

(Established by Govt. of Punjab vide Punjab Act No 18 of 1998)

University Procurement & Facility Department

Tender Notification No :	To be generated automatically by the E-procurement portal of the Govt.						
	of Punjak).					
Nature of work :	Short term e- tender are invited form Manufacturers/ Sole						
	agents/d	istributors/suppliers etc. for procureme	ent of v	vorkshop			
	Materia	for repair of following items under ra	ite contr	act with			
	Baba Fa	Baba Farid University for its constituent colleges & Institutes					
	located	at Faridkot, based on the different dem	ands tha	t will be			
	generate	d during the period of one year from the	date of s	igning of			
	agreeme	nt and further extendable subject to satisfa	ctory ser	vices and			
	mutual c	onsent of both the parties.					
	Material	for repair of PATIENT TROLLEY, WHEEL C	HAIR. RE	VOLVING			
	CHAIR etc	•	,				
	S. No.	Description	Qty	Unit			
	1.	Patient Trolley wheels with Coaster pin types double					
		ball bearing 6" (Heavy Duty)	200	No.			
	2.	Patient Trolley wheels with Coaster pin types double	100	No			
		ball bearing 5" (Heavy Duty)	100	No.			
	3.	Bio-waste trollry wheels with Coaster pin types double	50	No.			
		ball bearing 8" (Heavy Duty)	30	140.			
	4.	Patient Trolley Coaster pin bush (Heavy Duty)	100	No.			
	5.	Wheel Chair (Rear wheel complete 22") (Heavy Duty)	100	No			
	6.	Mild steel Sheet 18 Gauge 35"X 30" for trolley (Good Quality)	16	No			
	7.	Revolving Chair Pump 100 mm size.(Heavy Duty)	50	No			
	8.	Revolving chair wheel steel base (Heavy Duty)	20	No			
	9.	Revolving chair wheel (Screw type) 2" size (Heavy Duty)	200	No.			
	10.	Revolving chair wheel (Pin type) 2" size (Heavy Duty)	50	No			
	11.	MS Rectangular Pipe 1"X 2" for 3 seater sofa. (Heavy Duty)	100	Kg			
	12.	Hand Grinder Blade 4" (Good Quality)	30	Nos.			
	13.	Cutter Blade 14" (Chop Saw) (Good Quality)	10	Nos.			



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Cost of the tender	Rs. 500/- only (Rs. Five Hundred Only) (through online mode only)
document:-	{Non refundable, under any circumstances}.
Tender Processing fee:-	To be charged by Govt. of Punjab as per its norms. (Non- refundable).
EMD Amount :	Rs. 10,000/- only (Rupees Ten Thousand Only) (through online mode only)
	{Refundable to the Non-successful bidders, without any type of interest or other charges}.
	However, It will be converted in Performance security in case of successful
	tenderer and will be returned after successful completion of the contract
	period.
	It should be clearly noted that no bidder will be allowed any type of
	exemption from the deposit of the EMD under any circumstances.
Performance Security	The Earnest Money Deposit deposited by the successful bidder will be
	converted against the performance security and will be returned after
	the competition of rate contract period.
Date of start of	immediate from the website of the Punjab Government i.e.
downloading of tender	https://eproc.punjab.gov.in
documents:-	
Website for downloading of	From the above website
the tender document:-	However, the details may also be obtained from the University website
	i.e. www.bfuhs.ac.in
Last date for downloading	08.07.2019 up to 12.30 pm
of the tender document:-	
Last date & Time for	08.07.2019 up to 1.30 pm
submission of the tender	(through online mode only)
documents:-	
Date of opening of the	By the next day from the last date of submission of tenders (by 5:00 p.m.) on the e- procurement portal of the Govt. of Punjab.



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Tender documents	Howeve	r the bidder or t	their authorized agents representative may
(Technical Bids)	attend the tender opening process at the University Procurement &		
	Facility	Department, Baba	Farid University of Health Sciences, Faridkot
	on the p	rescribed time and	l date.
Date of Opening of the	The oper	ning date of financia	Il bids of the technically qualified bidders will be
tender documents	informed	on the university w	eb site .
(Financial Bids)	on the e	- procurement por	tal of the Govt. of Punjab.
	Howeve	r the bidder or t	heir authorized agents representative may
	attend t	the tender openin	g process at the University Procurement &
	Facility I	Department, Baba	Farid University of Health Sciences, Faridkot
	on the p	rescribed time and	l date.
Address for the submission	The Regi	istrar,	
:	Baba Fa	rid University of He	ealth Sciences,
	Sadiq Ro	oad, Faridkot (Punj	ab) PIN-151203.
Who can be contacted for	<u>Sr.</u>	Nature of	Name of the concerned Official
obtaining more information	No.	<u>Information</u>	with contact No:-
about the tender.	1	About the	Incharge,
		tenders and	University Procurement & Facility
		allied	Department, Baba Farid University
		information:-	of Health Sciences, Faridkot.
			Phone:- 01639-250267, 256232,
			256236,
			Email id:- upfdbfuhs@gmail.com
			(on all working days from 9.00 a.m.
			to 5.00 p.m.)
i	L		



