

CCS Haryana Agricultural University, Hisar
(Established by Parliament Act 16 of 1970)

Tender Notice

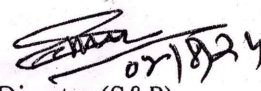
CCS Haryana Agricultural University, Hisar is inviting Tenders for the purchase of following equipments/items:-

1. Purchase of Double Beam UV-VIS Spectrophotometer for Department of Horticulture, CCSHAU, Hisar
2. Purchase of Microwave Digestion system for Department of Horticulture, CCSHAU, Hisar
3. Purchase of Fully Automatic Kjeldahl Nitrogen Analyser for Department of Horticulture, CCSHAU, Hisar
4. Purchase of CHNS Analyser for Department of Horticulture, CCSHAU, Hisar
5. Purchase of Inductively Coupled Plasma-Mass Spectrometer (ICP-MS) for Department of Horticulture, CCSHAU, Hisar
6. Purchase of Ultra Water Purification System for Department of Horticulture, CCSHAU, Hisar

For detail information and e-tendering schedule, please visit the website <http://etenders.hry.nic.in> and University website <http://hau.ac.in>

Date of start of bid preparation and submission on 05.08.2024 (09:00 hours) and Closing on 28.08.2024 upto 17:00 hours. Opening of Technical Bid on 29.08.2024 at 11.00 A.M. Opening of Financial Bid on 31.08.2024 at 11.00 AM.

- Note:**
1. All updates, amendments, Corrigenda etc. (if any) will be posted only on the CCS HAU Website/Tender website. There will not be any publication of the same through Newspapers or any other media.
 2. Interested bidders are advised to deposit bid security/EMD on or before 48:00 hrs of expiring date and time of bid online so as to get the payment verified.


/ Director (S&P)



CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419

Email: directorspo@gmail.com, spo@hau.ernet.in

STANDARD BIDDING DOCUMENT PROCUREMENT OF DOUBLE BEAM UV-VIS SPECTROPHOTOMETER FOR DEPARTMENT OF HORTICULTURE, CCSHAU, HISAR

PART 1: COMPLETE BIDDING DOCUMENT

NAME OF WORK: - PURCHASE OF DOUBLE BEAM UV-VIS
SPECTROPHOTOMETER FOR DEPARTMENT OF
HORTICULTURE, CCSHAU, HISAR

DNIT Amount: Rs. 18.0 Lakhs (Approx.)




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CCS HAU, HISAR

TABLE OF CONTENTS

Sr. No.	Name of Contents	Page No.
1.	Tender Notice	3
2.	Particulars	4
3.	Detailed Specifications	5
4.	Detail Notice Inviting Tender	6-7
5.	Terms and Conditions	8
6.	Instructions to bidder on Electronic Tendering System	9-12
7.	Guideline for Online Payments in e-tendering	13-14


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CCS, HAU, HISAR

Director (Store & Purchase)

Ch. Charan Singh Haryana Agricultural University, Hisar (Established by Parliament Act No. 16 of 1970)


TENDER NOTICE

The Bids/e-tenders are invited from the eligible bidders through online bids in the website: [https:// etenders.hry.nic.in](https://etenders.hry.nic.in) for the work as per details in the table.

Sr No	Description of Job Work	Approx. Estimated Cost (Rs. in Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (in Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	Purchase of Double Beam UV-Vis Spectrophotometer	18.0/-	90,000/-	e-Service Fee Rs. /- + Document Fee Rs. /- 1180 + 1000/-	05/8/24 --/--/2024 (09:00 hours)	28/8/2024 upto 17:00 hours -do-	28/8/2024 upto 17:00 hours -do-	Tech. Bid - 28/8/24 at 11:00 AM Financial Bid - 31/8/24 at 11:00 AM

- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://etenders.hry.nic.in> & University Website, <https://hau.ac.in>
- (iii) E-Service fee Processing fee Rs. 1180/-..... required to be filled/provided at the time of online bid preparation stage.


