



# श्री विश्वकर्मा कौशल विश्वविद्यालय

(हरियाणा सरकार, एक्ट संख्या 25, 2016 के तहत )

**Shri Vishwakarma Skill University**

**Plot 147, Sector 44, Gurugram, Haryana**

**Tender Document  
For**

**Supply, Installation and Maintenance of Fully Electric Battery Operated  
Vehicles: - Golf cart**

**Tender No: SVSU/2022/TPT/002**

**Dated:19.05.2022**

# 1. Notice Inviting Quotation

## Sub: Notice Inviting Tenders for Supply, Installation and Maintenance of Fully electric Battery Operated E –Vehicles -- Golf cart

Shri Vishwakarma Skill University, Haryana invites online Tender: **Supply, Installation and Maintenance of Fully electric, Battery Operated E –Vehicles -- Golf cart** through e-procurement on portal <https://etenders.hry.nic.in> from reputed Manufacturers/Authorized Dealers/ Distributors/Agent as per TENDER document. The TENDER documents may also be downloaded from website (<http://www.svsu.ac.in>) of Shri Vishwakarma Skill University, Haryana for reference only. A minimum eligibility criterion has been given in TENDER document.

Apart from uploading e-tender on website, bidder has to deposit EMD and Tender Fee + E-service fees along-with other documents.

### 1.1. SCHEDULE

1.	<b>(Tender Fee + E-Service Fee) + GST = (1000+1000)+360=2360/-</b>	
	(1) For Haryana based manufacturing Micro and Small Enterprises (MSEs) eligible as per the “Haryana State Public Procurement Policy for MSME -2016” notified vide G.O. No. 2/2/2016-4I BII(1) dated 20-10-2016/ for Startups as notified vide G.O. No.2/2/2016-4IBII dated 03.01.2019.	<b>NIL</b>
	(2) For remaining bidders both from the Haryana and Non Haryana (Tender Fee + E-Service Fee) + GST	<b>2360/-</b>
2.	<b>EMD Amount</b>	
	(1) For Haryana based manufacturing Micro and Small Enterprises (MSEs) eligible as per the “Haryana State Public Procurement Policy for MSME -2016” notified vide G.O. No. 2/2/2016-4I BII(1) dated 20-10-2016/ for Startups as notified vide G.O. No.2/2/2016-4IBII dated 03.01.2019.	<b>NIL</b>
	(2) For remaining bidders both from the Haryana and Non Haryana	<b>2% of tender cost</b>
3.	Performance Security	<b>10% of the Purchase order value</b>
4.	Product Warranty Period	<b>3 Years</b>
5.	Issue of Tender Document	<b>19.05.2022 at 16:30 Hrs.</b>
6.	Online Tender Purchase Start Date	<b>19.05.2022 at 16:30 Hrs.</b>

7.	Last date for receipt of queries through mail	<b>24.05.2022 at 17:00 Hrs.</b>
8.	Date of pre bid meeting	<b>26.05.2022 at 15:00 Hrs.</b>
9.	Online proposal Submission Start Date	<b>19.05.2022 at 16:30 Hrs.</b>
10.	Online Tender Purchase End Date	<b>09.06.2022 at 16:00 Hrs.</b>
11.	Online proposal Submission End Date	<b>09.06.2022 at 16:00 Hrs.</b>
12.	Opening of Technical Bid	<b>13.06.2022 at 15:00 Hrs.</b>
13.	Technical Presentation	<b>Subsequent date to be informed later. (If required )</b>
14.	Financial Bid	<b>Subsequent date to be informed later.</b>
15.	Validity period of Proposal	180 Days
16.	Address of Communication	<b>Registrar Shri Vishwakarma Skill University, Plot 147, Sector 44, Gurugram Haryana</b>
17.	Contact Phone Numbers	<b>0124-2746800</b>
18.	E-mail Address	<b>registrar@svsu.ac.in</b>

- Tender document can also be downloaded from University Website [www.svsu.ac.in](http://www.svsu.ac.in)
- # University reserved the right to change any Date, Time and condition of Tendering without assigning any reasons and reserve all the rights.
- Amendments to TENDER, if any, would be published on e-procurement website <https://etenders.hry.nic.in> only and not in newspaper. The Shri Vishwakarma Skill University, Haryana reserves all the rights to accept or reject any or all tenders without assigning any reasons.

## **1.2. DISCLAIMER**

The information contained in this Tender document or subsequently provided to the bidders, whether verbally or in documentary or any other form by or on behalf of Shri Vishwakarma Skill University, Haryana is provided to bidder on the terms and conditions set out in this TENDER and such other terms and conditions subject to which such information is provided.

Information provided in this TENDER to the bidders is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Shri Vishwakarma Skill University, Haryana accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

Shri Vishwakarma Skill University, Haryana also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance or any bidder upon the statements contained in this TENDER.

Shri Vishwakarma Skill University, Haryana may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this TENDER.

The issue of this TENDER does not imply that Shri Vishwakarma Skill University, Haryana is bound to select a bidder or to appoint the Selected Bidder, as the case may be, for the Consultancy and Shri Vishwakarma Skill University, Haryana reserves the rights to reject all or any of the Proposals without assigning any reasons whatsoever.

The bidder shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by Shri Vishwakarma Skill University, Haryana or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the bidder and Shri Vishwakarma Skill University, Haryana shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a bidder in preparation or submission of the Proposal, regardless of the conduct or outcome of the Selection Process.

## 2. Instructions to Bidders

### **Subject: Invitation for Supply, Installation and Maintenance of Fully electric Battery Operated E –Vehicles -- Golf cart (02)**

2.1 Shri Vishwakarma Skill University, invites online Bids (Technical bid and Financial bid) from eligible Manufacturers/Authorized Dealers/Distributors for **Supply, Installation and Maintenance of Fully electric Battery Operated E –Vehicles -- Golf cart (02)** with onsite comprehensive warranty from the date of receipt of the material as stated at “Schedule “in terms & conditions specified in the tender document.

Bidders can access tender documents on the website of the University and fill them with all relevant information and submit the completed tender document with Tender Fee and EMD amount online as per the schedule to <https://etenders.hry.nic.in>.

#### **2.1. INSTRUCTION TO BIDDER FOR E-TENDERING**

*Note: Following conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.*

##### **2.2.1. E-Tendering:**

- 2.2.1.1. For participation in e-tendering module of Shri Vishwakarma Skill University, Haryana it is mandatory for prospective bidders to get registration on website <https://etenders.hry.nic.in>. Therefore, it is advised to all prospective bidders to get registration by making on line registration fees payment at the earliest.
- 2.2.1.2. Tender documents can be downloaded from website <http://www.svsu.ac.in>. However, the bidders have to upload complete tender document online along-with deposit of EMD amount and Tender Document Fee + E-service fee and without EMD amount and Tender Document Fee + E-service fee bids will not be accepted.
- 2.2.1.3. E-service/gateway charges shall be borne by the bidders.
- 2.2.1.4. As per the directions of the Controller of Certifying Authorities, Ministry of Communication and Information Technology, Government of India, a **Class II Digital Certificate** shall be required to bid for all tenders solicited electronically. If the bidder does not have such a certificate, it may be obtained from any of the registering authorities or certification authorities. Kindly note that it may take at least three-five business days for the issue of a digital certificate. Bidders are advised to plan their time accordingly. Shri Vishwakarma Skill University, Haryana shall bear no responsibility for accepting bids which are delayed due to non-issuance or delay in issuance of such digital certificate.
- 2.2.1.5. If bidder is bidding first time for e-tendering, then it is obligatory on the part of bidder to fulfil all formalities such

as registration, obtaining Digital Signature Certificate etc. well in advance.