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University Procurement & Facility Department

E-TENDER NOTICE FOR MATERIAL for repair of PATIENT TROLLEY, WHEEL CHAIR,

REVOLVING CHAIR UNDER RATE CONTRACT

SCOPE OF SUPPLY

E-tenders are invited from the Manufacturers/ Sole agents/distributors/Suppliers etc. for procurement of following Hospital workshop Material under rate contract with Baba Farid University for its constituent colleges & Institutes located at faridkot, based on the different demands that will be generated during the period of one year from the date of signing of agreement, further extendable subject to satisfactory services and mutual consent of both the parties.

Approx. Material for repair of PATIENT TROLLEY, WHEEL CHAIR, REVOLVING CHAIR etc.:

S. No.	Description	Qty	Unit
1.	Patient Trolley wheels with Coaster pin types double ball bearing 6" (Heavy Duty)	200	No.
2.	Patient Trolley wheels with Coaster pin types double ball bearing 5" (Heavy Duty)	100	No.
3.	Bio-waste trollry wheels with Coaster pin types double ball bearing 8" (Heavy Duty)	50	No.
4.	Patient Trolley Coaster pin bush (Heavy Duty)	100	No.
5.	Wheel Chair (Rear wheel complete 22") (Heavy Duty)	100	No
6.	Mild steel Sheet 18 Gauge 35"X 30" for trolley (Good Quality)	16	No
7.	Revolving Chair Pump 100 mm size.(Heavy Duty)	50	No
8.	Revolving chair wheel steel base (Heavy Duty)	20	No
9.	Revolving chair wheel (Screw type) 2" size (Heavy Duty)	200	No.
10.	Revolving chair wheel (Pin type) 2" size (Heavy Duty)	50	No
11.	MS Rectangular Pipe 1"X 2" for 3 seater sofa. (Heavy Duty)	100	Kg
12.	Hand Grinder Blade 4" (Good Quality)	30	Nos.
13.	Cutter Blade 14" (Chop Saw) (Good Quality)	10	Nos.

Note:

- The immediate demand for the items may be increased or decreased based on the actual requirement.
- The bidders are requested to quote their rates in the financial bid only. The rates should be quoted including all charges however, the GST will be paid by the University extra upon the quoted rates, as per the norms of the Government



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University Procurement & Facility Department

E-TENDER NOTICE FOR MATERIAL for repair of PATIENT TROLLEY, WHEEL CHAIR,

REVOLVING CHAIR UNDER RATE CONTRACT

INSTRUCTIONS/ GUIDELINES TO THE TENDERERS

- 1. 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..
- 2. upload an affidavit regarding Non-Black listing as per proforma given at (Annexure-II) on Non- Judicial Papers of appropriate value, duly attested by an Executive Magistrate or a Notary Public may also be uploaded on the website. The original affidavit must be submitted in the University office before last date.
- 3. upload Technical Bid Proforma (Annexure-III).
- 4. upload a signed copy of the terms and conditions (Annexure-IV).
- 5. Detail of Bank Account for refund of EMD (Annexure V)
- 6. In addition to this, following documents are to be attached with Technical Bid:-
 - Tender Fee: The tender document fee of Rs. 500/- only may be submitted through online mode only. The Tender 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.
 - ii) Earnest Money Deposit (EMD) of Rs. 10,000/- (Rs. Ten Thousand Only). The

 Earnest Money Deposit must be submitted in the shape of Online

 Payment.
 - iii) Details of registration as Company / Shop / Establishment. The supporting document should be uploaded on the e-procurement website of the Govt. of Punjab along with the tender document.
 - iv) Copy of Certificate of Registration for service Tax/TIN/TAN/PAN/VAT (as applicable). The supporting document should be uploaded on the e-procurement website of the Govt. of Punjab along with the tender document.



