

हेमवती नन्दन बहुगुणा गढ़वाल विश्वविद्यालय

Hemvati Nandan Bahuguna Garhwal University

(केन्द्रीय विश्वविद्यालय)

(A Central University)

श्रीनगर गढ़वाल (उत्तराखण्ड)-246174

Srinagar Garhwal (Uttarakhand) - 246174

GSTIN- 05AAALH0213N3ZE	PAN- AAALH0213N	TAN N- MRTH00338C
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NIT NO. : HNBGU/S&P/ET/2024/03

Dated: 07-09-2024

## E-TENDER DOCUMENT FOR

**“Supply and Establishment of Scientific Infrastructure (Walk in Plant Growth Chamber, Green house facility, Storage Godown, etc.)”**

Last Date & Time of Submission of Bid	Up to 14:00 Hrs on <b>23/09/2024</b>	
Date & Time of Online Opening of Bids	Technical Bid	Price Bid
	14:00 Hrs on <b>24/09/2024</b>	15:00 Hrs on <b>24/09/2024</b>

<https://eprocure.gov.in/eprocure> or [www.hnbggu.ac.in](http://www.hnbggu.ac.in))

(Total No of Pages -17)

Prof.(N.S.Panwar)  
Registrar

**HEMVATI NANDAN BAHUGUNA GARHWAL UNIVERSITY**  
**SRINAGAR GARHWAL, UTTRAKHAND**  
**E- Tender Enquiry (ETE)**

**NIT NO. : HNBGU/S&P/ET/2024/03**

**Dated: 07/09/2024**

Name of Work:- **Supply and Establishment of Scientific Infrastructure (Walk in Plant Growth Chamber, Green house facility, Storage Godown, etc.)**

Online open Percentage Rate Bids/ Tenders in Two Bid system (1.Technical 2. Financial) are invited from reputed contractors having experience for “**(Supply and Establishment of Scientific Infrastructure (Walk in Plant Growth Chamber, Green house facility, Storage Godown, etc))**” Under National Medicinal Plant Board funded project entitled “**Establishment of Seed Production/Germplasm Centre**. Kindly submit your bid / tender giving lowest Percentage Rate along with terms and conditions through online mode only on e-Procurement portal <https://eprocure.gov.in/eprocure> on or before **23/09/2024**. The tender forms and other details can be obtained from the websites <https://eprocure.gov.in/eprocure> or [www.hnbgu.ac.in](http://www.hnbgu.ac.in)

NAME OF WORK	<b>“Supply and Establishment of Storage godown for post harvest management of medicinal and aromatic plants at HAPPRC, Srinagar Garhwal for preservation of dried raw Medicinal &amp; Aromatic plant materials as of development of post harvest infrastructure:  Quantity -01 Nos”</b>	
TENTATIVE ESTIMATED COST	Rs. <b>6,00,000.00</b>	
EARNEST MONEY DEPOSIT (EMD)	Rs. <b>12,000.00</b>	
Tender Type (Open/ Limited/EOI/Auction/Single)	Open online	
Tender Category (Services/Goods/Works)	Works	
Product Category: ( Other Works )	Other Works	
TENDER PROCESSING FEES	As per e-Procurement portal- <a href="https://eprocure.gov.in/eprocure">https://eprocure.gov.in/eprocure</a> directions : (Non refundable)	
Tender Fee (Non Refundable)	Rs. 590.00 (500.00+ 18% GST)	
COMPLETION PERIOD	<b>90 days</b> from the date of issue of work order	
Last date & time of online submission of bid, online EMD and other documents as specified in the bid document	Up to 14:00 Hrs on <b>23/09/2024</b>	
Date & Time of Online Opening of Bids	Technical Bid	Financial Bid
	14:00 Hrs on <b>24/09/2024</b>	15.00 Hrs on <b>24/09/2024</b> or Will be informed later on after the evaluation of Technical Bids (Only to the bidders who will successfully qualify the Technical Evaluation)
Validity of tender	90 days from the date of opening of financial bids	
Performance Guarantee	5 % of tender cost	
Defect Liability Period/ maintenance period	01 year after completion of work	
The tender forms and other details can be downloaded from the websites <a href="https://eprocure.gov.in/eprocure">https://eprocure.gov.in/eprocure</a> or <a href="http://www.hnbgu.ac.in">www.hnbgu.ac.in</a>		

