

DEPARTMENT OF PHYSICAL EDUCATION  
PANJAB UNIVERSITY CHANDIGARH

**TENDER DOCUMENT NO : 01/ PE/2013**

**Dated: 12.9.2013**

FOR THE PURCHASE OF

1. Body Composition Analyser (Fully Computerised)
2. Recline Bike/Recumbent Bike (Fully Computerised)
3. Massage Therapy Chair (Fully Computerised)
4. Split A.C.(Voltas : 1.5 ton)

Date of issue of tender: 23.9.2013

Last date & time for receipt of Tender: 22.10.2013 by 4.00 P.M.

Date and Time of Opening the Tender: 23.10.2013 at 11.00 A.M.

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## **CHAPTER 1**

# **DEPARTMENT OF PHYSICAL EDUCATION PANJAB UNIVERSITY CHANDIGARH**

## **TENDER NOTICE**

Sealed tenders are invited for the purchase of (1)Body Composition Analyser, (2)Recline Bike/Recumbent Bike, (3)Massage Therapy Chair, and(4)Split A.C. These tenders will be received in the office of Department of Physical Education, Panjab University, Chandigarh, up-to 22.10.2013 by 4.00 P.M. and same will be opened on 23.10.2013 at 11.00 A.M. in the presence of the tenderers or their representatives. The Tender Document containing specifications and other terms and conditions can be viewed and down loaded from the PU web site [www.pu.chd.ac.in](http://www.pu.chd.ac.in).

Chairman  
Department of Physical Education  
Panjab University, Chandigarh

## CHAPTER 2

# DEPARTMENT OF PHYSICAL EDUCATION, PANJAB UNIVERSITY, CHANDIGARH

**EXPRESSION OF INTEREST FOR THE PURCHASE OF** (1) Body Composition Analyser (Fully Computerised), (2) Recline Bike/Recumbent Bike (Fully Computerised), (3) Massage Therapy Chair (Fully Computerised), and (4) Split A.C. (Volts : 1.5 ton)

### **CHECK LIST(to be filled by the Bidder)**

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 Machines for Physiotherapy Centre 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 EMD amounting to Rs.20000/- only attached?	Yes/No
8.	Whether undertaking attached?	Yes/No

Place\_\_\_\_\_

Signature of Tenderer\_\_\_\_\_

Dated\_\_\_\_\_

Full Name of the Tenderer\_\_\_\_\_

Address:\_\_\_\_\_

## CHAPTER 3

# DEPARTMENT OF PHYSICAL EDUCATION, PANJAB UNIVERSITY, CHANDIGARH

EXPRESSION OF INTEREST FOR PURCHASE OF (1) Body Composition Analyser (Fully Computerised)(2)Recline Bike/Recumbent Bike (Fully Computerised)(3)Massage Therapy Chair (Fully Computerised)(4)Split A.C.(Voltas : 1.5 ton)

### INSTRUCTIONS/TERMS & CONDITIONS FOR THE TENDERER

1. Only manufacturers/distributors/suppliers of Machines for providing (1) Body Composition Analyser (Fully Computerised)(2)Recline Bike/Recumbent Bike (Fully Computerised)(3)Massage Therapy Chair (Fully Computerised)(4)Split A.C.(Voltas : 1.5 ton) 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 Government, 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 general information; guidance and reference, the Bid document can also be viewed and downloaded from the PU website [www.puchd.ac.in](http://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” along-with Check List.
  - (ii) Second envelop superscribed as “Technical Bid” should contain the Documentary proof as per clause No.9.
  - (iii) Third Envelop superscribed titled as “Financial Bid”These three Envelops should be sealed and put in an outer envelope to be superscribed as “EXPRESSION OF INTEREST FOR THE PURCHASE OF (1)Body Composition Analyser (Fully Computerised), (2)Recline Bike/Recumbent Bike (Fully Computerised), (3)Massage Therapy Chair (Fully Computerised), (4)Split A.C.(Voltas : 1.5 ton)”. 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 three 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 who will qualify in the technical bids and whose samples are approved by the Technical Committee of the Department of Physical Education, Panjab University, 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, in favour of “The Registrar, Panjab University, Chandigarh” which shall be valid for six months. The EMD of unsuccessful tenders 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. **PRE-QUALIFICATION BID:-** The tendering companies/firms/agencies are required to submit self attested photocopies of the following document, failing which their bids, may summarily/out-rightly be 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 (1) <b>Body Composition Analyser (Fully Computerised)</b> (2) <b>Recline Bike/Recumbent Bike (Fully Computerised)</b> (3) <b>Massage Therapy Chair (Fully Computerised)</b> (4) <b>Split A.C.(Voltas : 1.5 ton)</b>	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 EMD amounting to Rs. 20000/- only attached	Yes/No
8.	Whether undertaking attached?	Yes/No