- 2.2.1.6. Bidders are requested to visit our e-tendering website regularly for any clarifications and/or due date extension or corrigendum.
  - 2.2.1.7. Bidder must positively complete online e-tendering procedure at <https://etenders.hry.nic.in>
  - 2.2.1.8. Shri Vishwakarma Skill University, Haryana shall not be responsible in any way for delay / difficulties / inaccessibility of the downloading facility from the website for any reason whatsoever.
  - 2.2.1.9. For any type of clarifications bidders/contractors can visit <https://etenders.hry.nic.in> and <http://www.svsu.ac.in>.
  - 2.2.1.10. The bidder whosoever is submitting the tender by his Digital Signature Certificate shall invariably upload the scanned copy of the authority letter.
    - 2.2.1.10.1. TENDER cost + E-service Fee and EMD Amount.
    - 2.2.1.10.2. Affidavits.
    - 2.2.1.10.3. Authority Letter to Sign on behalf of Consultant.
    - 2.2.1.10.4. Authority Letter for use of Digital Signature.
    - 2.2.1.10.5. Technical Bid with all relevant enclosures.
    - 2.2.1.10.6. All documents to be submitted by the firms should be duly attested by SELF / CA in case of Financial Documents in case these are copies of the original documents. No unattested documents will be entertained.
- The prospective bidders will upload scanned self-certified copies of requisite documents as required in e-tendering process.
- 2.2.1.11. The Tender document cost+ E-Service Fee is to be deposited online by bidder.
  - 2.2.1.12. The tenders uploaded without/incomplete/partial EMD and tender fee + E-service fees shall be disqualified.
  - 2.2.1.13. The EMD amount is to be deposited online by bidder.
  - 2.2.1.14. The tender documents fees shall not be refunded.
  - 2.2.1.15. If the tenders are cancelled or recalled on any grounds, the Tender Document Fee and e-Service Fee will not be refunded to the bidder.
  - 2.2.1.16. No Proposal will be accepted without valid TENDER cost and Earnest Money Deposit.

## 2.2.2. Technical bid: -

Bidders must positively complete online e-tendering procedure at <https://etenders.hry.nic.in>. They shall have to submit the documents as prescribed in the TENDER online in the website. The website/e-portal may accept a file sizing upto 10 MB, however, the bidders may submit their complete bids (with all the requisite documents) in multiple files.

**2.2.3. Financial bid: -**

Bidder must submit the Price/Financial bid document as per the format given in TENDER/available online and uploaded as per instructions therein. **Physical submission of price bid will not be considered.** The financial bids of technically qualified bidders shall be opened online at the notified date. The bidder can view the financial bid opening date by logging into web-site.

**2.2.4.1.** On the due date of e-tender opening, the technical bids of bidders will be opened online. Shri Vishwakarma Skill University, Haryana reserves the right for extension of due date of opening of technical bid.

**2.2.4.2.** Shri Vishwakarma Skill University, Haryana reserves the right to accept or reject any or all tenders without assigning any reason what so ever.

**2.2.4.3.** In case, due date for opening of tender happens to be a holiday, the due date shall be shifted to the next working day for which no prior intimation will be given.

**2.2.4.4.** Any change/modifications/alteration in the TENDER by the Bidder shall not be allowed and such tender shall be liable for rejection.

For amendment, if any, please visit <https://etenders.hry.nic.in> web site regularly. In case of any bid amendment and clarification, the responsibility lies with the bidders to note the same from web site. The **Shri Vishwakarma Skill University, Haryana** shall have no responsibility for any delay/omission on part of the bidder.

### **3. TERMS and CONDITIONS**

**3.1 Due date:** The tender has to be submitted online on or before the due date. The offers received after the due date and time will not be considered. No application will be considered through e-mail/fax. The bidder will be sole responsible for any delay in submitting the application.

**3.2 Tender Fee (Non-Refundable):** The Bidder should submit a non-refundable tender fee online. The Technical Bid without Tender fee would be considered as UNRESPONSIVE and it will be considered as rejected. The tender fee will not be returned/refunded to any Bidder in any circumstances eve if the tenders are cancelled or recalled on any grounds.

**3.3 Preparation of Bids:** The Technical and financial offer/bid should be submitted online. The technical bid should consist of all technical details along with commercial terms and conditions as per required item. Financial bid should indicate item wise price for the items mentioned in the technical bid.

All documents to be submitted by the firms should be self-attested or by CA in case, Financial documents are copies of the original documents. No unattested documents will be entertained.

**3.4 Earnest Money Deposit (EMD) (if applicable):** While submitting bid, the BIDDER shall deposit an amount mentioned in tender document as Earnest Money, with the Institute through the following instruments:

**3.4.1** The Bidder should submit an EMD amount online. The Technical Bid without EMD would be considered as UNRESPONSIVE and will be considered as rejected. The EMD will be refunded without any interest to the unsuccessful Bidder after the award of the work Order. The Earnest Money Deposit (EMD) in other form viz., Pay Order/Cheque etc. shall not be accepted.

**3.4.2** No interest shall be payable by the BUYER to the BIDDER on Earnest Money for the period of its currency.

**3.5 Refund of EMD:** The EMD will be returned to unsuccessful Bidders only after the award of Work Order. In case of successful Bidder, EMD will be returned after the submission of Performance Bank Guarantee. EMD will not be refunded, if the bidder does not accept the work order. In case, the offer is accepted, but not honoured by the Bidder, the EMD will be forfeited. The EMD will also be forfeited, if wrong information is furnished or any vital information is concealed in the bidding documents. If the tenders are cancelled or recalled on any grounds, the EMD will be returned to the bidder.

**3.6 Opening of the tender:** The technical bid will be opened first and a technical committee (as per specification and requirement) will examine it in presence of Bidder's representative, if available. Only one representative will be allowed to participate in the tender opening. The University may call bidders



for demonstration and presentation of the equipment during technical evaluation. **Bid received without or incomplete Tender Fee or EMD will be rejected out rightly.** The cost for the demonstration will be borne by the supplier and University will not pay any TA/DA for presentation/demonstration. If any firm fails to successfully demonstrate the system quoted by them, the Bid of that firm will not be considered.

The financial offer/bid will be opened only technically qualified bides as per the specification of the items and will be opened in the presence of the bidder's representatives subsequently for further evaluation as notified date and time. The Bidder should produce authorization letter from their company to participate in the tender opening.