Prof.(N.S.Panwar)  
Registrar

## Scope of Work

Description of Item	Approx. Cost Rs.in Lakhs with all the taxes/ transport
<p><b>Supply and Establishment of Storage godown for post harvest management of medicinal and aromatic plants at HAPPRC, Srinagar Garhwal for preservation of dried raw Medicinal &amp; Aromatic plant materials as of development of post harvest infrastructure : 01nos.</b></p> <p>Total Area for facility: <b>20 ft L x 20 ft W x 10ftH,</b></p> <p><b>Structure frame:</b> -Wall &amp; Ceiling Insulation with 60 mm Puff density 42 kg/m<sup>3</sup> (CFC free), Panel Joints Cam Lock system with Groove jointing to be duly sealed to prevent leakage. Outside and inner side 0.5 mm (PPGI) Sheet. (Easy to install).</p> <p>Flooring: Floor made of 48 mm thick PUF insulated panel gladded with PP sheet on one side &amp; other side 12mm ply with 1mm thick aluminium checker sheet. Door- Flush Type Made of 60mm thick PUF insulated panel gladded with both side PPGI sheet complete with all accessories like lock and hinges as shelter type, the door size will be 1000mm x 2100mm (1 Nos.).</p> <p><b>Cooling Systems 2 Ton: (01 Nos):</b> -2 Ton capacity high quality and energy efficient air conditioner commercial Split AC with Accumulator CR-30 compressor. Air conditioner Cooling system: CFM of air moment per sq. ft. area, Split type air conditioner 2 TR (as per bio safety guidelines) power saving compressor with low voltage start with PTCR, grooved copper tubing, cooling capacity 24000 BTU/Hr., NE 1900, temperature range 20°C - 25°C - 01 Nos.</p> <p><b>Microclimatic Temperature Controller:</b>-Real time microprocessor based user programmable PID Controller, Temperature sensor probe Pt- 100, Sensor failure indication, Display resolution 0.1°C. Accuracy 0.1°C, Automatic hysteresis control. Wide selectable temperature ranges from 0° to 100°C, Ambient 5°-50°C, RH up to 90%.<b>Storage Racks: 05 no.</b></p>	<p>06.00 Lakhs</p>
<i>Total Tender cost (Rs.)</i>	<b>6.00 Lakhs</b>

### **Eligibility Criteria for Technical bid**

Only those tenderer/Bidders/contractor, who are Registered Sole Proprietor/Partnership firm/Contractor or Company and meet the following conditions, can participate in the tender/Quotation.

Following Certificates must be scanned and uploaded:

1. Self attested Documentary proof of **registration of Sole Proprietorship** /Partnership firm /Contractor.
2. Self attested Documentary proof of **GST Certificate**. (The bidders must have a valid GST No. to participate in the tender.)
3. Self attested Documentary proof of **PAN Card**.
4. Draft of Rs. 590.00 as a Tender Fee in favor of Finance officer, HNBGU must be enclosed with tender document
5. TDR of Rs. **12,000.00** as EMD must be deposited by the Bidder in favor of Finance officer HNBGU Srinagar.
6. **Experience** of having successfully completed similar work. Similar works mean: - Details of previous Installation/Establishment/Construction of specified particulars, if any.
7. An **undertaking by tenderer/Bidders/contractor** of the effect that he/she has not been "Blacklisted/Debarred by any agency/department" (as per enclosed format).
8. A copy of **declaration by the tenderer/Bidders/contractor regarding acceptance to Terms & Condition** of the Tender/Quotation (as per enclosed format). All above documents/ details are mandatory without which tender/Quotation will not be considered.