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- 7. Attach a signed copy of the Acceptance of Tender/ Conditions Forms (Annexure-VI). The said copy must be signed and duly stamped. A scanned copy of the same may be uploaded on the e-procurement website of the Govt. of Punjab along with the tender document.
- 8. 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.



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E-TENDER NOTICE FOR MATERIAL for repair of PATIENT TROLLEY, WHEEL CHAIR,

REVOLVING CHAIR UNDER RATE CONTRACT

Annexure-I

NOTICE INVITING TENDER (E-TENDER NOTICE)

E-tenders are invited from the Manufacturers/ Sole

agents/distributors/supplier etc. procurement of workshop Material for repair of Hospital items under rate contract with Baba Farid University for its constituent colleges & Institutes located at faridkot, based on the different demands that will be generated during the period of one year from the date of signing of agreement, 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 details may also be seen at the University website i.e. www.bfuhs.ac.in

TERMS AND CONDITIONS:-

- Earnest Money Deposit (EMD) of Rs. 10,000/- (Rs. Ten Thousand Only). <u>The Earnest</u>
 Money Deposit must be submitted *in the shape of Online Payment*.
- The tenders will be opened by the next day from the last date of submission of tenders, on the e-procurement portal of the Punjab Government in the presence of tenderer(s), who wish to be present in the said tender opening process. However, the individuals keen to attend the tender opening process should have an authorization certificate from the company.
- 3. The Price bid (Financial Bids) will be opened after the opening of Technical Bid. The Price Bid (Financial Bids) of the technical qualified bidders will be opened by the University.
- 4. The Registrar, Baba Farid University of Health Sciences, Faridkot reserves all rights to accept or reject any or all the tenders without assigning any reason.

Registrar



(Established by Govt. of Punjab vide Punjab Act No 18 of 1998) University Procurement & Facility Department E-TENDER NOTICE FOR MATERIAL for repair of PATIENT TROLLEY, WHEEL CHAIR, REVOLVING CHAIR UNDER RATE CONTRACT

Annexure-II

(To be furnished on non-judicial stamp papers



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University Procurement & Facility Department

E-TENDER NOTICE FOR MATERIAL for repair of PATIENT TROLLEY, WHEEL CHAIR, REVOLVING CHAIR UNDER RATE CONTRACT

Annexure-III

TECHNICAL BID

	Name of the applicant
1	
	(tenderer/ bidder).
2	Constitutional status of the
	tenderer/ bidder.
	i.e. Proprietor/ Partnership firm/ Pvt. Limited
	Company/ Public Limited Company/ Co-op
2	Society etc.
3	Address of the tenderer/
	bidder
4	Name of the Dealing Person :-
6	Position of the dealing person
	in the tenderer firm/
	company/ society :-
7	E mail id:-
8	Fax No:-
9	Mobile No:-
5	Mobile No.
10	PAN Number
11	GST No.

CHECK LIST DULY FILLED IN TO BE ATTACHED WITH THE TENDER

Sr. No.	Particulars	Remarks
1.	Copy of Tender Notice attached – Annexure – I	Yes/No
	(Scanned copy uploaded on the e-procurement portal or not?)	



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2.	Whether an affidavit on the non-judicial stamp paper, duly attested by	Yes/No
	the Executive Magistrate/Notary, regarding non-black listing/ non-	,
	prosecution of firm has been submitted? – Annexure – II	
	(Scanned copy uploaded on the e-procurement portal or not?)	
	(The original document must be submitted in the university before the last date	
3.	Technical Bid Proforma attached – Annexure – III	Yes/No
	(Scanned copy uploaded on the e-procurement portal or not?)	
4.	Signed copy of terms & conditions attached – Annexure – IV	Yes/No
	(Scanned copy uploaded on the e-procurement portal or not?)	
5.	Bank Details (Anenxure – V) for refund of EMD attached	Yes/No
	(Scanned copy uploaded on the e-procurement portal or not?)	
6.	Signed copy of an acceptance of tender/ conditions (Anenxure – VI)	Yes/No
	(Scanned copy uploaded on the e-procurement portal or not?)	
7.	Whether the fee of Rs.500/- on account of Tender Fee has been	Yes/No
	submitted through online mode or not?	
8.	Whether an EMD of the appropriate value i.e. Rs.10,000/- only has	Yes/No
	been submitted online issued in favour of "The Registrar, Baba Farid	
	University of Health Sciences, Faridkot" and payable at "Faridkot"	
	Detail of Payment ;	
	Dated :	
	Name of the Bank :	
	Amount :- Rs.10,000/- only (Rupees Ten Thousand only).	
	Whether a soft copy of the same has been uploaded on the designated	
	website at the time of submission of the tender or not?	
9.	Whether each page of the tender document and other enclosures as well	Yes/No
	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?)	
10.	Copy of Certificate of Registration for service Tax/VAT/ TIN/TAN/PAN	Yes/No