**3.7 Acceptance/ Rejection of bids: The Committee reserves the right to reject any bid not fulfilling the eligibility criteria.**

**Eligibility Criteria:**

- 3.7.1** Bidder should be the manufacturer/authorized dealer/ distributors. Certificate of manufacturer/authorized dealer/ distributors should be enclosed (Annexure – IX).
- 3.7.2** Manufacturer should be Nationally Reputed Company.
- 3.7.3** Non-compliance of tender terms, non-submission of required documents, lack of clarity of the specifications, contradiction between Bidder specification and supporting documents etc. may lead to rejection of the bid.
- 3.7.4** Demo for offered items may be asked from bidder during technical evaluation.
- 3.7.5** The Agency should not have incurred any last three financial years, which is mandatory. Bidders should submit audited statement and financial assessment copy/Income Tax Return Copy showing their net balance / Profit for last three financial years.
- 3.7.6** The minimum annual turnover of bidder for last three years should not be less than Rs.50 Lacs. (Attach proof)
- 3.7.7** The Bidder must have supplied the required or similar items to Private /State Govt/PSUs with at least supply order of one item each in last three years. (Attach proof).
- 3.7.8** Bidder must have experience of minimum three years in supply of required or similar items. (proof attached)

**3.8 Force Majeure:** The Supplier shall not be liable for forfeiture of its performance, liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

**3.8.1** For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

**3.8.2** If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof. Unless

otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

- 3.9 Risk Purchase Clause:** In event of failure of supply of the item/equipment within the stipulated delivery schedule, the purchaser has all the right to purchase the item/equipment from the other sources on the total risk of the supplier under risk purchase clause.
- 3.10 Delivery Instructions:** Each item will be marked on three sides with proper paint/indelible ink, the following:
- 3.10.1** Item Nomenclature
  - 3.10.2** Order/Contract No.
  - 3.10.3** Country of Origin of Goods
  - 3.10.4** Supplier's Name and Address
  - 3.10.5** Consignee details
  - 3.10.6** Packing list reference number
- 3.11 Delivery and Documents:** Delivery of the goods should be made within a maximum of 06 weeks from the date of placement of work order at Shri Vishwakarma Skill University, Village:-Dudhola,Palwal or at that place to be informed by the SVSU. The delivery period can be extended by the Registrar, Shri Vishwakarma skill university, Gurugram, only in exceptional cases on written request of the Supplier giving reason/explaining circumstances due to which delivery period could not be adhere to. Within 24 hours of shipment, the supplier shall notify the purchaser and the insurance company by telephone/telex/fax/e mail the full details of the shipment including contract number, railway receipt number/ AAP etc. and date, description of goods, quantity, name of the consignee, invoice etc. The supplier shall email the following documents to the purchaser with a copy to the insurance company:
- 3.11.1** 4 Copies of the Supplier invoice showing contract number, goods description, quantity
  - 3.11.2-** unit price, total amount;
  - 3.11.3** Insurance Certificate if applicable;
  - 3.11.4** Manufacturer's/Supplier's warranty certificate;
  - 3.11.5** Inspection Certificate issued by the nominated inspection agency, if any
  - 3.11.6** Supplier's factory inspection report; and
  - 3.11.7** Certificate of Origin (if possible, by the beneficiary);
  - 3.11.8** Two copies of the packing list identifying the contents of each package.
  - 3.11.9** The above documents should be received by the Purchaser before arrival of the Goods (except where the Goods have been delivered directly to the Consignee with all documents) and, if not received, the Supplier will be responsible for any consequent expenses.

**3.12 Liquidated Damages (L.D)/Penalty for Non-execution of Order:** If a supplier fails to execute the order in time as per the terms and conditions stipulated therein, it will be open to the purchaser to recover liquidated damages for delay in delivery and installation from the supplier at the rate 1% (one percent) of the total cost of the material/contract per week or such other amount as the Registrar, SVSU, Gurugram may decide till the supply/work remains incomplete, provide that the total amount of the compensation shall not exceed 10% (ten percent) of the total cost of the material/contract. After the lapse of 15 days beyond the stipulated/extended period, it will be the discretion of the University to cancel the supply/work execution order at the risk and the cost of the Supplier/contractor. Besides, forfeiture of the Earnest Money, the University shall be at liberty to take such action as recovery of compensation to the extent of 10% of the amount of the supply/contract order, blacklisting, etc. An appeal against this penalty shall, however, lie with the Hon'ble Vice-Chancellor (VC), Shri Vishwakarma Skill University, Gurugram, whose decision shall be final.

**3.13 Prices:** The price should be quoted in net per unit (after breakup) and must include all packing, forwarding, freight, insurance charges, loading, unloading and delivery charges etc. may be quantified in terms of amount. These charges may not be payable against such vague statement as "packing, forwarding, freight, insurance charges, loading, unloading and delivery charges etc. extra". The offer/bid should be exclusive of taxes and duties, which will be paid by the purchaser as applicable. However, the percentage of taxes & duties shall be clearly indicated. The maintenance charges (AMC) for three years under different schemes after the expiry of the warranty period should also be mentioned.

**Charges not mentioned in the quotation/tender shall not be paid.**

**3.14 Rate contract with GEM or DS&D (Haryana):** If the bidder are on rate contract with **GEM or DS&D (Haryana)**, this shall be mentioned specifically in the offer and a photocopy of the same, duly attested, may be appended.

**3.15 Progress of Supply: Wherever applicable,** supplier shall regularly intimate progress of supply, in writing, to the Purchaser as under:

**3.15.1** Quantity offered for inspection and date

**3.15.2** Quantity accepted/rejected by inspecting agency and date

**3.15.3** Quantity dispatched/delivered to consignees and date.

**3.15.4** Quantity where incidental services have been satisfactorily completed with date

**3.15.5** Quantity where rectification/repair/replacement effected/completed on receipt of any communication from consignee/Purchaser with date.

**3.15.6** Date of completion of entire Contract including incidental services, if any

**3.15.7** Date of receipt of entire payments under the Contract (In case of stage-wise inspection, details required may also be specified).

- 3.16 Resolution of Disputes:** The dispute resolution mechanism would be as follows:
- 3.16.1** In case of Dispute or difference arising between the Purchaser and a domestic supplier relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the Vice Chancellor, Shri Vishwakarma Skill University and if he is unable or unwilling to act, the sole arbitration of some other person appointed by him willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order.
- 3.16.2** In the case of a dispute between the purchaser and a Foreign Supplier, the dispute shall be settled by arbitration in accordance with provision of sub-clause (i) above. But if this is not acceptable to the supplier then the dispute shall be settled in accordance with provisions of UNCITRAL (United Nations Commission on International Trade Law) Arbitration Rules.
- 3.16.3** The venue of the arbitration shall be the place from where the order is issued.
- 3.17 Applicable Law:** The place of jurisdiction would be Gurugram/Palwal Haryana.
- 3.18 Right to Use Defective Goods:** If after delivery, acceptance and installation and within the guarantee and warranty period, the operation or use of the goods proves to be unsatisfactory, the Purchaser shall have the right to continue to operate or use such goods until rectifications of defects, errors or omissions by repair or by partial or complete replacement is made without interfering with the Purchaser's operation.
- 3.19 Transfer and Subletting:** The supplier shall not sublet, transfer, assign or otherwise part with the acceptance to the tender or any part thereof, either directly or indirectly, without the prior written permission of the Purchaser.
- 3.20 Supplier Integrity:** The Supplier is responsible for and obliged to conduct all contracted activities in accordance with the Contract using state of the art methods and economic principles and exercising all means available to achieve the performance specified in the contract.
- 3.21 Installation & Demonstration:** The supplier is required to do the installation and demonstration of the equipment within one week of the arrival of materials at the SVSU, Village Dudhola, Distt Palwal, site of installation, otherwise the penalty clause will be the same as per the supply of equipments. In case of any damage to equipment and supplies during the carriage of supplies from the origin of equipment to the installation site, the supplier has to replace it with new equipment/supplies immediately at his own risk. Supplier will settle his claim with the insurance company as per his convenience. SVSU will not be liable to any type of losses in any form.

