

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(A state University established under Haryana Act. No.XXV of 1975)

'A+' Grade University Accredited by NAAC

INSTITUTE OF HOTEL & TOURISM MANAGEMENT

e-Tenders on behalf of Registrar are invited subscribed as “Tender for Purchase of various Items (As per Annexure ‘A’)” for the supply of various items labs equipments for **Institute of Hotel & Tourism Management** as per details given as under and on website along with earnest money of Rs. 52,000/- paid through online mode and a separate fee of Rs. 4000/- as tender fee and Rs. 1180/- as E-services fee will also be deposited through online mode. Last date of submission of tender will be 13.03.2023 upto 04.00 P.M. The e-tenders will be opened on 14.03.2023 at 11.00 A.M.

For details may visit on <https://etenders.hry.nic.in> and www.mdu.ac.in

REGISTRAR

Sr. No.	Name of Deptt.	Name of work	Starting Date	Closing Date	Amount (Approx Mate (In Rs. Lac	Website Of the Deptt.	Nodal Officer/ Contact Details/ e-mail
1	INSTITUTE OF HOTEL & TOURISM MANAGEMENT	Purchase of various labs equipments	25.02.2023 (2PM)	13.03. 2023	-----	mdu.ac.in	Director IHTM, Contact no. 9992015656

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

INSTITUTE OF HOTEL & TOURISM MANAGEMENT

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STANDARD BIDDING DOCUMENT FOR PURCHASE OF VARIOUS ITEMS

PART-1: COMPLETE BIDDING DOCUMENT

Name of Work: PURCHASE OF VARIOUS ITEMS IN IHTM, MDU ROHTAK.

PRESS NOTICE

M.D. UNIVERSITY, ROHTAK Notice Inviting E-tender	
Name of Work	Purchase of various Items
Tender Docs Fee+ E Service Fees	Rs.4000 + Rs.1180 = Rs. 5180 /- (non refundable)
Earnest Money (Fixed)	Rs 52000/- (Fifty Two thousand only)
<p>i) The tenders will be received only through E-tendering for further details visit website https://etenders.hry.nic.in.</p> <p>ii) Cost of Bid document is Rs.4000/- (non refundable) for each bid to be deposited through online mode only.</p> <p>iii) Earnest Money (as mentioned above) will be deposited through online mode only.</p> <p>iv) Willing Contractors shall have to pay Rs.1180/- as e-Service / Processing fee through online mode only.</p> <p>v) The contractors / agencies will keep in touch with the Haryana Govt. Portal (http://www.etenders.hry.nic.in) as well as the University Web Site (http://www.mdu.ac.in) for any amendment / addendum till the last date / revised last date of submission of tender and may incorporate such changes in the tender bids, if required.</p>	

REGISTRAR

MDU, Rohtak

DETAIL NOTICE INVITING TENDER

e-Tender is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification / Technical Bid (online Bid under PQQ / Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

Sr. No	Name of Item	EMD to be deposited by Bidder	Tender Document Fee & eService processing Fee (Non Refundable)	Start Date & Time of Bid Preparation & Submission	Last Date & Time of Bid preparation & Submission
1.	Various Labs Items for IHTM	Rs 52000/-	Rs. 4000/-for Tender Document fee & Rs.1180/- for e-Service / processing fee	25/02/2023 02:00PM	13/03/2023 04:00PM

Detailed notice inviting tender can be seen on the university website (www.mdurohtak.ac.in) and Haryana government portal for e-tender (<http://www.etenders.hry.nic.in>).

1. Bidding documents available on website <http://www.etenders.hry.nic.in> / www.mdurohtak.ac.in
2. Newly enlisted contractors/societies/suppliers/manufactures should bring with them proof of their enlistment in appropriate class.
3. The bidders would submit bid through e-tendering only on the website i.e. <http://www.etenders.hry.nic.in>.

Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) and with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document. The tenderer should read the terms and condition and specifications in the tender documents strictly before submission of e-tender. Tender documents can be downloaded / uploaded online on the portal (<http://www.etenders.hry.nic.in>).

1. The payment for Tender Document Fee as well as EMD and e-Service/Processing Fees shall be made by the eligible bidders through online mode from <http://www.etenders.hry.nic.in>.
2. The interested bidders will be mandatorily required to online sign-up (create user account) on the website <http://www.etenders.hry.nic.in> to be eligible to participate in the e-Tender.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date & time
1		Tender Document Download and Bid Preparation/Submission	25/02/2023 2:00PM	13/03/2023 04:00PM
2	Technical Bid Opening		14/03/2023 From 11:00 A.M. onwards.	
3	Financial Bid Opening		After evaluation of Technical Bids	

Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee + e-Service and EMD & PQQ/Technical Envelope shall be opened. After that the financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online by the Committee and the bidders / Agency who either themselves or through their representatives willing to be present.
- 5) The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above and the bids shall be submitted online in two separate envelopes:-

Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

Envelope 2: Commercial / Financial Bid

The bidders shall quote the prices in price bid format under Commercial / Financial Bid.

