

DIRECTORATE OF SPORTS
PANJAB UNIVERSITY CHANDIGARH

TENDER DOCUMENT No :- 4 Dated 1-8-2012

FOR

SPORTS EQUIPMENTS (Campus Section)

Date of issue of tender: Date : 1-8-2012

Date of Submission: Date :16.8.2012 at 3.00 p.m.

Date and Time of opening tender : 16.8.2012 at 3.30 p.m.

Date of Display : 22.8.2012 at 10.00 a.m.

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Chapter I

DIRECTORATE OF SPORTS (CAMPUS SPORTS) PANJAB UNIVERSITY CHANDIGARH

TENDER NOTICE FOR SPORTS EQUIPMENT

Sealed tenders are invited for the supply of Sports Equipment which will be received in the office of Directorate of Sports, PU, Chandigarh till 16.8.2012 by 3.00 p.m. and same will be opened on the same day on 16.8.2012 at 3.30 p.m.in the presence of the tenderers or their representative who care to be present for General Information, conditions, guidance and reference. The Tender Document can be viewed and down loaded from the PU web site www.pu.chd.ac.in.

University Director of Phy.Edu.,
Panjab University, Chandigarh

Chapter 2

DIRECTORATE OF SPORTS (CAMPUS SPORTS) PANJAB UNIVERSITY, CHANDIGARH

EXPRESSION OF INTEREST FOR SPORTS EQUIPMENT

CHECK LIST

1.	Name of the firm/Organisation & Address and Telephone/Mobile/Fax no.(Attach Letter Head of the Firm)	_____ _____ _____ _____
2.	Whether Registration Certificate regarding Manufacturing/Distributors/Supplying of Sports Equipment issued by the competent authority has been attached?	Yes/ No
3.	Whether Not Black List affidavit has been attached?	Yes/ No
4.	Whether copy of Sales Tax/VAT Registration Certificate attached?	Yes/ No
5.	Income tax clearance certificate/Income tax return of last year attached.	Yes/ No
6.	Attested photocopy of PAN Card, VAT No. & CST.	Yes/ No
7.	Whether E M D amounting to Rs.20000/- only attached?.	Yes/ No

Place_____

Signature of Tenderer_____

Dated_____

Full name of the tenderer_____

Address:_____

Chapter 3

DIRECTORATE OF SPORTS (CAMPUS SPORTS), PANJAB UNIVERSITY, CHANDIGARH

EXPRESSION OF INTEREST FOR SPORTS EQUIPMENT

INSTRUCTIONS/TERMS & CONDITIONS FOR THE TENDERER

1. Only manufacturers/distributors/suppliers of General Sports Equipment are eligible to participate in the tender.
2. Documents once submitted will be considered as final. Any deficiency in the documents shall render the tender liable for rejection.
3. An affidavit as per specimen enclosed as **"Annexure-A"** should accompany the tender. The tenderer who has been Black Listed or his/her tenders/supply order have ever been cancelled or any legal proceedings have ever been initiated/pending or any penalty has ever been levied on account of delay or non completion of supply order by any State/UT/Central Govt., his/her tender will be rightly rejected.
4. Technical Bid Performa for evaluation of technical performance of the Tenderer is at **"Annexure-B"**.
5. For generation information; guidance and reference, the Bid document can also be viewed and downloaded from the PU website www.puchd.ac.in.
6. **The Hard copy/Physical documents of Tender should be submitted as Under:-**
 - (i) First Envelop superscribed titled as "Pre-qualification bid" should contain EMD & Non-Black-Listing affidavit i.e. **"Annexure-A"**.
 - (ii) Second envelop superscribed as **"TECHNICAL BID"** should contain the Documentary proof as per clause No.9

These two Envelops should be sealed and put in an outer envelop to be superscribed as

"EXPRESSION OF INTEREST FOR SPORTS EQUIPMENT" due on 16.8.2012 at 3.00 p.m. Unsealed envelop will not be entertained and rejected out rightly. Infringement of this condition or any conditional expression of interest shall render the tender liable for rejection without assigning any reason.

7. Tender will be opened in two parts/stages. Firstly, Pre-qualification bid will be opened. If documents therein are as per the terms and conditions of Tender document, then only Technical Bids will be opened. Financial Bids of only those bidders will be opened online who will quality in the technical bids and whose samples are passed by the Purchase/Technical Committee of the Directorate of Sports, PU, Chandigarh. Any discrepancy in the documents will lead to rejection of the tender.
8. EARNEST MONEY DEPOSIT (EMD): EXPRESSION OF INTEREST SHOULD BE ACCOMPANIED WITH EARNEST MONEY OF Rs.20000/- only (Rupees Twenty Thousand only) TO BE PAID IN THE SHAPE OF BANK DRAFT, DEMAND DRAFT, FDR, DEPOSIT-AT-CALL RECEIPT from any scheduled Bank in favour of "THE UNIVERSITY DIRECTOR OF PHY.EDU. PU, CHANDIGARH" which shall be valid for One year.