## GENERAL RULES & DIRECTIONS/TERMS AND CONDITIONS

1. The interested tenderer/Bidders/contractor must read all terms and conditions of HNBGU carefully. He/ She should only submit the bid if he/she considers himself/ herself eligible and is in possession of all the documents required.
2. Tender should be submitted through online mode only at e-Procurement portal <https://eprocure.gov.in/eprocure> or [www.hnbg.ac.in](http://www.hnbg.ac.in) along with all the supporting documents. Bidders are advised to go through Instructions to bidder for e-tendering before submitting tender online. Manual submission of tender is not permitted and bids submitted manually will be rejected.
3. The tenderer/Bidders/contractor shall be required to submit refundable Earnest Money Deposit (EMD Rs. 12000.00) of the goods/work as demand draft, **drawn in favour of Finance Officer, H.N.B. Garhwal University payable at Srinagar (Garhwal) - 246 174**. The registered firms in the university will be exempted from payment of EMD, but they should submit the written evidence accordingly to that effect.
4. The Earnest Money Deposit (EMD) of bidders, whose rates are not approved, will be returned within 45 days after finalization of the tender/quotation.
5. The bidders should quote their lowest price based upon the Terms and Conditions forming part of their tender document. The quoted rates shall include all taxes i.e. GST and Labour cess etc. Order will be placed to the successful tenderer/Bidders/contractor quoting required specifications and lowest rates out of the eligible tenderer/Bidders/contractor. The preference will be given to tenderer/Bidders/contractor having working experience in similar field in high altitude areas of Himalayan region.
6. **Performance guarantee** amount also needs to be paid by the vendor apart from EMD amount prior to issue of purchase order by the university. Performance guarantee amount including amount of EMD, shall be equivalent to 5% of the total value of the purchase order.
7. Committee shall consider various aspects like quality, warranty, specification or any other factor/s that deems fit to the committee for each item and then decides about the purchase/work order. University can give purchase/work order to one or more tenderer/Bidders/contractor for one item or more items as deems fit to it and same shall be binding to all tenderer/Bidders/contractor.
8. The tenderer/Bidders/contractor that do not fulfil any of the above conditions or are incomplete in any respect are liable to be rejected.
9. The University Authority reserves the right to accept or reject any or all tenderer/Bidders/contractor without assigning any reasons thereof and the bidder shall have no right, whatsoever, to challenge the same.
10. Successful tenderer/Bidders/contractor will have to sign the contract within 7 (seven) working days from the date of issue of work order by HNBGU.

11. The quoted rate should be valid till end of agreement period / Financial Year or as decided by the University.
12. In case, the Bidder/ firm fail to comply the terms & conditions, the University may terminate the contract without assigning any reason.
13. The successful tenderer/Bidders/contractor will be liable to complete the work within a period of 90 days or before the 15 February 2025 in any cost of getting the order. If the successful tenderer/Bidders/contractor does not start the work in time or stops the work midway or leaves the work altogether, his/her EMD/PG will be forfeited and the University shall have the right to cancel the order.
14. The price quoted by tenderer/Bidders/contractor should be strictly for free delivery at place prescribed by the department. The quoted price must include all the taxes.
15. All Taxes/Duties/Royalties Charges payable on the sales/transport etc. within and/or outside the state shall be payable by the tenderer/Bidders/contractor/vendor at his own cost.
16. No extra charges for packing, forwarding and insurance etc. will be paid on the rates quoted.
17. Quantity required for each item has been mentioned in the quotation form. However, university has the right to increase or decrease the quantity. Tenderer/Bidders/contractor is liable to supply the item on same rate even items are increased or decreased.
18. The supplies of store equipment's etc. of inferior quality/standard or different specifications other than that orders specified and/or incomplete or broken articles will not be accepted. The Supplier will have to replace the same at his own cost and risk. Intimation of non-acceptance of any stores, machinery and equipment etc. will be sent to the supplier within 10 days from the date of receipt of the stores and the same will be returned to the supplier at supplier's own cost and risk, if he so desires.
19. In case, failure to replace the accepted & rejected articles as mentioned in the conditions, the loss undergone by the Government will be recovered from the supplier's Earnest Money Deposit or performance Guaranty amount or payment due or any bill(s) to the extent required.
20. In case the supplier does not execute the supply order in full, placed with him, the E.M.D. of the supplier will be forfeited by the university and the Contract for the supply shall stand terminated with no further liabilities on either party to the Contract.
21. The successful tenderer / Bidders/contractor will not need to sign a separate agreement for the supply contract. By submitting their rates in response to the Tender/Quotation Notice, they agree to all the terms and conditions for the supply/work.
22. The rate should include the cost of installation or erection of the required equipment and materials.

