

PT. B.D. SHARMA UNIVERSITY OF HEALTH SCIENCES, ROHTAK

No. Gen/UHSR/2020/AG-1/519

Dt 31.01.2020

PUBLIC NOTICE / TENDER NOTICE

Sr.	Name of Deptt./Board/Corp.	Name of work/Notice/Tender	Opening Date Closing Date (Time)	Amount/EMD (approx. in Rs.)	Website of the Deptt.	Nodal Officer/Contract Details / email	Tender Ref. No./Tender No.
1.	Pt. B.D.Sharma, UHS, Rohtak	Short Term Tender Notice for Printing & Supply of 750 copies of University Annual Reports.	Closing Date 10.02.2020 at 12:00 Noon Opening date 10.02.2020 Aa 3:00 PM	20,000/-	www.uhsr.ac.in	Assistant Registrar, UHS, Rohtak general.uhsr@gmail.com general@uhsr.ac.in 01262-281300, 01, 03 (Extension 2954,2938)	NO. Gen/UHSR/2020/AG-1/519 Dated :- 31-01-2020

NOTE:

1. The tender form can be downloaded from link available on the website: www.uhsr.ac.in
2. Tender Fee amounting of Rs 1,000/- (Non- Refundable) may be deposited in Indus land Bank, Rohtak, Account No. 151000000511, IFSC Code : INDB0000130 . Further, Earnest money amounting of Rs. 20,000 (Refundable) may be submitted in the shape of Demand Draft in favour of Controller Of Finance, UHS, Rohtak.
3. It is clarified that Hard copy of the Bid along with all supporting documents may be submitted in sealed cover addressed to Registrar, Pt. B. D. Sharma, UHS, Rohtak .
4. Terms & conditions on each aspect as specified in the Tender Document should only be followed.
5. Corrigendum, if any, will not be advertised /published in the newspapers.


21/01/2020
REGISTRAR



**PANDIT BHAGWAT DAYAL SHARMA
UNIVERSITY OF HEALTH SCIENCES
ROHTAK- 124001, HARYANA, INDIA
NAAC Accredited 'A' Grade**

(Established vide Haryana Act.No.26 of 2008 and recognized u/s 12(B) & 2(f) of the UGC Act, 1956)
Phone No. 01262-281300, 01, 03, (Extension 2938,2954)
Website : uhsr.ac.in E-Mail : general@uhsr.ac.in

**TERMS & CONDITIONS OF CONTRACT FOR SUBMISSION OF TENDER BID/
QUOTATION**

1. Sealed Tenders should be clearly super scribed as "Quotation for printing of University Annual Reports 2016-2017, 2017-2018, 2018-19 (English Version)". The tender document should be accompanied by Annexure I, II & III duly filled.
2. Late receipt of bids (i.e. after due date and time) will not be considered. Authorized representatives of the tenderers may participate in the tender opening committee meeting, in case they wish to do so.
3. Rates must be quoted in figures & words in INR with all levies and taxes. The rates quoted will be valid for one Year and Work should be completed with in 30 Days from the issuance of Supply Order.
4. The Overall average annual turnover in the said work must be 75 lacks from audited balance sheet of the Bidder in the last three Financial Years ending on 31.03.2019 in case of New Firm's the bidder has to submit solvency Certificate from the scheduled bank.
5. Earnest Money Deposit (EMD) of Rs. 20,000/- (Rupees Twenty thousand only) in the form of crossed demand draft drawn in favour of Controller of Finance, Pt. B.D.Sharma, University of Health Sciences, Rohtak shall be enclosed with the bid. The EMD of unsuccessful tenderers will be returned after completion of the tender process. Tenders received without prescribed Earnest Money shall not be considered.
6. Special discount/ rebate admissible to Educational Institution / University may be specifically indicated in the quotation.
7. The bidder should provide certificates for service tax/ sales tax and PAN number details.
8. Details of experience if any, on supply of printing items to any Govt. Office/ PSU along with copies of supply orders should be enclosed with the tender document.
9. Each tender must be accompanied by at least two sample documents of minimum four pages each, of same specification, printed by the firm.
10. The University of Health Sciences, Rohtak will open the bids, in presence of bidders or their authorized Representative's who choose to attend, at the time and date specified in the tender notice. The bidders or his authorized representatives who are present shall sign the tender opening document evidencing their attendance.
11. The University of Health Sciences, Rohtak reserves the right of accepting the tender in whole lot or distinct part of it or the supply can be distributed between more than one bidders.
12. Performance Security Deposit: The successful bidder shall be required to deposit a sum equivalent to 5% (Five per cent) of the total cost of the supply before commencement of supply in the form of Bank Guarantee/demand draft drawn in favour of Controller of Finance, Pt.B.D. Sharma University of Health Sciences, Rohtak. No interest shall accrue on this amount. The validity of the Performance Security Deposit shall continue for a period of Six months even after termination of the contract.
13. The bid would be valid for 120 days from the date of opening of the tender. In the case of successful tenderer, rates quoted shall be valid till the supplies are completed unless there is downward revision, in such case the benefit shall be *suo moto* transferred to this University.
14. The University reserves the right to accept or reject any tender or part thereof without assigning any reasons.
15. The bidder is advised to see the quality and sample for preparation of Annual Report, available in General Branch,UHS Rohtak. at his own cost and responsibility.
16. The quoted rate shall include cost of material, labour, transport, taxes & duties, royalties, octroi and other local taxes or levies etc. if any.
17. The Registrar, Pt. B.D. Sharma University of Health Sciences, Rohtak may make any variation of the quantity & quality or any part thereof that may in its opinion be necessary for that purpose as mentioned below :-


