

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

*E-TENDER NOTICE FOR rate contract for procurement of RNA Extraction kits of MGI alongwith plastic consumables for COVID-19 testing labs at various Institutes/places situated in Punjab on behalf of Govt. of Punjab*

### E-Tender Form

*(E-Tender notice for rate contract for procurement of RNA Extraction kits of MGI alongwith plastic consumables for COVID-19 testing labs (COVID-LAB) at various Institutes/places situated in Punjab on behalf of Govt. of Punjab*

Tender Notification No :	<b>To be provided by the E-procurement portal of the Govt. of Punjab.</b>		
Tender Notification Date:	<b>07.10.2020</b>		
Requirement	<b>E tender notice for rate contract for procurement of RNA Extraction kits of MGI alongwith plastic consumables for COVID-19 testing labs at various Institutes/places situated in Punjab on behalf of Govt. of Punjab under rate contract based on the different demands that will be generated during the period of one year and further extendable subject to satisfactory services and mutual consent of both the parties.</b>		
Cost of the tender document:-	Rs. 2000/- (Non-refundable) to be deposited through Online Mode Only in favor of Registrar, Baba Farid University of Health Sciences, Faridkot.		
Tender Processing Fee	To be charged by Govt. of Punjab as per its norms. (Non- refundable)		
Earnest Money Deposit (EMD)	<b>Rs.2,00,000/- (Rupees Two Lac only).</b> The Earnest Money Deposit must be submitted in the shape of Online Payment in favor of Registrar, Baba Farid University of Health Sciences, Faridkot on or before due date (Refundable to the Non-successful bidders, without any type of interest or other charges). In case of successful bidder, it will be returned without any type of charges / interest, after receipt of performance security as per tender terms and conditions.		
Performance Security	<u>The Earnest Money Deposit deposited by the successful bidder will be converted against the performance security and will be returned after the completion of rate contract period.</u>		
Date of start of downloading of tender documents	<b>07.10.2020</b> from the website of the Punjab Government i.e. <a href="https://eproc.punjab.gov.in">https://eproc.punjab.gov.in</a>		
Website for downloading of the tender document:-	<a href="https://eproc.punjab.gov.in">https://eproc.punjab.gov.in</a> However, the details may also be obtained from the University website i.e. <a href="http://www.bfuhs.ac.in">www.bfuhs.ac.in</a>		
Last date for downloading of the tender document:-	<b>14.10.2020 up to 12.30 pm</b>		
Last date & time for uploading of the tender documents:-	<b>14.10 .2020 up to 1.30 pm (through online mode only)</b>		
Date, time and venue for opening of the Technical Bids	<b>14.10.2020 (at 2.00 p.m.)</b> on the e- procurement portal of the Govt. of Punjab in , Baba Farid University of Health Sciences, Faridkot		
Date, time and venue for opening of the Price Bids	<b>The financial bid will be opened of technically qualified bidders on the e-procurement portal of the Govt. of Punjab in, Baba Farid University of Health Sciences, Faridkot</b>		
Address for the submission .:	<b>The Registrar, Baba Farid University of Health Sciences, Sadiq Road, Faridkot (Punjab) PIN-151203..</b>		
Who can be contacted for obtaining	<u>Sr. No.</u>	<u>Nature</u>	<u>of</u>
			<u>Name of the concerned Official with</u>

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more information about the tender.		<b><u>Information</u></b>	<b><u>contact No:-</u></b>
	1	About the tenders and allied information:-	Incharge, University Procurement & Facility Department, Baba Farid University of Health Sciences, Faridkot. Phone:- 01639-250267, 256232, 256236, Email id:- <a href="mailto:upfdbfuhs@gmail.com">upfdbfuhs@gmail.com</a> (on all working days from 9.00 a.m. to 5.00 p.m.)

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### **NOTICE INVITING E-TENDER**

**E-Tenders** are invited on or before **14.10.2020** from manufacturers or their authorized agents/distributors **for rate contract for procurement of RNA Extraction kits of MGI alongwith plastic consumables for COVID-19 testing labs at various Institutes/places situated in Punjab on behalf of Govt. of Punjab under rate contract based on the different demands that will be generated during the period of one year and further extendable subject to satisfactory services and mutual consent of both the parties..** The tender document containing detailed terms & conditions may be downloaded from the E-procurement website of the Punjab Government i.e. <https://eproc.punjab.gov.in> and its detail may also be seen at the University website [www.bfuhs.ac.in](http://www.bfuhs.ac.in).

