

**PUNJABI UNIVERSITY PATIALA**  
(Established under Punjab Act No. 35 of 1961)

**E-Tender notice**

E-Tenders on item-rate basis through electronic tendering process are invited by the undersigned from the Authorized Dealers/Distributors or any Registered Firm etc. fulfilling the eligibility criteria mentioned herein which shall be uploaded & received on <https://tenderwizard.com/PUNJAB>

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|--|--------------------------|
| 1. Last date and Time for receipt of Tender online | Date 24-12-2019 5:00 PM  |
| 2. Date and Time of opening Technical bid          | Date 26-12-2019 2:00 PM  |
| 3. Date and Time of opening Financial bid          | Date 27-12-2019 11:00 AM |

Sr. No.	Name of work	Security (in Rs.)	Reserve price for Per E- Rickshaw (in Rs.)	Tender Fees (in Rs.)	Bid processing fee (in Rs.)	Time Limit
1.	Contract for providing E- Rickshaw Services in Punjabi University Patiala	1,000/- Per E- Rickshaw	Minimum 1,000/- Per Month Per E- Rickshaw	2000/-	2350/-	1 Year

Aspiring Tenderers who have not obtained the User ID and Password for participating in e-tendering may obtain the same by registering at the e-procurement portal <https://tenderwizard.com/PUNJAB>. The Tenderers once registered can participate in any of the department tenders of the Government of Punjab. For any clarification contact 9257209340, 0172-3934667, 8146699866 or E-mail at: [etender\\_helpdesk@gmail.com](mailto:etender_helpdesk@gmail.com), [pavitar.s@etenderwizard.com](mailto:pavitar.s@etenderwizard.com).

**All other details can be seen in the bidding document.**

**Terms and conditions:-**

- Earnest money and tender form fee separately, of the required value shall be submitted in the shape of D.D. of any Nationalized bank payable in favour of The Registrar, Punjabi University Patiala. Tender fee and earnest money must be submitted on 24-12-2019 up to 11-00 AM in the office of Security-cum-Transport office.
- Tender processing fee should be paid through e payment, Direct Debit or Internet Banking.
- Bid Security and Tender Processing fee should be deposited before opening the tender.
- The Tender documents shall be uploaded in 2 folders.
  - Folder-A:** Shall contain pre-qualification documents such as Registration, PAN, GST No., Income Tax and Non Blacklist certificate, and Self Declaration should be uploaded on website.
  - Folder-B:** shall contain financial bid on the prescribed form.
- In case earnest money of the required value is not deposited, the bids will not be considered and rejected straightaway.
- Folder-A of those suppliers/Tenderers shall be opened whose earnest money is found to be in order.
- Folder-B of those suppliers/Tenderers shall be opened whose technical bid is found to be fit.
- The eligible bidder who does not possess DSC (Digital Signature Certificate) and is interested in online bid, can get the same issued from approved agencies. For any other query, they may contact on 9257209340, 0172-3934667, 8146699866 or E-mail: [etender\\_helpdesk@gmail.com](mailto:etender_helpdesk@gmail.com), [pavitar.s@etenderwizard.com](mailto:pavitar.s@etenderwizard.com).
- The tender will be opened in the office of the Dean Academic Affairs at Punjabi University Patiala.
- Corrigendum/Addendum/Corrections, if any, will be published at the website only. The Firm Tenderers should regularly check the website <https://tenderwizard.com/PUNJAB>.

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#### RE-QUALIFICATION REQUIREMENTS:

1. Only Authorized dealer/supplier or any other Registered firm etc. can submit the e-tender.
2. The Bidders will have to provide their own PAN and GST No., wherever applicable.
3. The Supplier/firms with a minimum Annual Turnover of Rs.1,00,000/- or Rs.50,000/- half yearly, are eligible. Proof of the same must be attached.
4. The Supplier/firms shall submit copies of Current Income Tax Returns (minimum 2 quarters).
5. Undertaking must be attached by the firms/bidders declaring providing less than 20 Employees, will have no need to submit E.P.F., E.S.I.& Labour Registration certificates etc. In case of more than 20 Employees, they must submit E.P.F. E.S.I.& Labour Registration certificates etc.
6. The suppliers/tenderers shall also submit Self-declaration that they have not been debarred or blacklisted by any Govt./ Semi Govt. Organization or any Corporation.

