



MAHARSHI DAYANAND UNIVERSITY, ROHTAK

('A' Grade University Accredited by NAAC)



Notice inviting e-Tender

E-Tenders are invited for the supply and installation of SMF Batteries (Exide, Amaron Quanta & Panasonic make) of various capacities (on buy back basis) for online UPSs installed at various locations in MDU, Rohtak through Rate Contract for two years from time to time as per details given below:-

Tender Doc. Fee	E-Service Fee	EMD Amt.	Last Date for Submission of Bid
Rs.1000/-	Rs.1,000/-	2% of quoted rates	10-12-2018 2018 (upto 02: 00 p.m.)

For further details and terms & conditions, visit the University website www.mdurohtak.ac.in and <https://haryanaeprocurement.gov.in>.


REGISTRAR











MAHARSHI DAYANAND UNIVERSITY, ROHTAK
(A State University established under Haryana Act.
No.25/1975) NAAC Accredited 'A' Grade

No. 18/UCC/SMF

Dated:

Phone: 01262-393594

E-mail: dir.ucc@mdurohtak.ac.in

STANDARD BIDDING DOCUMENT FOR THE SUPPLY AND INSTALLATION OF SMF BATTERIES OF VARIOUS CAPACITIES (ON BUY BACK BASIS) FOR ONLINE UPSs ON BEHALF OF REGISTRAR, MAHARSHI DAYANAND UNIVERSITY, ROHTAK.

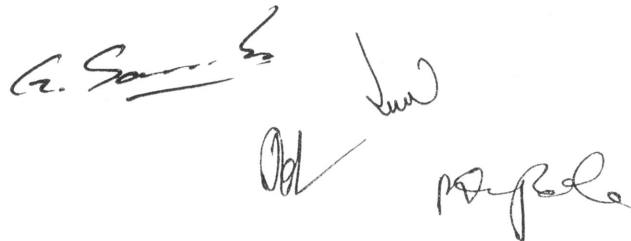
PART1: COMPLETE BIDDING DOCUMENT

Name of work: Supply and installation of SMF BATTERIES (Exide, Amaron Quanta & Panasonic) of various capacities (on buy back basis) for ONLINE UPSs in MDU, Rohtak.

PRESS NOTICE

M. D. UNIVERSITY, ROHTAK Notice Inviting E-Tender	
Name of work	Rate Contract of SMF BATTERIES for 02 Years (Exide, Amaron Quanta & Panasonic)
Tender Docs Fee + E Service Fees	Rs.1000/- + 1000/- = Rs.2000/-
Earnest Money	2% of the quoted bid value.
Time Limit	02 to 03 Weeks
Tenders to be received till 02.30 P.M. on dated <u>10-12-2018</u>	
i) The tenders will be received only through e-tendering, for further details visit website https://haryanaeprocurement.gov.in .	
(ii) Cost of Bid document is Rs.1000/- (non refundable) for each bid to be deposited through online/netbanking. EMD fee (2% of the quoted rate of item) also to be deposited through online/netbanking/RTGS.	
(iii) Willing Contractors shall have to pay Rs.1000/-, the e-Service Fees be deposited through online/netbanking.	


REGISTRAR



DETAIL NOTICE INVITING TENDER

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

Sr. No.	Name of Item	Appox. Total Cost (Rs. in lacs)	EMD to be deposited by Bidder	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Last Date & Time of EMD Submission	Last Date & Time of Bid Preparation & Submission
1	Supply and installation of SMF Batteries (Exide, Amaron Quanta & Panasonic) of various capacities (on buy back bases) for ONLINE UPSs on Rate Contract for 02 years	Rs.15.00 Lacs	2% of the price quoted by the bidder	Rs.1,000/-for Tender Doc. fee & Rs.1,000/- for e-Service fee	16-11-2018	__-__-2018 Upto 05:00 p.m.	10-12-2018 Upto 02:00 p.m.