### **TERMS AND CONDITIONS:-**

1. The tender must be uploaded on or before the last date/ time of the submission of tender.
2. The Tender processing fee should be submitted through Net Banking/Credit card/Online mode only and as per Punjab Govt.
3. The **tenders will be opened online** on the same day at 3.00 PM on the e- procurement portal of the Govt. of Punjab in Baba Farid University of Health Sciences, Faridkot on the website i.e. <https://eproc.punjab.gov.in> at the, Baba Farid University of Health Sciences, Faridkot. The bidder(s) shall be at liberty to be present, in person or through their authorized representative(s) at the time of opening of the tender as specified in the Tender Notice. In case the authorized representatives are to be present, they must furnish the authority letter from the bidder (s), on whose behalf they are representing otherwise they will not be allowed to participate in the process of opening of tender.
4. **The Price bids of technically qualified bidders will be opened of technically qualified bidders** on the website i.e. <https://eproc.punjab.gov.in> at, Baba Farid University of Health Sciences, Faridkot. In case of any change of date and time it will be notified to the technically qualified bidders through E-mail/telephone.
5. The Registrar reserves all rights to accept or reject any or all the tenders without assigning any reason.

Registrar

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## **INSTRUCTIONS/ GUIDELINES TO THE TENDERERS**

1. The bidder needs to register himself/ herself 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 e-procurement of the Govt. of Punjab <https://eproc.punjab.gov.in> Please fill all the relevant blanks on all the pages of the tender document sign along with a stamp/ seal all pages and then a scanned copy of the same may be uploaded on the website at the time of submission of the tender document.
3. **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.
4. **Tender Fee :Rs.2000/-** should be deposited through online mode only
5. **Tender Processing Fee:** as per Punjab Govt. (non-refundable) may be deposited through online mode i.e. Net Banking/ Credit Card/ Debit Card only. The tender processing fee will not be accepted through any other mode.
6. **Refundable Earnest Money Deposit (EMD):** *As per list* to be deposited online mode only in favor of Registrar Baba Farid University of Health Sciences, Faridkot.
7. **Upload** signed copy of Technical Bid Compliance Statement (**Annexure-I**).
8. **Upload** an affidavit regarding Non-Black listing as per proforma given at **Annexure-II** duly attested by an Executive Magistrate or a Notary Public.
9. In case the Bidder is Authorized Supplier/Agency, the Authorization Certificate as per the Format given at **Annexure-‘III’** (duly filled in), **to be uploaded.**
10. **Upload** details of Bank Account for refund of EMD (**Annexure – V**).
11. In addition to this, following **documents are to be uploaded** with Technical Bid:-
  - i) Details of registration as Company /Firm/ Establishment.
  - ii) Equipments should be reputed brand, Certificate of quality standard must be attached.
  - iii) Copy of Certificate of Registration for service Tax/TIN/TAN/PAN/VAT/GST.
13. Price should be quoted and **uploaded** only in Excel Sheet proforma at **Annexure-‘VI’**.

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### **LIST OF ITEMS**

<b>Sr.</b>	<b>Name of Items</b>	<b>Earnest Money to be Submitted (in Rs.)</b>
1.	DNA/RNA Extraction Kits of MGI	2,00,000/-
2.	250 ul automated filter tips (10 boxes per bag) (Rate per bag)	
	1.3 ml U Bottom Deep well Plate (2 plates per bag) (Rate per bag)	
	Hard Shell thin wall 96well skirted PCR plates, whiteshell/ Clear well (Rate per plate)	



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## **TERMS AND CONDITIONS**

**FOR rate contract for procurement of RNA Extraction kits of MGI alongwith plastic consumables for COVID-19 testing labs at various Institutes/places situated in Punjab on behalf of Govt. of Punjab under rate contract based on the different demands that will be generated during the period of one year and further extendable subject to satisfactory services and mutual consent of both the parties**

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## **ELIGIBILITY**

- The sole manufacturers of items or their authorized agents/distributors may quote their rates.
  - In case of Authorized Supplier/Agency/Distributor, the Authorization Certificate as per the Format given at **Annexure-‘III’** should be uploaded.
1. This institution reserves the right to reject tenders without assigning any reason and increase or decrease the quantity of the articles tendered.
  2. The material must be supplied within 15 days, this condition must be abide in technical bid otherwise the firm will be technically disqualified.
  3. **Penalty Clause**

If the supply is not made within the stipulated period then late delivery charges @2% will be imposed on the total amount of Supply Order up to delay of 15 days and thereafter @4% for another 15 days after which Supply Order/Rate Contract will be deemed cancelled & security/earnest money forfeited and company will be black-listed for future. However, the University can grant 15 days relaxation in the delivery period, based on the written request of the tenderer, if the University observes that the tenderer has valid reasons for non-supply of material within the stipulated time/period.

