



NOTICE INVITING TENDER (Tender Draft)

- 1) Registrar, Baba Farid University of Health Sciences, Faridkot hereby invites e-tenders from the registered recycler/Preprocessors of E-waste with Punjab/Central Pollution Control Board having authorization for E-waste Disposal for auction of old/obsolete/used items on "as is where is basis", as per the list of items attached. **All participants have to submit the certificate of authorization for disposal of E-waste issued by the Appropriate Authority and fulfilling the terms and conditions of the tender document and prescribed EMD along with the bid.** Tender Document can be downloaded from the website <https://eproc.punjab.gov.in> and www.bfuhs.ac.in. The tendering process shall be carried out only online through <https://eproc.punjab.gov.in>. For any clarifications/difficulty regarding e-tendering process, please contact-Phone:-**01639-256232** or Email at rbfuhs@gmail.com or upfdbfuhs2022@gmail.com
- 2) Tender Fee to be charged by Government of Punjab as per their norms which is Non-refundable should be deposited through online mode only, The Tender document fee will not be accepted through any other mode.
- 3) The schedule of major activities/Key Dates in this regard is as under:-

Date of start of downloading of tender documents	Immediately
Last date & time for downloading of the tender document & Bids Submission	30.01.2024 at 01:30 PM
Date & time and venue for opening of the Technical Bids	On any working day after approval from the competent authorities
Date & time and venue for opening of the Financial Bid	On any working day after Technical Evaluation and approval of the competent authorities.

- 4) Corrigendum/
Addendum/Corrections/important dates etc will be published on the website <https://eproc.punjab.gov.in>
- 5) Registrar, Baba Farid University of Health Sciences, Faridkot reserves all rights to cancel the tender without assigning any reason.
- 6) Detail of the Work required is mentioned in the Scope of work in the tender Document.
- 7) Tenderer will have to upload two separate cover/Bids 1) Technical Bid 2) Financial Bid Separately through online system

NOTE:-

- The bidders are requested BOQ Performa only
- The prospective bidders are requested to be extra cautious in filling the tender. Once the tender is opened, no request regarding giving relaxation of documents or for overlooking any mistake committed by the bidder will not be entertained.

Sd/

**Registrar,
Baba Farid University of Health Sciences,
Faridkot**



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OTHERDETAILS

Sr. No.	Title	Details
1.	Tender Notification No :	To be generated automatically by the E-procurement portal of the Govt. of Punjab.
2.	Nature of work:	Cleaning & Housekeeping
3.	Cost of the tender document:-	₹1000/-+18%= ₹1180/-only (₹ONE THOUSAND ONE HUNDRED EIGHTYOnly){Non refundable, under any circumstances}.
4.	Tender Processing fee:-	To be charged by Govt. of Punjab as per their norms.(Non-refundable).
5.	EMD Amount:	<p>₹ 50,000/-only (Rupees FIFTY THOUSAND only) (through online mode only) <i>{Refundable to unsuccessful bidder without any interest or other charges}.</i></p> <p><i>It must be clearly noted by all the bidders that No firm will be allowed any type of exemption from the deposit of EMD under any circumstances. If any document found to be forged the earnest money willbe forfeited EMD of the successful bidder shall be adjusted in the bid forthwith.</i></p>
6.	Advance Money:	The successful bidder will have to deposit a sum of ₹50,000/- only within 07 days from the issue of the work order in the shape of a bank demand draft issued by any scheduled/commercial bank in the favour of the <u>"Registrar, Baba Farid University of Health Sciences, Faridkot"</u> .The said amount as well as the amount of the Earnest Money Deposit will be adjusted against the actual sale value of the e-waste.
7.	Date of start of downloading of Tender documents:-	Immediate from the website of the Punjab Government i.e. https://eproc.punjab.gov.in
8.	Website for downloading of the Tender document:-	https://eproc.punjab.gov.in
9.	Last date for downloading of the tender document:-	30.01.2024 at 1:30 pm
10.	Last date &Time for submission of the Tender documents:-	30.01.2024 at 1:30 pm
11.	Date of opening of the Tender documents(Technical Bids):-	On any working day, after approval from the competent authorities. On the e-procurement portal of the Govt. of Punjab.
12.	Date of opening of the Tender documents(Financial Bids):-	After technical evaluation and approval from the competent authorities. On any working day at e-procurement portal of the Govt. Of Punjab.
13.	BID Validity	The tendering service Providers/bidders should keep their offers valid for acceptance for a period of one hundred and eighty days(180 days) from the date of the opening of technical bids



SCOPE OF WORK

Registrar, Baba Farid University of Health Sciences, Faridkot hereby invites e-tenders from the registered recycler/Preprocessors of E-waste with Punjab/Central Pollution Control Board having authorization for E-waste Disposal for auction of old/obsolete/used items on "as is where is basis". Tentative list of the items is as under:

Sr. No.	Item name	Quantity
1	Refrigerator	01
2	Ceiling fan	03
3	Pedestal Fan	06
4	Document Centre 0340	01
5	Vacuum Cleaner	01
6	Photostat Machine	13
7	Printers	21
8	UPS for Computers	75
9	Telephone set	10
10	Fax Machine	01
11	Office Furniture	01
12	Personal Computer	24
13	Splitter for AC	05
14	Franking Machine	01
15	Weighing Machine	01
16	Room Heater	01
17	R.O. System	04
18	Water Cooler	01
19	Wall Fan	02
20	Desert Cooler	07
21	Window AC 1.5 ton	06
22	Laptop	04
23	Cellular Telephones	45
24	Empty Cartridge	1000



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List of condemned items		
Sr. No.	Number of the Item	Quantitiy
1	Monitor/LCD/LED	20 approximate.
2	CPU	24 approximate.
3	Printer inkjet	2 approximate.
4	Printer Laserjet	12 approximate.
5	Multifunction Printer	2 approximate.
6	Scanner	2 approximate.
7	UPS	30 approximate.
8	On-Line UPS	1 approximate.
9	SMPS	35 approximate.
10	Motherboard Old	20 approximate.
11	Printer Catridge	25 approximate.



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Detail of non repairable e-waste items lying with UWD Deptt. Baba Farid University of Health Sciences, Faridkot.			
Sr. No.	DESCRIPTION OF ITEM	Qty	Unit
1	Fan	980	No.
2	Box type Batten	1450	No.
3	Tube Rod	450	No.
4	Light 36watt 2' X 2'	30	No.
5	Ceiling Light 2 X 18 watt	158	No.
6	Change Over	5	No.
7	Street light	95	No.
8	Flood Light	5	No.
9	MCCB	5	No.
10	Black lubricant oil	450	Lt
11	Engine Cylinder	7	No.
12	Engine Piston	5	No.
13	Submersible Motor 1 HP	1	No.
14	Main Switches	8	No.
15	Compressor 8.5 Ton	1	No.
16	Compressor Rotary 1.5 Ton	44	No.
17	Hermetic compressor 1.5 Ton	3	No.
18	Water cooler compressor	10	No.
19	Scroll Compressor 12 Ton	1	No.
20	Aluminum Coil AC Condenser	3	No.
21	Copper Coil AC Condenser	2	No.
22	Compressor Rotary 2 ton	8	No.
23	Printer cartridge	50	No.

167-167
2/5/23

Executive Engineer
Baba Farid University of Health Sciences
Faridkot.

J.E. Electrical

Note:-

1. Sample of e-waste material can be checked on any working day between 10.00 to 1:00 p.m.
2. Baba Farid University reserves the right to reduce the items or to add the items for auction any time and even before or after the auction.
3. Registrar, Baba Farid University of Health Sciences, Faridkot has the right to reject all or any bidder in whole or part without assigning any reasons.



INSTRUCTIONS/GUIDELINES TO THE TENDERERS

- 1) The bidders need to register themselves on <https://eproc.punjab.gov.in>. The bidder is also required to obtain Class III digital signature certificates to complete this process.
- 2) Please download the Tender document from the website of the e-procurement of the Govt. of Punjab. **Please sign on all the pages of the tender document along with a stamp/ seal.** Then a scanned copy of the same may be uploaded on the website at the time of submission of the tender document. **All pages should be duly numbered.**
- 3) Tender Processing Fee may be deposited through online mode (Non-Refundable) only as per Government of Punjab e- (<https://eproc.punjab.gov.in>) of NIC (GePNIC). The tender processing fee will not be accepted through any other mode.
- 4) **The bidder for e-waste shall have to be registered as per e-waste rules with Ministry of Environment, Forests & Climate Change/Central Pollution Control Board/Punjab Pollution Control Board.** Document on registration and validity of authorization shall be produced with the bid. Agencies without having above registration and authorization will be not allowed to participate in the bid.
- 5) The bidder shall have to provide services required at Punjab.
- 6) **The firm, bidding for e-waste may enclose sufficient documents regarding execution of Government work order, specifically disposal of e-waste in the past.**
- 7) **The items shall be sold to the highest price of bidder (H1 bidder).**
- 8) The successful bidder has to make full balance payment in the form of Bank Draft in favour of Registrar, Baba Farid University of Health Sciences, Faridkot payable at Faridkot within 3 working days after confirmation, failing which the offer will be cancelled and EMD shall stand forfeited.
- 9) The successful bidder shall be required to lift all the items from the disposal site to its premises within 3 (Three) working days after the payment of the quoted amount. ON failure to do so, Baba Farid University shall have the right to forfeit the entire amount of the bidder and dispose the items to alternate bidder.
- 10) No items, once disposed to the successful bidder, shall be taken back by the Baba Farid University of Health Sciences, Faridkot.
- 11) Upload an affidavit as per Performa given at (Annexure-I) on Non-Judicial Papers of appropriate value, duly attested by an Executive Magistrate or a Notary Public should be uploaded on the website.
- 12) Upload Technical Bid Performa (Checklist) & Complete Documents as demanded as in checklist (Annexure-II).
- 13) Upload Detail of Bank Account for refund of EMD (Annexure-III)
- 14) Upload Terms & conditions acceptance letter (Annexure-IV)
- 15) Upload Details of RTGS Code for Release of payments (Annexure-V)
- 16) Upload Format for Financial Bid (BOQ) (Annexure-VI)
- 17) Upload Work Experience (Annexure-VII)
- 18) In addition to this, following documents are to be attached with Technical Bid:-
 - a) **TENDER FEE:** The tender document fee of ₹1000/- + 18% = ₹1180/- only (₹ONE THOUSAND ONE HUNDRED EIGHTY ONLY) may be submitted through online mode only. The Tender