**3.22 Insurance:** For delivery of goods at the purchaser's premises, the insurance shall be obtained by the supplier in an amount equal to 110% of the value of the goods from "warehouse to warehouse" (final destinations) on "All Risks" basis including War Risks and Strikes. The insurance shall be valid for a period of not less than 3 months after installation and commissioning. In case of orders placed on FOB/FCA basis, the purchaser shall arrange Insurance. If orders placed on CIF/CIP basis, the insurance should be up to SVSU, Village:Dudhola Campus,Palwal

**3.23 Warranty:**

3.23.1 Warranty period shall be (as stated at "Schedule "of this tender) from date of supply /installation of Goods and acceptance at SVSU. The Supplier shall, in addition, comply with the performance and/or consumption guarantees specified under the contract. If for reasons attributable to the Supplier, these guarantees are not attained in whole or in part, the Supplier shall at its discretion make such changes, modifications, and/or additions to the Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the Contract at its own cost and expense and to carry out further performance tests. The warranty should be comprehensive on site.

3.23.2 The Purchaser shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall arrange to repair or replace the defective goods or parts within 10 days free of cost in SVSU,Village:Dudhola Campus, Palwal. The Supplier shall take over the replaced parts/goods at the time of their replacement. No claim whatsoever shall lie on the Purchaser for the replaced parts/goods thereafter. The period for correction of defects in the warranty period is 10 days. If the supplier having been notified fails to remedy the defects within 10 days, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expenses and without prejudice to any other rights, which the purchaser may have against the supplier under the contract.

3.23.3 The warranty period should be clearly mentioned. The maintenance charges (AMC) under different schemes after the expiry of the warranty should also be mentioned. The comprehensive warranty will commence from the date of the satisfactory installation/commissioning of the equipment against the defect of any manufacturing, workmanship and poor quality of the components. The above warranty certificate shall be furnished to the SVSU after the supply and installation of the required items.

**3.24 Governing Language:** The contract shall be written in English language. English language version of the Contract shall govern its interpretation. All correspondence and other documents pertaining to the Contract, which are exchanged by the parties, shall be written in the same language.

**3.25 Applicable Law:** The Contract shall be interpreted in accordance with the laws of the Union of India and all disputes shall be subject to place of jurisdiction.

**3.26 Notices:**

**3.26.1** Any notice given by one party to the other pursuant to this contract/order shall be sent to the other party in writing or by, or e mail and confirmed in writing to the other party's address.

**3.26.2** A notice shall be effective when delivered or on the notice's effective date, whichever is later.

**3.27 Taxes:** Suppliers shall be entirely responsible for all taxes, duties, license fees, octroi, road permits, etc., incurred until delivery of the contracted Goods to the Purchaser. However, GST in respect of the transaction between the Purchaser and the Supplier shall be payable extra, if so stipulated in the order.

**3.28 Payment:** For Indigenous supplies, 100% payment shall be made by the Purchaser against delivery, inspection, successful installation, commissioning and acceptance of the equipment at SVSU, Dudhola Campus in good condition and to the entire satisfaction of the Purchaser.

AMC charges will be paid at the rate quoted by the L1 firm on successful maintenance of the system for each complete year from the date of expiry of the statutory warranty period as stipulated in AMC.

**3.29 Manuals and Drawings:**

**3.29.1** Before the goods and equipment are taken over by the Purchaser, the Supplier shall supply operation and maintenance manuals. These shall be in such details as will enable the Purchaser to operate, maintain, adjust and repair all parts of the works as stated in the specifications.

**3.29.2** The Manuals shall be in the ruling language (English) in such form and numbers as stated in the contract.

**3.29.3** Unless and otherwise agreed, the goods shall not be considered to be completed for the purposes of taking over until such manuals and drawing have been supplied to the Purchaser.

**3.30 Application Specialist:** The Bidder should mention in the Techno-Commercial bid the availability and names of Application Specialist and Service Engineers in the nearest regional office. (Ref. to Annexure-VII)

The supplier may visit the Institute and see the site where the equipment is to be installed and may offer his advice and render assistance to the Institute in the preparation of the site and other pre-installation requirements.

**3.31 Spare Parts:** The Supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts

manufactured or distributed by the Supplier. Such spare parts as the Purchaser may elect to purchase from the Supplier, providing that this election shall not relieve the Supplier of any warranty obligations under the Contract; and In the event of termination of production of the spare parts; Advance notification to the Purchaser of the pending termination, in sufficient time to permit the Purchaser to procure needed requirements; and following such termination, furnishing at no cost to the Purchaser, the blueprints, drawings and specifications of the spare parts, if requested. Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares. Other spare parts and components shall be supplied as promptly as possible but in any case within six months of placement of order. **During the warranty period and AMC, Spare parts and service shall be included.**

**3.32 Defective Equipment:** If any of the equipment supplied by the Supplier is found to be substandard, refurbished, un-merchantable or not in accordance with the description/specification or otherwise faulty, The Registrar, SVSU will have the right to reject the equipment or its part. The prices of such equipment shall be refunded by the Supplier with 18% interest if such payments for such equipment have already been made. All damaged or unapproved goods shall be returned at suppliers cost and risk and the incidental expenses incurred thereon shall be recovered from the supplier. Defective part in equipment, if found before installation and/or during warranty period, shall be replaced within 7 days on receipt of the intimation from this office at the cost and risk of supplier including all other charges. In case supplier fails to replace above item as per above terms & conditions, SVSU may consider "Banning" the supplier.

No payment shall be made for rejected material nor would the Supplier be entitled to claim for such items. Rejected items would be removed by the Supplier from the site within two weeks of the date of rejection at his own cost. In case they are not removed they will be auctioned at the risk and responsibilities of the Supplier without any further notice.

**3.33 Termination for Default:**

**3.33.1** The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, terminate the Contract in whole or part:

**3.33.1.1** If the Supplier fails to deliver any or all of the Goods within the period(s) specified in the order, or within any extension thereof granted by the Purchaser.

**3.33.1.2** If the Supplier fails to perform any other obligation(s) under the Contract.

**3.33.1.3** If the Supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

**3.33.2 For the purpose of this Clause:**

**3.33.2.1 “Corrupt practice”** means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.

**3.33.2.2 “Fraudulent practice”** means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidder (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition.

**3.33.3** In the event the Purchaser terminates the Contract in whole or in part, the Purchaser may procure, upon such terms and in such manner, as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Purchaser for any excess costs for such similar Goods or Services. However, the Supplier shall continue the performance of the Contract to the extent not terminated.

**3.34 Reservation of Rights:** University reserved the right to enhance or mitigate the quantity without any notice.

**3.35 Training of Personnel:** The supplier shall be required to undertake to provide the technical training to the personnel involved in the use of the equipment at the Institute premises, immediately after completing the installation of the equipment as per Annexure-X and cost of the same shall be borne by the bidder

**3.36 Compliancy certificate:** This certificate must be provided indicating conformity to the technical specifications. (Annexure-II).

**3.37 Evaluation of Offer:**

**3.37.1** L1 will be decided on the basis of the total as quoted in the price bid.

**3.37.2** Offer which deviates from the vital conditions (as illustrated below) of the tender shall be rejected:

**3.37.2.1** Non submission of complete offers.

**3.37.2.2** Receipt of offers after due date and time and or by email / fax (unless specified other-wise).

**3.37.3** In case any BIDDER is silent on any clauses mentioned in this tender document, the Institute shall construe that the BIDDER had accepted the clauses as per the invitation to tender.

**3.37.4** No revision in the terms and conditions quoted in the offer will be entertained after the last date and time fixed for receipt of tenders.

**3.38 Negotiation of Rates:** Regarding negotiations of rates, policy issued by the State Government vide G.O. No.2/2/2010-4-IB-II dated 18.06.2013, G.O. No.2/2/2010-4-IB-II dated 16.06.2014, G.O. No.2/2/2010-4-IB-II dated 09.02.2015 will be applicable. The policy guidelines are available at <https://haryanaeprocurement.gov.in> on home page under section as Tender Forms.”



