



**MAHARSHI DAYANAND UNIVERSITY, ROHTAK**  
**(A State University established under Haryana Act. No.25/1975)**

**NAAC Accredited 'A+' Grade**

No. 21/P&S/SMF

Dated:

**Phone: 01262-266953 E-mail: ar.ps@mdurohtak.ac.in**

STANDARD BIDDING DOCUMENT FOR THE SUPPLY OF SMF BATTERIES OF VARIOUS CAPACITIES (ON BUY BACK BASIS) FOR ONLINE UPSs ON BEHALF OF REGISTRAR, MAHARSHI DAYANAND UNIVERSITY, ROHTAK.

PART1: COMPLETE BIDDING DOCUMENT

**Name of work: Supply of SMF BATTERIES (Exide, Amaron Quanta & HBL) of various capacities (under buy back basis) for ONLINE UPSs in MDU, Rohtak.**

**PRESS NOTICE**

<b>M.D. UNIVERSITY, ROHTAK</b> <b>Short Notice Inviting Tender</b>	
<b>Name of Work:</b>	<b>Rate Contract of SMF BATTERIES for 02 Years (Exide, Amaron Quanta &amp; HBL)</b>
<b>Estimated Cost:</b>	<b>Rs.20.00 Lacs</b>
<b>Earnest Money:</b>	<b>2% of the quoted rates</b>
<b>Time limit</b>	<b>03Weeks</b>
<b>Tenders to be received till 02:00 PM on dated 23.03.2021</b>	
<p>(i) The tenders will be received only through e-tendering, for further details visit website <a href="http://www.etenders.hry.nic.in">http://www.etenders.hry.nic.in</a></p> <p>(ii) Cost of Bid document is Rs.2,000/- (non refundable) will be deposited through online mode from <a href="https://etenders.hry.nic.in">https://etenders.hry.nic.in</a>.</p> <p>(iii) Earnest Money (as mentioned above) will be deposited through online mode from <a href="https://etenders.hry.nic.in">https://etenders.hry.nic.in</a>.</p> <p>(iii) Willing bidders shall have to pay is Rs.1000/- +GST as the e- Service/Processing Fees through online mode from <a href="https://etenders.hry.nic.in">https://etenders.hry.nic.in</a>.</p> <p>(iv) The contractors/agencies will keep in touch with the University Web site/ (<a href="http://www.etenders.hry.nic.in">http://www.etenders.hry.nic.in</a>) 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>	

**OSD (P&S)**  
**M.D.U., Rohtak**

## **DETAIL SHORT NOTICE INVITING TENDER**

**e-Tender** on behalf of Registrar,MDU,Rohtak is invited for the purchase/work 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	Description of work / Items	Appx. Cost (Rs. In lacs)	EMD to be deposited by Bidder	Tender Document Fee & e-service/processing fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid Preparation & Submission
1.	<b>Rate Contract of SMF BATTERIES for 02 Years (Exide, Amaron Quanta &amp; HBL)</b>	Rs.20.00 Lac	2% of the quoted rates	Rs.2,000/- for Tender Document fee and Rs.1000/- +GST for e-service/processing fee	26.02.2021 11:00AM	Upto 23.03.2021 (02:00 P.M)

1. Detailed notice inviting tender/estimate **drawing** can be seen in the office of the undersigned during office hours.
2. Bidding documents available on website <http://www.etenders.hry.nic.in>
3. **Newly enlisted contractors/societies/suppliers/manufactures should bring with them proof of their enlistment in appropriate class.**
4. 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) 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.

1. **The payment of Tender Document Fee as well as EMD and e-Service/Processing Fees shall be made by eligible bidders through online mode from <https://etenders.hry.nic.in>.**
2. Intending 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:-

### **Key Dates**

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	26.02.2021 11:00AM	23.03.2021 (02:00 P.M.)
2	Technical Bid Opening		25.03.2021 at 03:00 P.M	
3	Financial Bid Opening		After evaluation the Technial Bids	

\* Hard copies of the Technical Documents and EMD/tender fee, processing fee must be submitted in the office of the OSD (P&S).