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document fee will not be accepted through any other mode. It is pertinent to mention here that the Tender document fee once deposited will be Non-refundable under any circumstances.

- b) **Earnest Money ₹50,000/-only (Rupees FIFTY THOUSAND Only)** (through online mode only) {Refundable to the Un-successful bidders, without any type of interest or other charges}. It must be clearly noted by all the bidders that no firm will be allowed any type of exemption from the deposit of EMD under any circumstances. If any document found to be forged the earnest money will be forfeited. EMD of the successful bidder shall be adjusted in the bid forthwith.
 - c) Details of registration as Company. The supporting document should be uploaded on the e-procurement website of the Government of Punjab along with the tender document.
 - d) **Details of the registration with Central Pollution control Board/Punjab Pollution control board with validity of authorization must be uploaded on the e-procurement website of the government of Punjab along with the tender document.**
 - e) Copy of Certificate of Registration for service Tax/TIN/TAN/PAN/VAT/GST (as applicable). The supporting document should be uploaded on the e-procurement website of the Govt. Of Punjab along with the tender document.
- 19) Amount of the Price of the item should be quoted only in Performa at Annexure-‘IX’ (In form of BOQ though online mode only). It is worth to mention here that the Prices of the items demanded once quoted/ finalized will remain same/ unchanged for a period of the contract.
- 20) It should be clearly noted that this tender will be accepted though e-tender mode only. The tenders submitted through offline mode will not be accepted under any circumstances
- 21) Registrar, Baba Farid University of Health Sciences, Faridkot reserves all rights to cancel the tender without assigning any reason.
- 22) **Period for which the offer will remain valid:** The tendering Service Providers/bidders should keep their offers valid for acceptance for a period of one hundred and eighty days (180 days) from the date of the opening of technical bids.



ANNEXURE-I

(TO BE FURNISHED ON NON-JUDICIAL STAMP PAPERS)

(Worth ₹100/- only duly attested by Executive Magistrate or Notary Public).

AFFIDAVIT

I/We _____ partner /sole proprietor (*Strike out which is not applicable*) of (**Name & Address of Firm**) do hereby declare and solemnly affirm:-

a) That the individual/firm/companies are not debarred or black- listed by any department of Union/State Government or any autonomous institute.

b) That no partner or shareholder, directly or indirectly connected with the applicant has been debarred or blacklisted by any department of Union Govt./State Govt./Autonomous Institute.

c) That the terms and conditions for work of _____ are acceptable to me/us.

I/We will abide by the min letter and spirit.

d) That if at any stage it came before the Registrar, Baba Farid University of Health Sciences, Faridkot that the firm was blacklisted or debarred earlier then the contract will be stand cancelled.

e) That the bidder or any constituent partner in case of partnership firm, never been convicted by a court of law.

f) We will fulfill all the rules with Ministry of Environment, Forests & Climate change/Central Pollution Control Board/Punjab Pollution Board.

Date:

DEPONENT

Place:

VERIFICATION

I/We do hereby solemnly declare and affirm that the above declarations are true and correct to the best of my/our knowledge and belief. No part of it is false and nothing has been concealed therein.

