



# **SHRI VISHWAKARMA SKILL UNIVERSITY**

(Enacted Under Government of Haryana, Act No. 25 of 2016)

Transit Office: Plot No. 147, Sector-44, Gurugram (Haryana)

Phone: 0124-2746800 Visit us at: [www.svsu.ac.in](http://www.svsu.ac.in)

## **Tender Document for Supply and Installation of Psychology Laboratory**

**Tender No: SVSU/SFASH/2023/To2**

**Dated: 17-05-2023**

# 1. Notice Inviting Tenders

**Sub: Notice Inviting Tenders for “Supply and Installation of Psychology Laboratory”.**

Shri Vishwakarma Skill University, Haryana invites online Tender: **“Supply and Installation of Psychology Laboratory”** 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 (<https://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

<b>1.</b>	<b>Tender No</b>	<b>SVSU/SFASH/2023/To2</b>
<b>2.</b>	<b>E-Service Fee + GST</b>	<b>1000/- + 180/- = 1180/- (Rupees One Thousand One Hundred Eighty Only)</b>
<b>3.</b>	<b>Tender Fee + GST</b>	
	(1) For Haryana based manufacturing Micro and Small Enterprises (MSEs) & Khadi Village Industries Unit 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.	<b>NIL</b>
	(2) For Haryana based manufacturing Startups/First Generation Entrepreneurs eligible as per State policy “Concession/benefits in Public Procurement to Startups/First Generation Entrepreneurs of State” issued vide G.O No.2/2/2016-4I B-II dated 03.01.2019.	<b>NIL</b>
	(3) For remaining bidders both from the Haryana and Non Haryana	<b>1000/- + 180/- = 1180/- (Rupees One Thousand One Hundred Eighty Only)</b>
<b>4.</b>	<b>EMD Amount</b>	
	(1) For Haryana based manufacturing Micro and Small Enterprises (MSEs) & Khadi Village Industries Unit eligible as per the “Haryana State Public Procurement Policy for MSME	<b>NIL</b>

	-2016” notified vide G.O. No. 2/2/2016-4I BII (1) dated 20-10-2016.	
	(2) For Haryana based manufacturing Startups/First Generation Entrepreneurs eligible as per State policy “Concession/benefits in Public Procurement to Startups/First Generation Entrepreneurs of State” issued vide G.O No.2/2/2016-4I B-II dated 03.01.2019.	<b>NIL</b>
	(3) Central or Haryana Public Sector Enterprises and “approved sources” as declared by the Industries Department, Haryana	<b>NIL</b>
	(4) For remaining bidders both from the Haryana and Non Haryana	<b>02% of Tender Value</b>
<b>5.</b>	<b>Performance Security</b>	
	Haryana Based manufacturing Micro and Small Enterprises (MSEs)	0.2% of the Total Order Value or estimated value of the rate contract
	Haryana Based Manufacturing Startups/First Generation Entrepreneurs	0.2% of the Total Order Value or estimated value of the rate contract
	Haryana based other firms/enterprises	2% of the Total Order Value or estimated value of the rate contract
	Other States/UTs based firms	5% of the Total Order Value or estimated value of the rate contract
	# Haryana based MSEs and Startups/First Generation Entrepreneurs will be eligible for performance security deposit @ 0.2% who have filed Entrepreneurs Memorandum (Micro or Small Enterprise category) in the Industries Department Haryana and who participate directly in the tendered/quoted items and offering to supply the entire quoted quantity manufactured from their own Haryana based unit.	
<b>6.</b>	Product Warranty Period	<b>1 Year</b>
<b>7.</b>	Issue of Tender Document (Date of uploading of Tender & other Documents) (online)	<b>17/05/2023 at 17:00 Hrs.</b>
<b>8.</b>	Online Tender Download/Purchase Start Date	<b>17/05/2023 at 17:00 Hrs.</b>
<b>9.</b>	Last date for receipt of queries through Mail	<b>19/05/2023 Up to 11:00 Hrs.</b>
<b>10.</b>	Date of pre bid meeting	<b>19/05/2023 at 14:30 Hrs.</b>
<b>11.</b>	Online proposal Submission Start Date	<b>17/05/2023 at 17:00 Hrs.</b>
<b>12.</b>	Online proposal Submission End Date	<b>27/05/2023 Up to 18:00 Hrs.</b>
<b>13.</b>	Opening of Technical Bid	<b>30/05/2023 at 14:00 Hrs.</b>
<b>14.</b>	Technical Presentation	<b>Subsequent date to be informed later.</b>
<b>15.</b>	Financial Bid	<b>Subsequent date to be informed later.</b>



<b>16.</b>	Validity period of Proposal	180 Days from the opening of financial bid.
<b>17.</b>	Address of Communication	<b>Registrar</b> <b>Shri Vishwakarma Skill University,</b> Plot 147, Sector 44, Gurugram Haryana - 122003
<b>18.</b>	Contact Officer Name, Phone Number and Email ID for this tender	<b>Mr. Amit Vashist</b> <b>7015961188</b> <a href="mailto:tenders@svsu.ac.in">tenders@svsu.ac.in</a>

**Note:**

- Tender document can also be downloaded from University Website [www.svsu.ac.in](http://www.svsu.ac.in)
- Amendments to TENDER, if any, would be published on e-procurement website <https://etenders.hry.nic.in> only and not in newspaper.
- The concessions/benefits to MSMEs/startup subject to fulfillment/eligible as per Haryana State Public Procurement Policy for MSME -2016 notified vide G.O. No. 2/2/2016-4I BII (1) dated 20-10-2016 and turnover criteria as per Haryana Government (or as amended from time to time in this regard).
- Queries will be sent to the Officer appointed for this tender. Each Bidder will send only one e-mail containing the Pre-Bid Queries, as per format mentioned below. In case of more than one e-mail, only the queries provided in the first e-mail will be considered.

<b>S. No.</b>	<b>Clause/Section/Reference/ Page/Paragraph</b>	<b>Existing clause/RFP Text</b>	<b>Queries/suggestions</b>
1.			



## **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

### 2.1. Subject: Invitation for “Supply and Installation of Psychology Laboratory”

Shri Vishwakarma Skill University, invites online Bids (Technical bid and Financial bid) from eligible and experienced OEM (Original Equipment Manufacturer) OR OEM Authorized Dealer/Distributors/Agent for **Supply and Installation of Psychology Laboratory** with warranty period as stated at “Schedule “on site comprehensive warranty from the date of the satisfactory installation/commissioning of the equipment as per 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 E- service Fee, Tender Fee and EMD amount online as per the schedule to <https://etenders.hry.nic.in>.

### 2.2. INSTRUCTIONS TO BIDDER FOR E-TENDERING

**Note:** Following conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable. Interested bidders can read the instructions related to e-tender system from the website [www.etenders.hry.nic.in](http://www.etenders.hry.nic.in).

#### 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 <https://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.
- 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 III 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 working 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/obligation 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 <https://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 followings.
  - 2.2.1.10.1.** Affidavits.
  - 2.2.1.10.2.** Authority Letter to Sign on behalf of bidder.
  - 2.2.1.10.3.** Authority Letter for use of Digital Signature.
  - 2.2.1.10.4.** Technical Bid with all relevant enclosures.
  - 2.2.1.10.5.** The prospective bidders will upload scanned self-attested copies of technical bid as required in e-tendering process. Unattested documents will not be entertained.
- 2.2.1.11.** The Tender document cost+ E-Service Fee and EMD amount is to be deposited online by bidder.
- 2.2.1.12.** The tenders uploaded without/incomplete/partial EMD amount and tender fee + E-service fees shall be disqualified and Proposal will not be accepted.
- 2.2.1.13.** Any change/modifications/alteration in the TENDER by the Bidder shall not be allowed and such tender shall be liable for rejection.

**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 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 (BOQ) as per the format given in TENDER/available online and uploaded as per instructions therein. **Physical submission of price bid shall not be**



**considered.** The financial bids of technically qualified bidders shall be opened online at the notified date.

- 2.2.4.** For amendment, if any, please visit <https://etenders.hry.nic.in> web site regularly. In case of any bid addendum/amendment/corrigendum/Notice/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.



<< **Organization Letter Head** >>**3. TERMS and CONDITIONS**

- 3.1 Due date:** The tender has to be submitted online on or before the due date. No application will be received through post/e-mail/fax. The University would not be responsible for any delay.
- 3.2 Tender Fee and E-Service Fee (Non-Refundable):** The Bidder should submit a non-refundable tender fee and e-service fee online. The Technical Bid without Tender fee would be considered as UNRESPONSIVE and will not be accepted. The tender fee will not be returned/refunded to any Bidder under any circumstances. If the tender is cancelled or recalled on any grounds, the Tender Document Fee and e-Service Fee will not be refunded to the bidder.
- 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. Financial bid should indicate the price for the items mentioned in the technical bid. All pages of the technical bid have been signed with seal of firm by bidder/authorized signatory. Unattested documents will not be entertained.

Revision in the technical bid and financial bid quoted in the offer will not be entertained after the last date and time fixed for receipt of tenders.

- 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 not be accepted. 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 without any interest to unsuccessful Bidders only after the award of Purchase Order. In case of successful Bidder, EMD will be returned without any interest after the submission of Performance Bank Guarantee.