**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 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, in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder has to submit online bids as per the dates mentioned in the schedule/Key Dates above.
5. 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 Bid**

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

**CONDITIONS: -**

1. The tenderer will keep in touch with the University Web site for any change in the NIT/DNIT till the last date/revised last date of online invited tender and incorporate such changes in NIT/DNIT and the tender bids.
2. DNIT & prequalification 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 reserves 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 executive/ governing body 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 rate 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 modifications in the terms and conditions of the bid, during the fix validity period, the earnest money shall stand forfeited. Bids shall be valid for 120 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. **Any work, here tendered, may be withdrawn from further processing at any stage at the discretion of the competent authority without assigning any reason.**
11. **The Branch Officer is competent to increase / decrease the quantity of the items. In case of decrease of quantity, the contractor shall have no claim to any payment or compensation whatsoever on account of any profit or advantage which he might have derived from the execution of the work in full.**
12. The University reserves the right to accept or reject or negotiate any of the tender or conditions/items without assigning any reason.

**For & on behalf of Registrar, MDU, Rohtak**

**OSD (P& S)  
MDU, Rohtak.**

### **DNIT for SMF BATTERIES VARIOUS CAPACITIES (ON BUY BACK BASIS).**

The SMF Batteries (on buy back basis) of various capacities for ONLINE UPSs installed at the different locations in the M.D. University. The preferred brands are Exide, Amaron Quanta &HBL. You are requested to kindly quote your rates for the same. The terms and conditions for quoting/tendering the rates given in enclosed page may also be kept in view and signed. Your tender will interalia be subject to the following conditions:-

Sr. No.	Description	HSN Code	Total Batteries Req.	Estimated Annual Requirement
1.	17AH/18AH/ 12V		The required batteries will be purchased in small lots as & when required.	20
2.	26AH/12V			50
3.	42AH/12V			200
4.	65AH/12V			30
5.	100 AH/12V			32
6.	7AH/8AH/12V			500

- **Proposal required for establishment of Annual Rate Contract to purchase batteries as per actual requirement from time to time. Batteries may be purchased in small lots.**

1. The e-tender received without earnest money or after the due date shall not be entertained.
2. The complete technical documents and other documents including amendments, corrigendum etc., if any, required in the tender would be uploaded online on the website (e-tendering) only.
3. **The e-tenders shall be opened in the office of the Director, UCC MDU, Rohtak on specified date & time by the purchase Committee. The quotee(s) or their authorized representatives are allowed to attend the meeting of the Tender Opening Committee at their own cost.**
4. 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 penalty equivalent to 1% (one percent) of the cost of delayed material each day or such other amount as the CPC/Asstt. Registrar/OSD (P&S) may decide till the supply remains incomplete, provided that the total amount of penalty shall not exceed 10% (ten percent) of the total amount of the cost of material supplied (PO Value).** Appeal against these orders shall, however, lie with the Vice-Chancellor, M.D.University, Rohtak whose decision shall be final.
5. The bidder must be an authorized dealer or the manufacturer of the batteries
6. Incomplete tender shall be rejected out rightly.
7. All SMF Batteries must carry warranty of at least 02 years. Make, Model and warranty of batteries offered must be mentioned in the tender documents as well as on the Bill. To ensure compliance performance Bank Guarantee of 5% of the Tender amount has to be submitted. In absence of the same, 10% bill value will be withheld subject to maximum of 5% of the Tender Value.
8. List of clients must be attached with full addresses and contact Number.
9. Only the firm(s) which has possessed the GST No. can quote their rates for required items.
10. HSN Code must be entered in the hard copy while quoting the rates.
11. FOR shall be M.D. University, Rohtak.
12. 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.
13. The quantity of material/supplies may increase or decrease.
14. Annual turnover (Proof has to be supplied) of applying tenderer/bidder should be Rs.50 Lacs minimum per annum during last three years.