CONDITIONS: -

1. The tenderer will keep in touch with the University website for any change in the DNIT till the last date/ revised last date of online invited tender and incorporate such changes in DNIT and the tender bids.
2. DNIT & pre-qualification criteria can be seen on any working day during office hours in office of the undersigned.
3. Conditional tenders will not be entertained & are liable to be rejected.
4. In case the day of opening of tenders happens to be holiday, the tenders will be opened on the next working day. The time and place of receipt of tenders and other conditions will remain unchanged.
5. The University reserve the right to reject any tender or all the tenders without assigning any reasons.
6. The societies shall produce an attested copy of the resolution of the Co-operative department for the issuance of tenders.
7. The Jurisdiction of court will be at Rohtak.
8. The tender of the bidder who does not satisfy the qualification criteria in the bid documents are liable to be rejected summarily without assigning any reason and no claim whatsoever on this account will be considered.
9. The bid for the contract shall remain open for acceptance during the bid validity period to be reckoned from the last date of submission of the tender. If any bidder/tenders withdraws his bid / tender before the said period or makes any modification in the terms and conditions of bid, during the fix validity period, the earnest money shall stand forfeited. Bids shall be valid for 180 days from the date of bid closing i.e from last date of submission of EMD. In case the last day to accept the tender happens to be holiday, validity to accept tender will be the next working day.
10. The tender without earnest money/bid security will not be considered.
11. The bidder shall also append the following declaration with the tender:

DECLARATION

I / We (Name & address of the firm / organization, etc)_____ do hereby solemnly affirm and declare that the facts stated in the technical bid are correct and true to the best of my / our knowledge and belief and nothing has been concealed therein. In case of any concealment or misrepresentation detected at any stage, I / We shall be liable for legal action under Section 182 and Section 415, read with Section 417 and 420 of the Indian Penal Code, as the case may be.

Place:

Dated:

(Signature of the Vender)
with full Name, Address, Seal & Stamp.

TERMS AND CONDITIONS GOVERNING THE TENDERS FOR THE SUPPLY

1. Every e-tender shall be accompanied by the Earnest Money (fixed amount) of Rs 52,000/- and Rs.4000/- as tender fee and Rs.1180/- the e-service fee should be deposited **through online mode only**.
2. The e-tender received without earnest money or after the due date shall not be entertained except with the special approval of the competent authorities.
3. Technical documents may be reach up to 04:00P.M. on _____ in the O/o IHTM.
4. **The e-tenders shall be opened in the office of IHTM, M.D. University, Rohtak on _____ at 11:00 a.m. by the Purchase Committee.** The quotes or their authorized representatives are allowed to attend the meeting of the Tender Opening Committee at their own costs.
5. The goods shall be supplied by the Supplier within the time limit specified in the supply order. **In case, the material is not supplied within the delivery period, the supplier shall be liable to pay the University the compensation amount equivalent to 1% (one percent) of the cost of material each day or such other amount as the CPC/Asstt. Registrar (P&S) may decide till the supply remains incomplete, provided that the total amount of compensation shall not exceed 10% (ten percent) of the total amount of the cost of material supplied.** Appeal against these orders shall, however, lie with the Vice-Chancellor, M.D. University, Rohtak whose decision shall be final.
6. **The following charges and terms may be spelt out in your offer clearly:-**
 - i. F.O.R
 - ii. Rates of VAT/Excise Duty (in per cent), if any. Please note that the University does not issue Form 'C' or 'D'
 - iii. Payment terms.
 - iv. Delivery period.
 - v. Guarantee/Warranty period.
 - vi. After-sales service.
 - vii. Installation charges, if any.
 - viii. Validity period of the tender.
 - ix. Bank Draft charges, if any.
 - x. Misc. charges such as Packing & Forwarding charges, Insurance charges, etc., if any.
7. Only the firm(s) which has possessed the GST No. can quote their rates for required items.
8. **HSN Code if applicable must be entered in the hard copy while quoting the rates.**
9. FOR shall be University Main Store, M.D. University, Rohtak.
10. **All the charges including packing, forwarding and installation, taxes and other levies should be specified in the tender. The charges etc. not specified in the tender shall not be paid.**
11. **The EMD, tender fee etc. exemption be allowed for those MSMEs registered with Govt. of India (Ministry of Micro Small and Medium Enterprises) who are having**

manufacturing unit located in State of Haryana (as per Haryana State Public Procurement Policy for MSMEs 2016 vide G.O. No. 02/02/2016-41B11(1) dated 20/10/2016).