23. Warranty of supplied item will be given by tenderer/Bidders/contractor/vendor firm as per product Guideline of company.
24. Tender/quotation documents that do not provide complete information and that are received after the specified date and time will not be considered and will be summarily rejected. University will not be responsible for any postal delay.
25. Conditional tenders shall not be accepted.
26. Each page of the tender/quotation must be signed by the tenderer/Bidders/contractor which shall denote that the vendor is agreeing to the terms, conditions mentioned in the tender.
27. EMD of such tenderer/Bidders/contractor/vendor shall be forfeited who do not provide the items as per the order or refuse to provide the items after purchase order is given to them. Such tenderer/Bidders/contractor/vendor may also be blacklisted for further period by the university as deems fit to the competent authority of the university.
28. Penalty may be imposed by the university for the delayed supply and such penalty shall be acceptable to the tenderer/Bidders/contractor/vendor and will be either payable by him or be deducted from his bill.
29. Only the Court of Pauri Garhwal, Uttarakhand alone will have the jurisdiction to try any matter of dispute or reference between the parties arising of this agreement/contract.

#### **DECLARATION BY THE VENDOR/SUPPLIER**

I/We hereby declare that the terms & conditions, and instructions as given in the tender are acceptable to me/us and I shall supply the items as per tender terms.

**Signature:** \_\_\_\_\_

**Name & Status of the signatory:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Seal of the firm**

**WORK EXPERIENCE FORMAT FOR  
TENDERER/BIDDER/VENDOR/CONTRACTOR/SUPPLIER**

**Working experience of similar nature of works with Govt. Offices/ Semi-Govt./ State Govt./IITs/ PSUs / Autonomous Organization of the Central/State Government / PSUs. (Proof of work executed to be enclosed, if any).**

<b>Sr. No.</b>	<b>Description of work</b>	<b>Starting Date</b>	<b>Completion Date</b>	<b>Address/Name of Client</b>	<b>Value of Completed work</b>

**Signature  
Tenderer/ Bidders/Vendor/contractor/Supplier  
With Seal**



## Supplier Profile Form

TENDER/QUOTATION FORM FOR THE SUPPLY OF:  
\_\_\_\_\_ “PLEASE CAREFULLY GO THROUGH THIS  
DOCUMENT AND ENSURE COMPLIANCE. THE NON-COMPLIANCE OF ANY CONDITION  
MAY MAKE YOUR OFFER INVALID”

Please furnish the following information in this part so as to enable the panel to decide about the qualification in the Bid. Necessary valid documents/certificates from the appropriate authority must be attached sequentially in support of statement at serial 4 to 17 below.