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	attached.	
	(Scanned copy uploaded on the e-procurement portal or not?)	
11.	Whether a copy of Audited Balance Sheet of last two financial years have	Yes/ No
	been uploaded on the website along with technical bid or not?	
12.	Whether a copy of the Income tax return of last two financial years have	Yes/ No
	been uploaded on the website along with the technical bid or not?	

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:	Signature	-
Place:	Name:	_
	Address:-	
		_
	Contract No:	_
	E-mail id:	
	With Seal	



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REVOLVING CHAIR UNDER RATE CONTRACT

Annexure-IV

TERMS AND CONDTIONS

Short Term e-<u>TENDER DOCUMENT FOR</u> procurement of workshop Material for repair of PATIENT TROLLEY, WHEEL CHAIR, REVOLVING CHAIR under rate contract with Baba Farid University for its constituent colleges & Institutes located at faridkot, based on the different demands that will be generated during the period of one year from the date of signing of agreement.

- 1. The Manufacturers/ General Merchants/Sole agents/Authorized firms/Distributors /supplier etc. may quote their rates.
- 2. <u>Tenders will be submitted only through e-tendering mode. The tenders will not be</u> submitted through any other mode, under any circumstances.
- 3. Tenders without earnest money or short of it or not in the form specified above will not be entertained and shall be rejected straightway.
- 4. No tenderer shall be exempted from furnishing Earnest Money Deposit (EMD) under any circumstances.
- 5. Earnest Money/ Security Deposit and/or any other sum of the tenderer(s) lying with the Baba Farid University of Health Sciences, Faridkot or Guru Gobind Singh Medical College & Hospital, Faridkot in connection with any other tender/case shall not be considered against this tender.
- 6. The bids received after the specified date and time for receipt of bids will not be considered under any circumstance. Registrar, BFUHS, Faridkot shall not be responsible for any type of delay in submission of the e-tenders.
- 7. The rates once quoted will remain valid/ un-changed for a period of one year or the period that will be further extendable upto this period.
- 8. The tenderer will be responsible to ensure that the tender is properly uploaded and submitted within well in time.
- 9. Each page of the tender document should be signed in full by the tenderer(s) and should bear the rubber stamp/seal of the firm affixed/ scanned, if applicable, on each



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page. Any cutting(s)/overwriting(s) etc. should also be initialed. In case of any infringement of these conditions, the tender is liable to be rejected. A scanned copy of the complete tender document should be uploaded on the e-procurement portal of the Govt. of Punjab.

- 10. In the event of the date of receipt or opening of tender being declared a holiday for the Baba Farid University of Health Sciences, Faridkot, the last date of receipt/opening of the tender shall be the next working day at the same time and venue. The Price Bid shall be opened only in respect of those individual/ firms, who technically qualify.
- 11. Any conditional, telegraphic tenders, fax tenders, tenders without earnest money, and not in the prescribed form or in any deviation from the terms and conditions of the tender notice shall not be entertained and will be rejected out rightly.
- The tenderer(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 tenderer, on whose behalf they are representing otherwise they will not be allowed to participate in the process of opening of tender. THE ETENDER WILL BE OPENED IN THE UNIVERSITY PROCUREMENT & FACILITY DEPARTMENT OF THE UNIVERSITY.
- 13. In case of violation of any of the terms and conditions as mentioned above, Earnest Money/ Security Deposit of the successful tenderer(s) shall be forfeited and the tender shall be cancelled.
- 14. Any attempt, direct or indirect, to cast influence, negotiate on the part of the tenderer with the official/authority to whom he will submit the tender or the tender accepting official/ authority before the finalization of tenders will render the tender liable for rejection.
- 15. The rates quoted should be F.O.R. destination i.e. Central Store of the Baba Farid University of Health Sciences, Faridkot. It should also include packing and forwarding charges, taxes and other levies.



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16. The Registrar reserves all the rights to accept or reject any tender without assigning any reason and also to impose/relax any term and condition of the tender.

17. CRITERIA OF EVALUATION OF PRICE BID

The Price Bids of technically qualified bidders shall be evaluated on the basis of <u>lowest bid criteria</u> without compromising on the quality of material. Rates of all types of taxes as applicable should be quoted clearly.