- 3.39** The Financial bids of only those bidders will be opened who qualify on the basis of their Technical Bids. The date & time of opening of the Financial bids will be intimated in the due course.
- 3.40** The offer without prescribed earnest Money, tender Fee & E-Service fee is liable to be summarily rejected. The deficiency in the remaining documents and tender requirement can be made subject to the decision by the competent authority of the university.
- 3.41** Any company/firm/dealer/manufacture black listed by Central/State Government/Autonomous organization are not entitled to submit the tender. If it is submitted, it will be rejected and Earnest Money Deposit or/and Performance security will be seized and legal action will be taken against them.
- 3.42** Any or all tenders can be rejected by the Registrar, SVSU on the recommendation of tender committee without assigning any reason at any stage. It cannot be challenged in any court.
- 3.43** Tenders which do not fulfil any or all of the above conditions or incomplete, are liable for rejection.
- 3.44** Bidder should abide to all terms and conditions stipulated in tender document for which he has to submit the affidavit.
- 3.45** The bidder may entry into a comprehensive contract for a period of two years after completion of three years' warranty period during execution of the order. Offer without such AMC shall not be considered.
- 3.46** The foreign manufacturer or their Indian representative will ensure a proper after sales service as per requirement from time to time, against the guarantee/warrantee clause as per the terms and conditions agreed. Any negligence on this account shall be the sole responsibility of foreign bidder and liability for compensation will be fixed up by the Department.
- 3.47** Legal action may be initiated against such Bidder in case any of the information submitted by the Bidder is found to be false at any stage of the contract.

## &lt;&lt; Organization Letter Head &gt;&gt;

**Technical Specification and Compliance Sheet**

The offered Model of OEM must be working in Indian Conditions, without any problems/defects. Minimum 2 performance reports to be submitted.

1. Company should have Experience in installation, Service and Training of such equipment in Indian Environment. Detailed list to be submitted.
2. OEM should have service branch in the nearest possible locations to the University; and the OEM should also have spares etc. stored in India (nearest possible location).
3. The Bidder should be able to provide support for hardware components (spares, accessories and consumables) and the software for a minimum period of 5 years from the date of commissioning.
4. The bidder should provide free updates for the software installed time to time.
5. The Bidder should provide Instruction Manuals, Operation Manuals, Safety Manuals, Training Modules, Relevant manuals, Problems with solutions, literature and standard Programme tutorials both hard and soft copy and also provide the display boards.
6. Supplier has to give full warranty of the system for Three Year.
7. All accessories (Connecting pipes/tubes/ electrical cables, etc.) will be supplied by the vendor for each unit for smooth running of vehicles.
8. Concerned Department may visit the OEM / Dealer premise before dispatch of machine.
9. Incomplete or partial bidding will not be accepted; in such case the bid will not be considered. Supplier should supply all the equipments mentioned in the tender document on turnkey basis.
10. The vehicles should be complete in all respect including spares, Consumables and accessories including for 3 years but not limitation to following. The warranty period will be three years' duration for each item on comprehensive basis.

**Specification and Requirements: -****Battery Operated Vehicles (E-Golf cart) Specification – 2 No.**

S.No.	Details of Specification	Requirement
1	Passenger Capacity	6 persons
2	Speed Range	10-30 kmph
3	Gross Weight of Vehicle	700kg or higher
4	Run Distance (Km)	40 km per charge or higher
5	Body	Dent proof ABS
6	Lighting System	Standard Light Package (LED)
7	Motor Controller	AC/DC controller

8	Motor horse power	3 kW AC/DC Motor or higher
9	Batteries	3.5kWh or higher
10	Charger	48V/20A charger or higher
11	Warranty Period of Battery, Motor and Controller	Minimum 3 Years
12	Brakes	Hydraulic Drum/Disc Brakes
13	Battery Safety Features	Overcharge protection, overdischarge protection, overdischarge current protection, short circuit protection, overvoltage protection
14	Equipped with First Aid Box	Yes
15	Equipped with Fire Extinguisher	Yes
16	Yellow colour reflective tape on front and rear side of the E-Golf Cart	Yes
17	Reverse Gear Facility	Yes
18	No. of Free Servicing	Minimum 4 Numbers per year
19	Type of Battery	Lithium Ferrous Phosphate (prismatic cell)/Lithium Ion (Panasonic/Samsung/LG/BYD)

University reserved the right to enhance or mitigate the quantity without any notice.

**Note:** All the accessories (in all respect) which shall be required to run the machine has to be supplied along with the machine.

**OTHER REQUIREMENTS:** The bidders will have to fulfil the following general requirements:

1. Monitoring and inspection: Monitoring and inspection shall be done by Representative of SVSU at site.
2. Supplier should ensure that all the safety measures has to be installed as per the existing statutory compliances while supply of vehicles.

**The bidder will have to sign with seal of firm on each & every page of this tender as a token of acceptance to our terms & conditions & submit along with technical bid.**

I have also enclosed all relevant documents in support of my claims, (as above) in the following pages.

**Signature of Bidder**

**Name:** .....

**Designation:** .....

**Organization Name:** .....

**Contact No.:** .....

**<< Organization Letter Head >>  
BID SUBMISSION**

**Online Bid Submission:**

Online system shall be followed, i.e.

- (i) Please note that in any case if price-bid/Financial Offer submitted manually then bid shall not be accepted.
- (ii) Only those proposals will be considered for opening, who have submitted their BID online by due date/time (as specified in Bid Data Sheet).

The Online bid complete in all respect. The following checklist is for the convenience of the bidders. Kindly check the following points before submitting the bids.

Sr. No.	Content	Document Submitted(Yes/No)	Page Number as per numbering given to the technical bid documents uploaded on the portal (If Applicable)
1.	All pages of the proposal have been properly numbered and signed with seal of firm by bidder/authorized signatory person only. Unattested documents will not be entertained.		-----
2.	Have submitted the Scanned copy (PDF format)of the technical proposals on e-Procurement Portal?		-----
3.	Have submitted EMD and TENDER+ E-Servicecharges on e-Procurement Portal?		-----
4.	Have you checked the eligibility Criteria and Submitted the relevant documents as proof on e-Procurement Portal?		-----
5.	Have submitted the Company PAN, GST, Registration & associated Documents etc. on e-Procurement Portal?		
6.	Have submitted the authority letter for signing the proposal on behalf bidder on e-Procurement Portal?		
7.	Have submitted the authority letter for use of digital signature on e-Procurement Portal?		
8.	Have submitted the audited Balance Sheet, Profit and Loss statement, Turnover Sheet and Income Tax Return Acknowledgement Copy for last three financial years for financial eligibility.		