EMD will not be refunded, if the work order/purchase order is not accepted by the successful Bidder. In case, the offer is accepted, but not honoured by the successful 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 tender document. Apart from it, he will be



liable for any other action against him, as may be considered necessary by the Vice-Chancellor.

If the tender is cancelled or recalled on any grounds, the EMD will be returned to the bidder.

### **3.6 Opening of the tender:**

- 3.6.1** 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.
- 3.6.2** The bid will be opened by a committee duly constituted for this purpose in presence of Bidder's representative if available. Only one representative will be allowed to participate in the tender technical bid opening. The Bidder if interested may participate on the tender opening Date and Time.
- 3.6.3** Bid received without or incomplete Tender Fee or EMD will be rejected out rightly.
- 3.6.4** Tenders which do not fulfil any or all of the terms & conditions or incomplete, are liable to be rejected.
- 3.6.5** Incomplete bidding will not be accepted; in such case the bid will not be considered.
- 3.6.6** The technical bid will be opened first and it will be examined by a technical committee (as per specification and requirement).
- 3.6.7** The financial offer/bid will be opened only of those bidders who qualify on the basis of their Technical Bid and will be opened in the presence of the bidder/bidder's representatives subsequently for further evaluation. Only one representative will be allowed to participate in the Financial bid opening. The date & time of opening of the Financial bids will be intimated in the due course.
- 3.6.8** The Bidder should produce authorization letter from their company to participate in the technical bid opening, Technical Presentation and Financial bid opening.
- 3.6.9** The University may call bidders for demonstration and presentation of the equipment during technical evaluation. 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.
- 3.6.10** Sample for offered items may be asked from tender during technical evaluation.
- 3.6.11** 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.

### **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. Letter of Authorization from original equipment manufacturer (OEM) specific to the tender should be enclosed (Annexure – VIII).
- 3.7.2** An undertaking from the bidder is required stating that they would facilitate the tenderer on a regular basis with technology/product updates and extend support for the warranty as well. (Annexure-IV)
- 3.7.3** Bidder should be registered Company, should have GST number and supporting documents to be submitted.
- 3.7.4** 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.
- 3.7.5** Incomplete Tender such as unsigned Tender, late submitted Tender, conditional Tender, not confirming to the eligibility criteria and non-submitting Technical specification & compliance sheet with supporting documents or with any vaguer term such as ‘Extra as applicable’, will be considered as rejected.
- 3.7.6** In the tender, either the bidder on behalf of the Principal/OEM or on behalf of Principal/OEM itself can bid but both cannot bid simultaneously for the same item/product in the same tender.
- 3.7.7** If a distributor submits bid on behalf of the Principal/OEM, the same distributor shall not submit a bid on behalf of another Principal/OEM in the same tender for the same item/product.
- 3.7.8** The Agency should not have incurred any loss for the last 3 financial years which is mandatory. Bidders should submit audited Balance Sheet, Profit and Loss statement, Turnover Sheet and Income Tax Return Acknowledgement Copy for last three financial years.
- 3.7.9** The bidder should submit Minimum 2 satisfactory/good performance reports for the items supplied/under-taken such work in India during last 3 years along with their work order/purchase order copy duly self-attested by bidder/authorized signatory, out of which one should be from government organization.

### **3.8 Performance Security:**

- 3.8.1** Performance Bank Guarantee is mandatory.
- 3.8.2** The Successful Bidder shall require to submit the performance security/Guarantee for an amount (as stated at “Schedule “of this tender) in the form of irrevocable bank guarantee issued by any Indian Nationalized Bank for an amount which is stated at the “Schedule” of the tender document within 21 days from the date of receipt of work order/purchase order and should be kept valid for a period of 180 days beyond the date of completion of warranty period. The Performance security in other form viz., FD/Term Deposit Receipt etc. shall not be accepted.
- 3.8.3** The Successful Bidder should submit performance security/Guarantee as prescribed above to be received in the office of procurement department.



- 3.8.4** The Performance Bank Guarantee should be established in favour of Shri Vishwakarma Skill University,” through any Bank situated at Gurugram or outstation with a clause to enforced the same on their local branch at Gurugram. Performance Bank Guarantee shall be for the due and faithfully performance of the contract and shall remain binding, notwithstanding such variations, alterations for extensions of time as may be made, given, conceded or agreed to between the successful Bidder and the purchaser under the terms and conditions of acceptance to tender.
- 3.8.5** If the supplier shall not submit the performance security within 21 days from the date of receipt of work order/purchase order and if there is delay in submission of performance security, purchase order may be cancelled. The competent authority may accept the performance security after the above mentioned deadline of 21 days’ subject to submission of justification by the Bidder, however the decision of the competent authority is final in this regard.
- 3.8.6** The successful Bidder is entirely responsible for due performance of the contract in all respects according to the speed, intent and meaning of the terms and conditions and specification and all other documents referred to in the acceptance of tender.
- 3.8.7** The performance bank guarantee shall be kept valid during the period of contract.
- 3.9 Force Majeure:** The Supplier shall not be liable for forfeiture of its performance security, 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.
- 3.9.1** 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.
- 3.9.2** 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.
- 3.10 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 source on the total risk of the supplier under risk purchase clause.
- 3.11 Delivery and Documents:** Delivery of the goods should be made within a maximum of 06 weeks from the date of receipt of purchase order/work order at Shri Vishwakarma Skill University, Dudhola, Palwal – 121102, Haryana or at that place to be informed by the SVSU. The material should be



packed in a strong case so as to avoid any damage, theft or pilferage in the transit. In case of any damage, theft or pilferage, the responsibility shall be that of the supplier. The supplier shall mail the following documents to the purchaser:

- 3.11.1** 4 Copies of the Supplier invoice showing invoice number, goods description, quantity, unit price, total amount
- 3.11.2** Manufacturer's/Supplier's warranty certificate

**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 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.

The installation and demonstration will be completed within one month from the delivery/supply of the material, if the bidder fails to install and demonstrate the material on time then the Registrar will be competent to impose penalty @ 1% per week of the purchase order or such other amount as the Registrar may decide till the supply/work remains incomplete, provided that the entire amount of penalty shall not exceed 10% of the total amount of Purchase order.

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/Performance Security, 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.

Note: It is mentioned that both, delivery penalty and installation penalty can also be imposed simultaneously.

If the Liquidated Damage exceeds 10% of the order value, SVSU reserves the right to terminate the contract and SVSU will get the job completed by any other competent party. The difference of cost incurred by SVSU will be recovered from the Earnest Money Deposited/Performance Security submitted by the bidder.

**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, delivery charges, Excise duty/custom duty, Installation, commissioning, demonstration and training etc. may be quantified in terms of amount. The offer/bid should be exclusive of GST, which will be paid by the purchaser as applicable. However, the percentage of GST shall be clearly



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

- 3.14 Rate contract with GEM or DS&D (Haryana):** If the bidder or their Principals 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 Resolution of Disputes:** The dispute resolution mechanism would be as follows:
- 3.15.1** 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.
  - 3.15.2** 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.
  - 3.15.3** The venue of the arbitration shall be the place from where the order is issued.
- 3.16 Applicable Law:** The place of jurisdiction would be Gurugram/Palwal Haryana.
- 3.17 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.
- 3.18 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.
- 3.19 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.



**3.20 Installation & Demonstration:** The supplier is required to do the installation and demonstration of the equipment within one month of the arrival of materials at the Shri Vishwakarma Skill University, Dudhola, Palwal – 121102, Haryana or at that place to be informed by the SVSU, site of installation, otherwise the penalty clause defined in Clause “Liquidated Damages (L.D)/Penalty for Non-execution of Order”. 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. SVSU will not be liable to any type of losses in any form.

**3.21 Warranty:**

**3.21.1** Warranty period shall be (as stated at “Schedule “of this tender) from date of successful/satisfactory inspection report and acceptance of the equipment/material/goods by the SVSU for each item/system on comprehensive basis.

**3.21.2** 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.

**3.21.3** 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 Shri Vishwakarma Skill University, Dudhola, Palwal – 121102, Haryana or at that place to be informed by the SVSU. 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.

**3.21.4** 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.

**3.22 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.



- 3.23 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.
- 3.24 Notices:**
- 3.24.1** 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 cable, telex, FAX or e mail and confirmed in writing to the other party's address.
- 3.24.2** A notice shall be effective when delivered or on the notice's effective date, whichever is later.
- 3.25 Bid Currencies:** Prices shall be quoted in Indian National Rupee (INR).
- 3.26 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.
- 3.27 Payment:** For Indigenous supplies, 100% payment shall be made by the Purchaser against successful/satisfactory delivery, inspection, installation, commissioning, demonstration, training, inspection report and acceptance of the equipment/material/goods at Shri Vishwakarma Skill University, Dudhola, Palwal – 121102, Haryana or at that place to be informed by the SVSU in good condition and to the entire satisfaction of the Purchaser and on production of unconditional performance bank guarantee as specified in Clause of tender terms and conditions. Payment shall be released on receipt of the valid original bills in triplicate complete in all respect.
- 3.28 User list:** The List of Government Organizations/Department/PSU, List of Private Organizations and List of Performance Report for whom the Bidder has undertaken such work during last Three years must be provided. (Annexure-V).
- Note:** The bidder(s) are required to submit proper proof (Purchase Order/Work Order) duly self-attested by bidder/authorized signatory in support of the claim. Without Purchase Order/Work Order, experience and performance report shall not be considered.
- 3.29 Manuals, Literature and Drawings:**
- 3.29.1** Bidder should submit the Standard Size, Space requirement and lab drawing/design layout in the Technical Bid.
- 3.29.2** The detailed literature/catalogue of the quoted instrument and its accessories should also be attached with the Technical Bid. The specifications claimed by the firm should be clearly mentioned in the literature/catalogue also.
- 3.29.3** Before the goods and equipment are taken over by the Purchaser, the Supplier shall supply operation manuals 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.