The EMD of unsuccessful tenderers will be refunded immediately after finalization of the tender. No interest will be payable on EMD. The EMD will be forfeited, if the tenderer withdraws his/her Expression of Interest after submission of the Tender. No Expression of Interest without EMD shall be considered.

9. **TECHNICAL BID:** The tendering Companies/Firms/Agencies are required to submit self attested photocopies of the following documents, failing which their bids, may summarily/out-rightly rejected and will not be considered any further:-

1.	Name of the firm/Organisation & Address and Telephone/Mobile/Fax no.(Attach Letter Head of the Firm)	
2.	Whether Registration Certificate regarding Manufacturing/Distributors/Supplying of Sports Equipment issued by the competent authority has been attached?	Yes/ No
3.	Whether Not Black List affidavit has been attached?	Yes/ No
4.	Whether copy of Sales Tax/VAT Registration Certificate attached?	Yes/ No
5.	Income tax clearance certificate/Income tax return of last year attached.	Yes/ No
6.	Attested photocopy of PAN Card, VAT No. & CST.	Yes/ No
7.	Whether E M D amounting to Rs.20000/- only attached?.	Yes/ No

10. Display: The display of sports uniforms will be held on **22.8.2012 at 10.00 a.m.** in the Gymnasium Building as intimated by the Directorate of Sports, PU, Chandigarh. Only those firms will be invited who qualify in the Pre-qualification bid/technical bid. The sports dealers are advised to bring two samples of each item at the time of display. If the purchase committee/Technical Experts approves the sample, One sample will be kept by the Directorate of Sports, PU, Chandigarh and One sample will be given to the dealer after getting the signatures of the Purchase Committee/Technical Experts so that the material supplied will be the same otherwise the whole lot/item can be rejected. The purchase committee/Technical Experts have every right to reject or approve the material/sports uniform. The rates of approved samples will be finalized by the technical/purchase committee as in the financial bid.

11. The Financial Bid through e-tendering of only those bidders will be opened who qualify in the technical bid as well as whose samples are passed by the Purchase Committee/Technical Experts.

12. There should be no price tag on the samples otherwise samples will be rejected straightaway.

13. The competent authority reserves the right to accept or reject any sample without assigning any reason.

14. The competent authority reserves the right to get tested the samples supplied by the tenderer. In case of any discrepancies, the penalty will be imposed as per terms & conditions of the tender document and the earnest money/security deposit will be forfeited and the supply order will be cancelled.

15. **Financial Bid:** The Financial Bid shall be quoted as per Financial Bid Performa. The Financial Bid should contain rates only. The rates should be mentioned both in figures only. Any change in rate quoted by the tenderer afterwards will entail forfeiture of Security Deposit & Cancellation of tender and black listing of the firm as per instructions of the Panjab University, Chandigarh.
16. The rates quoted should be F.O.R destination within the Territorial limits of Panjab University, Chandigarh including packing, forwarding, postage, taxes/VAT, levies, Octroi, Insurance, Cartridge, Transportation, loading, unloading, freight etc. minimum Six months warranty. Rates quoted shall remain valid for **31-3-2013** from the date of submission of the Tender.
17. The acceptance of tender will have binding effect on the tenderer and he/she has to supply the tendered items/ordered items within the period stipulated in purchase order. Subletting of contracts shall not be allowed under any circumstances.
18. The award of work order, when issued to be successful bidder, constitutes the contract with collateral support from terms & conditions of the tender invitation notices as well as formal agreement on non-judicial stamp paper, all of which finally form the contractual obligations to be adhered to/performed by the bidder and the non performance of any of such obligations make the bidder liable for consequential effects i.e. black listing etc.
19. The bid shall not contain corrections, erasures or over writing.
20. The successful bidder shall have to execute an agreement with the Directorate of Sports, PU, Chandigarh on a non-judicial stamp paper of Rs.100/- (Rupees One Hundred only) and supply the material as per the requirement of the Directorate from time to time and in case they failed to do so, Directorate shall be at liberty to forfeit the security deposit, cancel the supply order and get the supplier black listed as per the policy of the Panjab University, Chandigarh.
21. **Security Deposit:** The successful tenderer will have to deposit security/bank guarantee @ 10% of the total supply order value within 7 days of issuance of letter of intent by the undersigned and the security deposited in connection with any other similar tender will not be considered against the tender. Thereafter, the purchase/supply order will be issued. If successful tenderer fails to submit requisite security deposit within prescribed 7 days, Earnest Money will be forfeited and Directorate shall execute the order on their risk & cost.
22. **Inspection of Material:** The purchase committee/technical experts of the Directorate will inspect/match the goods supplied by the tenderer in response to the purchase order and display. The University Director of Phy.Edu.-cum-Secretary, PUSC, Chandigarh reserves the rights to reject the sports equipment/items if same are not matched with the sample which are already approved by the purchase committee/technical experts at the time of display.
23. **Supply of ordered material & payment:** The successful tenderers should supply the material as per the time schedule fixed by the Directorate from the date of placing the supply orders and in the event of finding the goods in order by the Purchase Committee/technical experts after inspection, the payment will be released accordingly. The competent authority reserves the right to increase or decrease the quantity of the supply order.
24. The timely delivery/dispatch as stipulated in the supply order has to be strictly adhered to by the tenderer and in case of any request for extension of time made by the said tenderer in writing, the same be considered by the competent authority subject to the payment of penalty as provided in the terms & conditions of the tender.