 Director
 (Stores & Purchases)
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Particulars of the material to be purchased

Sr. No.	Items to be purchased	Rate (Rs.)
1.	Purchase of "DOUBLE BEAM UV-VIS SPECTROPHOTOMETER"	18,00,000/- approx.


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Technical Specification of Double Beam UV-VIS Spectrophotometer

S. No.	Parameter	Required Specification
1	Optical Design	Double Beam with reference/Blank and sample cuvette position separately
2	Spectral Bandwidth	The wavelength range that each diode in the array can detect simultaneously should be 2.0 nm or better (fixed bandwidth)
3	Modes of analysis	Absorbance, Transmittance, Concentration, Scanning, Quant, Fixed, Live display, OD 600 and Kinetics must be available in standalone mode
4	Light Source	Xenon Flash Lamp (3 years guaranteed lifetime), Typical lifetime should be 5-7years or more
5	Detector	Silicon Photodiodes detectors (one each for sample and reference)
6	Wavelength Range	190 – 1100 nm or better
7	Data Interval	0.1, 0.2, 0.5, 1.0, 2.0, 5.0 nm or better
8	Photometric Range	-2A to +3.5A
9	Noise	±0.00020A or better
10	Photometric Drift	< 0.0005 A/hr or better
11	Display	<ul style="list-style-type: none"> - Built-in 7-inch colour touchscreen interface compatible with lab gloves, high definition. - Instrument should be quoted with software to operate through PC.
12	Sampling Accessories	<ul style="list-style-type: none"> - Fibre optic probe with 10mm probe tip and 2 meter fibre optic length should be quoted by vendor and performance should be covered under warranty.
13	Warranty	3 years warranty on complete instrument and 3 years replaceable warranty on source.
14	Accessories	<ul style="list-style-type: none"> - PC system (Intel Core i7 or better , RAM-At least 16GB RAM, SSD 512 GB or more, Screen size-24, with mouse 10000dpi mouse and at least 3 USB Ports 2.0 ports, Windows 10 pro or better-1 No. - Multi-functional branded colour laser jet printer with duplex printing - Suitable online UPS with 1 hour backup - Quartz Cuvette with 10mm pathlength – 6 pairs
15	Services	<ul style="list-style-type: none"> - Installation and training support must be provided by OEM. Vendor should share the contacts of Service Engineers with technical bid. - OEM should have 24x7 Service toll free number for easy and quick response. Same should be provided with technical bid.


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Detail Notice Inviting Tender

e-tender is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid Under PQQ/Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):

Sr No	Description of Job Work	EMD to be deposited by Bidder (in Rs.)	Tender Document Fee & e-Service Fee (in Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission
1.	Purchase of DOUBLE BEAM UV-VIS SPECTROPHOTOMETE R	90,000/-	e-Service Fee Rs. /- + Document Fee Rs. /- 1180 /- + 1000 /-	05/8/24 --/--/2024 (09:00 hours)	28/8/24 --/--/2024 upto 17:00 hours -do-	28/8/24 --/--/2024 upto 17:00 hours -do-

Under this process, the Pre-qualification/ Technical online bid application as well as online price bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

1. **The payment for tender document fee and e-Service fee shall be made by eligible bidders online directly through Debit cards & Internet banking accounts and the payment for EMD can be made online directly through RTGS/NEFT or OTC Please refer to 'Online Payment Guideline' available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the tender document.**

2. Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-tender. **He/She will be required to make online payment towards EMD fee as mentioned above in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his/her bids for the respective event / Tenders.**

3. The interested bidders must remit the funds at least T+1 working day (Transaction day + One working day) in advance i.e. **on or before 28/8/24... up to 17:00 Hours and make payment via RTGS/NEFT or OTC to the beneficiary account number specified under the online generated challan. The intended bidder/Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/tenders at <https://etenders.hry.nic.in>**

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) + 18% GST online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

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The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	05/8/24 9.00 AM	28/8/24 upto 17.00 PM
2	Technical Bid Opening		29/8/24 at 11.00 AM	
3	Financial Bid Opening		31/8/24 at 11.00 AM	

Important Note:

1. The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his/her aforesaid stage in the stipulated online time schedule for this stage, his/her Application/bid status will be considered as 'Applications / bids not submitted'.
2. Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
3. Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
4. In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Hence forth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.


