
6. The Supplier/Tenderer shall comply with the proper by-law 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 Supplier/Tenderer may be liable. Nothing extra shall be payable by the University on this account.
7. In case of failure of Supply of material as per ordered specifications, the University reserves the right to reject the supply order and can forfeit the earnest money deposited by the Firm.
8. In case of any dispute, the decision of the Vice-chancellor, Punjabi University, Patiala shall be final and binding on both the parties. Dispute leading to litigation the jurisdiction will be Patiala (Punjab) only.
9. **For any other clarification regarding tender contact Ph. No. 0175- 513-6370, 7053900013 email id. coe@pbi.ac.in.**

G Singh
Controller of Examination
Examination Branch
Punjabi University, Patiala.
Phone: 0175-513-6370
Email : coe@pbi.ac.in

SPECIFICATIONS FOR PURCHASE OF PREPRINTED DMC SHEETS

BY

EXAMINATION BRANCH, PUNJABI UNIVERSITY PATIALA.

<i>Sr. No.</i>	<i>Name of Supply</i>	<i>Qty.</i>
1	DMC (10"x12")-106 GSM One DMC On 1 Sheet Both Side Printing (Two Colours) with U.V. Security & Water Mark	3,00,000 Sheets
2	DMC (12"x12")-106 GSM Two DMC On 1 Sheet Both Side Printing(Two Colours) with U.V. Security & Water Mark	100,000 Sheets

Sample copies of the all the above two items can be seen in the bidding document.

G Singh 2/9/22
Controller of Examination
Examination Branch
Punjabi University, Patiala.
Phone: 0175-513-6370
Email : coe@pbi.ac.in