15. 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. GST is applicable at reduced rate of 5% vide notification No./dated CGST/45/2017-Central Tax (Rate)/dated 14<sup>th</sup> Nov. 2017, 125/ST-2 dated 14<sup>th</sup> Nov. 2017 and 47/2017- Integrated Tax ( Rate)/dated 14<sup>th</sup> Nov. 2017.The consignee shall issue necessary certificates duly countersigned by the Registrar, M.D. University, Rohtak to avail of exemption.
16. No tender documents will be issued separately and rates are to be offered in financial bid on e-portal.
17. If a holiday occurs on the opening day, the tenders will be opened on the next working day.
18. 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.
19. As a general policy, the University tries to make 100% payment within one month of the receipt of goods 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.
20. The acceptance of the goods shall be subject to satisfactory report of this Office's Inspection Committee/Technical Committee/Experts Committee.
21. 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 **quotes** 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.
22. The acceptance of the tender shall rest with the undersigned 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 therefore. The undersigned also reserves the right to accept tender in part i.e. any item or any quantity and to reject it for the rest.
23. The University reserves the right to reject any or all the tenders without assigning any reason thereof.
24. 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.
25. In case, any other information/clarification is required, the undersigned may be contacted at the O/o OSD, P&S and also on Telephone No. 01262-266953 on any working day (Monday to Friday) during office hours(9:30 a.m. to 4.30 p.m.).
26. The Sub Committee reserves the right for negotiation, thereafter, if considered necessary.
27. The items be purchased from the firm(s) on the basis of quality and not merely on the lowest rates.
28. The rates should be quoted for required specifications. The technical specifications and samples of item, if necessary, required must accompany the tender. The decision of the University will be final with regard to the quality of material to be purchased.
29. The tender should be submitted only if the material is readily available in your stock or can be

supplied within 30 days after the order is placed.

30. 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.
31. 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, and your acceptance of the order shall be construed as your agreement to all the terms and conditions contained in the order.
32. The MSME firms who are registered with Haryana Govt. are exempted for payment of EMD as per Haryana Government Rules notified by the Government vide letter No.G.O. No.2/2/2016-4IBII(1) dt.20-10-2016. However, the firms will have to submit the affidavit on the prescribed format available on the Haryana Govt. Website.
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

**OSD (P& S)**  
**MDU, Rohtak**

#### **TECHNICAL ENVELOPE**

<b>Sr. No.</b>	<b>Description</b>	<b>Bidders Response (Yes/No)</b>
1.	Copy of Registration Certificate	
2.	Copy of GST Registration of the firm	
3.	Copy of latest Income Tax Return of last three years.	
4.	The detail of turnover of last 03 years(certified by the CA)	
5.	Copy of PAN Card	
6.	List of institutions where batteries have been supplied	
7.	Satisfactory report regarding the supply from institution	
8.	Technical Specification of Item with make & Model (broachers)	

**COMMERCIAL ENVELOPES**

Sr. No.	Description	Total Batteries Req.	Estimated Annual Requirement.	Unit	Rates per piece to be quoted by the bidder without GST	Rates of Old Batteries (By Back)	Net Rate	Tax Amt.	HSN Code	Net Unit Rate with taxes	Total amount in Fig.(Rs.)
1	17AH/18AH/12V	The required batteries will be purchased in small lots as & when required.	20	Nos.							
	Old battery rate(buy back) 17AH/8AH/12V		20	Nos.							
2	26AH/12V		50	Nos.							
	Old battery rate(buy back) 6AH/12V		50	Nos.							
3	42AH/12V		200	Nos.							
	Old battery rate(buy back) 42AH/12V		200	Nos.							
4	65AH/12V		30	Nos.							
	Old battery rate(buy back) 65AH/12V		30	Nos.							
5	100 AH/12V		32	Nos.							
	Old battery rate(buy back) 100AH/12V		32	Nos.							
6	7AH/8AH/12V		500	Nos.							
	Old battery rate(buy back) 7AH/8AH/12V		500	Nos.							