- 3.29.4** The Bidder should provide Instruction Manuals, Safety Manuals, Training Modules, Relevant manuals, Problems with solutions, Study material for students prospective, literature and standard Programme tutorials both hard and soft copy and also provide the display boards.
- 3.29.5** The Manuals shall be in the ruling language (English) in such form and numbers as stated in the contract.
- 3.29.6** Unless and otherwise agreed, the goods equipment 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 names of Application Specialist and Service Engineers in the nearest regional office in the Technical Bid. (Ref. to Annexure-VI)

**3.31 Site Preparation:** The supplier shall inform to the Institute about the site preparation, if any, needed for the installation of equipment, immediately after the receipt of the purchase order. The supplier must provide complete details regarding space and all the other infrastructural requirements needed for the equipment, which the Institute should arrange before the arrival of the equipment to ensure its timely installation and smooth operation thereafter.

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.

**3.32 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.

**3.33 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 faculty/expert committee (committee constituted by The Registrar/Dean Academic/Dean Faculty) 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



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 defective item as per above terms & conditions, SVSU may consider "Banning" the supplier and the Earnest Money Deposit (in pre-contract stage) and/or Security Deposit/ Performance Bank Guarantee (after the contract is signed) shall stand forfeited either fully or partially, as decided by the university competent authority and the authority shall not be required to assign any reason therefore.

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.

### **3.34 Termination for Default:**

**3.34.1** 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:

**3.34.1.1.** 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.

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

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

### **3.34.2 For the purpose of this Clause:**

**3.34.2.1.** “**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.

**3.34.2.2.** “**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.

**3.34.3** 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.

- 3.35 Reservation of Rights:**
- 3.35.1** The University reserved all the right to enhance or mitigate the quantity without any notice.
  - 3.35.2** The University reserves all the right to accept or reject any or all tenders without assigning any reason what so ever at any stage and no further correspondence will be entertained in this regards.
  - 3.35.3** The University reserved all the right to change any Date, Time and condition of Tendering without assigning any reasons.
  - 3.35.4** The acceptance or rejection of the technical bid/tender will be the sole decision of the university.
  - 3.35.5** The university is not bound to accept any Proposal, and reserves the right to annul the selection process at any time prior to award of Contract without thereby incurring any liability to the Consultant.
  - 3.35.6** The University reserved all the right to call/demand any document from the bidder as and when required or to reject the bid.
- 3.36 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-IX
- 3.37 Technical compliance:** The technical compliance report must be provided to indicating conformity to the technical specifications and agree to comply with the requirements and intent of specification. (Annexure-II)
- 3.38 Evaluation of Offer:**
- 3.38.1** L1 will be decided on the basis of the policy guidelines issued by Government of Haryana vide G.O. No. 2/2/2010-4I-BIII of dated 19/12/2011 (or as amended from time to time in this regard).
  - 3.38.2** If in the event of a tie in L1 in the Financial bid, the university will negotiate with all the eligible bidders and the bidder whose quotes are lower than other bidders will be declared as L1.
  - 3.38.3** Offer which deviates from the vital conditions (as illustrated below) of the tender shall be rejected:
    - 3.38.3.1** Non submission of complete offers.
    - 3.38.3.2** Receipt of offers after due date and time and/or by post/email / fax (unless specified other-wise).
- 3.39 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.”
- 3.40 Sanctions for Violations:** Any breach of the aforesaid terms & Conditions and Technical Specification, requirements & conditions by the bidder or any one employed by it or acting on its behalf (whether with or without the



knowledge of the bidder) shall entitle the buyer to take all or any one of the following actions, wherever required:

- 3.40.1** To immediately call the pre-contract negotiations with other bidders without assigning any reason or giving any compensation to the bidder. However, the proceedings with the other bidder(s) would continue.
- 3.40.2** The Earnest Money Deposit (in pre-contract stage) and/or Security Deposit/Performance Bank Guarantee (after the contract is signed) shall stand forfeited either fully or partially, as decided by the buyer and the buyer shall not be required to assign any reason therefore.
- 3.40.3** To immediately cancel the contract, if already signed without giving any compensation to the bidder.
- 3.40.4** To recover all sums already paid by the buyer, and in case of an Indian bidder with interest thereon at 2% higher than the prevailing Prime Lending Rate of State Bank of India, while in case of a bidder from a country other than India with interest thereon at 2% higher than the LIBOR. If any outstanding payment is due to the bidder from the buyer in connection with any other contract for any other stores, such outstanding payment could also be utilized to recover the aforesaid sum and interest.
- 3.40.5** To encase the advance bank guarantee and performance guarantee/warranty bond, if furnished by the bidder, in order to recover the payments, already made by the buyer, along with interest.
- 3.40.6** To cancel all or any other contracts with the bidder. The bidder shall be liable to pay compensation for any loss or damage to the buyer resulting from such cancellation/rescission and the buyer shall be entitled to deduct the amount so payable from the money(s) due to the bidder.
- 3.40.7** To debar the bidder from participating in future bidding processes of the University for a minimum period of two years, which may be further extended at the discretion of the buyer.
- 3.40.8** Forfeiture of Performance Bank Guarantee in case of a decision by the buyer to forfeit the same without assigning any reason for imposing sanction for violation.
- 3.40.9** 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.

**3.41 BID SIGNING:** The Tender must be signed by authorized signatory of the bidding firm/company on each page of the bid, along with seal of the firm/company.

**3.42 Conditional Bid:** Conditional Bid is not acceptable. Hence, the supplier is advised neither to alter the specification nor to mention anything on the Tender form, except cost, signature with seal, otherwise his Tender will not be considered. Conditional tenders will not be entertained at all and are liable to be rejected summarily.



There should not be any alterations in the bidding documents. In case any alteration is found at any stage, the tender shall be liable for rejection summarily without further appeal.

- 3.43 Delivery Period and Installation Period Extension:** The supply order(s) shall be executed within the time specified in this regard. However, in case of Force Majeure / reasons beyond control of the supplier/ explaining circumstances due to which delivery period could not be adhere to, he may make a written request to the Registrar for grant of extension for delivery period and/or installation period. The written request in this regard should clearly spelling out such reasons.

The Registrar, if he is satisfied of such reasons and further that the requested extension will not be detrimental to the interests of the university, may grant extension for a reasonable period for delivery and installation of the goods. The supplier would be required to indemnify the university against any loss on account of downfall of the price during the extended period.

- 3.44 Contacting to SVSU Officers:** Bidder shall not approach SVSU officers beyond office hours and/or outside SVSU office premises from the time of the Bid opening to the time of finalization of successful bidder. Any effort by bidder to influence SVSU office in the decision on Bid evaluation, bid comparison or finalization may result in rejection of the Bidder's offer. If the bidder wishes to bring additional information to the notice of SVSU, it should be in writing.

- 3.45 Forfeiture of EMD/ BG/Performance Security:** EMD/ BG/Performance Security made by bidder may be forfeited under the following conditions:

- 3.45.1** During the evaluation process, if a bidder indulges in any such activity as would jeopardize the process, the decision of SVSU regarding forfeiture of EMD shall be final and shall not be called upon question under any circumstances.
- 3.45.2** If bidder violates any of the provisions of the terms and conditions of the proposal.
- 3.45.3** In case supplier fails to fulfil the all terms & conditions and Technical Specification, requirements & conditions, SVSU may consider "Banning" the supplier and the Earnest Money Deposit (in pre- contract stage) and/or Security Deposit/Performance Bank Guarantee (after the contract is signed) shall stand forfeited either fully or partially, as decided by the SVSU and the SVSU shall not be required to assign any reason therefore.
- 3.45.4** In the case of a successful bidder, if bidder fails to:
- 3.45.4.1.** Accept the work order along with the terms and conditions.
  - 3.45.4.2.** Furnish performance security.
  - 3.45.4.3.** Violates any of the work conditions of this proposal or indulges in any such activities as would jeopardize the work.
  - 3.45.4.4.** Submitting false/misleading information/ declaration/ documents/ proof/etc.



**3.45.5** The decision of SVSU regarding forfeiture of EMD/ BG shall be final and shall not be called upon to question under any circumstances, besides, forfeiture of EMD/ BG even the bidder will be deferred from participating in any job for a period of two years.

**3.46** **Amendment of Tender Document:** At any time before the deadline for submission of tender, SVSU may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective firm, modify the Tender document by amending, modifying and/or supplementing the same. All prospective firms shall be notified of any amendments on e-tender website and/or SVSU web site and all such amendments shall be binding on them without any further act or deed on SVSU's part. The prospective firms are advised to periodically browse e- tender website and/or university website [www.svsu.ac.in](http://www.svsu.ac.in) to find out any further addendum/amendment/corrigendum/Notice/clarification published with respect to this tender. In case of any bid addendum/amendment/corrigendum/Notice/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. In the event of any amendment, SVSU reserves the right to extend the deadline for the submission of the bids, in order to allow prospective Bidders reasonable time in which to take the amendment into account while preparing their bids.