Tenderer's reference No. : \_\_\_\_\_ Date : \_\_\_\_\_

1. Application for the supply of: \_\_\_\_\_
2. Name of the Tenderer/ Bidders/Vendor/contractor/Supplier: \_\_\_\_\_
3. Address: \_\_\_\_\_  
(A) Telephone No. \_\_\_\_\_  
(B) Mobile No. \_\_\_\_\_  
(C) Fax No. \_\_\_\_\_  
(D) e-mail \_\_\_\_\_
4. Earnest Money  
(a) Amount : Rs. \_\_\_\_\_  
(b) In favour of : Finance Officer, HNBGU, Srinagar Garhwal
5. Status of the applicant: \_\_\_\_\_ (Whether manufacturer/authorized Indian Agent/authorized distributor/authorized dealer as per tender notice. (Certificate must be submitted from appropriate authority).
6. Manufacturing license No. & Date: (if applicable)
7. Sales tax registration No. & Date : \_\_\_\_\_
8. Income tax PAN No. : \_\_\_\_\_
9. ISO/ISI award letter No. : \_\_\_\_\_ (In case it is awarded to the firm)
10. Annual Turnover for the last year : \_\_\_\_\_ (Related Document to be attached)
11. Details of major clients for the last : \_\_\_\_\_ year only (to be attached separately)
12. Details of order completed during last year (Certified copy enclosed) Name of Client & Address : \_\_\_\_\_  
Amount : \_\_\_\_\_
13. Please certify that you are not blacklisted by any department of Central/State govt. or University or any public institution: Notarized affidavit is to be attached as mentioned in the terms and conditions of the tender.
15. Indicate after sales service availability: (Especially in Uttarakhand, Certificate from Manufacturer must be enclosed)  
(a) No. of Engineers & technical staff: \_\_\_\_\_  
(b) No. of Vendors : \_\_\_\_\_  
(c) No. of service stations : \_\_\_\_\_
16. Please enclose separately the technical Specifications (without rates) of the product for which tender rates are submitted

17. Nearest duly authorized dealer's name: \_\_\_\_\_ And address  
along with recent Authorization letter.

Phone No./Mobile No./Fax No. : \_\_\_\_\_

e. mail :

18. Quote your price in your printed separated letter head for each item individually.

**Signature**  
**Tenderer/ Bidders/Vendor/contractor/Supplier**  
**With Seal**

### Mandate Form

#### Electronic Clearing Service (Credit Clearing)/Real Time Gross Settlement (RTGS) Facility for Receiving Payments

##### Details of Account Holder:

1.	Firm/Contractor/Agency	
	Name of Account Holder	
	Complete Contact Address	
	Telephone Number / Mobile Number	
	E-mail address	

##### Bank Account Details

1.	Name of the Bank	
2.	Branch Name with Complete Address	
3.	Telephone Number and E-mail of Bank Branch	
4.	Whether the Branch is computerized?	
5.	Whether the Branch is RTGS enabled? If yes, then enter branch's IFSC code	
6.	Is the Branch also NEFT enabled	
7.	Type of Bank Account (SB/Current/Cash Credit)	
8.	MICR Code of Bank	
9.	Complete Bank Account Number	
10.	Repeat Bank Account Number	
11.	Signature of Account Holder/s	

**Signature**  
**Tenderer/ Bidders/Vendor/contractor/Supplier**  
**With Seal**

## Financial Bid

**Name of work:- Supply and installation of Walk in Plant Growth Chamber for seed germplasm centre at HAPPRC, Srinagar Garhwal which will use as to enhance the production of Quality Planting Material (QPM) of important Medicinal & Aromatic Plants (MAPs)**

Name of the Contractor:

I hereby tender for the execution for **“Supply and installation of Walk in Plant Growth Chamber for seed germplasm centre at HAPPRC, Srinagar Garhwal which will use as to enhance the production of Quality Planting Material (QPM) of important Medicinal & Aromatic Plants (MAPs)”** for the work specified in the underwritten memorandum within the time specified in such memorandum at the rate specified in the **tender document** .