9.	Have submitted the Terms and Condition as per Annexure – I		
10.	Have submitted the Technical Specification and Compliance Sheet as per Annexure – I		
11.	Have submitted the Details of Bid Submission as per Annexure - II		
12.	Have submitted the Affidavit regarding Authenticity and correctness of information/documents as per Annexure – XII		
13.	Have submitted the Affidavit regarding delisting/ blacklisting, demobilization etc. as per Annexure – XIII		
14.	Have submitted the Affidavit regarding completion of supply and installation & commissioning of Machine/Lab Equipments etc. in running condition within stipulated timeframe as per Annexure – XIV		
15.	Have submitted the Affidavit and relevant certificate/document regarding seeking benefits/concessions by Haryana based manufacturing Micro, Small and Medium Enterprises (MSEs).		
16.	Have submitted the List of Government organizations/ Department/PSU where the same products have been supplied (in last Three years) along with their contact number(s) as per Annexure-IV Note: The bidder(s) are required to submit proper proof (Purchase Order/Work Order and Performance Report) duly self-attested by bidder/authorized signatory in support of the claim.		
17.	Have submitted the List of Private Organizations where the same products have been supplied (in last Three years) along with their contact number(s) as per Annexure-V Note: The bidder(s) are required to submit proper proof (Purchase Order/Work Order and Performance Report) duly self-attested by bidder/authorized signatory in support of the claim.		
18.	Have submitted the offered Model of OEM must be working in India, without any Problems during last Three Years. Minimum 2 performance reports (out of which one should be from government organization) with Purchase Order/Work Order duly self-attested by bidder/authorized signatory to be		

	submitted as per Annexure-VI		
19.	Have submitted the Organization Declaration Sheet as per Annexure – III		
20.	Have submitted the List of application specialist / Supporting / Service Engineer and Nearest Address of service branch who have the technical competency to handle and support the quoted product during the warranty period as per Annexure - VII.		
21.	Have submitted the Manufacturer's Authorization Form (Annexure-IX)		
22.	Have submitted the Training Requirement (Annexure –X)		
23.	Have submitted the Technical supporting documents (Detailed literature/catalogue of the Product/ item.		
24.	Have submitted the TENDER corrigendum (if any) has been signed by bidder/authorized signatory and submitted on e-Procurement Portal?		
25.	Have submitted the Notice Inviting Tenders and Instructions to Bidders with sign and seal of bidder/authorized signatory?		
26.	Have submitted the financial bid as per BOQ.		

**(Signature with Seal of the Bidder)**

**Name:** .....

**Designation:** .....

**Organization Name:** .....

**Contact No.:** .....

**<< Organization Letter Head >>**  
**DECLARATION SHEET**

We, \_\_\_\_\_ hereby declare that all the information and statements made in this Proposal are true and accept that any misleading information contained in it may lead to our disqualification. I have gone through the specifications, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

This is certified that our organization has been a authorized dealer of the OEM. We further certify that our organization meets all the conditions of eligibility criteria laid down in this tender document. Moreover, OEM has agreed to support on regular basis with technology / product updates and extend support for the warranty.

We, further specifically certify that our organization has not been Black Listed/De Listed or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector Undertaking in the last three years.

Name & Address of the Bidder/ Manufacturer /authorized dealer/ distributors/agent	
Phone	
Fax	
E-mail	
Contact Person Name	
Mobile Number	
GST Number	
TIN Number	
PAN Number	
(On-line payment of Tender Fees)	
UTR No. (For Tender Fee)	
(On-line payment of EMD)	
UTR No. (For EMD)	

**Attachments:**

1. Power of Attorney in the name of authorized representative to be enclosed.
2. Affidavit(s).

**(Signature with Seal of the Bidder)**

**Name:** .....

**Designation:** .....

**Organization Name:** .....

**Contact No.:** .....



**<< Organization Letter Head >>**  
**LIST OF GOVERNMENT ORGANIZATION/DEPARTMENT/PSU**

List of Government Organizations/Department/PSU for whom the Bidder has undertaken such work during last three years (must be supported with work orders)  
**Note: The bidder(s) are required to submit proper proof (like Purchase Order/Work Order) duly attested by Gazetted Officer or Notary and client to support/ proving the claim.**

Sr. No.	Name of the organization	Name of Contact Person	Contact No.

**Signature of Bidder**

**Name:** .....

**Designation:** .....

**Organization Name:** .....

**Contact No.:** .....

**Annexure-V**

**<< Organization Letter Head >>**

**LIST OF PRIVATE ORGANIZATION**

List of Private Organizations for whom the Bidder has under-taken such work during last three years (must be supported with work orders)

Note: The bidder(s) are required to submit proper proof (like Purchase Order/Work Order) duly attested by Gazetted Officer or Notary and client to support/ proving the claim.

<b>Sr. No.</b>	<b>Name of the organization</b>	<b>Name of Contact Person</b>	<b>Contact No.</b>

**Signature of Bidder**

**Name:** .....

**Designation:** .....

**Organization Name:** .....

**Contact No.:** .....

**Annexure-VI**

**<< Organization Letter Head >>**

**LIST OF PERFORMANCE REPORT**

List of Performance Report for whom the Bidder has under-taken such work in Indian Conditions, without any Problems during last three years (must be supported with work orders)

Note: The bidder(s) are required to submit proper proof (like Purchase Order/Work Order) duly self and client to support/ proving the claim.

<b>Sr. No.</b>	<b>Name of the organization</b>	<b>Name of Contact Person</b>	<b>Contact No.</b>

**Signature of Bidder**

**Name:** .....

**Designation:** .....

**Organization Name:** .....

**Contact No.:** .....

**<< Organization Letter Head >>**  
**LIST of application specialist / supporting / Service Engineer**

<b>Name of application specialist / Service Engineer who have the technical competency to handle and support the quoted product during the warranty period.</b>		
<b>Name and Address of the organization</b>	<b>Name of Contact Person</b>	<b>Contact No.</b>

<b>S. No.</b>	<b>Nearest Address of service branch</b>	<b>Nearest Address of spares branch</b>

**Signature of Bidder**

**Name:** .....

**Designation:** .....

**Organization Name:** .....

**Contact No.:** .....

**<< Organization Letter Head >>**  
**MANDATE FORM FOR ELECTRONIC FUND TRANSFER/RTGS TRANSFER**

Date:        /        /

The Registrar  
 Shri Vishwakarma Skill University,  
 Gurugram.

Sub: Authorization for release of payment / dues from Shri Vishwakarma Skill University, through Electronic Fund Transfer/RTGS Transfer.

1. Name of the Party/Firm/Company/Institute:

2. Address of the Party:

Line 1: .....

Line 2: .....

City: .....

Pin Code: .....

E-Mail ID: .....

Mob No: .....

Permanent Account Number (PAN NO.): .....

**3. Particulars of Bank**

Bank Name		Branch Name	
Branch Place		Branch City	
Pin Code		Branch Code	
MICR No.			
(9 Digit number appearing on the MICR Bank of the Cheque supplied by the Bank, please attach a Xerox copy of a cheque of your bank for ensuring accuracy of the bank name, branch name and code number)			
IFS Code:(11-digit alphanumeric code)			
Account Type	Saving <input type="checkbox"/>	Current <input type="checkbox"/>	Cash Credit <input type="checkbox"/>
Account Number			

**DECLARATION**

I hereby declare that the particulars given above are correct and complete. If any transaction delayed and not effected for reasons of incomplete or incorrect information I shall not hold Registrar, Shri Vishwakarma Skill University, responsible. I also undertake to advise any change in the particulars of my account to facilitate updating of records for purpose of credit of amount through NEFT/RTGS Transfer.

Place: .....

Date: .....

Signature & Seal of the Authorized Signatory of the Party

---

Certified that particulars furnished above are correct as per our records

Bankers Stamp:  
.....

Date:

**Signature of the Authorized Official from the Bank**

N.B: Please fill in the information in CAPITAL LETTERS, computer typed; please TICK wherever it is applicable.

**<< Manufacturer Letter Head >>**  
**MANUFACTURERS' AUTHORIZATION FORM**

[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer.