Date:

DEPONENT

Place:



ANNEXURE-II

TECHNICAL BID

CHECK LIST FOR TECHNICAL BID DULY FILLED INTO BE ATTACHED WITH THE TENDER

- 1 Name of the applicant (tenderer/bidder). _____
- 2 Constitutional Status of the tenderer/Bidder
i.e. Proprietor/ Partnership firm/ Pvt. Limited
Company/ Public Limited Company/ Co-op
Society etc _____
- 3 Address of the tenderer/ bidder

- 4 Name of the Dealing Person _____
- 5 Position of the dealing person in the
tenderer firm/ company/ society:- _____
- 6 E mailid:- _____
- 7 Fax No:- _____
- 8 Mobile No _____
- 9 PAN Number _____
- 10 GST No. _____

NOTE: Non compliance to any of the above conditions will render the offer/ tender to be rejected out-rightly and Price bid of the firm will not be opened.

Dated: _____

Place: _____

Signature: _____

Name:- _____

Address:- _____

Contact No:- _____

E-mail id: _____

With Seal



ANNEXURE-III

DETAILS ABOUT BANK ACCOUNT OF THE FIRM WHO HAS DEPOSITED EMD

Name of the firm: M/s _____

Sr. No.	Particulars	Detail
1.	Account No.	_____
2.	Name of Bank	_____
3.	Branch Name	_____
4.	IFSC Code of Bank	_____
5.	Name of Operator	_____

Dated: _____

Place: _____

Signature: _____

Name:- _____

Address:- _____

Contact No:- _____

E-mail id: _____

With Seal



ANNEXURE-IV

TERMS & CONDITIONS ACCEPTANCE LETTER

Date:

To

Registrar,
Baba Farid University of Health Sciences,
Faridkot.

SUBJECT: ACCEPTANCE OF TERMS & CONDITIONS OF TENDER.

Dear Sir,

1. I / We have downloaded the tender document(s) for the above mentioned 'Tender/Work' from the designated website.
2. I / We hereby certify that I / we have carefully read the entire terms and conditions of the tender documents. (Including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your organization too has also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender terms & conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirely.
5. In case any provisions of this tender are found violated, your organization shall be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely and we shall not have any claim/right against organization in satisfaction of this condition.

Yours Faithfully,

Dated: _____

Place: _____

Signature: _____

Name:- _____

Address:- _____

Contact No:- _____

E-mail id: _____

With Seal



ANNEXURE-V

PERFORMA OF RTGS CODE FOR RELEASE OF PAYMENTS.

Please provide particulars of your RTGS code as per following Performa on the letter head duly certified by your banker:-

Sr. No.	Particulars	Details
1)	Name & Address of the beneficiary	
2)	Account No.	
3)	Name and Address of the Bank	
4)	RTGS Code	
5)	PANNO.	
6)	Phone/Mobile No.	

Dated:- .
Place:-.

Authorized Signatory
(Banker)



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ANNEXURE-VI.

**Format for Financial Bid (BOQ)(Fill in the BOQ, As per
BOQ Uploaded Online on Punjab Govt e-procurement for this tender)**

ANNEXURE-VII

WORKEXPERIENCE

Attach sufficient documents regarding execution of Government work order, specifically disposal of e-waste in the post.



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CHECK LIST DULY FILLED IN TO BE ATTACHED WITH THE TENDER

Sr. No.	Particulars	Remarks
1.	Signed copy of Tender Document (Scanned copy uploaded on the e-procurement portal or not?)	Yes/No
2.	Whether an affidavit on the non-judicial stamp paper, duly attested by the Executive Magistrate/Notary, regarding non-black listing/ non-prosecution of firm has been submitted? – Annexure –I The original document must be submitted in the university before the last date (Whether Scanned copy of affidavit uploaded on the e-procurement portal or not?)	Yes/No
3.	Technical Bid Proforma attached – Annexure – II (Whether Scanned copy of Technical Bid proforma uploaded on the e-procurement portal or not?)	Yes/No
4.	Bank Details (Annexure -III) for refund of EMD attached (Whether Scanned copy of Bank Details uploaded on the e-procurement portal or not?)	Yes/No
5.	Signed copy of an acceptance of tender/ conditions (Annexure – IV) (Whether Scanned copy of Annexure – IV uploaded on the e-procurement portal or not?)	Yes/No
6.	Whether Tender Fee has been submitted through online mode or not?	Yes/No
7.	Whether an EMD of the appropriate value i.e. ₹50,000/- only has been submitted online mode or not?	Yes/No
8.	Whether each page of the tender document and other enclosures as well as cutting(s)/ overwriting(s) have been signed/ initialed by the tenderer and also the forwarding letter duly signed by the authorized signatory, has been submitted? (Scanned copy uploaded on the e-procurement portal or not?)	Yes/No
9.	Copy of Certificate of Registration for service Tax/VAT/ TIN/TAN/PAN/ GST attached. (Scanned copy uploaded on the e-procurement portal or not?)	Yes/No
10.	Whether registration certificate as per e-waste rules with Ministry of Environment, Forests & Climate Change/Central Pollution Control Board/Punjab Pollution Control Board Uploaded ?	Yes/No