- Bidding documents available on website <http://mdurohtak.haryanaeprocurement.gov.in>
- 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 in 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 who are found to be technically qualified based on their PQQ/ Technical Applications as per the eligibility and qualifications requirements detailed in the 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 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. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his / her bids for the respective event / Tenders.**
- The interested bidders must remit the funds at least T+1 working day (Transaction day + One working Day) in advance i.e. **on or before** (as mentioned above); **and make payment via RTGS /NEFT or OTC to the beneficiary account number specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their payment online, and submit their bids on or before the last date & time of the respective events/Tenders at <https://haryanaeprocurement.gov.in>.**

The interested bidders shall have to pay mandatorily e-Service fee, tender document fee and EMD as detailed above online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly as detailed on the website.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-





Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Last date & time
1		Tender Document Download and Bid Preparation/Submission	16-11-2018	10-12-2018 Upto 02:00 p.m.
2	Technical Bid Opening			10-12-2018 from 03:00 p.m. onwards
3	Financial Bid Opening		After checking the Technical Documents/Bids.	

Important Note:-

- 1) The Applicants/bidders have to complete 'Application/Bid Preparation & Submission' stage on or before scheduled date and time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/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 Stage.
- 4) In the first instance, the online payment details of tender document fee + e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit their bids online as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate parts:-

Envelope 1: Technical Bid

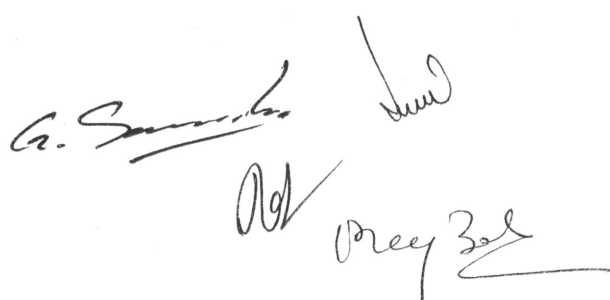
The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

Envelope 2: Commercial Bid

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

For & on behalf of
Registrar, MDU, Rohtak.

Director (UCC)
M. D. University, Rohtak



Instructions to bidder on Electronic Tendering System

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

1. 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.

2. 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 bidders 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 no-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 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 / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8 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.

3. 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 Nextender (India) Pvt. Ltd. or downloaded from the home page of the website - <https://haryanaeprocurement.gov.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4. 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 eProcurement system on the Home Page at <https://haryanaeprocurement.gov.in>.

5. Download of Tender Documents:

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

6. 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.

7. Online Payment of Tender Document Fee, eService fee , EMD fees & Bid Preparation &

- i) 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 RTGS / NEFT & OTC. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

ii) **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.

Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope: The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)

8. **ASSISTANCE TO THE BIDDERS:-**

In case of any query regarding process of e-tenders and for undertaking training purpose, the intended bidder can also avail the following and can contact service provider as per below:

Office Timings of Help-desk support for Single e Procurement Portal of Government of Haryana- Technical Support Assistance will be available over telephone Monday to Friday (09:00 am. to 5:30 pm) & Training workshop will be conducted on every 1st, 2nd Friday (from 3:30 pm upto 6:00 pm) and 4th Saturday (from 11:30 am upto 3:00 pm) of each month.

All queries would require to be registered at our official email-chandigarh@nextenders.com for on-time support (Only those queries which are sent through email along with appropriate screenshots or error description will be considered as registered with the Help-desk)

Important Note:-

- (a) Any intending bidder can contact the helpdesk on or before prior to 4 hours of the scheduled closing date & time of respective e-Auction/ Tender event.
- (b) For queries pertaining to e-Payment of EMD, please contact the helpdesk at least 2 business days prior to the closing date & time of e-Auction/Tender event.
- (c) Help-desk support will remain closed during lunch break i.e. from 1:30 PM up to 2:15 PM on each working day.