25. **PENALTY:** The competent authority reserves the right to impose penalties in the following exigencies:-

In case tenderers fails to complete the supply within time period, then penalty @ 0.5% per week and not more than 10% of the total value of the supply order on the value of delay portion of supply will be levied. However competent authority may relax the penalty clause if it found the genuine reason for the delay.

26. In case, there is any variation in the specifications/samples approved vis-à-vis the supply received, then that portion of supply will be rejected and the tenderers shall be liable to supply the goods as per specification within a period of Three days along with the penalty as imposed by the competent authority.

27. In case of defected supply, the supplier will be informed to lift the said supply within 5 days from the date of issuance of said letter by the competent authority at his own cost. In the event of non lifting of said defective goods within the specified period by the tenderer, the competent authority will not be responsible in any manner for the loss or damage if any, caused to the said goods. The competent authority also reserves a right to improve any penalty as deemed fit in case the said goods are not lifted after the expiry of specified period.

28. **FORCE MAJEURE:** If the performance in whole/part by the party is prevented/delayed by any one or more of the force majeure events including but not limited to war, hostilities, civic commotion, acts of public enemy, sabotage, fire, floods and other natural causes, explosion, epidemics or non-availability of government controlled raw material under order/instruction of Central/State Govt. regulations, strikes, lockouts, agitations, embargo, act of civic or liminary authorities, the party shall not made liable for the loss of damage due to delay or failure to perform during the currency of force majeure event provided that the happening is notified in writing (with documentary proof) within 7 days from the date of occurrence. The work shall be resumed as soon as practicable after the force majeure event ceases to exist.

29. The Expression of Interest/Tender should be submitted before 16.8.2012 by 3.00 p.m.and the same will be opened by the Departmental Technical/Purchase Committee in the **office of Directorate of Sports, Panjab University, Chandigarh** in the presence of the tenderer or his/her authorized representative. In the event of the date of receipt or opening of Tender being declare a holiday, **the due date of receipt/opening of the Tender will be the next working day at the same hours. The date for submission of samples will be informed to the firm who will qualify technically at the time of opening technical bid.**

30. The expression of interest/Tender is non-transferable.

31. The rates will be accepted on the distinction understanding that these are not charged higher than those charged from the DGS&D rates and other State Govt. Departments as on date in the UT, Chandigarh. No price revision will be accepted by the competent authority during the currency of the Purchase Order.

32. **BLACK LISTING OF THE TENDERER:** Tenderer participating in the tender and short listed after due processing of tender can be black listed, as per the Finance Department, Chandigarh Administration Notification No.1927-F&PO(3)-2009/1170 dated 27th February, 2009 for non

fulfilling the requisite requirements of the tender documents/supply order or for concealing any information or for furnishing any false documents/statements in the tender.

33. **ARBITRATION:** In the event of any dispute or difference the same shall be referred to the sole arbitrator i.e. University Director of Phy.Edu., PU, Chandigarh whose decision shall be final and binding on the parties thereto. The Arbitration & Conciliation Act, 1966, deemed to have come into force on 25.1.1996 shall apply to the said arbitration proceedings. The Expression “The University Director of Phy.Edu., PU, Chandigarh” shall include an acting/officiating University Director of Phy.Edu., PU, Chandigarh.

University Director of Phy.Edu.
PU, Chandigarh

It is certified that I have gone through all the terms & conditions of the Expression of Interest/Tender and I further undertake to abide by all terms & conditions to be announced/mentioned at the time of opening of Expression/Tender or at the time of placing of supply order.