**3.47** **Model Clause for Land Border Sharing Countries with India:** As per the Order of Ministry of Finance, Department of Expenditure, Public Procurement Division. F.No. 6-18-2019-PPD Date 23/07/2020, any bidder from such countries sharing a land border with India will be eligible to bid in any procurement whether of goods, services (including consultancy services and non-consultancy services) or works (including turnkey projects) **only if the bidder is registered with the Competent Authority**, Specified in Model Clause and Certificate Annex –XVI.

The Competent Authority for the purpose of Registration under this order shall be the Registration Committee constituted by the Department for Promotion of Industry and Internal Trade (DPIIT).

Bidders can read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India as per the Order of Ministry of Finance, Department of Expenditure, Public Procurement Division. F.No. 6-18-2019-PPD Date 23/07/2020.

A certificate for the same shall be submit by the bidder as Specified in Model Clause and Certificate Annex –XVI.

**3.48** **Special Terms and Conditions:**



- 3.48.1** The offer without complete or partial prescribed earnest Money, tender Fee & E-Service fee is liable to be summarily rejected.
- 3.48.2** The deficiency in the documents and tender requirement can be made subject to the decision made by procurement department/all the tender committees individually has a right to call/demand any document from the bidder as and when required or to reject the bid. Procurement department/all the tender committees individually are empowered to take any action/decision /requirement of documents at any stage.
- 3.48.3** Any company/firm/dealer/manufacturer 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 Depositor/and Performance security will be seized and legal action will be taken against them.
- 3.48.4** The firm/agency/bidder 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. for which he has to submit the affidavit.
- 3.48.5** Bidder should abide to all terms and conditions and Technical Specification stipulated in tender document and supply and installation & commissioning of Machine/Lab Equipment's etc. in running condition within stipulated time frame for which he has to submit the affidavit.
- 3.48.6** Bidder should submit affidavit for Authenticity and correctness of information/documents stipulated in tender document.
- 3.48.7** Bidder should submit the Affidavit and relevant certificate/document regarding seeking benefits/ concessions by Haryana based manufacturing Micro, Small and Medium Enterprises (MSEs) and Startups/First Generation Entrepreneurs (If Applicable)
- 3.48.8** The foreign manufacturer or their Indian representative will ensure a proper service after sale as per requirement from time to time, against the guarantee/warranty 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.
- 3.48.9** Reference, information and certificates from the respective clients certifying technical and execution capability should be signed and the contact numbers of all such clients should be mentioned. The University may also independently seek information regarding the performance from the clients and visit referred customers' consortium partner in India/Abroad at bidder cost.
- 3.48.10** 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.
- 3.48.11** The concessions/benefits to MSMEs/startup subject to fulfillment/eligible as per Haryana State Public Procurement Policy for MSME -2016 notified vide G.O. No. 2/2/2016-4I BII (1) dated 20-



10-2016 and turnover criteria as per Haryana Government (or as amended from time to time in this regard).

- 3.48.12** All the terms and conditions and Technical specifications contained in the Tender document shall be the part of this agreement.
- 3.48.13** Supplier should supply all the equipment's mentioned in the tender document on turnkey basis. Incomplete or partial bidding will not be accepted; in such case the bid will not be considered. Supplier should supply all the equipment's mentioned in the tender document.



<< **Organization Letter Head** >>**4. Technical Specification and Compliance Sheet**

**Tender Criterion:** The purpose of buying the lab/equipment is for the proper education of students & make them employable in Industry. Hence the equipment availability & reliability should be in high order with the latest version. To ensure flawless service back up and 100% equipment availability without any downtime is necessary.

1. The offered Model of OEM must be working in India, without any Problems.
2. The bidder should have Experience in installation, Service and Training of such lab/equipment in Indian Environment.
3. 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).
4. The Bidder should be able to provide support for hardware components (spares, accessories and consumables) and software for a minimum period of 10 years from the date of commissioning.
5. The bidder should provide free updates for the software installed time to time (If applicable).
6. The Bidder should provide Instruction Manuals, Operation Manuals, Safety Manuals, Training Modules, Relevant manuals, Problems with solutions, Study material for students prospective, literature and standard Programme tutorials both hard and soft copy and also provide the display boards.
7. The warranty period shall be (as stated at "Schedule "of this tender) from date of successful/satisfactory inspection report and acceptance of the equipment/material/goods by the SVSU for each item/system on comprehensive basis.
8. All accessories (Connecting pipes/tubes/ electrical cables, etc.) will be supplied by the vendor for each unit for smooth running of Lab.
9. Concerned Department may visit the OEM premise before dispatch of machine.
10. Supplier should supply all the equipment's mentioned in the tender document on turnkey basis. Incomplete or partial bidding will not be accepted; in such case the bid will not be considered. Supplier should supply all the equipment's mentioned in the tender document.
11. The systems should be complete in all respect including spares, Consumables and accessories but not limitation to following.

**Specification and Requirements: -**

S. No.	Name of Items (Full Specifications are given above)	Quantity Required	Compliance as per Specification (Y/N)	Country of Origin
1	Achievement Test by A. K. Singh and A. Sen Gupta	1		
2	Bell's Adjustment Inventory - Student Form (English)	1		
3	Adjustment Inventory for School Students by A. K. P. Sinha and R. P. Singh (English):	1		
4	Marital Compatibility Index by N K Chaddha& Vandana Chopra (English):	1		
5	Marital Adjustment Inventory by H. M. Singh (English):	1		



6	Global Adjustment Scale (GAS) Form A - by Sanjay Vohra	1		
7	Problem Behaviour Checklist by V. Veeraraghavan and Dogra	1		
8	Anxiety, Depression, and Stress Scale by Pallavi Bhatnagar	1		
9	Stress Coping Strategies Scale by Manish Kumar Sharma and Surbhi Sharma	1		
10	Stress Management Scale by V. Kaushik and N ACharpe	1		
11	Comprehensive Anxiety Test by H. Sharma, R.L. Bharadwaj, and M. Bhargava	1		
12	Academic Anxiety Scale for Children by A.K Singh and A. Senguptha	1		
13	Death Anxiety Scale by Upinder Dhar, Savitha Mehtha, and Santosh Dhar	1		
14	Fear of Personal Death by Rajamanickam (English)	1		
15	Scale for Assessing Academic Stress by Dr. Udyakumar Sinha	1		
16	David's Battery of Differential Abilities	1		
17	Mechanical Ability and Information Scale by Sanjay Vohra	1		
18	Engineering Aptitude Test Battery by Swarn Pratap	1		
19	Alcohol and Drug Attitude Scale by Sunil Saini, Sandeep Singh	1		
20	Scientific Aptitude Test Battery by K.K. Agarwal	1		
21	Teaching Aptitude Test Battery by R.P.Singh and S.N. Sharma	1		
22	Aptitude Battery for Career Counseling by Narinder Singh	1		
23	Multidimensional Aptitude Battery-II (MAB-II): Indian adaptation by Douglas N Jackson & Narender K Chadha	1		
24	Bogardus Social Distance Scale	1		
25	Attitude Scale by Chauhan and Saroj Aurora	1		
26	Sexual Attitude Scale by Amith Abraham	1		
27	Adolescents' Holistic Scientific Attitude Scale by S.P. Gaikwad and S. A. Sonawane	1		
28	Attitude Scale on Self Harm by Neerja Gautam.	1		
29	Marriage Attitude Scale by Pramod Kumar	1		
30	Alcohol and Drug Attitude Scale by Sunil Saini & Sandeep Singh	1		
31	Spirituality Attitude Scale by Akbar Husain, Musaddiq Jahan, Ashfia Nishat, Roomana N. Siddiqui, and Mohd. Akram	1		



32	Prejudice Scale by R. L. Bharadwaj and Harish Sharma	1		
33	Cognitive Capabilities Test for Transition Period by Vasudhara Padmanabhan	1		
34	Meta Cognition Inventory by PunitaGovil	1		
35	P.G.I. Battery for Assessment of Mental Efficiency in the Elderly by Adarsh Kohli, S.K. Verma and D. Pershad	1		
36	Passi Test of Creativity by B.K. Passi	1		
37	Divergent Production Abilities by K.N.Sharma	1		
38	Children's Curiosity Scale by D. Rajeev Kumar	1		
39	Creativity Test in Real Life Situation by Arvinder Singh and Ajayakumar Choudhury	1		
40	Rosenweig Picture Frustration Test by Udai Parekh, R .S. Devi, and S. Rosenweig (Adults)	1		
41	Picture Frustration Study for Children by Udai Parekh	1		
42	Aggression Scale by G. P. Mathur and Rajkumari Bhatnagar	1		
43	Conflictive Thoughts Analysis Inventory by C. G. Deshpande	1		
44	Social Behaviour Scale by Ashok Kumar Erigala and Laurence Kharluni	1		
45	Home Environment Inventory by A. Akthar& S B Saxena	1		
46	Family Pathology Scale by V. Veeraraghavan and A. Dogra	1		
47	RINAPS Family Relations Test: A Projective Test by Dr. Amool Ranjan, Dr. Masroor Jahan, and Dr. Jay Kumar Ranjan	1		
48	Emotional Intelligence Scale by Ankul Hyde, SanjyotPethe and Upinder Dhar	1		
49	Social Intelligence Scale by N.K.Chadha and Usha Ganeshan	1		
50	Spiritual Intelligence Scale by Santosh Dhar and Upindhar Dhar	1		
51	Developmental Screening Test by Bharat Raj	1		
52	Non-verbal Test of Intelligence by Atmanand Sharma	1		
53	Pediatric Developmental Screening Test by A Puri & D. Pershad	1		
54	Bhatia's Battery of Performance Test of Intelligence	1		
55	Sports Emotional Intelligence Test by C. D. Agashe and R. D. Helde	1		
56	Multiple Intelligence Scale by Surabhi Agarwal & Dr. Suraksha Pal	1		
57	Children's Intelligence Scale by Dwarka Pershad and Neha Jain	1		
58	Career Options Awareness Scale by S Anand	1		