12. The quantity of material/supplies shall be subject to increase or decrease on the tendered rates. This increase or decrease shall be communicated by the University within 180 days of acceptance of the tender.
13. Supplies shall be made as per the schedule and within such time as is indicated in the supply order.
14. The rates accepted by the University shall be applicable up to 180 days and the supplier shall have to make supply during the period as and when required.
15. The University is situated within the Municipal Limits. As such, Octroi, if any, shall be payable. In case, the material is supplied through a Transport Company by road, the Transport Company's charges, labour charges and octroi charges shall be borne by the supplier. It may be mentioned specifically as to whether the material will be sent by rail or by road through a Transport Company.
16. Guarantee/warranty of items must be mentioned.
17. **The University is registered with the Department of Scientific & Industrial Research, Ministry of Science & Technology, New Delhi in terms of Govt. Notification No. 10/97- Central Excise dated 1 March, 1997 and Notification No. 51/96-Customs dated 23.7.1996 vide Registration No. TU/V/RG-CDE(244)/2015 dated September, 1,2015 upto 31-08-2020. Thus the University is exempted from payment of Custom Duty and Excise Duty. The consignee shall issue necessary certificates duly countersigned by the Registrar, M.D. University, Rohtak to avail of exemption.**
18. No tender documents will be issued separately and rates are to be offered on company's letter pad.
19. If a holiday occurs on the opening day, the tenders will be opened on the next working day.
20. The packing, forwarding, freight, insurance charges etc. may be quantified in terms of amount. These charges will not be payable against such vague statement as "packing, forwarding, freight and insurance charges etc. extra".
21. In case, the supplier/contractor fails to execute the supply order/contract on the rates, and terms and conditions as contained in the supply order within the stipulated period, they shall be liable to such action as blacklisting, debarring from having any business with this University, forfeiture of earnest money/security, besides any other action as may be deemed proper by the University.
22. As a general policy, the University tries to make 100% payment within 30 working days of the receipt of material subject to proper installation, wherever applicable, and satisfaction of the Inspection Committee. No advance payment or payment against documents negotiated through Bank shall be made.
23. The acceptance of the material shall be subject to satisfactory report of this Office's Inspection Committee/Technical Committee/Experts Committee.
24. The samples of the material, if necessary and possible, shall be supplied with the tender. The unapproved samples shall be collected on receipt of information failing which the same shall be dispatched by Goods Carrier on your risk with the condition of "**Freight to Pay**". Samples **costing less than** Rs. 100.00 shall not be returned to the

- quotees.** However, if the **quotees** wish to take the same back, it can be collected at their own cost within a period of one month, failing which the samples will be disposed off.
25. The acceptance of the tender shall rest with the Registrar who does not bind himself to accept the lowest tender and reserves the right to reject any or all items of tender without assigning any reason thereof. The Registrar also reserves the right to accept tender in part i.e. any item or any quantity and to reject it for the rest.
 26. It may be certified that you have not been debarred/blacklisted for any reason/period by DGS&D, DS&D (Haryana) or any other Central/State Govt. Dept./University/PSU etc. If so, particulars of the same may be furnished. Concealment of facts shall not only lead to cancellation of the supply order, but may also warrant legal action.
 27. In case, any other information/clarification is required, the undersigned may be contacted at Telephone No. 9253363902 on any working day (Monday to Friday) during office hours (9 a.m. to 5.00 p.m.).
 28. The Sub Committee reserves the right for negotiation thereafter if considered necessary.
 29. The items be purchased from the firm(s) on the basis of quality and not merely on the lowest rates.
 30. The rates should be quoted for required specifications as mentioned in Annexure-I. The decision of the University will be final with regard to the quality of material to be purchased.
 31. The tender should be submitted only if the material is readily available in your stock or can be supplied within 15 days after the order is placed.
 32. Terms and conditions printed on tender/Invoice of the firm, if any, shall not be binding on the University, except those mentioned specifically on the supply order of MDU, Rohtak, and your acceptance of the order shall be construed as your agreement to all the terms and conditions contained in the order.
 33. The dispute, if any, shall be subject to the jurisdiction of Courts at Rohtak. Any other jurisdiction mentioned in the tender or invoices of the manufacturers/distributors/dealers/suppliers etc. shall be invalid and shall have no legal sanctity.