The bids shall be submitted online in two separate envelopes:

Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid.


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TERMS AND CONDITIONS

1. The quotations received after due date or time will be summarily rejected.
2. The security/earnest money equivalent to 5% (five percent) of the total cost of material *i.e.* an amount of 5% of the total cost of the material rounded off to nearest Rs. 10/- in the name of Director (Stores & Purchase), CCSHAU, Hisar.
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCSHAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC.
5. The rates should be quoted on price list less discount. FOR University Campus or Offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'. The prices should be quoted in INR only.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 60 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its officers at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana. Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.
12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods Transport Company by road, the transport companies charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods Transport Company.
13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent (make/specification will be given by the HAU).

Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.
15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any items or any quantity and to reject if for the rest.
16. It is our policy to make all purchases from the manufactures or through their authorized dealers. If you are manufactures/authorized dealer, proof thereof may kindly be given alongwith the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufactures may kindly be attached being authorized dealer/stockiest/distributor or agent etc.
17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. 10/97-Central Excise date 01 March 1997 and Notification No. 51/96-Custom dated 23 July 1996 vide Registration No. TU/V/RG-CDE(74)/2015 dated 05.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCSHAU, Hisar.
18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.
19. For any enquiry, the undersigned can be contacted at Phone No. 01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2nd and 4th Saturday) during office hours (9:00 AM to 4:30 PM) during August to April and 7:00 AM to 2:00 PM during May to July).
20. The family members of the University employees are not allowed to send their quotations/tender. Such quotations/tenders, if received, will out rightly be rejected.
21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sancity.

Terms and conditions for the material to be imported


1. Country of origin should be mentioned.
2. Goods supplied should confirm to the standards mentioned in the technical specifications or as per latest standards issued by the concerned institution.
3. Performance security: The responsive bidder shall be required to deposit Performance security equivalent to five per cent of the cost of material ordered valid for guarantee/warrantee period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.
5. Warranty/Guarantee: the material be quoted with Warranty/Guarantee period of 12 months after the date of delivery and acceptance at final destination or 18 months after the date of shipment from the port or place of loading whichever is earlier.
6. Payment: On successful installation and demonstration of the equipment to the bidder and satisfactorily inspection of the equipment from CCS HAU committee.
7. Bid Security: Bid security should be valid for 45 days beyond the validity of the bids
8. Validity: The tender should be valid at least 45 days from the date of opening of tenders.
9. Clarifications on tenders: During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the

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Dept of Horticulture
CCS HAU, HISAR

response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.

10. Purchaser's right to accept/or reject any or all the tenders: The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.
11. Taxes & Duties: It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
12. Custom Duty: Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents, certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.
13. Liquidated damages: The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.
14. Right to cancel the execution of supply order/contract: When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.
15. Conversion Rates: The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders
16. Delivery Documents: at the time of delivery of equipments:
 - i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
 - ii) Original and 4 copies of the negotiable, clean, on band bill of landing freight prepaid and 4 copies of non-negotiable bill of landing.
 - iii) 4 copies of packing list identifying contents of each package.
 - iv) Insurance Certificate.
 - v) Manufacturer's/Supplier's Certificate.
 - vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report.
 - vii) Certificate of Origin.
 - viii) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the CCSHAU, Hisar and, if not received, the Supplier will be responsible for any consequent expenses.