59	Vocational Interest Record by P. Kulshreshtha	1		
60	Comprehensive Interest Schedule by Sanjay Vohra	1		
61	Career Maturity Inventory by Nirmal Guptha	1		
62	Career Commitment Scale by Mihir Kumar Mallick and Komal Sharma	1		
63	Career Conflict Scale by Aneet Kumar and Rekha	1		
64	Conformity Behaviour by S. N. Rai	1		
65	Perceived Loneliness Scale by Praveen Kumar Jha	1		
66	Specific Learning Disability: Comprehensive Diagnostic Battery by Manju Mehtha	1		
67	Screening and Diagnostic Test of Dyslexia-J by Zeenath Khan and Dandegaonker	1		
68	Autism Spectrum Disorder Questionnaire by Dr. Udaykumar Sinha	1		
69	Diagnostic Test of Attention Deficit Disorder by Anmol R Singh, Masroor Jahan, Babu P and RINPAS (Ranchi)	1		
70	Behavioural Checklist for Screening the Learning Disabled by Smriti Swarup and D. H. Mehta	1		
71	Zeigarnik Effect Test	1		
72	P. G. I. Memory Scale by D. Pershad and N. N. Wig	1		
73	I I P Memory Scale by Dr. Dwarka Pershad and Prof. Tej Bahadur Singh	1		
74	Achievement Motivation Scale (n-achievement scale) by Prathibha Deo and Asha Mohan	1		
75	Achievement Motivation Test (N-Ach)-Projective by Pratibha Deo and Asha Mohan	1		
76	Motivation Analysis Test (English): MAT	1		
77	Social Motives Scale by R. N. Singh and Mahesh Bhargava	1		
78	Need Pattern Scale by Asha Hinger, Uma Mittal & Poonam Janjani	1		
79	Dimensions of Temperament Scale by N.K. Chadha and S. Chandana	1		
80	Social Maturity Scale by Nalini Rao	1		
81	Social Loafing (Facilitation) Scale by Q. G. Alamand .Ramji Srivastava	1		
82	Emotional Maturity Scale Dr. K S Roopa and Sairabanu. Daragad	1		
83	Emotional Stability Test for Children by A. Sengupta and A. K. Singh	1		
84	Emotional Competence Scale by R.L. Bharadwaj and H. Sharma	1		
85	Moral Judgment Test by Durganand Sinha and Meera Varma	1		



86	Moral Development Scale by Alpana Sen Gupta and Shagufta Fakhruddin	1		
87	Murthy's Empathy Scale (MES) By: Prof. C.G. Venkatesh Murthy	1		
88	P. G. I. Battery of Brain Dysfunction by D. Pershad and S. K. Verma	1		
89	Medico-Psychological Questionnaire by J. Bharath Raj	1		
90	Pain Questionnaire by Dr. Udyakumar Sinha and IBHAS Delhi	1		
91	Psycho-Physiological State Inventory by Sanjay Vohra	1		
92	Presumptive Stressful Life Event Scale by Gurmeet Singh, Dalbir Kaur and H. Kaur	1		
93	Cornell Medical Index Health Questionnaire by N. N. Wig, D. 1Pershad and S. K. Verma Male and Female both	1		
94	Mental Health Battery by A. K. Singh and Alpana Sengupta	1		
95	P. G. I. Health Questionnaire N-1 by S. K. Verma, N. N. Wig and D. Pershad	1		
96	P. G. I. General Well-being Measure by S. K. Verma and Anita Verma	1		
97	Psychological Well-Being Scale by D. S. Sisodia and Pooja Choudhary	1		
98	Comprehensive Battery of Scale of Entrepreneurship by V. P. Sharma	1		
99	Short Employee Attitude Scale by H. C. Ganguly	1		
100	Long Employee Attitude Scale by H. C. Ganguly	1		
101	Quality of Work Life Scale by Santosh Dhar, Upinder Dhar and Rishu Roy	1		
102	Organizational Climate Scale by SanjyotPethe, Sushma Chaudhari and Upinder Dhar	1		
103	Workers Personality Scale by Sanjay Vohra	1		
104	Occupational Self Efficacy Scale by SanjyotPethe, Sushma Chaudhari and Upinder Dhar	1		
105	Leader Behaviour Scale by Asha Hinger	1		
106	Leadership Effectiveness Scale by D Upinder Dhar and SanjyotPethe	1		
107	Job Satisfaction Scale by Amar Singh and T. R. Sharma	1		
108	Home Management Scale by Haseen Taj and M. Hemalatha	1		
109	Occupational Stress Scale by Suman Dalal and Sarla Rani	1		
110	Life Satisfaction Scale by Pramod Kumar and Jayshree Dhyani	1		
111	Team Cohesion Scale by Vinod Dumblekar and Upinder Dhar	1		



112	Learned Optimism Scale by S. Pethe, S. Chaudhari, S. Dhar and U. Dhar	1		
113	Organizational Conflict Scale by Santhosh Dhar & Upindhar Dhar	1		
114	Job Burnout Scale by Zaki Akhtar	1		
115	Perceived Work Environment Scale by S. M. Khan	1		
116	Work Place Exploitation Scale by Ramandeep Kaur and Meena Jhamat	1		
117	Organizational Communication Scale by S Dhar and U Dhar	1		
118	16 P.F. Questionnaire by Cattell and IPAT Staff –Indian Print all form	1		
119	HSPQ Form 'A' b- Indian	1		
120	Children Personality Questionnaire (English) Indian Print	1		
121	Agreeableness Measuring Scale by Rishi Pal, and Nidhi Jain	1		
122	Risk Taking Questionnaire by P. N. Arora and V. Sinha	1		
123	Eyeseck Personality Questionnaire-Revised	1		
124	Well-Being Index by V. L. Chauhan and Varsha Sharma	1		
125	Suicidal Ideation Scale by D.S. Sisodia and V. Bhatnagar	1		
126	Trauma Assessment Scale by J.D. Moorjani and Manika, M. Saxena, and L. Goyal	1		
127	Schizophrenia Screening Test by Dr. Sachin Kumar Dwivedi	1		
128	Anorexia Test by Vijaya Lakshmi Chouhan and Aditi Banerjee	1		
129	Big Five Personality Inventory by Arun Kumar Singh and Ashok Kumar	1		
130	Neurosis Measurement Scale by M. P. Uniyal and Abha Rani Bisht	1		
131	Clinical Analysis Questionnaire by R. B. Cattell and S. Krug (English) - Indian Print	1		
132	Mental Depression Scale by L N Dubey	1		
133	Beck Depression Inventory	1		
134	Eight State Questionnaire by Curran and Cattell (English) - Indian Print	1		
135	Behavioural Deviance Scale by N. S. Chauhan and Saroj Aurora	1		
136	Conduct Disorder Test by Deepak Ramotra	1		
137	Rorschach Ink Blot Test by Herman Rorschach	1		
138	Thematic Apperception Test by Murray (TAT)	1		
139	Thematic Apperception Test (Indian adaptation) by Uma Choudhury	1		
140	Femininity, Dominance, and Sociability Projective Inventories by Geetika Patnaik and B.N. Puhan	1		