18. SECURITY DEPOSIT:

- i) The EMD of Rs. 10,000/- only (Rs. Ten Thousand Only) submitted with the Tender considered as Security Deposit.
- ii) The Earnest Money Deposit will be refunded to the unsuccessful bidders within three months of the date of purchase order, without any type of interest.
- iii) The above said amount of the security deposit of successful bidder will be retained by the University and will be refunded after completion of period of rate contract.

19. **PAYMENT TERMS**

The bill of the Electrical Material will be paid after receipt and verification/inspection of the materials, 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.

20. PENALTY CLAUSE

- A time period of 30 days will be given by the University to supply the material, depending upon the nature of item.
- 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 30 days and thereafter @ 4% for another 30 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



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the tenderer has valid reasons for non- supply of material within the stipulated time/period.

- a. If the Successful bidder refuses or does not respond to the instruction/orders with in stipulated period, the EMD shall be forfeited and order may stand cancelled.
- b. If the firm refused to execute the orders fully or partially, the security amount shall be forfeited and supply order may stand cancelled.

11. **ARBITRATION**

- In the event of any dispute or differences arising between the parties with regard to the terms and conditions of the agreement/contract and/or with regard to the breach or interpretation thereof including all rights and liabilities there under on any matter whatsoever touching upon the terms and conditions of the agreement/contract whether in course of or after its termination the parties will settle the same at the first instance by mutual discussions/conciliation which would be conducted by the Incharge, University Procurement & Facility Department, Baba Farid University of Health Sciences, Faridkot.
- ii) In the event the said mutual discussions/conciliation fails, the aggrieved party shall initiate arbitration proceedings for resolution of differences/disputes etc., mentioned above by appointing a sole arbitrator, who shall be the Registrar, BFUHS, Faridkot in which event the said proceeding shall be conducted in accordance with the provisions of the Arbitration and Conciliation Act enforce.
- iii) The venue of such arbitration proceeding shall be at Faridkot and the court in Faridkot alone will have jurisdiction in respect of all proceedings connected there with.

21.	Jurisdiction - A	II disputes are	subject to the	jurisdiction of	f courts at	Faridkot only.
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Dated:	
	Signature
Place:	
	Name:-
	Address:-



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University Procurement & Facility Department

REVOLVING CHAIR UNDER RATE CONTRACT		
	Contract No:	
	E-mail id:	
	With Seal	
Accepted	tions of the Tender Under hand and seal of the authorized person	
Dated:	Signature	
Place:	Name:	
	Address:	
	Contract No:	
	E-mail id:	
	With Seal	



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E-TENDER NOTICE FOR MATERIAL for repair of PATIENT TROLLEY, WHEEL CHAIR, REVOLVING CHAIR UNDER RATE CONTRACT

Annexure-V

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:	·	Signature	
Place:		Name:	
		Address:	
		Contract No:	
		E-mail id:	
		With Seal	



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E-TENDER NOTICE FOR MATERIAL for repair of PATIENT TROLLEY, WHEEL CHAIR, REVOLVING CHAIR UNDER RATE CONTRACT

Annexure-VI

TENDER/CONDITIONS ACCEPTANCE LETTER

	Date:
То	
	The Registrar Baba Farid University of Health Science, Sadiq Road, Faridkot.
Subject:	Acceptance of Terms & Conditions of Tender.
Dear Sir,	
designated websi 2. I / We hereby (including all do	wnloaded the tender document(s) for the above mentioned 'Tender/Work' from the ite. certify that I / we have read entire terms and conditions of the tender documents. ccuments like annexure(s), schedule(s), etc.), which form part of the contract / we shall abide hereby the terms / conditions / clauses contained therein.
	um(s) issued from time to time by your organization too has also been taken into nile submitting this acceptance letter.
	unconditionally accept the tender conditions of above mentioned tender document(s) in its totality / entirely.
this tender/bid in	ovisions of this tender are found violated, your organization shall be at liberty to reject including the forfeiture of the full said earnest money deposit absolutely and we shall m/right against organization in satisfaction of this condition.
	Yours Faithfully,
	Signatures :
	Name:-
	Address:
	Contact No:-



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REVOLVING CHAIR UNDER RATE CONTRACT

Financial Bid

To be filled on the e-procurement portal of the Govt. of Punjab only. The rates quoted by the bidder must include all charges, however the GST will be paid extra, by the University, as per govt. rates (if applicable)