21/11/2020

- a Increase or decrease of the quantities as mentioned in the schedule.
- b Omit any such item if found necessary after issue of Purchase Order, if required.
- c Change the quality or kind of any such items.
- d Additional requirement or any item required may be supplied by the bidder.

18. The bidder should supply the annual reports as per the sample. In case of any variation and low quality, the material supplied shall be rejected and no payment shall be made at all.

19. Penalties: In the event of the supplier failing, declining, neglecting or delaying the supply or in the event of any damage occurring or being caused by supplier, Registrar, UHSR shall impose a penalty up to 10% of the total value of the order and confiscate earnest money without prejudice to any other party remedy available to it under the law for the time being in force in the Haryana State:

20. The payment will be released only after successful completion of entire supply. No advance payment will be released. The delivery will be made as per the supply order and deviation, if any, may attract penalty. In addition to that, the EMD & Performance Security Deposit shall also be forfeited.

21. All disputes arising out of this contract shall be referred to the sole arbitration of the Vice Chancellor, Pt. B. D. Sharma University of Health Sciences, Rohtak; The venue of arbitration shall be Rohtak (Haryana).


31/1/2020
REGISTRAR



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Annexure-I

Qualifying Bid Document

- | Sr. No. | Description Details |
|---------|---|
| 1. | Name of the Proprietor in case of Proprietary Company/firm |
| 2. | Registration details |
| 3. | Address |
| 4. | Tele No. & e-mail) |
| 5. | Contact person |
| 6. | Experience proof documents (in shape of supply orders for printing work of similar nature of work).
in Govt. Departments since last 3 years. |
| 7. | Address of work place |
| 8. | Service Tax / Sales Tax registration details |
| 9. | PAN No. |
| 10. | GST No. |

Declaration:-

I hereby certify that the information furnished above is full and correct to the best of my knowledge. I understand that in case any deviation is found in the above statement at any stage, the company will be blacklisted and will not be allowed to have any dealing with UHSR, in future.

(Signature of authorized signatory with company seal)



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Annexure-II

Price Bid

Name of the
Company
Address
Contact Tel. No.

S. No.	Specifications	Rate (Rs.)
1.	University Annual Report 250 Copies for the year 2016 -17 (English Version), 1. Size &No. of pages- 8.25"x11.75"(520+Cover) 2. Fox Fine Imported specially coated paper,100 GSM for inside pages 3. Single Colour pages 460 4. Four colour pages with pictures 60 in continuation 5. Cover Hard Bound with pasted Blue Special Paper 6. Golden Foil on Logo 7. Fabrication : Perfect Stitched Book Binding	
2.	University Annual Report 250 Copies for the year year 2017-18(English Version) 1. Size &No. of pages- 8.25"x11.75"(520+Cover) 2. Fox Fine Imported specially coated paper,100 GSM for inside pages 3. Single Colour pages 460 4. Four colour pages with pictures 60 in continuation 5. Cover Hard Bound with pasted Blue Special Paper 6. Golden Foil on Logo 7. Fabrication : Perfect Stitched Book Binding	
3	University Annual Report 250 Copies for the year year 2018-2019 (English Version) Size &No. of pages- 8.25"x11.75"(520+Cover) 1. Fox Fine Imported specially coated paper,100 GSM for inside pages 2. Single Colour pages 460 3. Four colour pages with pictures 60 in continuation 4. Cover Hard Bound with pasted Blue Special Paper 5. Golden Foil on Logo 6. Fabrication : Perfect Stitched Book Binding	

Date:

Place:

Signature.....

Company Name.....

Company Seal.....



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Annexure-III

Check List and Order in which the documents are to be submitted for the Tender

Sr. No.	Documents	Yes/No
1.	EMD	
2.	Certificates for proof of Experience	
3.	Certificates for Proof of Services Tax/Sales Tax/ GST No.	
4.	Registration details	
5.	An affidavit on Non Judicial Stamp Paper of Rs 10/- (Non Blacklisting and Non supplied substandard materials)	
6.	Address (with Tele No. & e-mail)	
7.	Contact person	
8.	The number of years of experience for Printing work in Govt. Departments (list of customers including Govt. Organizations, NCT of Delhi etc.)	
9.	Completion Time	
10.	Address of work place	
11.	Service Tax / Sales Tax registration details	
12.	PAN No.	
13.	GST No.	

Declaration:-

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(Signature of authorized signatory with company seal)