Date: _____

Signatures of the Tenderer with seal

Time: _____

ANNEXURE-“A”

(To be furnished on non-judicial stamp paper duly attested by the 1st Class Magistrate).

AFFIDAVIT

I/We M/S _____ are registered as Manufacturer/Distributor/Supplier of _____ as per Sales Tax Registration Certificate No. _____ issue by _____ having registered office at _____ and manufacturing/supply base at _____ do hereby declare and solemnly affirm that I/We have not been Black Listed nor mine/our Tenders or Supply Orders have ever been cancelled by any State/UT/Central Govt. or any partner or shareholder either directly or indirectly connected with or has any subsisting interest in the business of my/our firm nor any legal proceedings have ever been initiated/pending or any penalty has ever been levied due to delay of non-completion of supply order by any State/UT/Central Govt. or by any authority.

Place _____

DEPONENT

Dated _____

Verification

I/We do hereby solemnly declare and affirm that the above declarations are true and correct to the best of my knowledge and beliefs. No part of it is false and nothing has been concealed therein.

Place _____

DEPONENT

Dated _____

Chapter 4

SPECIFICATIONS AND ALLIED TECHNICAL DETAILS **OF SPORTS EQUIPMENT FOR DIRECTORATE OF SPORTS(Campus Section)**

SR. NO.	Description of Items	No. of Qty.	Specification
1	Shoes	300	Shiv Naresh, Reebok, Adidas, Nike
2	Hockey Shoes	36	Fanta, Shiv Naresh
3	Football Shoes	36	Nivia (Ultra)
4	Cricket Bat	6	English willow (S.G., RSD select), (S.S., Premium) Kashmir willow (S.G., VS 319 spark), (S.S. Magnum)
5	Water polo Balls	3	Nivia, Cosco, Spartan
6	Hockey Shin Guard	36	Flash, Mico
7	Cricket Helmet	3	S.G.(Poly Fab), B.D.M. (Commander)
8	Cricket Mat (Full Size)	1	4, aenzo
9	Cricket Mat (Half)	1	4, aenzo
10	Volleyball Balls	20	Spartan (Super Volley), Cosco (Super Volley)
11	Hockey Balls	12	Flash
12	Cricket Kit Bag	6	S.G.,(Teampak); B.D.M. (Galaxy)
13	Cricket Batting Gloves	12	S.G.(Stylite-XL); S.G. (League)
14	Softball Balls	5 Dozen	Bhasin, Nivia
15	Baseball Balls	5 Dozen	Bhasin, Nivia
16	Shuttle Cock	100 Boxes	Yonex YY (AS-2)
17	Squash Balls	5 Dozen	Dunlop, Prince
18	Archery Arrows	60 piece	Wooden, Bamboo
19	Plastic Tables	4	NeelKamal, Superema, Superior
20	Korfbal Basket	2 Set	Cosco, Nivia
21	Tennis Balls	40 Dozen	Head (Pro), Wilson (Championship)
22	Tennis Racket	4 Peice	Babelot, Head, Wilson K- factor

University Director of Phy. Edu.

Chapter 6

PRICE SCHEDULE

List of Sports Equipment of Directorate of Sports, PU, Chandigarh

PERFORMA FOR FINANCIAL BID (TO BE UTILIZED BY THE BIDDER FOR QUOTING THEIR RATES)

<u>Sr. No.</u>	<u>Equipment's Detail</u>	<u>Quantity Required</u>	<u>Rate/Price (To be quoted by Bidder)</u>		
			Basic Price (Per Unit)	VAT %age & Amt.	Gross Price (Per Unit)
1	Shoes	300			
2	Hockey Shoes	36			
3	Football Shoes	36			
4	Cricket Bat (English Willow)	6			
5	Water polo Balls	3			
6	Hockey Shin Guard	36			
7	Cricket Helmet	3			
8	Cricket Mat (Full Size)	1			
9	Cricket Mat (Half)	1			
10	Volleyball Balls	20			
11	Hockey Balls	12			
12	Cricket Kit Bat	6			
13	Cricket Batting Gloves	12			
14	Softball Balls	5 Dozen			
15	Baseball Balls	5 Dozen			
16	Shuttle Cock	100 Boxes			
17	Squash Balls	5 Dozen			
18	Archery Arrows	60 piece			
19	Plastic Tables	4			
20	Korfball Basket	2 Set			
21	Tennis	40 Dozen			
22	Tennis Racket	4 Peice			

Note:- Rates quoted should be F.O.R. P.U.

Signature with Seal of the Firm