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 CCS HAU, HISAR

Instructions to bidder on Electronic Tendering System

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

1. Registration of bidders on e-Procurement Portal:-

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://etenders.hry.nic.in>. Please visit the website for more details.

2. Obtaining a Digital Certificate:

2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

2.2 A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager/Post Master/Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – <https://etenders.hry.nic.in>

2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.

2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://etenders.hry.nic.in> for Digital Signature Certificate (DSC) including the e- Token carrying DSCs.

2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to **keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).

2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.


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3. **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://etenders.hry.nic.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4. **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://etenders.hry.nic.in>

5. **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in>

6. **Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7. **Online Payment of Tender Document Fee, e-Service fee, EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):**

i) **Online Payment of Tender Document Fee & e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee shall be made by bidders/ Vendors online directly through Internet Banking Accounts and eService Fee through Debit Cards & Internet Banking Accounts. The Payment for EMD shall be made online directly through RTGS / NEFT & OTC. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.


ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) and tender mandatorily be submitted online.

Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope: The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)

NOTE: Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>. For any help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in>, and click on the available link 'How to...? To download the file.


 Prof. & Head
 Dept. of Horticulture
 CCS HAU, HISAR

Guideline for Online Payments in e-tendering

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment.

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT
- D. Operative Procedures for Bidder Payments

(A) **Debit Card :-** The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

(B) **Net Banking :-** The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying
list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the
Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

(C) **RTGS/NEFT :-** The bidder shall have the option to make the EMD payment via RTGS/NEFT. Using this module; bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

- (i) Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

- (ii) Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.
- (iii) Each challan shall therefore include the following details that will be pre-populated:
- Beneficiary account no: (unique alphanumeric code for e-tendering)
 - Beneficiary IFSC Code:
 - Amount:
 - Beneficiary bank branch:
 - Beneficiary name:
- (iv) The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.
- (v) The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.
- (vi) Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

Sr. No.	Scenario	Do's/Don't's
1	In the event of making Payment through NEFT/RTGS	<p>Do's</p> <ul style="list-style-type: none"> • It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are: <ol style="list-style-type: none"> 1) Beneficiary account no: <client code> + <random number> 2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders) 3) Amount: As mentioned on the challan. It is specific for every tender/transaction 4) Beneficiary bank branch: ICICI Bank Ltd, CMS 5) Beneficiary name: As per the challan • For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD • It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender • Bidder has to make only single payment against a challan as per the amount mentioned on the challan. • Bidder must do the payment before tender validity gets expired <p>Don't's</p> <ul style="list-style-type: none"> • Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise: <ol style="list-style-type: none"> 1) Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account 2) Incorrect Beneficiary account number mentioned (<client code> + <random number>):- <ol style="list-style-type: none"> a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted. 3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as un reconciled transactions and will be auto-refunded directly to bidder's account. • In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/participate. • Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination. • Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder. • Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder

Prof. Dr. H. S. Chahal
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Director (Store & Purchase), CCSHAU, Hisar
 (Stores & Purchases)
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SP. 794

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CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419

Email: directorspo@gmail.com, spo@hau.ernet.in

STANDARD BIDDING DOCUMENT PROCUREMENT OF MICROWAVE DIGESTION SYSTEM FOR DEPARTMENT OF HORTICULTURE, CCSHAU, HISAR

PART 1: COMPLETE BIDDING DOCUMENT

**NAME OF WORK: - PURCHASE OF MICROWAVE DIGESTION
SYSTEM FOR DEPARTMENT OF HORTICULTURE, CCSHAU,
HISAR**

DNIT Amount: Rs. 40.0 Lakhs (Approx.)