#### Other Terms and Conditions:

1. The contractor will provide their own three-wheeler vehicle namely "E- Rickshaw" along with drivers both Male and Female.
2. The contractor shall provide adequate signage regarding rate and charges.
3. The contractor shall arrange extra additional E- Rickshaws as per the requirements during operation within a reasonable period and as per demand.
4. The contractor shall manage the parking area as allotted by the University.
5. The contractor shall maintain the proper record of E- Rickshaw.
6. The contractor will operate only on the route provide in the campus from the entry point.
7. The university will not claim any amount from the contractor in respect of transportation charges received from the users.
8. The contractor will be responsible for the fair conduct of drives and staff with the students and employees of Punjabi University, Patiala.
9. The University will provide electricity power for charging and water for their use. The Contractor will pay the electricity and water bills.
10. The transportation charges to be collected from the users of E- Rickshaw would be Rs.10/- only. (Facilities and services shall be extended by the University to the contractor for providing of Eco Friendly services).
11. The Registrar reserves the right to reject the tender without assigning any reason before/after opening of the tenders. Tenderers shall have no right claim whatsoever for the same on this account.
12. On account of being a public holiday the tenders shall be received / opened on the next working day at the same time and same place.
13. The Suppliers/Tenderers will sign the 'Contract Agreement' on non-Judicial stamp paper of Rs 50/- with the Registrar Punjabi University Patiala within 7 days of issuing of 'letter of allotment'.
14. The order for quantity of E- Rickshaw can be increased or decreased. The Suppliers/ Tenderers shall have no right for any claim whatsoever for declining the same on this account.

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15. earnest money deposited by the unsuccessful bidders shall be Contract allotment.
16. In case of any dispute, the same shall be dealt within the jurisdiction of the Patiala courts.
17. In case of any clarification regarding tender, please contact at the Phone No. 0175-3046080.

**18. Transport system:**

1. Parking space and Electric charge points for E- Rickshaws will be provided at the Main gate and the firm will pay the Electricity bills as per their use.
2. Maximum Transportation charges to be collected from would be the users the @ Rs.10/-.
3. No other Public transport in any form shall be allowed for the transportation of persons in the University campus during the period of agreement, except university buses.
4. The University authority will ensure and provide a suitable environment to the contractor for smooth & ease of operations at the University. The contractor would not be involved in the resolution of issues with the students or staff during the entire period of agreement. The contractor would be deemed to be working under the directions of the policies of the University authorities.
5. Statutory obligation.

Nothing herein contained shall be deemed to constitute any privity between both parts and assignment undertaken. The Contractor shall adhere to and observe applicable provision of the rulings of the University & allied established Act, P.F. Act, Worker's Computation Act, Labour law & other acts and statutes. The university will not be responsible for any liabilities of any authority or state govt. or central government to be raised upon the contractor for non-compliance or non-observance of the terms of various statutes or any other relevant act on the part of the contractor.

6. The Rates quoted by the contractor shall not be less than Rs.1,000/- per Rickshaw (Reserve price). The Firm may quote rates more than the Reserve price according to their will.
7. The Firm must provide thirteen E- Rickshaws at the site; ten for working operations and three E- Rickshaws reserve, or for charging purpose.
8. The duration of the agreement shall be for one year extendable according to the decision of appropriate University Authority.
9. **No's. of E- Rickshaws to be provided on the following stations:**

Sr. No.	Station	Qty.
1.	Vehicle Pass Cell	= 01
2.	Main Gate Parking	= 03
3.	University College of Engineering.	= 02
4.	Examination Branch.	= 02
5.	Girls Hostel	= 02

*M. J. Jia*  
 Registrar  
 2.12.19  
 Punjabi University,  
 Patiala.

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