141	Sentence Completion Test by L.N. Dubey and Archana Dubey	1		
142	Family Relationship Inventory by G. P. Sherry and J. C. Sinha	1		
143	Parent Child Relationship Scale by P Nalini Rao	1		
144	Multi-Dimensional Parenting Scale by S N. S. Chauhan and C. P. Khokhar	1		
145	Parental Involvement Scale by Rita Chopra and Surabala Sahoo	1		
146	Peer Pressure Scale by Sunil Saini and Sandeep Singh	1		
147	Dimensions of Rigidity Scale by N. K. Chadha	1		
148	Interpersonal Exploitation Scale by SanjyotPethe, Sushama Chaudhari and Upinder Dhar	1		
149	Narcissism Scale by Sagar Helode, Basir Hassan and R. D. Helode	1		
150	Happiness Scale by Himanshi Rastogi and JankiMoorjani	1		
151	Women Social Freedom Scale by L. I. Bhusan	1		
152	Coping Strategies Scale by V. Punia and P. Devi	1		
153	Delinquency Proneness Scale by Rita Chopra and S. Kaur	1		
154	Peer Victimization Scale by Sunita Bist and Manju Gera	1		
155	Socio-Economic Status Scale by Ashok K. Kalia and Sudhir Sah (Urban &Rural)	1		
156	Self-Concept Questionnaire by R. K. Saraswat	1		
157	Self-Perception Measuring Scale by K. G. Agarwal	1		
158	Self Esteem Scale by Roopa and Sairabanu	1		
159	Self-Understanding Test by Akhtar Bano and Sushma Talesara	1		
160	Self Confidence Scale by Ms. Malkeet Kaur and Dr. Franky Rani	1		
161	Self-Actualization Scale by Hardeo Ojha	1		
162	Study Habit Inventory by M.N. Palsane and S. Sharma	1		
163	Study of Value Test by R.K. Ojha and M. Bhargava	1		
164	Value Conflict Scale by R.L. Bharadwaj	1		
165	Mobile Phone Addiction Scale by A. Velayudhan and S. Srividya	1		
166	Internet Addiction Scale by Damandeep Kaur Gulati, Jose J. Kurisunkal and MamtaBakliwal	1		
167	Psychological Counselling Need Scale by Vijay Laxmi Chauhan and Gunjan Ganotra Aurora	1		
168	Adolescents Pre-Marital Life Partner Expectation by Reeta Kumari and Pushp Lata	1		
169	Domestic Violence Against Women Scale by Himanshi Rastogi and Janki D. Moorjani	1		
170	Life Style Scale by S.K. Bawa& S. Kaur	1		
171	Eve Teasing Scale for Girls by Deepa Ghoosh	1		



172	Emotional Violence Scale (Against Women) by S. K. Bawa and S. Kaur.	1		
173	Criminal Propensity Scale by Arjun Singh and Neelam Sharma	1		
174	Bullying Assessment Scale by Chandra Kumari and Vasudha Sharma	1		
175	Adult Challenges Scale by P.Badgujar and S.Gir	1		
176	Psychological Capital Assessment Scale by R. Rani and M. Choudhary	1		
177	Violence Scale by B. Thomas	1		
178	Gender Equality Scale by B Thomas	1		
179	I I P Aggression Scale by Kranti Kumar	1		
180	Scale of Positive Life Orientation by Manju Aggarwal & Ajit K Dala	1		
181	Locos of Control Scale Shrivastava & Shrivastana	1		
182	Attitude towards morality by D. Banerjee	1		
183	WAIS-R	1		
184	Psychopathology Check List	1		
185	Reven Progressive Matrices	1		
186	AAMD Adaptive Behavior Scale	1		
187	Beck Anxiety Inventory	1		
188	Beck Depression Inventory	1		
189	Beck Depression Inventory - 2nd Ed	1		
190	Beck Hopelessness Scale	1		
191	Bender Gestalt Test	1		
192	Cattell Infant Intelligence Scale	1		
193	Child Behavior Checklist	1		
194	Dissociative Experiences Scale	1		
195	Eating Disorder Inventory - 2nd Ed	1		
196	Rogers Criminal Responsibility Assessment Scales	1		
197	Sixteen Personality Factor Questionnaire	1		
198	Stanford-Binet Intelligence Scale - 5th Ed	1		
199	Symptom Checklist 90 - Revised	1		
200	Automated Working Memory Assessment by Allway	1		
201	Academic Stress Scale by R.Bala ji Rao	1		
202	Cognitive Abilities test for Transition Period Vasundhra Padmanabhan	1		
203	PGI Battery for Assessment of Mental Efficiency in the elderly: Kohli, Verma	1		
204	Developmental Screening Test, Bharat Raj	1		
205	Career Options Awareness Scale, S.Anand	1		
206	Conformity Behavior, S.N. Rai	1		
207	Diagnostic Test for Learning Disability, Smriti Swaroop and Mehta	1		
208	Recall of Completed and Incomplete Task, Zeigarnic Effect	1		
209	Need Pattern Scale, Hinger, Mittal, Janjani	1		





210	Social Loafing Scale, Alam and Ram ji Shrivastava	1		
211	Moral Development Scale by Alpana Sen Gupta, Fakhruddin	1		
212	Medico-Psychological Questionnaire (Adult), J. Bharath Raj	1		
213	Psycho-Physiological State Inventory, Sanjay Vohra	1		
214	Cornell Medical Index Health Questionnaire, N.N.Wig, Parsh	1		
215	Organizational Climate Scale, Sanjyot Pethe, S.Chaudhary, Dhar	1		
216	Workers Personality Scale, Sanjay Vohra	1		
217	Risk Taking Questionnaire, P.N.Arora, V.Sinha	1		
218	Interpersonal Exploitation Scale, Sanjot Pethe, S.Chaudhary, Dhar	1		
219	Pre-Marital Life Partner Expectation Scale, Reeta Kumari, Pushp Lata	1		
220	Bullying Assessment Scale By, Chandra Kumari and Vashudha Sharma	1		
221	Eye Perimeter (Table Model) (with color bits - Performance):	1		
222	Muller Lyre Illusion board	1		
223	Aesthesiometer	1		
224	Memory Drum Electrical Variable speed	1		
225	Reaction Time Apparatus for Simple. Choice, & Discriminative R.T. (For both auditory and visual).	1		
226	Depth Perception Box Electrical	1		
227	Discriminatory weight Box	1		
228	Card sorting Tray	1		
229	Division of Attention with I/C	1		
230	Size Constancy Apparatus (Performance)	1		
231	Human Maze Electronics with Timer	1		
232	Hand steadiness Tester	1		
233	Concept Formation in Multiple Choice Situations (Performance): Yerke's Multiple Choice Apparatus	1		
234	Color Preference apparatus	1		
235	Blind Goggles 2 pair	1		
236	Phi-Phenomenon Appratus	1		
237	Electronics Tachistoscope	1		
238	Dato Stress Inventory	1		
239	Image after Effect	1		
240	Leg & Back Dynamometer	1		
241	Kinesthetic Figural After Effect	1		
242	Grip Dynamometer	1		
243	Galton Bar Aluminum	1		
244	Horizontal vertical illusion	1		
245	Kinesthesiometer	1		
246	Hand withdrawal Apparatus	1		



247	GSR Biofeedback	1		
248	EMG Biofeedback	1		
249	EEG Biofeedback	1		
250	Alpha Biofeedback	1		
251	Beta Biofeedback	1		
252	Theta Biofeedback	1		
253	Participant/ Client/ Patient /Relexation Chair	1		
254	Sphygmomanometer Mercury (BP Check)	2		
255	Stethoscope	2		
256	Thermometer Glass	5		
257	Finger Tapping Board with Electrical Counter Stand	1		
258	Eye-hand Coordination Test Apparatus	1		
259	Division of Attention Box (with electrical counters):	1		
260	Koh's Block Design Test (Performance):	1		
261	Pass-Along Test (Performance):	1		
262	Mirror Drawing Apparatus with Electronic Digital Error Counter (Performance):	1		
263	Stop clock – Electronic (Digital)-Loud Star-104A 2 item	2		
264	Stop Watch – Electronic (Pacer Make)	5		
265	Photograph's of Eminent Psychologists: A set of 13 Laminated (on 8mm board) photographs of Freud, Adler, Jung, W. Wundt, I. Pavlov, Ebbinghaus, Hull, Guthrie, Skinner, Galton, Cattell, Binet, Thorndike.	1		
266	Photograph of Eminent Indian Psychologist	1		
267	Brain Model- with Arteries (imported)	1		
268	Anatomical Poster	5		
269	Anatomical models	5		
270	Health education posters	5		

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. Bidder should ensure that the routine work should not hamper during installation and commissioning.
2. Monitoring and inspection: Monitoring and inspection shall be done by Representative of SVSU at site.
3. Bidder should ensure that all the safety measures has to be installed as per the existing statutory compliances while designing the lab.
4. Bidder required the detailed layout and 3D design approval from the SVSU before installation and commissioning of the lab.

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.

<b>Sr. No.</b>	<b>Content</b>	<b>Document Submitted (Yes/No)</b>	<b>Page Number as per numbering given to the technical bid documents uploaded on the portal (If Applicable)</b>
<b>1.</b>	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.		-----
<b>2.</b>	Have submitted the Scanned copy (PDF format) of the technical proposals on e-Procurement Portal?		-----
<b>3.</b>	Have submitted EMD and TENDER+ E-Service charges on e-Procurement Portal?		-----
<b>4.</b>	Have you checked the eligibility Criteria and Submitted the relevant documents as proof on e-Procurement Portal?		-----
<b>5.</b>	Have submitted the Company PAN, GST, Registration & associated Documents etc. on e-Procurement Portal?		
<b>6.</b>	Have submitted the authority letter for signing the proposal on behalf bidder on e-Procurement Portal?		
<b>7.</b>	Have submitted the authority letter for use of digital signature on e-Procurement Portal?		
<b>8.</b>	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.		
<b>9.</b>	Have submitted the Terms and Condition as per Annexure – I		
<b>10.</b>	Have submitted the Technical Specification and Compliance Sheet as per Annexure – II		

Sr. No.	Content	Document Submitted (Yes/No)	Page Number as per numbering given to the technical bid documents uploaded on the portal (If Applicable)
11.	Have submitted the Details of Bid Submission as per Annexure - III		
12.	Have submitted the Affidavit regarding Authenticity and correctness of information/documents as per Annexure - X		
13.	Have submitted the Affidavit regarding delisting/blacklisting, demobilization etc. as per Annexure – XI		
14.	Have submitted the Affidavit regarding completion of supply and installation & commissioning of Machine/Lab Equipments etc. in running condition within stipulated time frame as per Annexure - XII		
15.	Have submitted the Affidavit and relevant certificate/document (Annexure - A and B/C/ B&C both) regarding seeking benefits/concessions by Haryana based manufacturing Micro, Small and Medium Enterprises (MSEs) and Startups/First Generation Entrepreneurs as per Annexure – XIII/XIV/XV		
16.	Have submitted the Certificate for Model Clause for Land Border Sharing Countries with India as per Annexure – XVI		
17.	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-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 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.		

