

# MAHARSHI DAYANAND UNIVERSITY, ROHTAK

## Department of Economics

E- tenders on behalf of Registrar is invited subscribed as "Tender for Audio Visual System" (as per list) for the supply of Instruments as per detail given on website along with earnest money equal to 2% of the quoted rates on the total amount paid through online mode and a separate fee of Rs. 1000/- as tender fee in account of Finance Officer, M.D. University, Rohtak will also be deposited through online mode. For details, bidders should visit on <https://haryanaeprocurement.gov.in> or [www.mdurohtak.ac.in](http://www.mdurohtak.ac.in). The e-tenders will be opened on 31/03/2017 at 11.00 a.m.

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10/3/2017  
REGISTRAR

**MAHARSHI DAYANAND UNIVERSITY, ROHTAK**  
**Department of Economics**

Phone:- 01262-393530

Email: hod.economics@mdurohtak.ac.in

STANDARD BIDDING DOCUMENT FOR PURCHASE OF AUDIO VISUAL SYSTEM IN  
DEPARTMENT OF ECONOMICS UNDER UGC GRANT, MDU, ROHTAK

PART: COMPLETE BIDDING DOCUMENT

**NAME OF WORK:** Purchase of Audio Visual System in the Department of Economics under UGC  
Grant, M.D.University, Rohtak

**PRESS NOTICE**

<b>M.D.University, Rohtak</b>	
<b>Notice Inviting E-Tender</b>	
Name of Work	Purchase of Audio Visual System in the Department of Economics under UGC Grant, M.D.University, Rohtak
Tender Docs Fee + E Service Fees	Rs. 2000 + Rs. 1000
Earnest Money	2% of the quoted rate of Equipment
Time Limit	15 days
Tenders to be received till: 05.00 PM on dated <del>30</del> .03.2017	
i) The tenders will be received only through E-tendering for further details visit website <a href="https://haryanaeprocurement.gov.in">https://haryanaeprocurement.gov.in</a>	
ii) Cost of Bid document (to be paid online) is Rs. 2000/- (non-refundable) for each bid to be deposited through online.	
iii) Willing contractors shall have to pay is Rs. 1000/- the e-service Fee through online.	

For & on behalf on Registrar, MDU, Rohtak

*S. Sandal*  
Head 10/3/2017  
Department of Economics  
M.D.University, Rohtak

**DETAIL NOTICE INVITING TENDER**

Bidder is invited for purchase of below mentioned items in single stage two cover system Request for Pre- Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online Commercial Envelope):-

name of Item	Appx. Cost (Rs. In lacs)	EMD to be deposited by Bidder	Tender Documents Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid preparation & Submission
Purchase of Audio Visual system in Department of Economics, MDU, Rohtak	As quoted by the Bidder	2% of the price quoted by the Bidder	Rs. 2000/- for Tender Documents fee and Rs. 1000/- for e-service fee	10.03.2017	<del>30</del> 03.2017

Detailed notice inviting tender/estimate drawing can be seen in the office of the undersigned during office hours.

Bidding documents available on website <http://mdurohtak.haryanaeprocurement.gov.in>

Newly enlisted contractors/societies/suppliers/manufactures should bring with them proof of their enlistment in appropriate class.

The bidders would submit bid through e-tendering only on the website i.e. <http://haryanaeprocurement.gov.in>

Under this process, the Pre-qualification Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through NET BANKING/RTGS/NEFT or OTC Please refer to 'Online Payment Guideline' available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.

Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. He/She will be required to make online payment of EMD fee (2%) in due

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time. The intended bidder fails to pay EMD fee under the stipulated time will not be allowed to submit his / her bids for the respective event / Tenders.

Interested bidders must remit the funds at least T+1 working day (Transaction day + Working Day) in advance i.e. on or before ~~(23.03.17)~~ 05:00 P.M); and make payment via NET BANKING/RTGS /NEFT or OTC to the beneficiary account specified under the online generated challan. The intended bidder / Agency will be able to successfully verify their payment online, and submit their bids before the expiry date & time of the respective events/Tenders at [rvanaeprocurement.gov.in](http://rvanaeprocurement.gov.in).