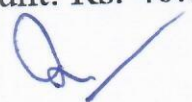


**Prof. & Head
Dept of Horticulture
CCS HAU, HISAR**

TABLE OF CONTENTS

Sr. No.	Name of Contents	Page No.
1.	Tender Notice	3
2.	Particulars	4
3.	Detailed Specifications	5
4.	Detail Notice Inviting Tender	6-7
5.	Terms and Conditions	8-10
6.	Instructions to bidder on Electronic Tendering System	11-12
7.	Guideline for Online Payments in e-tendering	13-14


Prof. & Head
Dept of Horticulture
CCS HALL HISAR

Director (Store & Purchase)


Ch. Charan Singh Haryana Agricultural University, Hisar (Established by Parliament Act No. 16 of 1970)

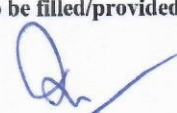
TENDER NOTICE

The Bids/e-tenders are invited from the eligible bidders through online bids in the website: <https://etenders.hry.nic.in> for the work as per details in the table.

Sr No	Description of Job Work	Approx. Estimated Cost (Rs. in Lakh)	EMD Money to be deposited by Bidder (Rs. in Lakh)	Tender Document Fee & e-Service Fee (in Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	Purchase Of MICROWAVE DIGESTION SYSTEM	40.0/-	2.0/-	e-Service Fee Rs..... + Document Fee Rs..... 1180/- + 2000/-	5/8/2024 (09:00 hours)	5/8/2024 upto 17:00 hours -do-	5/8/2024 upto 17:00 hours -do-	Tech. Bid - 24/8/24 /2024 at 11:00 A.M Financial Bid - 24/8/24 /2024 at 11:00 A.M


- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://etenders.hry.nic.in> & University Website <https://hau.ac.in>
- (iii) E-Service fee Processing fee Rs. 1180/- required to be filled/provided at the time of online bid preparation stage.


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 CCS HAU, HISAR


 Prof. & Head
 Dept of Horticulture
 CCS HAU, HISAR


Particulars of the material to be purchased

Sr. No.	Items to be purchased	Rate (Rs.)
1.	Purchase of "MICROWAVE DIGESTION SYSTEM"	40,00,000/- approx.


Prof. & Head
Dept of Horticulture
CCS HALL, HISAR

Technical Specifications of Microwave Digestion System

- The cavity chamber must be made of SS material with corrosion-resistant multilayer fluoropolymer coating for physical and chemical protection with volume of over 50 liters.
- Microwave output power: 1800 Watt or more for complete digestion of samples.
- Controller - In-built color touchscreen display of minimum 7 inch or more for graphical representation. Detachable / external controllers not accepted.
- For protection from back-reflected microwave energy system must be equipped with temperature sensors on the magnetron to prevent overheating.
- Rotor & Vessels: Rotor must be capable of processing min. 16 or more high pressure vessels at a time with a protection lid. Rotor should be made of lightweight Al or equivalent material with high pressure strength upto 150 bar or higher for safety and ultrafast cooling. Instrument should be offered with minimum 16 vessels.
- Temperature Control: System should have IR sensor for temperature monitoring & control of reaction.
- Pressure Control: The system must have an accurate pressure control mechanism with vent and reseal capabilities for each vessel. Vessels should not use plastic or polymer springs due to temperature dependency; Alternatively, they should be completely closed with metal rupture discs. Low pressure performance not acceptable.
- Vessel volume: 50 ml or more with filling volume of 3- 25 ml or more.
- Vessel material: PTFE-TFM etc. inert polymeric material
- Closure of the vessel must be possible by hand and overpressure release mechanism of the vessel must be controlled by means of metal springs for precise opening pressure independent of the reaction temperature or sample weight or with metal safety disc for highest safety.
- Max. Operating parameters: 250 °C or more & 70 bar or more.
- Max. Vessel design Parameters: 300 °C or more & 100 bar or more
- System should have great exhaust system for taking out fumes from the cavity and should also be provided with facility for neutralizing the acidic fumes to ensure health safety of operator.
- Instrument should be offered with re-usable quartz inserts minimum 20 number for carrying out digestion with 1.5 ml or lesser acid for micro samples.
- System should be offered with rotor for microwave assisted accelerated drying of samples from the same manufacturer. Instrument supplied should be capable of performing extraction without any addition of additional accessories in future.
- Sample weights upto 2-3 grams per vessel for inhomogeneous samples and for trace level elemental analysis.
- Instrument should be offered with heating beads made of silicon carbide material for heating non-polar solvent efficiently & stir bars.
- Instrument should be provided with the various accessories required for the sample preparation like Acid dispenser – 4 no., Micro-pipettes – 2 no.
- Instrument should be supplied with a software for the data collection & transfer to a centralized PC & printer. System should be supplied with a black & white printer.
- Warranty -03 years from date of installation.
- Vendor should quote F.O.R. price in Indian currency.