Sr. No.	Content	Document Submitted (Yes/No)	Page Number as per numbering given to the technical bid documents uploaded on the portal (If Applicable)
19.	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-V		
20.	Have submitted the Organization Declaration Sheet as per Annexure – IV		
21.	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 - VI.		
22.	Have submitted the Manufacturer's Authorization Form (Annexure-VIII)		
23.	Have submitted the Training Requirement (Annexure –IX)		
24.	Have submitted the Technical supporting documents (Detailed literature/catalogue of the quoted instrument and accessories) in support of all claims made at Annexure-II and Standard Size, Space requirement and lab drawing/design layout		
25.	Have submitted the TENDER corrigendum (if any) has been signed by bidder/authorized signatory and submitted on e-Procurement Portal?		
26.	Have submitted the Notice Inviting Tenders and Instructions to Bidders with sign and seal of bidder/authorized signatory?		
27.	Have submitted the financial bid as per BOQ.		-----

The bidders may submit their complete bids (with all the requisite documents) in multiple files with their respective file name as mentioned below however **each file size should be upto 20 MB**. Each document name should be written as “**Firm Name \_ File Name**”.

**The documents submitted by the bidder should be in readable view otherwise unreadable documents will not be considered.**



<b>Sr. No.</b>	<b>Content</b>	<b>File Name</b>	<b>Document Uploaded (Yes/No)</b>
1.	Company PAN, GST, TAN etc. Authority letter for signing the proposal and use of digital signature	Firm_Details	
2.	Audited Balance Sheet, Profit and Loss statement, Turnover Sheet and ITR Acknowledgement Copy	Financial_Details	
3.	Documents as per Annexure – I and III	Terms_and_Conditions	
4.	List of Organizations and minimum two performance reports with proof as per Annexure – V	Experience	
5.	Documents as per Annexure – II, IV, VI, VIII and IX	Technical	
6.	Technical supporting documents in support of all claims made at Annexure-II and lab design layout & space required	Technical_Details	
7.	Self-Attested corrigendum (if any), Affidavits, Land Border Sharing Certificate and Other Documents	Affidavits_and_Others	

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

**Name:** .....

**Designation:** .....

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

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



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

I/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 authorized (Copy attached) by the OEM to participate in Tender. 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.

I/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	
Bidder Category: Manufacturer/authorized dealer/distributors/agent	
Phone	
E-mail ID	
Contact Person Name	
Contact Person Mobile Number	
Contact Person E-mail ID	
GST Number	
PAN Number	

**(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 (Purchase Order/Work Order) duly self-attested by bidder/authorized signatory in support of the claim. Without Purchase Order/Work Order, experience shall not be considered.**

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

**Note:** Experience documents not mentioned in the above table, shall not be considered for bid evaluation purposes.

**Signature of Bidder**

**Name:** .....

**Designation:** .....

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

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



**<< Organization Letter Head >>**  
**LIST OF PRIVATE ORGANIZATION**

**List of Private Organizations 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 (Purchase Order/Work Order) duly self-attested by bidder/authorized signatory in support of the claim. Without Purchase Order/Work Order, experiences shall not be considered.**

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

**Note:** Experience documents not mentioned in the above table, shall not be considered for bid evaluation purposes.

**Signature of Bidder**

**Name:** .....

**Designation:** .....

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

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



**<< Organization Letter Head >>**  
**LIST OF PERFORMANCE REPORT**

**List of Performance Report for whom the Bidder has under-taken such work in India, without any Problems during last Three Years (must be supported with work orders)**

**Note: The bidder(s) are required to submit proper proof (Purchase Order/Work Order) duly self-attested by bidder/authorized signatory in support of the claim. Without Purchase Order/Work Order, performance report shall not be considered.**

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

**Note:** Experience documents not mentioned in the above table, shall not be considered for bid evaluation purposes.

**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.:** .....



**FORMAT FOR PERFORMANCE BANK GUARANTEE**

**(To be typed on Non-judicial stamp paper of the value of Indian Rupees of One Hundred)** (TO BE ESTABLISHED THROUGH ANY OF THE NATIONAL BANKS (WHETHER SITUATED AT GURUGRAM OR OUTSTATION) WITH A CLAUSE TO ENFORCE THE SAME ON THEIR LOCAL BRANCH AT GURUGRAM OR ANY SCHEDULED BANK (OTHER THAN NATIONALISED BANK) SITUATED AT GURUGRAM. BONDS ISSUED BY CO-OPERATIVE BANKS ARE NOT ACCEPTED.)

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

***LETTER OF GUARANTEE***

WHEREAS Shri Vishwakarma Skill University, Gurugram (Buyer) have invited Tenders vide

Tender No.: ..... dated: .....

For purchase of  
.....

and whereas the said tender document requires that any eligible successful Bidder (seller) wishing to supply the equipment /machinery etc. in response thereto shall establish an irrevocable Performance Guarantee Bond in favour of “**Shri Vishwakarma Skill University**” in the form of Bank

Guarantee for Rupees  
.....

and valid till ..... from the date of issue of Performance Bank Guarantee that may be submitted within 21 (Twenty-One) days from the date of acceptance as a successful Bidder.

NOW THIS BANK HEREBY GUARANTEES that in the event of the said Bidder (seller) failing to abide by any of the conditions referred in tender document / purchase order / performance of the equipment / machinery, etc. this bank shall pay to Shri Vishwakarma Skill University, Gurugram on demand and without protest or demur Rupees .....

This bank further agrees that the decision of Shri Vishwakarma Skill University (Buyer) as to whether the said Bidder (Seller) has committed a breach of any of the conditions referred in tender document / purchase order shall be final and binding.

We, ..... (name of the bank & branch) hereby further agree that the guarantee herein contained shall not be affected by any change in the constitution of the Bidder (Seller) and/ or Shri Vishwakarma Skill University (Buyer).

**Notwithstanding anything contained herein:**

- 1. Our liability under this Bank Guarantee shall not exceed Rupees. ....  
(Indian Rupees only).



2. This Bank Guarantee shall be valid up to .....(date).
3. We are liable to pay the guaranteed amount or any part thereof under this bank guarantee only and only if Institute serve upon us a written claim or demand on or before (date).

This Bank further agrees that the claims if any, against this Bank Guarantee shall be enforceable at our branch office at ..... situated at ..... (Address of local branch).

Yours truly,

Signature and seal of the guarantor:

Name of Bank:

Address:

Date:

**Instruction to Bank:** Bank should note that on expiry of Guarantee Period, the Original Guarantee will not be returned to the Bank. Bank is requested to take appropriate necessary action on or after expiry of bond period.



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

**WHEREAS**

We [insert complete name and address 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 and address 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), contact number and email-id 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	.....( <b>Tender Name</b> )
2.	No. of Attendees	University staff and students
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 and students without any additional cost.

**Signature of Bidder**

**Name:** .....

**Designation:** .....

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

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





**Annexure – X**

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

**||SPECIMEN AFFIDAVIT||**

(On Non Judicial Stamp of Rs. 10/-)

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. Information regarding financial qualification and annual turnover is correct.
  2. Information regarding various technical qualifications is correct.
  3. Information regarding various relevant documents is correct and authentic.

**Dated**

**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, nothing has been  
concealed there in.

**Dated**

**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. 10/-)

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.

**Dated**

**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, nothing has been  
concealed there in.

**Dated**

**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 Terms and Conditions completion of supply and installation & commissioning of Machine/Lab Equipments etc. in running condition within stipulated time frame**

**||SPECIMEN AFFIDAVIT||**

(On Non Judicial Stamp of Rs. 10/-)

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 abide to all the terms & conditions as enumerated in the Tender document and supply the Machine/Lab Equipments/items etc. as per Technical Specification and installation & commissioning of the Machine/Lab Equipments in respective lab(s) in working condition within the time frame as enumerated in the tender document.

I/we further declare that if any delay is found in delivery/installation, not fulfil the terms and conditions, not supply the equipments/items as per technical specifications 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 unconditionally and no objection of being blacklisted in these circumstances.

**Dated** \_\_\_\_\_ **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, nothing has been concealed there in.

**Dated** \_\_\_\_\_ **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 Seeking benefits/concessions in Past Performance & Experience and Purchase Preference by Haryana based manufacturing Micro & Small Enterprises (MSEs)**

**||SPECIMEN AFFIDAVIT||**

(On Non Judicial Stamp of Rs. 10/-)

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 ..... S/o.....aged ..... residing at ..... Proprietor/Partner/Director of M/s..... do hereby solemnly affirm and declare that: -

1. My/our above noted enterprise M/s ..... (Name & Address) has been issue Manufacturing Entrepreneurs Memorandum in Haryana by the District Industries Centre ..... under acknowledgement No..... of dated .....(Self-certified copy of the same is attached as **Annexure ‘A’** with this affidavit) and has been issued for manufacture of the following items in **Category Micro/Small Enterprise** (Please tick the either) as under: -

- I. ....
- II. ....
- III. ....
- IV. ....