Schedule for Training:

Training workshop will be held on 1st, 2nd Friday (from 3:30 pm upto 6:00 pm) and 4th Saturday (from 11: 30 am upto 3:00 pm) of each month at following addresses:		
Nextenders (India) Pvt. Ltd Municipal Corporation Faridabad, Near B.K.Chowk, Opp. B.K.Hospital, NIT, Faridabad Contact no. 8743042801 / 9310335475	Nextenders (India) Pvt. Ltd. Public Health Division No. 2 Hisar, Model Town Opp. N.D Gupta Hospital, Hisar Contact: 9034357793	Nextenders (India) Pvt. Ltd., Nirman Sadan (PWD B&R), Plot No.- 01, Basement, Dakshin Marg, Sec- 33 A, Chandigarh -160020 For Support- 1800-180-2097, 0172-2582008-2009

For Support Call – 1800-180-2097

Haryana eProcurement Help Desk Office will remain closed on Saturday (except 4th Saturday), Sunday and National Holidays

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://haryanaeprocurement.gov.in>. For help manual please refer to the 'Home Page' of the e-Procurement website at <https://haryanaeprocurement.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

(Handwritten signatures and marks)

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.

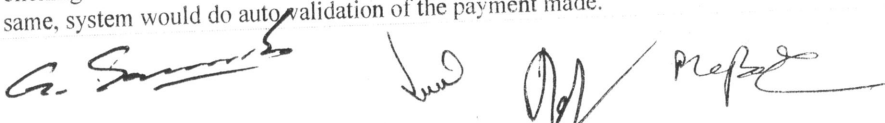
- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) 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. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

- I. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.
- ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.
- iii. Each challan shall therefore include the following details that will be pre-populated:
 - Beneficiary account no: (unique alphanumeric code for e-tendering)
 - Beneficiary IFSC Code:
 - Amount:
 - Beneficiary bank branch:
 - Beneficiary name:
- iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.
- v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.
- vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.



D) Over-the-Counter (OTC)

This solution shall allow the bidder having account with ICICI Bank, to make the payment from any CMS enabled Branch of ICICI Bank in India. Bidders can make the payment via cash (if amount is \leq ₹ 49,999), Demand Draft or ICICI Bank Cheque.


The procedure for paying through OTC mode is as follows:

- (i) Bidder selects Over-the-Counter remittance option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid. Bidder chooses the bank account no. for refund of the amount.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal displays the details of payment. A bidder clicks on "print _challan" and prints the OTC challan.
- (v) Bidder submits the OTC challan at the counter of any designated branch of ICICI Bank with Cash / Demand Draft / ICICI Bank Cheque (Payment in cash is allowed upto Rs. 49,999/-)
- (vi) ICICI Bank verifies the URN (format to be discussed and decided) and Amount with e-Procurement portal prior to accepting the payment
- (vii) On successful verification from e-Procurement portal, ICICI Bank accepts the payment. In case of failure, ICICI Bank shall return back the OTC challan and payment to the Bidder.
- (viii) ICICI Bank will commit the payment transaction (in case of successful verification from e- Procurement portal) and sends the Bank Transaction Number (I-Sure Reference Number) online against the URN and Amount.
- (ix) ICICI Bank will generate receipt for the payment transaction and issues the same to the Bidder.
- (x) The e-Procurement system updates the bank transaction number against the URN and Amount based on details sent by ICICI Bank online prior to generation of receipt.
- (xi) The status of payment will be displayed as "verification successful" in e-Procurement portal, when the bidder clicks on verification option in the portal
- (xii) Bidder would be required to upload the scan copy of receipt as received from ICICI Bank as part of proof in Nextender portal before submitting the tender