Signature _____
Name of the firm with seal/stamp _____
Affix Rubber Stamp of the firm

Director, IHTM
M. D. University, Rohtak

TECHNICAL DOCUMENT

Sr. No.	Description	Bidders Response (Yes/No)	Remarks
1.	Copy of PAN Card / GST No.		
2.	Copy of latest Income Tax Return alongwith last two years ITR certified by the Chartered Accountant.		
3.	Copy of GST Number of the firm		
4.	Name of the University / institutions where the items have been supplied, if any		
5.	Name and address of the agency / bidder / manufacturer / supplier, etc.		
6	Name of Contact person of the agency / bidder / manufacturer / supplier with phone number and e-mail id		

Specification of the items to be purchased for labs of IHTM (Annexure I)

S.No.	Item with Description	Size in MM	Fuel	Material
1	Work Station With Sink, Bottom Pipe Shelf & 01 Over Head Shelf + 2 Drawer & Left & Right Paneling, Sink Size - 400X400X300mm.	1700x600x850+400+100	-	S.S. 304
2	4 Burner Gas Range With Bottom Shelf, Gridd Size- 225x225mm. & Left & Right Sides Paneling	600x600x850+100	Gas	S.S. 304
3	Work Table With Bottom Shelf	900x750x850+150	-	S.S. 304
4	Work Table With Bottom Shelf	500x750x850+150	-	S.S. 304
5	Sink Unit with bottom shelf, Sink Size 400x400x300mm.	600x750x850+150	-	S.S. 304
6	S.S. Storage Rack With 5 Shelf	1050X600X1800	-	S.S. 304
7	Stainless Steel Idli Steamer, Capacity: 6 tray		Elect.	S.S. 304
8	Wet grinder		Elect.	S.S. 304
9	Stock Pot Burner	600X600X600	Gas	S.S. 304
10	S.S Pipe Stand	750x600x600	-	S.S. 304
11	Work Table With Shelf	600x750x850+150	-	S.S. 304
12	DoubleFryer,9+9 Liter Capacity with bottom	760x750x850+150	Elect.	S.S. 304
13	Chinese Gas Range 01 Main Burner & 01 Stock Pot Burner	1050x750x850+450	Gas	S.S. 304
14	Griddle/Dosa Plate 2/3 Plain & 1/3 Groove	900X750X850+150	Gas	S.S. 304
15	Sink Unit with bottomshelf, Sink Size 400x40	600x750x850+150	-	S.S. 304
16	4 Burner Gas Range With Bottom Shelf	750x750x850+150	Gas	S.S. 304

17	2 Burner Gas Range With Bottom Shelf	1250x750x850+150	Gas	S.S. 304
18	Work Table With Shelf	600x750x850+150	-	S.S. 304
19	Char Coal Tandoor On Wheels	750x750x850+150	Gas	S.S. 304
20	S.S. Storage Rack With 5 Shelf	900x450x1800	-	S.S.304
21	S.S. Wire Storage Cabinet With 5 Shelf	1200x450x1800	-	S.S.304
23	S.S. Clean Dish Rack With 5 Shelf	1050x450x1800	-	S.S.304
24	Insecto Cutter, 2 Tube	450X250X460mm. Approx.	Elect	Appliance
25	Work Table With Marble Top & Bottom Shelf & Left & Right Sides Paneling & 04 Drawer, 18mm. Thk. Marble	1200X900X850	-	18mm. Thk.
26	Mini Planetary Mixer Capacity 3.3, Model Kitchen-Aid with attachments e.g bowl, flat beater, dough hook & wire whip		Elect.	-
	Mini Planetary Mixer Capacity 4.8 Kg, Model Kitchen-Aid with attachments e.g bowl, flat beater, dough hook & wire whip		Elect.	-
27	Cooling Rack Trolley Capacity 18 No. Tray Size 405x560mm.	450x650x1850	-	S.S 304
28	Dough Prover/Proving Chamber/Proofing chamber Capacity - 18 No. Tray size 405x560mm,	450x650x1850	-	S.S 304
29	Housekeeping cart	cart size (59" x 23" x 50") lockable with doors, Wheel 8", 2 Fixed, 2 Swivel		
30	vacuum cleaner (Dry and Wet)			
31	Manual Sweeper (battery operated)	Taski Balimat-45 40 L capacity, 47 cm brush, 13 kg total weight		

32	Luxury hotel bedding set	flat king 106*106 inches and flat queen 88*106 inches, White cotton duvet cover 92*96 inches with classic pillow covers		
33	Linen bedding set	flat king 106*106 inches and flat queen 88*106 inches, White cotton duvet cover 92*96 inches with classic pillow covers		
34	Luxury Quilt	1 x Full-Size Quilt, Hand-Quilted, Stone-Washed Linen Fabric On Both Sides		
35	Hand caddy and shower caddy	2 each (standard size)		
36	Mop wringer trolley	LEENAL 20160014 Plastic Double Bucket Wringer Trolley (34 Liters K-119A		
37	Waiter Service station		NA	
38	SS Hot Food Serviec Trolley	800x600x900		
39	Rectangular Electric Element Chefing dishes	10litre	Electric	
40	SS Cocktail Station with speed rail		NA	
41	Coffee Making Machine	100-200 cups per day	Electric	
42	SS Double Sandwich Griller	8 Slices at a time	Electric	

DIRECTOR