Interested bidders shall have to pay mandatorily e-Service fee (under document fee - deductible) of Rs.1000/- (Rupee One Thousand Only) online by using the service of electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

Payment for document fee/ e-Service fee can be made by eligible bidders online through Debit Cards & Internet Banking.

Bidders can submit their tender documents (Online) as per the dates mentioned in the

No.	Department Stage	Bidder's Stage	Start Date and time	Expiry date and time
		Tender Document Download and Bid preparation/Submission	10.03.2017	<del>30</del> .03.2017
	Technical Bid opening		31.03.2017 (11:00 AM) to (05:00 PM)	
	Financial Bid Opening		31.03.2017 (11:00 AM) to (05:00 PM)	

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Interested bidders have to complete 'Application / Bid Preparation & Submission' within the scheduled time as mentioned above. If any Applicant / bidder failed to complete the foresaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.

Interested bidder must confirm & check his/her Application/bid status after completion of all activities for e-bidding.

Interested bidder can rework on his/her bids even after completion of 'Application/Bid preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder.

In any instance, the online payment details of tender document fee + e-Service and Technical Envelope shall be opened. Henceforth financial bid quoted for the item by the shortlisted bidder/ Agency wherever required shall be

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opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

**Envelope 1: Technical Bid**

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

**Envelope 2: Commercial Bid**

The bidders shall quote the prices in price bid format under Commercial Bid.

**CONDITIONS: -**

1. Bill & prequalification criteria can be seen on any working day during office hours in office of the undersigned.
2. Conditional tenders will not be entertained & are liable to be rejected.
3. In case the day of opening of tenders happens to be holiday, the tenders will be opened on the next working day. The time and place of receipt of tenders and other conditions will remain unchanged.
4. The undersigned reserve the right to reject any tender or all the tenders without assigning any reasons.
5. The societies shall produce an attested copy of the resolution of the Co-operative department for the issuance of tenders.
6. The tender without earnest money/bid security will not be opened.
7. The Jurisdiction of court will be at Rohtak.
8. The tender of the bidder who does not satisfy the qualification criteria in the bid documents are liable to be rejected summarily without assigning any reason and no claim whatsoever on this account will be considered.
9. The bid for the work shall remain open for acceptance during the bid validity period to be reckoned from the last date of Manual submission of BS. If any bidder/tenders withdraws his bid/tender before the said period or makes any modifications in the terms and conditions of the bid, the earnest money shall stand forfeited. Bids shall be valid for 120 days from the date of bid closing i.e. from last date of manual submission of EMD. In case the last day to accept the tender happens to be holiday, validity to accept tender will be the next working day.

For & on behalf of Registrar, MDU, Rohtak.

*S. Pandey*  
16/3/2017  
**Head**  
**Department of Economics**  
**M.D. University, Rohtak**



## Instructions to bidder on Electronic Tendering System

The above conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

### Registration of bidders on e-Procurement Portal:

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e-Procurement Portal i.e. <https://haryanaeprocurement.gov.in>. Please visit the website for more details.

### Obtaining a Digital Certificate:

- 2.1. The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.
- 2.2. A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website - <https://haryanaeprocurement.gov.in>.
- 2.3. The bidder may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from:
- 2.4. The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://haryanaeprocurement.gov.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.
- 2.5. Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to keep a backup of the certificate and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6. In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a non-objection certificate /power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7. In case of any change in the authorization, it shall be the responsibility of the management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm.

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company. The procedure for application of a digital certificate however will remain the same for the new user.

2.3. The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

#### 2.4. Pre-requisites for online bidding:

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from the tender: (India) Pvt. Ltd. or downloaded from the home page of the website: <https://haryanaeprocurement.gov.in>. The link for downloading required java applet & DC's are also available on the Home page of the e-tendering Portal.

#### 2.5. Online Viewing of Detailed Notice Inviting Tenders:

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders, floated through the single portal e-Procurement system on the Home Page at <https://haryanaeprocurement.gov.in>.