A. Sankar







Sr no.	Scenario	Do's / Don't's
1	In the event of making Payment through NEFT/RTGS	<p>Do's</p> <ul style="list-style-type: none"> • It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are: <ol style="list-style-type: none"> 1) Beneficiary account no: <client code> + <random number> 2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders) 3) Amount: As mentioned on the challan. It is specific for every tender/transaction 4) Beneficiary bank branch: ICICI Bank Ltd, CMS 5) Beneficiary name: As per the challan • For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD • It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender • Bidder has to make only single payment against a challan as per the amount mentioned on the challan. • Bidder must do the payment before tender validity gets expired <p>Don't's</p> <ul style="list-style-type: none"> • Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise: <ol style="list-style-type: none"> 1) Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account 2) Incorrect Beneficiary account number mentioned(<client code> + <random number>):- <ol style="list-style-type: none"> a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted. 3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account. In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate. • Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination. • Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder. • Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder

C. S. Sankar

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		<p>Do's</p> <ul style="list-style-type: none"> • It is the bidder's responsibility to ensure that OTC payments are made to the exact details as mentioned in the challan which are: Beneficiary account no: <client code> + <random number> Amount: As mentioned on the challan It is specific for every tender/transaction Beneficiary name: As per the challan Bidder has to make only single payment against a challan as per the amount mentioned on the challan • Bidder must do the payment before tender validity gets expired • Bidder needs to mandatorily upload the scan copy of the payment receipt issued by ICICI Bank, in Nextender Portal before submitting the Tender
2	In the event of making Payment through OTC	<p>Don't's</p> <ul style="list-style-type: none"> • If the bidding amount is greater than Rs49,999, then Bidder should not make payment in cash. In this case, Bidder should pay via Demand Draft/ICICI Bank Cheque • It is bidders's responsibility to ensure that Demand draft should be valid and should not have discrepancies such as signature not found, stale DD, mutilated, material alteration, favouring third party etc., In the event of Demand Draft returned by bidder's Bank on account of such discrepancies, ICICI Bank shall ensure that such communication is sent to the Client within 3 days from the date of rejection by the Bidder's Bank • For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD





DNIT for SMF BATTERIES VARIOUS CAPACITIES (ON BUY BACK BASIS).

The SMF Batteries (on buy back basis) of various capacities are required for ONLINE UPSs installed at the different locations in the M.D. University. The preferred brands are Exide, Amaron Quanta & Panasonic. You are requested to kindly quote your rates for the same. The terms and conditions for quoting/tendering the rates given in following pages may also be kept in view and signed. Your tender will interalia be subject to the following conditions:-

Sr. No.	Description	HSN Code	Total Batteries Req.	Estimated Annual Requirement
1.	17AH/18AH/ 12V		The required batteries will be purchased in small lots as & when required.	20
2.	26AH/12V			50
3.	42AH/12V			200
4.	65AH/12V			30
5.	100 AH/12V			32
6.	7AH/8AH/12V			500

- * Batteries may be purchased in small lots, as & when required.
- * Proposal required for establishment of Annual Rate Contract for supply and installation of batteries as per actual requirement from time to time.

1. Every e-tender shall be accompanied by the Earnest Money equal to 2% of the involved value and Rs.1000/- as tender fee and Rs. 1000/- the e-service fee should be deposited through online/netbanking. The Earnest Money should be deposited through online/netbanking/RTGS.
2. The e-tender received without earnest money or after the due date shall not be entertained.
3. The complete technical documents and other documents including amendments, corrigendum etc., if any, required in the tender would be uploaded online on the website (e-tendering) only.
4. The e-tenders shall be opened in the office of the Director, UCC MDU, Rohtak on specified date time by the Committee constituted for this procurement. The quotee(s) or their authorized representatives are allowed to attend the meeting of the Tender Opening Committee at their own cost.
5. The goods shall be supplied by the Supplier within the time limit specified in the supply order. In case, the material is not supplied within the delivery period, the supplier shall be liable to pay the University compensation amount equivalent to 1% (one percent) of the cost of material each day or such other amount as the CPC/Asstt. Registrar (P&S) may decide till the supply remains incomplete, provided that the total amount of compensation shall not exceed 10% (ten percent) of the cost of material supplied. Appeal against these orders shall, however, lie with the Vice-Chancellor, M.D.University, Rohtak whose decision shall be final.
6. The Tender received in incomplete manner shall be rejected outrightly.
7. All SMF Batteries must carry warranty of atleast 02 years. Make, Model and warranty of batteries offered must be mentioned in the tender documents as well as on the Bill.
8. The bidder must be authorized dealer or the manufacturer of the batteries.
9. List of clients must be attached with full addresses and contact Numbers.
10. The following charges and terms may be spelt out in your offer clearly:-
 - i. F.O.R
 - ii. Rates of GST/Excise Duty (in per cent), if any. Please note that the University does not issue Form 'C' or 'D'
 - iii. Payment terms.
 - iv. Delivery period.
 - v. Guarantee/Warranty period.
 - vi. After-sales service.