Date: [insert date (as day, month and year) of Bid Submission]

Tender No.: [insert number from Invitation for Bids]

To: [insert complete name and address of Purchaser]

WHEREAS

We [insert complete name of Manufacturer], who are official manufacturers of [insert type of goods manufactured], having factories at [insert full address of Manufacturer's factories], do hereby authorize [insert complete name of Bidder] to submit a bid the purpose of which is to provide the following Goods, manufactured by us [insert name and or brief description of the Goods], and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with the Terms and Conditions, with respect to the Goods offered by the above firm.

Signed: [insert signature(s) of authorized representative(s) of the Manufacturer]

Name: [insert complete name(s) of authorized representative(s) of the Manufacturer]

Title: [insert title]

Duly authorized to sign this Authorization on behalf of: [insert complete name of Bidder]

Dated on ..... day of ..... [insert date of signing]

**<< Organization Letter Head >>**  
**Training Requirement**

1.	Product Description	.....(Tender Name)
2.	No. of Attendees	University staff
3.	No. of Days	1 Week or as per the requirement
4.	Type of Training	Operational Training and Maintenance Training

Proper Training of 1 weeks (full day) or as per the requirement has to be given by the qualified engineer of the firm to the university staff without any additional cost.

**Signature of Bidder**

**Name:** .....

**Designation:** .....

**Organization Name:** .....

**Contact No.:** .....



**<< Organization Letter Head >>  
Financial Proposal (to be submitted online only)**

**Financial Proposal**

To  
The Registrar,  
Shri Vishwakarma Skill University, Haryana,  
Transit office: Plot No. 147, Sector 44,  
Gurugram (Haryana).

**Sub: Financial Bid /proposal for “ \_\_\_\_\_ ”**

Dear Sir,

We are pleased to quote/submit our financial proposal for the “ \_\_\_\_\_ ”.

I/We \_\_\_\_\_ organization here with enclose the Financial Proposal for selection of my/our firm for that tender. For TENDER, **our Financial Proposal submitted in BOQ on online procurement portal.**

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the Proposal, i.e. 180 days from the last date notified for submission of the proposal.

1. Delivery Mode: - Delivery at University, at site or at that place to be informed by the SVSU.
2. Delivery Period: Within maximum of 06 weeks from the date of placement of purchase order.
3. Terms of payment: For Indigenous supplies, 90% payment shall be made by the Purchaser against delivery, inspection, successful installation, commissioning and acceptance of the equipment at SVSU, Gurugram/Dudhola Campus in good condition and to the entire satisfaction of the Purchase and 10% amount shall be hold in respect of bank guarantee as per the AMC terms and conditions in the MOU.

**NOTE: Financial Proposal must be submitted online in BOQ format only. If financial bid submitted manually than bid shall not be accepted in any circumstances.**

Signature: .....

Name: .....

Business Address: .....

.....

Affix Rubber Stamp: .....

Place: .....

Date: .....

**Affidavit regarding Authenticity and correctness of information/documents**

**||SPECIMEN AFFIDAVIT||**

(On Non Judicial Stamp of Rs. 100/-)

To  
The Registrar,  
Shri Vishwakarma Skill University, Haryana,  
Transit office: Plot No. 147, Sector 44,  
Gurugram (Haryana).

In response to the Tender No. .... for .....  
(Name of the Tender) dated ..... for quoting against the Tender as an  
owner/Director/Proprietor of M/s .....

I/we ..... who is/are ..... (status in the  
firm/company) and competent for submissions of the affidavit on behalf of M/S  
..... (Organization/Manufacturer/authorized dealer/  
distributors/agent) do hereby solemnly affirm an oath and state that:

I/we am/are fully satisfied for the correctness of the certificates/records submitted in  
support of the following information in bid documents which are being submitted in  
response to notice inviting e-tender No. ....

We also agreed to buyer for Integrity Pact terms and conditions as applicable from  
time to time as per government rules.

I/we am/are fully responsible for the correctness of following self-certified  
Information/ documents and certificates:

1. That the self-certified information given in the bid document is fully true and authentic.
2. That:
  1. The proof of online deposit of EMD and cost of TENDER/bid document + E-service charges and other relevant documents provided are authentic.
  2. Information regarding financial qualification and annual turnover is correct.
  3. Information regarding various technical qualifications is correct.

**Signature with Seal of the Deponent (Bidder)**

I/we, \_\_\_\_\_ above deponent do hereby certify that the facts  
mentioned in above are correct to the best of my knowledge and belief. Verified  
today \_\_\_\_\_ (dated) at \_\_\_\_\_ (place).

**Signature with Seal of the Deponent (Bidder)**

***Note: Affidavit duly notarized in original shall submit in the Office of Shri Vishwakarma Skill University, Haryana, Transit office: Plot No. 147, Sector 44, Gurugram (Haryana) on Technical Presentation day/date.***

**Affidavit regarding delisting/blacklisting, demobilization etc.**

**||SPECIMEN AFFIDAVIT||**

(On Non Judicial Stamp of Rs. 100/-)

To  
The Registrar,  
Shri Vishwakarma Skill University, Haryana,  
Transit office: Plot No. 147, Sector 44,  
Gurugram (Haryana).

In response to the Tender No. .... for .....  
(Name of the Tender) dated ..... for quoting against the Tender as an  
owner/Director/Proprietor of M/s .....

I/we \_\_\_\_\_ who is/are\_\_\_\_\_ (status in the  
firm/company) and competent for submissions of the affidavit on behalf of  
M/S\_\_\_\_\_ (Organization/Manufacturer/authorized dealer/  
distributors/agent) do hereby solemnly affirm an oath and state that:

The firm/agency should not be black-listed/de-listed/debarred/ demobilized for  
poor or unsatisfactory performance from any project by Govt. of India/Any other State  
Govt./Haryana Govt. or its Departments/agencies etc.

**Signature with Seal of the Deponent (Bidder)**

I/we, \_\_\_\_\_ above deponent do hereby certify that the facts  
mentioned in above are correct to the best of my knowledge and belief. Verified  
today\_\_\_\_\_ (dated) at \_\_\_\_\_ (place).

**Signature with Seal of the Deponent (Bidder)**

***Note: Affidavit duly notarized in original shall submit in the Office of Shri Vishwakarma Skill University, Haryana, Transit office: Plot No. 147, Sector 44, Gurugram (Haryana) on Technical Presentation day/date.***

**Affidavit regarding completion of supply, Installation and Maintenance of Fully electric, Battery Operated E –Vehicles -- Golf cart in running condition within stipulated time frame**

**||SPECIMEN AFFIDAVIT||**

(On Non Judicial Stamp of Rs. 100/-)

To  
The Registrar,  
Shri Vishwakarma Skill University, Haryana,  
Transit office: Plot No. 147, Sector 44,  
Gurugram (Haryana).

In response to the Tender No. .... for .....  
(Name of the Tender) dated ..... for quoting against the Tender as an  
owner/Director/Proprietor of M/s .....

I/we \_\_\_\_\_ who is/are\_\_\_\_\_ (status in the  
firm/company) and competent for submissions of the affidavit on behalf of  
M/S\_\_\_\_\_ (Organization/Manufacturer/authorized dealer/  
distributors/agent) do hereby solemnly affirm an oath and state that:

We further certify that our organization meets all the conditions of eligibility criteria  
laid down in this tender document. Moreover, OEM has agreed to support on regular  
basis with technology / product updates and extend support for the warranty.

We hereby declare that our firm will **Supply, Install and Maintain Fully electric,  
Battery Operated E –Vehicles -- Golf cart** as per Technical Specification and installation  
& commissioning of the vehicles in working condition within the time frame as  
enumerated in the tender document.

we/I further declare that if any delay is found in delivery/installation and the offer is  
not accepted partially or fully by our firm(s) the performance security or EMD  
furnished as per the tender document is liable to be forfeited and no objection of being  
blacklisted in these circumstances.

