

**MAHARSHI DAYANAND UNIVERSITY, ROHTAK  
DEPARTMENT OF GEOGRAPHY**

**e-tender**

e- tenders on behalf of Head, Deptt. of Geography are invited subscribed as “Tender for Equipments” for the supply of Instruments as per details given on website along with Earnest money equal to 2% of the quoted rates on the total amount and tender document fee of Rs. 500/- should be deposited through online Net banking up to 22.03.2017 at 5.00 p.m. The e- tenders will be opened on 23.03.2017 at 10.00 a.m.

For details may visit on <https://harvaneaprocurment.gov.in> / [www.mdurohtak.ac.in](http://www.mdurohtak.ac.in)

REGISTRAR

HOD, Geography

**MAHARSHI DAYANAND UNIVERSITY, ROHTAK  
DEPARTMENT OF GEOGRAPHY**

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STANDARD BIDDING DOCUMENT FOR PURCHASE OF EQUIPMENTS FOR THE DEPARTMENT OF GEOGRAPHY,  
M.D. UNIVERSITY, ROHATAK

PART1 : COMPLETE BIDDING DOCUMENT

**Name of work: Purchase of equipments for the Geography Department, in MDU, Rohtak.**

**PRESS NOTICE**

<b>M.D. UNIVERSITY, ROHTAK Notice Inviting E-Tender</b>	
<b>Name of work</b>	<b>Purchase of equipments for the Geography Department, in MDU, Rohtak.</b>
<b>Tender Docs Fee+ E Service Fees</b>	<b>Rs. 500 + 1000 = Rs. 1500/</b>
<b>Earnest Money</b>	<b>2 % of the quoted rate of Equipment</b>
<b>Time Limit</b>	<b>2 weeks</b>
<b>Tenders to be received till: 05.00 PM on dated 22.03.2017</b>	
<b>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></b>	
<b>(ii) Cost of Bid document is Rs500/- (non refundable) and Earnest Money (2 % of the quoted rate of Equipment) should be deposited through online netbanking or RTGS.</b>	
<b>(iii) Willing Contractors shall have to pay is Rs. 1000/- the e- Service Fees also be deposited through online Netbanking.</b>	

**Head of the Geography Department  
M.D.U., Rohtak**

## **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	Appx. Cost (Rs. In lacs)	EMD to be deposited by Bidder	Tender Document Fee & eService Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid of EMD Submission	Expiry Date & Time of Bid Preparation & Submission
1.	Purchase of equipments for the Geography Department, in MDU, Rohtak	Rs.10.5 lacs	2% of the price quatted by the bidder	Rs. 500/-for Tender Document fee & Rs. 1000/- for e-Service fee	08.03.2017	21.03.2017 upto 04:00 PM through RTGS & 22.03.2017 upto 04:00 PM through Netbanking	Upto 22.03.2017 (05:00 P.M.)

1. Detailed notice inviting tender/estimate drawing can be seen in the office of the undersigned during office hours.
2. Bidding documents available on website <http://mdurohtak.haryanaeprocurement.gov.in>
3. Newly enlisted contractors/societies/suppliers/manufactures should bring with them proof of their enlistment in appropriate class.
4. 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.

1. **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.**

2. 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 in due course of time. 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.**

3. 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 Net Banking/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 expiry date & time of the respective events/Tenders at <https://haryanaeprocurement.gov.in>.**

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) 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 through Debit Cards & Internet Banking.

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

### **List of Equipment**

Sr.No.	Name of the Item	Specifications	Quantity
1.	Xerox Documenter	SC20200 0 DADF model ( Photostat Machine)	01
2.	Digital Planimeter		02
3.	Rota Meter		10
4.	Printer	B/W (HP)	03
5.	Refrigerator	240 Litres ( LG)	01
6.	Printer Laser jet With Scanner and Photostat Facility	(Samsung-4021)	01
7.	UPS		06
8.	Digital Projector	Type 3D,Device Chipset 3LCD, Lamp life 4000 hrs	02
9.	LED TV	55” Sony Bravia, KDL 55 watt,650D LED	04
10.	Mirror Stereoscope	Mirror Stereoscope with 4 X Binoculars	02
11.	Photocopier+ Scanner+Printer	Samsung SCX	05
12.	Cartographic Pen Sets and Pencils	RotringGemen 4 in 1 Stencil set with 8 rottring pens	03

### **Technical Documents:**

Sr.No		Bidders Response
	Discretion	(Yes/No)
1	Copy of PAN card.	
2	Copy of latest income tax return.	
3	List of institutions where equipment has been installed	
4	specification of Equipment	

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## Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		<b>Tender Document Download and Bid Preparation/Submission</b>	08.03.2017	22.03.2017 (05:00 P.M.)
2	<b>Technical Bid Opening</b>		22.03.2017 (10:00 A.M) to (05:00 P.M)	
3	<b>Financial Bid Opening</b>		22.03.2017 (10:00 A.M) to (05:00 P.M)	

### Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled 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 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. DNIT & 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.

**Head of the Geography Department  
M.D.U., Rohtak**