2. That the quoted item(s) in the tender .....is all of the quoted items for which my/our above noted enterprise has been issues Manufacturing Entrepreneurs Memorandum by the Industry Department Haryana as per details at para 1 above.

3. That my/our above-mentioned manufacturing Micro/ Small Enterprises fulfils meet all the remaining terms & conditions of the tender except turnover, past Performance & past Experience and fulfils either or both of the below mentioned eligibility criteria:

**I.** That my/our above-mentioned enterprise has been issued quality certification of ISI Mark/ISO/Ag. Mark/any other quality mark .....  
**(Please tick either of the option)** by ..... (name of GOI/ State Govt. Agency/institution authorized by GOI/ State Govt.) on ..... and the same is valid from..... to ..... in respect of item/good (give name of item/good) ..... mentioned in the tender (Self Certified copy of the relevant certificate is attached as **Annexure ‘B’** with this affidavit)

**OR/AND**

**II.** That my/our above-mentioned enterprises has been registered with DGS&D, GOI/ NSIC/ Govt. of India Department/ State Govt. Department/Govt. of India Public Sector Undertaking (PSUs) or State Government Public Sector Undertakings



(PSUs) **(Please tick one of the option as above)** in respect of Name of Item/goods/work/Services ..... (Name) as mentioned in the tender of the corresponding period of time of this tender. A self-certified copy of the same attached as **Annexure 'C'** with this affidavit.

4. That in case the purchase Order of the quoted item is issued to me/us, it will not be outsourced or subcontracted to any other firm and the entire manufacturing of the order items shall be done in house by our Enterprise based in Haryana (address mentioned as at Sr. No. 1) Further, the billing will be done from Haryana.

**Dated**

**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, nothing has been concealed there in.

**Dated**

**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 Seeking benefits/ concessions in past performance & Experience and Purchase Preference by Haryana based manufacturing Medium Enterprises**

**||SPECIMEN AFFIDAVIT||**

(On Non Judicial Stamp of Rs. 10/-)

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 ..... S/o.....aged ..... residing at ..... Proprietor/Partner/Director of M/s..... do hereby solemnly affirm and declare that: -

1. My/our above noted enterprise M/s ..... (Name & Address) has been issue Manufacturing Entrepreneurs Memorandum in Haryana by the District Industries Centre ..... under acknowledgement No.....of dated.....(Self-certified copy of the same is attached as **Annexure ‘A’** with this affidavit) and has been issued for manufacture of the following items in **Category Medium Enterprise** as under: -
  - I. ....
  - II. ....
  - III. ....
  - V. ....
2. That the quoted item(s) in the tender .....is all of the quoted items for which my/our above noted enterprise has been issues Manufacturing Entrepreneurs Memorandum by the Industry Department Haryana as per details at para 1 above.
3. That my/our above-mentioned manufacturing Medium Enterprise meet all the remaining terms & conditions of the tender except past Performance & Past Experience.
4. That my first purchase order under this benefit/concession was issued by State Government Department/State Government Agency (name of Dept./Agency) ..... vide P.O. No.....of dated .....for the supply of ..... (name of the items/ good/ work/ services) was successfully complied by above mentioned Enterprises. A Self certified copy of the same is attached **Annexure ‘B’** with this affidavit.
5. That in case the purchase Order of the quoted item is issued to me/us, it will not be outsourced or subcontracted to any other firm and the entire manufacturing of the order item sell be done in house by our Enterprise based in Haryana (address mentioned as at Sr. No. 1). Further, the billing will be done from Haryana.



6. That we agree to the condition that this benefit/ concession to the Medium Enterprises is Valid for one year from the date of getting the first supply order under State Public Procurement.

**Dated**

**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, nothing has been concealed there in.

**Dated**

**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 Seeking benefits/ concessions in past performance & Experience and Purchase Preference by Haryana based manufacturing/works/services Startups/First Generation Entrepreneurs**

**||SPECIMEN AFFIDAVIT||**

(On Non Judicial Stamp of Rs. 10/-)

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 ..... S/o.....aged ..... residing at  
..... Proprietor/Partner/Director of M/s.....  
do hereby solemnly affirm and declare that: -

1. My/our above noted enterprise M/s ..... (Name & Address) has  
been issue Manufacturing Entrepreneurs Memorandum/Udyog Aadhaar  
Memorandum in Haryana by the District Industries Centre ..... under  
acknowledgementNo.....ofdated .....(Self-certified copy of the  
same is attached as **Annexure ‘A’** with this affidavit) and has been issued for manufacture  
of the following items in **Category Startups/First Generation Entrepreneurs**  
(Please tick the either) as under: -

- I. ....
- II. ....
- III. ....
- IV. ....

2. That the quoted item(s) in the tender .....is all of the quoted items for  
which my/our above noted enterprise has been issues Manufacturing Entrepreneurs  
Memorandum/ Udyog Aadhaar Memorandum by the Industry Department Haryana as per  
details at para 1 above.

3. That my/our above-mentioned manufacturing Startups/First Generation Entrepreneurs  
Enterprises fulfils meet all the remaining terms & conditions of the tender except turnover,  
past Performance & past Experience and fulfils either or both of the below mentioned  
eligibility criteria:

**I.** That my/our above-mentioned enterprise has been issued quality certification of ISI  
Mark/ISO/Ag. Mark/any other quality mark .....  
**(Please tick either of the option)** by ..... (name of GOI/  
State Govt. Agency/institution authorized by GOI/ State Govt.) on  
..... and the same is valid from..... to.....in respect of  
item/good (give name of item/good) ..... mentioned in the tender (Self  
Certified copy of the relevant certificate is attached as **Annexure ‘B’** with this  
affidavit)





**OR/AND**

- II. That my/our above-mentioned enterprises has been registered with DGS&D, GOI/ NSIC/ Govt. of India Department/ State Govt. Department/Govt. of India Public Sector Undertaking (PSUs) or State Government Public Sector Undertakings (PSUs) **(Please tick one of the option as above)** in respect of Name of Item/goods/work/Services ..... (Name) as mentioned in the tender of the corresponding period of time of this tender. A self-certified copy of the same attached as **Annexure 'C'** with this affidavit.
4. That in case the purchase Order of the quoted item is issued to me/us, it will not be outsourced or subcontracted to any other firm and the entire manufacturing of the order items shall be done in house by our Enterprise based in Haryana (address mentioned as at Sr. No. 1) Further, the billing will be done from Haryana.

**Dated**

**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, nothing has been concealed there in.

**Dated**

**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.***



## MODEL CLAUSE AND CERTIFICATE

### Model Clauses for Tenders

- I. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority.
- II. “Bidder” (including the term ‘tenderer’, ‘consultant’, ‘Vendor’, ‘Supplier’ or ‘service provider’ in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
- III. “Bidder from a country which shares a land border with India” for the purpose of this order means: -
  - a. An entity incorporated, established or registered in such a country; or
  - b. A subsidiary of an entity incorporated, established or registered in such a country; or
  - c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
  - d. An entity whose beneficial owner is situated in such a country; or
  - e. An Indian (or other) agent of such an entity; or
  - f. A natural person who is a citizen of such a county; or
  - g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above
- IV. The beneficial owner for the purpose of (iii) above will be as under:
  1. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.

Explanation-

    - a. “Controlling ownership interest” means ownership of or entitlement to more than twenty-five percent of shares or capital or profits of the company;
    - b. “Control” shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;
  2. In case of a partnership firm, the beneficial owner is the natural persons(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
  3. In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen



- percent of the property or capital or profits of such association or body of individual;
4. Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
  5. In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.
- V. An Agent is a person employed to do any act for another, or to represent another in dealings with third person.
- VI. The successful bidder shall not be allowed to sub-contract works to any contractor or product origin from a country which shares a land border with India unless such contractor/manufacturer is registered with the Competent Authority.

### **Validity Registration:**

In respect of tenders, registration should be valid at the time of submission of bids and at the time of acceptance of bids. In respect of supply otherwise than by tender, registration should be valid at the time of placement of order. If the bidder was validly registered at the time of acceptance of order, registration shall not be relevant consideration during contract execution.

### **Model Certificate for Tenders**

“I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that this bidder fulfills all requirements in this regard and is eligible to be considered. [ Where applicable, evidence of valid registration by the Competent Authority shall be attached.]”

### **Model Certificate for Tenders for Works involving possibility of Sub-contracting**

“I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries; I certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. I hereby certify that this bidder fulfills all requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]”



**ANNEXURE – XVII**

**(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 Officer)**, ..... **(Designation of Officer)** (which expression shall unless repugnant to the context or meaning there off includes its successors and assignors) 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 assignors) 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 after signing of this agreement by both the parties and shall remain valid until the final completion of the job inclusive of warranty period or cancelled earlier by the Shri Vishwakarma Skill University, Haryana as per the time schedule prescribed 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 it 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**

**First Party: SVSU, Gurugram  
Signature with seal  
Date & Place**

**Second Party:  
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 of LOA/LOI by the bidder/supplier from buyer**