**Signature with Seal of the Deponent (Bidder)**

I/we, \_\_\_\_\_ above deponent do hereby certify that the facts  
mentioned in above are correct to the best of my knowledge and belief. Verified  
today\_\_\_\_\_ (dated) at \_\_\_\_\_ (place).

**Signature with Seal of the Deponent (Bidder)**

**Note: Affidavit duly notarized in original shall submit in the Office of Shri  
Vishwakarma Skill University, Haryana, Transit office: Plot No. 147, Sector 44,  
Gurugram (Haryana) on Technical Presentation day/date.**

**(AN AGREEMENT BETWEEN SHRI VISHWAKARMA SKILL UNIVERSITY AND THE SUPPLIER) \***

Shri Vishwakarma Skill University (SVSU), Enacted under Government of Haryana Act No.25 of 2016 having its transit office at Plot No-147, Sector-44, Gurugram, Haryana represented through its authorized signatory ..... **(Name of Registrar)**, Registrar (which expression shall unless repugnant to the context or meaning there off includes its successors and assigns) here in after referred to as **SVSU** or Owner or the **First Party**.

And

Firm Name..... having its office at ....., through its authorized signatory ..... **(Name & Post)**, (which expression shall unless repugnant to the context or meaning there off includes its successors and assigns) here in after referred to as execution Manufacturers/Authorized Dealers/Distributors/Agent or the **Second Party**.

Whereas SVSU has invited Tender No. .... for ..... (Name of the Tender) dated ..... and M/s ..... (Firm Name) submitted its proposal in this regard. SVSU after considering its negotiation offer has decided to engage ..... (Firm Name) as executing agency for Tender No. .... for ..... (Name of the Tender) dated .....

Firm Name..... (execution **Agency**) is hereby agreed to take the Tender No. .... for ..... (Name of the Tender) at the quoted negotiation rates, terms and conditions contained the TENDER, Work Order/Purchase Order and duly communications of the above said work.

Now, therefore, in consideration of the mutual covenants herein contained, it is hereby agreed between the parties as follows: -

The agreement shall come into force immediately and shall remain valid until the final completion of the job or cancelled by the Bidder (The Registrar, Shri Vishwakarma Skill University, Haryana) as per the time schedule described in the tender document.

All the terms and conditions and Technical specifications contained in the Tender No. .... for ..... (Name of the Tender) dated ..... shall be the part of this agreement.

Firm Name..... (execution **Agency**) hereby declare that I shall remain bound and abide by the rates, terms and conditions and technical specifications of the aforesaid as well as TENDER, Work Order/Purchase Order and due communications of the above said work.

In Witness Whereof, the parties here to have caused this agreement to be signed in their respective names as of this day and year first above written.

**Signed by**

**Buyer: SVSU, Gurugram**  
**Signature with seal**  
**Date & Place**

**Bidder:**  
**Signature with seal**  
**Date & Place**

**In presence of (Witnesses)**

1.

1.

2.

2.

**\*Note-This Contract is to be Signed on Rs. 100/- Non Judicial Stamp paper within 15 days after receiving purchase Order/Work Order from buyer.**

(Please put the initials at each page)

**SAMPLE FORMAT**

(Subject to modification as per suitability of system and project requirement)

Annual Maintenance Contract (AMC) for maintenance of Battery Operated E – Golf Cart (BOGC) supplied and installed by M/S ..... for three years (warranty three years plus two years AMC).

This Annual Maintenance Contract (AMC) is executed between \_\_\_\_\_, represented by its \_\_\_\_\_ herein after called as Ist. party and M/S .....

..... herein after called as 2nd party, for maintenance of ..... sets of.....for a period of five years with effect from .....AD, supplied, installed and commissioned vide purchase order No-----

Dated..... in .....village covering ..... blocks of..... Districts.

The 2nd party will maintain these ..... Systems as per the terms and conditions mentioned here under.

1. It has been envisaged in the purchase order No ..... / SVSU ..... under clause No ..... that these ..... sets of ..... (including battery) shall be warranted against any manufacturing defect and bad workmanship at least for a period of two from the date of commissioning. As these systems have been commissioned and handed over to the 1st party. During ..... all these systems, as such are covered under warranty period up to.....

Hence the 2nd party is fully responsible for their trouble free maintenance.

2. The 2nd party is liable to rectify / remove any defect noticed within the aforesaid period free of cost. The 2nd party is fully responsible for any defect noticed within the above warranty period and is liable for rectification/ replacement of the defective components/ systems free of cost.

- The 2nd party will impart training to the users on day to day repair and maintenance of the systems to the users
  - An amount of 10% of the ordered value shall be kept as fees towards Performance guarantee for a period of 5 years of warranty & maintenance. After expiry of the successful and satisfactory maintenance period of 5 years which remains valid up to ..... AD, the security deposit / PGF shall be returned to the 2nd party thereafter only.
- 3 The AMC includes repair/ replacement of all spares and consumable, including battery during the maintenance period.
  4. The 2nd party shall undertake the periodical maintenance work of these ..... sets prescribed formats attached herewith (Format-I) on the 10th of every succeeding quarter duly countersigned by the concerned Assistant Registrar (General Branch), SVSU / Authorised Officer, SVSU, Dhudola.
  5. The 2nd party should be in readiness to attend to the defects of any system (out of these ..... Sets), as and when required by the beneficiary/ 1st party and ensure rectification of defects and restore functionality within fifteen days of lodging the complaints. The 2nd party shall furnish the status report after the maintenance work are over, which shall invariably bear the signature of the user as per the format.
  6. For carrying out the AMC effectively, the 2nd party shall establish at least one service center deployed within the State. The 2nd party shall maintain the following facilities at the service center for ensuring highest level of services to the end user.
    - (a) Adequate trained manpower specifically trained by the 2nd party for carrying out the service activities.
    - (b) Adequate provisions for record keeping which shall inter-alia include the following. Details of system supplied within the command area of the service station including full name and address of end user, system and sub-system serial numbers and records of routine maintenance carried out (duly signed by the end user). History record sheets of maintenance done.
    - (c) Adequate spares for ensuring least down time of an individual systems.
  7. Separate bills/ invoices in triplicate enclosing the prescribed formats duly filled in are to be submitted by the 2nd party to 1st party for effecting payment after end of each year from the date of maintenance of the systems.
  8. Certificates in support of successful maintenance of the system(s) shall be obtained from the users which should be countersigned by the Assistant Registrar (General and Transport Branch), SVSU / Authorized Officer, SVSU in token of verification of maintenance done.
  9. It will be the liberty of the 1st party to cross check the systems



maintained by the 2nd party. Random verification of the maintenance may be carried out by the 1st party wherever necessary.

10. The 2nd party may continue to maintain the gadgets after expiry of the maintenance period of 5 years, provided the beneficiaries/ 1 st party desires.
11. For adjudication of any dispute between the two parties arising on execution of this AMC, the matter shall first be brought to the notice of Competent Authority, SVSU.
12. In case, there will be no amicable settlement of the issues, the matter can be referred to the court of law having jurisdiction at Palwal only.

The Annual Maintenance contract is signed jointly between the two parties today i.e on dated ..... day of 20.... and shall come into force from the date of its signature(s).

For and on behalf of National Academy for and on behalf of  
for and on behalf of

M/S of ..... (1<sup>st</sup> Party)

.....  
(2nd party) with Seal