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- vii. Installation charges, if any.
 - viii. Validity period of the tender.
 - ix. Bank Draft charges, if any.
 - x. Misc. charges such as Packing & Forwarding charges, Insurance charges, etc., if any.
11. Only the firm which possesses the GST No. should apply.
 12. HSN Code must be specified while quoting the rates.
 13. FOR shall be M.D. University, Rohtak.
 14. All the charges including packing, forwarding and installation, taxes and other levies should be specified in the tender. The charges not specified in the bid shall not be paid.
 15. The quantity of material/supplies may increase or decrease. This increase or decrease shall be communicated by the University within 90 days of acceptance of the tender.
 16. Annual turnover (Proof has to be supplied) of the tenderer/bidder should be Rs.50 Lacs minimum per annum during last three years.
 17. Supplies shall be made as per the schedule and within such time as is indicated in the supply order.
 18. The University Stands exempted from the payment of octroi charges/Central Excise Duty/Custom Duty. The rates be quoted keeping that fact in view, necessary certificate will be provided by the University.
 19. The University is registered with the Department of Scientific & Industrial Research, Ministry of Science & Technology, New Delhi in terms of Govt. Notification No. 10/97- Central Excise dated 1 March, 1997 and Notification No. 51/96-Customs dated 23.7.1996 vide Registration No. TU/V/RG-CDE (244)/2015 dated September, 1, 2015 upto 31-08-2020. Thus the University is exempted from payment of Custom Duty and Excise Duty. **GST is applicable at reduced rate of 5% vide notification No./dated CGST/45/2017-Central Tax (Rate)/dated 14th Nov. 2017, 125/ST-2 dated 14th Nov. 2017 and 47/2017- Integrated Tax (Rate)/dated 14th Nov. 2017.** The consignee shall issue necessary certificates duly countersigned by the Registrar, M.D. University, Rohtak to avail of exemption.
 20. No tender documents will be issued separately and rates are to be offered in financial bid on e-portal.
 21. If a holiday occurs on the opening day, the tenders will be opened on the next working day.
 22. The packing, forwarding, freight, insurance charges etc. may be quantified in terms of amount. These charges will not be payable against such vague statement as "packing, forwarding, freight and insurance charges etc. extra".
 23. In case, the supplier/contractor fails to execute the supply order/contract on the rates, and terms and conditions as contained in the supply order within the stipulated period, they shall be liable to such action as blacklisting, debarring from having any business with this University, forfeiture of earnest money/security, besides any other action as may be deemed proper by the University.
 24. As a general policy, the University tries to make 100% payment within one month of the receipt of goods subject to proper installation, wherever applicable, and satisfaction of the Inspection Committee. No advance payment or payment against documents negotiated through Bank shall be made.
 25. The acceptance of the goods shall be subject to satisfactory report of this Office's Inspection Committee/Technical Committee/Experts Committee.
 26. The samples of the material, if necessary and possible, shall be supplied with the tender. The unapproved samples shall be collected on receipt of information failing which the same shall be dispatched by Goods Carrier on your risk with the condition of "**Freight to Pay**". Sample **costing less than Rs.100.00** shall not be returned to the **quotees**. However, if the **quotees** wish to take the same back, it can be collected at their own cost within a period of one month, failing which the samples will be disposed off.