    1. If the Successful bidder refuses for does not respond to the instruction/orders with in stipulated period, the EMD shall be forfeited and order may stand cancelled.
    2. If the firm refused to execute the orders fully or partially, the security amount shall be forfeited and supply order may stand cancelled.
  4. The Price Bids of technically qualified bidders shall be evaluated on the basis of lowest bid criteria without compromising on the quality of material. Rates of all types of taxes as applicable should be quoted clearly.
  5. The Payment of bills will be paid after receipt and inspection/verification of the material through Account Payee Cheques/ NEFT/RTGS, in the favour of the seller/ dealer only. The payment will not be made to any third party under any circumstances.
  6. In-complete or conditional offers incorporating price variation will not be entertained.
  7. The firm should have been in existence for at- least **three years** and it should have turnover of **Rs.1,00,00,000/- per year.**

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**Annexure-I**

## **TECHNICAL BID COMPLIANCE STATEMENT**

Name and Address of the applicant / firm \_\_\_\_\_

Specify whether Manufacturer/Dealer/Distributor: \_\_\_\_\_

<b>Sr. No.</b>	<b>Particulars</b>	<b>Remarks</b>
1.	Tender Fee of <b>Rs.2000/-</b> through Online Mode only on or before due date.	Yes/No
2.	Tender Processing fee charged by Punjab Govt. as per their norms. (Non- refundable).	Yes/No
3.	Earnest Money Rs. 2 Lac as per list in favor of Registrar Baba Farid University of Health Sciences, Faridkot through online mode only.	Yes/No
4.	Technical Bid Compliance Proforma uploaded ( <b>Annexure-I</b> ).	Yes/No
5.	Whether an affidavit regarding Non-Black listing as per proforma given at <b>Annexure-II</b> duly attested by an Executive Magistrate or a Notary Public uploaded.	Yes/No
6.	In case the bidder is Authorized Supplier/Agency, the Authorization Certificate as per the Format given at <b>Annexure-‘III’</b> uploaded.	Yes/No
7.	Details of Bank Account for refund of EMD ( <b>Annexure – V</b> ) uploaded.	Yes/No
8.	Price Bid in the prescribed format in Excel Sheet ( <b>Annex – VI</b> ) uploaded.	Yes/No
9.	Copy of Certificate of Registration for service Tax/TIN/TAN/PAN/GST uploaded.	Yes/No
10.	Certificate regarding ICMR approved kits	Yes/No
11.	E-mail ID	
12.	Mentioned expected time of supply.	Yes/No
13.	The firm have existence for at- least <b>three years</b> and have turnover of <b>Rs.1,00,00,000/- per year</b> .	Yes/No

**Signature & seal of bidder**

**Place:**

**Date :**

**Note:** Please upload Catalogue/Brochure/Pamphlets with complete specifications of quoted model only.

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### **Annexure-II**

**(To be furnished on non-judicial stamp paper worth Rs.100/- 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 who has been debarred or blacklisted by any department of Union Govt./State Govt./Autonomous Institute.
- c) And that the terms and conditions for supply of material/items at various institutes/places in Punjab, are acceptable to me/us. I/We shall abide by them in letter and spirit.

Date:

Place:

DEPONENT

### **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 beliefs. No part of it is false and nothing has been concealed therein.

Date:

Place:

DEPONENT



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**Annexure- III**

**MANUFACTURER’S/PRINCIPAL AUTHORIZATION FORM**

TO

The Registrar  
Baba Farid University of Health Sciences,  
Faridkot -151203

**Ref. No.**.....

**Dated:**

**Sub: Authorization Certificate in favour of M/s..... for supply of  
..... (Name of equipment)**

We, M/s....., who are established and reputable manufacturers of  
.....(name of equipment) having factory(ies) at ..... and  
....., hereby authorize M/s.....(name and  
address) to bid, negotiate and conclude the Tender formalities with you against Tender No..... for  
the above equipment(s) manufactured by us.

No company or firm or individual other than M/s..... are authorized to bid, negotiate  
and conclude the tender formalities in regard to this business against this specific tender.

We, hereby extend our full guarantee and warranty as per the conditions of tender for the goods offered  
for supply against this tender by the above firm.

Yours faithfully,

(Name)

For and on behalf of M/s.....  
(name of manufacturer/Principal)

**Note: This letter should be signed by a person competent and having authority to sign on behalf of manufacturer, and should be on manufacturer Letter Head and same will be uploaded with Technical Bid.**

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**Annexure- V**

### **Details of Bank Account of the firm who has deposited EMD**

Name of the firm: \_\_\_\_\_

<b>Sr. No.</b>	<b>Particulars</b>	<b>Detail</b>
1.	Account No.	
2.	Name of Bank	
3.	Branch Name	
4.	IFSC Code of Bank	
5.	Name of Operator	

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**ANNEXURE - VI**

**PRICE BID**

**TO BE UPLOADED in Printed/Computerized format in Excel Sheet Attached for all Equipments.**