#### 2.6. Download of Tender Documents:

The tender documents can be downloaded free of cost from the e-Procurement portal <https://haryanaeprocurement.gov.in>

#### 2.7. Key Dates:

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

#### 2.8. Online Payment of Tender Document Fee, eService fee, EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):

##### 2.8.1. Online Payment of Tender Document Fee + e-Service fee:

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through N.E.F BANKING/RTGS / NEFT & OTC. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

##### 2.8.2. PREPARATION & SUBMISSION OF online APPLICATIONS/BIDS:

Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) and tender mandatorily be submitted online.

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NOTE:-Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://buyanaprocurement.gov.in>.

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://buyanaprocurement.gov.in>, and click on the available link 'How to...?' to download the file.

### Guideline for Online Payments in e-tendering

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

- A) Debit Card
- B) Net Banking
- C) RTGS/NEFT

#### Operative Procedures for Bidder Payments

##### A) Debit Card

The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same.
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### B) Net Banking

The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button

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## M.D. UNIVERSITY, ROHTAK

E-TNEDER for estimate of the Audio ~~Visual~~ System at Economics Department M.D. University, Rohtak

Sr. No.	Description	Unit Rate	Qty.	Total amount
<b>Conference System</b>				
1	Central Amplifier 19" rack mountable with input channels 3 x Mic 0.65 VL 4.7k O 1xAux 100 mV/470 O, 50 w RMS at 2% THD, 90w Max, Preamp Output O. 8 ).16 O. 70V & 100V	18,000	1	18,000
2	CHAIRMAN Unit with inbuilt loudspeaker and high quality sensitive electrets condenser transducer mounted on 18.5" flexible gooseneck. With a non-lockable Priority Switch. Unit is with a head phone output, TALK switch and a Talk LED	9835	1	9835
3	DELEGATE UNIT with inbuilt loudspeaker and high quality sensitive electrets condenser transducer mounted on 18.5" flexible gooseneck. Each Unit is with a headphone output, TALK switch and a TALK LED	5580	16	89282
4	Equipment Rack with Cable Manager, Power extension Board and Cooling Exhaust fan for Conference Amplifier Hiva/HCL/VCom	9200	1	9200
5	8 CORE PVC CABLE WITH CONNECTOR 2.5 mtr. For fix fitting under table Chairman/Del. Unit	350	17	5950
6	JUNCTION.CONNECTOR BOS CB-45/CB-54 FOR FIX FITTING UNDER TABLE Chairman/De.. Unit	790	17	13430
7	AUDIO WIRE in plastic Batten/PVC Pipe (Meter) Usha/Fallcon/Havells/Shalimar Size: 40/60	60	48	2880
8	Wireless single channel UHF Handheld microphone with 20m W (max.) modulation mode FM, with Red Led for low battery, Green Led for Mic on, 9V battery power requirement,	5675	1	5675
9	High fidelity 2 ways speaker system with power taps, 30 Watts in compact and elegant housing with easy U type mounting with convenient wall mounting. Ideal for various sound application.	4200	6	25200
10	Wireless single channel UHF Colar microphone with 20m W (max.) modulation mode FM, with Red Led for low battery, Green Led for Mic on, 9V battery power	5675	1	5675
<b>LED Display</b>				
11	55" Smart Professional LED Display Panel of Full HD Resolution. I has minimum 1X Video, 2X HDMI, 1X USB, 1X LAN. The rated Power Consumption should be 176 W or less. It should have audio of 20 Watts or more, Operating Temp of 0-45 degrees C. Resolution; Full HD/1920 X 1080 ( 16.9) HDMI, DVI, USB, AV RGD, Audio Out, make: Panasonic/ Samsung	116000	1	116000
12	40" Smart professional LED Display Panel of Full HD Resolution. It has minimum 1X Video, 2 X HDMI, 1X USB, make: Panasonic/Samsung	42000	1	42000
<b>Visulaizer</b>				
13	DESKTOP VISUALIZER WITH DIGITAL ZOOM Make: Tact Easy	31000	1	31000

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10/3/2017