As. Sanyal

AM

WMD

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27. The acceptance of the tender shall rest with the undersigned who does not bind himself to accept the lowest tender and reserves the right to reject any or all items of tender without assigning any reason therefore. The undersigned also reserves the right to accept tender in part i.e. any item or any quantity and to reject it for the rest.
28. The University reserves the right to reject any or all the tenders without assigning any reason thereof.
29. It must be certified that you have not been debarred/ blacklisted for any reason/period by DGS&D, DS&D (Haryana) or any other Central/State Govt. Dept./University/PSU etc. If so, particulars of the same may be furnished. Concealment of facts shall not only lead to cancellation of the supply order, but may also warrant legal action.
30. In case, any other information/clarification is required, the undersigned may be contacted at the O/o Director, UCC and also on Telephone No. 01262-393594 on any working day (Monday to Friday) during office hours (9 a.m. to 5.00 p.m.).
31. The Sub Committee reserves the right for negotiation, if considered necessary.
32. The items be purchased from the firm(s) on the basis of quality and not merely on the lowest rates.
33. The rates should be quoted for required specifications. The technical specifications and samples of item, if necessary, required must accompany the tender. The decision of the University will be final with regard to the quality of material to be purchased.
34. The tender should be submitted only if the material is readily available in your stock or can be supplied within 15 days after the order is placed.
35. 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.
36. Terms and conditions printed on tender/Invoice of the firm, if any, shall not be binding on the University, except those mentioned specifically on the supply order, and your acceptance of the order shall be construed as your agreement to all the terms and conditions contained in the order.
37. The firms who are registered with NSIC are exempted for payment of EMD as per Haryana Government Rules notified by the Government vide letter No.G.O. No.2/2/2016-4IBII(1) dt.20-10-2016. However, the firms will have to submit the affidavit on the prescribed format as per Annexure-I available on the University Website as well as on the Haryana Govt. Website.
38. The dispute, if any, shall be subject to the jurisdiction of Courts at Rohtak. Any other jurisdiction mentioned in the tender or invoices of the bidder/manufacturers/distributors/dealers/suppliers etc. shall be invalid and shall have no legal sanctity.

Signature _____
 Name of the firm with seal/stamp _____
 Affix Rubber Stamp of the firm

Director,UCC
M.D. University, Rohtak

A. Sanyal
[Signature]
[Signature]
[Signature]

TECHNICAL ENVELOPE

Sr. No.	Description	Bidders Response Doc. Attached (Yes/No)		
1.	Copy of Registration Certificate			
2.	Copy of GST Registration of the firm			
3.	Copy of latest Income Tax Return of last three years.			
4.	The detail of turnover of last 03 years			
5.	Copy of PAN Card			
6.	Certificate that the bidder has not been debarred/blacklisted by any Govt organization			
7.	List of institutions where item has been supplied			
8.	Satisfactory report regarding the supply from institution			
9.	Technical Specification of Item with make & Model (broachers)			
	Battery Capacity	Make	Model	Broachers Attached
i.	17AH/18AH/12V			
ii.	26AH/12V			
iii.	42AH/12V			
iv.	65AH/12V			
v.	100 AH/12V			
vi.	7AH/8AH/12V			

COMMERCIAL ENVELOPES

Sr. No.	Description	Estimated Annual Requirement	Unit	Rates per piece to be quoted by the bidder without GST	Rates of Old Batteries (By Back)	Net Rate	HSN Code	Net Unit Rate with taxes	Total amount (Rs.)
1	17AH/18AH/12V	20	Nos.						
2	26AH/12V	50	Nos.						
3	42AH/12V	200	Nos.						
4	65AH/12V	30	Nos.						
5	100 AH/12V	32	Nos.						
6	7AH/8AH/12V	500	Nos.						

G. Sankar
Prayubal