### Memorandum

01	General Descriptions of Work	As above
02	Estimated Cost of Work, as per scope of work given in the tender document. <b>(Supply and Establishment of Storage godown for post harvest management of medicinal and aromatic plants at HAPPRC, Srinagar Garhwal for preservation of dried raw Medicinal &amp; Aromatic plant materials as of development of post harvest infrastructure: 01 Nos)</b>	Rs. 6,00,000.00
03	Time allowed for the completion of the work from the date of written orders	90 days
04	Earnest money	Rs. 12,000.00
05	Bill of quantity	As per the scope of work.
06	We hereby agree to execute the work at ..... % Below/Above/At par (0%) as per quoted rates.  Nett offered Rates- Estimated cost- ..... % Below/Above/At par (0%) as per quoted rates. = Rs..... (Rupees.....)	
07	If this tender is accepted, I hereby agree to abide by and fulfilled all the terms and conditions and provisions of the contract annexed herewith and duly signed by me. In case of any default, Earnest Money submitted by me along with tender documents, the tender be forfeited and same may be paid to the account of Finance Officer, HNBGU Srinagar Garhwal Uttrakhand .	

**Note: The price of above mentioned items shall be filled online only. Scanned copy of this document is not to be attached/ uploaded along with other enclosures.**

**Format for Agreement**

This agreement is entered between Registrar, Hemvati Nandan Bahuguna Garhwal University, Srinagar, Garhwal (HNBGU) and .....(Tenderer/Vendor/Supplier/Contractor) on dated.....as below.

- 1- Agreement No.:- .....
- 2- Name of Work:-.....
- 3- Name of Vendor/Supplier:- .....
- 4- Estimated cost:- Rs. ....
- 5- Tender amount:- Rs. ....
- 6- Accepted tender cost: - Rs. ....
- 7- Performance guarantee/Security Money:- Rs. .... (Deposited ..... amount- Rs.....)
- 8- Time allowed:- 30 days
- 9- Date of start:- .....
- 10- Date of Completion:- .....
- 11- General condition of contract: - **As enclosed in tender document.**

I/We have read and examined the Tender documents for the work. I/We hereby submit bid for the execution of the work specified for the HNBGU within the time specified in Notice inviting Tender (NIT) of quantities.

**Tenderer/  
Bidders/Vendor/contractor/Supplier  
With Seal**

**Registrar,  
HNBGU**

**Witness:-  
1-.....**

**Witness:-  
1- ..... (if any)**

**Form of Performance Security (Guarantee)**  
**(BANK GUARANTEE BOND)**

In consideration of the President of India (hereinafter called “the Government”) having offered to accept the terms and conditions of the proposed agreement between.....and ..... (Hereinafter called “the said Vendor/Supplier(s)”) for the work .....(Hereinafter called “the said agreement”) having agreed to production of an irrevocable Bank Guarantee for Rs.....(Rupees.....only) as a security/guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement,

1. We, .....(hereinafter referred to as “the Bank”) hereby undertake to pay to the Government an amount not exceeding Rs. .... (Rupees ..... only) on demand by the Government.

2. We,.....(indicate the name of the bank) .....do hereby undertake to pay the amounts due and payable under this Guarantee without any demure, merely on a demand from the Government stating that the amount claimed as required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.....(Rupees ..... only).

3. We, the said bank further undertakes to pay to the government any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the contractor(s) shall have no claim against us for making such payment.

4. We, ..... (indicate the name of the bank).....further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for performance of the said agreement and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Engineer-in-charge on behalf of the government certified that the terms and conditions of the said agreement have been fully and properly carried out by the said contractor(s) and accordingly discharges this guarantee.

5. We, .....(indicate the name of the bank).....further agree with the Government that the Government shall have the fullest liberty without our consent and without effecting in any manner our obligations hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the government against the said contractor(s) and to forebear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contractor(s) or for any forbearance, act of omission on the part of the government or any indulgence by the Government to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s).

7. We, .....(indicate the name of the bank).....lastly undertake not to revoke this guarantee except with the previous consent of the Government in writing.

8. This guarantee shall be valid up to ....., unless extended on demand by Government. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs.....(Rupees ..... only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.