10. **TECHNICAL BID:-**The bid shall be quoted as per Technical bid Performa. The specifications and allied technical details should be as under:

Sr.No.	Name of the item	Specifications
1.	Body Composition Analyser (Fully Computerised)	<p>An advanced super fast machine to measure different parameter of the body with reports &amp; graphs generation in a measuring time of 1 minute approx.</p> <p>* Latest result items covered are;</p> <p>Protein, Mineral, Total Body Water, Mass of Body Fat, Soft Lean Mass, Lean Body Mass Index, Percent Body Fat, Age Matched of Body, Basal Metabolic Rate, Total Energy Expenditure, Body Type, Soft Lean Mass &amp; Body Fat Mass</p>

		<p>of 5 Body parts i.e. right arm, right leg, left arm, left leg and trunk , Control Guide (Weight, Mass of Body Fat, Soft Lean Mass Control, Goal To control /week, Duration of Control, Diet Prescription Calories, Exercise Prescription Calories, Visceral Fat Level, Abdominal Circumference, W.H.R., Impedance etc.  Installation/Demonstration/Testing/Training:  Free of Cost  Warranty: Five Years  Service facility: Supplier should mention their details of service set up in Chandigarh/North India.</p>
2.	Recline Bike/Recumbent Bike (Fully Computerised)	<p>A full –commercial computerized Bike with back support &amp; front pedalling.  Latest features are;</p> <ul style="list-style-type: none"> <li>• Self Generating System for Power</li> <li>• 16 Level Motor Control</li> <li>• 20 Kg Heavy Duty Flywheel Attachment</li> <li>• 3 Piece Crank</li> <li>• Computer Function Display &amp; Controls</li> <li>• Gives Scan, Time, Speed, Distance, Calories, Pulse, Recovery, Rpm, Manual, Watt, User Profiles, Multiprograms</li> <li>• 2 Colour LCS &amp; Acklight Display</li> <li>• With Bio-Mechanically Correct Movement</li> <li>• Superb Dynamic Power Output</li> <li>• Smooth Pedal Movement On Solid Cranks</li> <li>• Extra Strong Stable Steel Frame For Maximum Durability</li> <li>• User Weight : 150 Kg</li> </ul> <p>Installation/Demonstration/Testing/Training:  Free of Cost  Warranty: Five Years  Service facility: Supplier should mention their details of service set up in Chandigarh/North India.</p>
3.	Massage Therapy Chair (Fully Computerised)	<p>A multi body part therapy machine with motorized Actuated deep tissue massage system with latest features;</p>

		<ul style="list-style-type: none"> <li>❖ Equipped with pair of massage heads for the neck, Shoulder, back &amp; waist</li> <li>❖ Has kneading massage modes of automatic and three Levels of speed</li> <li>❖ With vibration massage function for the buttocks with Three strength levels</li> <li>❖ With knock massage function for the thigh area with Three levels of speed</li> <li>❖ With kneading massage function for the calf rest with Three strength levels</li> <li>❖ With back &amp; calf rest tilting provision</li> </ul> <p>Installation/Demonstration/Testing/Training: Free of Cost Warranty: Five Years Service facility: Supplier should mention their details of service set up in Chandigarh/North India.</p>
4.	Split A.C.(Voltas : 1.5 ton)	<p>1.5 Ton Split A.C, Voltas Make, alongwith voltage stabilizer Installation/Demonstration/Testing/Training: Free of Cost Warranty: Five Years Service facility: Supplier should mention their details of service set up in Chandigarh/North India.</p>

11. **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 and words 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.

12. The financial bid of only those bidders will be opened who qualify in the technical bid.

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

14. 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 up-to 31.3.2014 from the date of submission of the tender.



15. 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.

16. The award of purchase 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.

17. The bid shall not contain corrections, erasures or over writing.

18. The successful bidder shall have to execute an agreement with the Chairman, Department of Physical Education, Panjab University, Chandigarh on a non-judicial stamp paper of Rs.100/-(Rupees One Hundred only) and

supply the material as per the requirement of the Department from time to time and in case they failed to do so, the Department shall have the 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.