**Dated: the..... day of .....**

**Seal & Signature with Name & Address  
For (indicate the name of the bank)**

**DECLARATION BY THE BIDDER TO BE ATTACHED ALONGWITH THE TECHNICAL BID**

(Not having been blacklisted or debarred by any government/semi government/ PSU/ Banks/ Universities etc. during last five years and/or other related issues)

**Tender No. HNBGU/**

**Date:** \_\_\_\_\_

To,

The Registrar  
HNBGU, Srinagar,  
Garhwal, Uttarakhand

In response to the NIT (Notice Inviting Tender) Ref. No. -----  
dated-----for {Project Title}, \_\_\_\_\_ as \_\_\_\_\_ an  
Owner/Partner/Director/Auth. Sign. Of -----  
I/We hereby declare that presently our Principal Manufacturing Company/firm-----  
-----at the time of bidding:-

- a) possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Documents issued by the Procuring Entity;
- b) have fulfilled my/our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as specified in the Bidding Documents;
- c) is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/Central government/ PSU/ UT/University.
- d) Does not have any previous transgressions with any entity in India or any other country during the last three years
- e) does not have any debarment by any other procuring entity
- f) is not insolvent in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and is not the subject of legal proceedings for any of the fore going reasons;
- g) does not have, and our directors and officers not have been convicted of any criminal offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a procurement contract within a period of three years preceding the commencement of the procurement process, or not have been otherwise disqualified pursuant to debarment proceedings;
- h) Does not have a conflict of interest as mentioned in the bidding document which materially affects the fair competition.
- i) Will comply with the code of integrity as specified in the bidding document.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken as per the provisions of the applicable Act and Rules, my/ our EMD and/or performance security amount may be forfeited in full and our bid, to the extent accepted, may be cancelled and I be blacklisted by the university for future work.

Thanking you,

**Name of the Bidder:** \_\_\_\_\_

**Authorized Signatory:** \_\_\_\_\_

**Seal of the Organization:**

**Date:**

**Place:**



## **DOCUMENTS TO BE ENCLOSED WITH QUOTATION/TENDER DOCUMENT**

**NOTE: Below mentioned documents must be attached in the order indicated here under –**

1. Demand Draft of Earnest money.
2. General terms & conditions duly signed.
3. Instructions to the Tenderer/ Bidders/Vendor/contractor/Supplier duly signed.
4. Copy of manufacturing license from appropriate authority, if applicable.
5. Copy of certificate of authorised dealership/distributorship, if applicable, otherwise order will not be placed.
6. Copy of Sales tax/trade tax/GST registration certificate.
7. Copy of CST registration certificate, if applicable.
8. Income Tax Permanent Account No. (PAN Card) of all the proprietor/ partners/ directors or of the company /firm.
9. Copy of last sales tax returns clearance (relevant portion).
10. Proof of copy for details of order completed as per supplies to University during last one year, if applied.
11. Manufacturers must submit a certificate along with the application about the entire responsibility of their dealer in case the supply is to be made through dealer, etc.
12. Notarized affidavit regarding no-blacklisting.
13. Experience certificates of working with Govt. Departments/autonomous bodies/PSUs, if available.

### **EXTRA DOCUMENTS OTHER THAN THE ASKED FOR SHOULD NOT BE ATTACHED**

Note: Before sending/submitted the quotation/tender, the Tenderer/Bidders/Vendor/contractor/Supplier should read carefully, the attached terms & conditions, special conditions, instructions and fill the columns of rate/price submission sheet.

### **DECLARATION BY VENDOR**

I/We declare that the information and attached documents/certificates supplied above with this tender/quotation document are correct and I/We have read the attached terms & conditions, instructions regarding this tender/quotation and accepted them for supply/work.

**Signature**  
**Tenderer/ Bidders/Vendor/contractor/Supplier**  
**With Seal**

Note: Scanned copy of these documents are to be uploaded along with other enclosures.