19. **Security Deposit:** The successful tenderer will have to deposit security/bank guarantee @ 10% of the total supply order value within 15 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 15 days, Earnest Money will be forfeited and Department shall execute the order on their risk & cost.

20. **Inspection of Material:** The Technical Committee of the Department will inspect the goods supplied by the tenderer in response to the purchase order and it reserves the rights to reject the material, if some defects is found.

21. **Supply of ordered material & payment:** The successful tenderers should supply the material as per the time schedule fixed by the Technical Committee. The Technical Committee after inspection of material, the payment will be released accordingly. The competent authority reserves the right to increase or decrease the quantity of the supply order.

22. 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.

23. **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.

24. In case, there is any variation in the specifications approved vis-a-vis the supply received, then that portion of supply will be rejected and the tenderer shall be liable to supply the goods as per

specification within a period of seven days along with the penalty as imposed by the competent authority.

25. In case of defected supply, the supplier will be informed to lift the said supply within 7 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 tenderers, 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 impose any penalty as deemed fit in case said goods are not lifted after the expiry of specified period.

26. **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 or 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 15 days from the date of occurrence. The work shall be resumed as soon as practicable after the force majeure event ceases to exist.

27. The Expression of interest/Tender should be submitted before 22.10.2013 by 4.00 P.M. and the same will be opened by the Departmental Technical Committee in the office of Chairman, Department of Physical Education, Panjab University, Chandigarh in the presence of the tenderer or his/her authorized representative on 23.10.2013 at 11.00 A.M. 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 expression of interest/Tender is non-transferable.

28. 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.

29. **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 27<sup>th</sup> 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.

**ARBITRATION:** In the event of any dispute or difference the same shall be referred to the sole arbitrator i.e. Chairman, Department of Physical Education, P.U., 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.

Chairman  
Department of Physical Education,  
P.U., Chandigarh

## **CHAPTER 4**

## **Annexure -B**

**SPECIFICATIONS AND ALLIED TECHNICAL DETAILS OF (1) Body Composition Analyser (Fully Computerised), (2)Recline Bike/Recumbent Bike (Fully Computerised), (3)Massage Therapy Chair (Fully Computerised), (4)Split A.C.(Voltas : 1.5 ton), FOR DEPARTMENT OF PHYSICAL EDUCATION PANJAB UNIVERSITY CHANDIGARH**

**PROFORMA FOR TECHNICAL BID (TO BE UTILIZED BY THE BIDDER FOR QUOTING TECHNICAL SPECIFICATIONS)**

<b>Sr.No.</b>	<b>Name of the item</b>	<b>Specifications (To be quoted by Bidder)</b>
1.	Body Composition Analyser (Fully Computerised)	
2.	Recline Bike/Recumbent Bike (Fully Computerised)	
3.	Massage Therapy Chair (Fully Computerised)	
4.	Split A.C.(Voltas : 1.5 ton)	

Signature with Seal of the Firm

## CHAPTER – 5

### PRICE SCHEDULE FOR SUPPLY OF

(1) Body Composition Analyser (Fully Computerised), (2) Recline Bike/Recumbent Bike (Fully Computerised), (3) Massage Therapy Chair (Fully Computerised), (4) Split A.C.(Voltas : 1.5 ton), for Department of Physical Education, P.U., Chandigarh

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

Sr.No.	Name of the item	Rate/Price(To be quoted by Bidder)
1.	Body Composition Analyser (Fully Computerised)	
2.	Recline Bike/Recumbent Bike (Fully Computerised)	
3.	Massage Therapy Chair (Fully Computerised)	
4.	Split A.C.(Voltas : 1.5 ton)	

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

Signature with Seal of the Firm

**CHAPTER-6**

**UNDERTAKING BY THE TENDERER**

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.

Signatures of the Tenderer with Seal

Date\_\_\_\_\_

Time\_\_\_\_\_

**Chapter-7**

**ANNEXURE-“A”**

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

**AFFIDAVIT**

I/We /Ms \_\_\_\_\_ are registered as  
Manufacturer/Distributor/Supplier of \_\_\_\_\_ as per  
Sales Tax Registration Certificate No. \_\_\_\_\_ issue  
by \_\_\_\_\_ having registered office 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.

DEPONENT

Place \_\_\_\_\_

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.

DEPONENT

Place \_\_\_\_\_

Dated \_\_\_\_\_