 Prof. & Head
 Dept of Horticulture
 CCS HAU, HISAR

Detail Notice Inviting Tender

e-tender is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid Under PQQ/Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):

Sr. No	Description of Job Work	EMD to be deposited by Bidder (Rs. in Lakh)	Tender Document Fee & e-Service Fee (in Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission
1.	Purchase of MICROWAVE DIGESTION SYSTEM	2.0/-	e-Service Fee Rs..... + Document Fee Rs..... 186 + 2000/-	5/8/2024 (09:00 hours)	28/8/2024 upto 17:00 hours -do-	28/8/2024 upto 17:00 hours -do-

Under this process, the Pre-qualification/ Technical online bid application as well as online price bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.


1. **The payment for tender document fee and e-Service fee shall be made by eligible bidders online directly through Debit cards & Internet banking accounts and the payment for EMD can be made online directly through RTGS/NEFT or OTC Please refer to 'Online Payment Guideline' available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the tender document.**

2. Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-tender. **He/She will be required to make online payment towards EMD fee as mentioned above in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his/her bids for the respective event / Tenders.**

3. The interested bidders must remit the funds at least T+1 working day (Transaction day + One working day) in advance i.e. **on or before 28/8/24, up to 17:00 Hours and make payment via RTGS/NEFT or OTC to the beneficiary account number specified under the online generated challan. The intended bidder/Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/tenders at <https://etenders.hry.nic.in>**

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) + 18% GST online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.


 Prod. & Head
 Dept of Horticulture
 CCS HAU, HISAR

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	5/8/24 9.00 AM	28/8/24 upto 11.00 PM
2	Technical Bid Opening		29/8/24 at 11.00 AM	
3	Financial Bid Opening		31/8/24 at 11.00 AM	

Important Note:

1. The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his/her aforesaid stage in the stipulated online time schedule for this stage, his/her Application/bid status will be considered as 'Applications / bids not submitted'.
2. Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
3. Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
4. In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Hence forth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid.


Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

TERMS AND CONDITIONS

1. The quotations received after due date or time will be summarily rejected.
2. The security/earnest money equivalent to 5% (five percent) of the total cost of material *i.e.* an amount of 5% of the total cost of the material rounded off to nearest Rs. 10/- in the name of Director (Stores & Purchase), CCSHAU, Hisar.
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCSHAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC.
5. The rates should be quoted on price list less discount. FOR University Campus or Offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'. The prices should be quoted in INR only.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 60 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its officers at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana. Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.
12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods Transport Company by road, the transport companies charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods Transport Company.
13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent (make/specification will be given by the HAU).

14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.
15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any items or any quantity and to reject if for the rest.
16. It is our policy to make all purchases from the manufactures or through their authorized dealers. If you are manufactures/authorized dealer, proof thereof may kindly be given alongwith the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufactures may kindly be attached being authorized dealer/stockiest/distributor or agent etc.
17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. 10/97-Central Excise date 01 March 1997 and Notification No. 51/96-Custom dated 23 July 1996 vide Registration No. TU/V/RG-CDE(74)/2015 dated 05.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCSHAU, Hisar.
18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.
19. For any enquiry, the undersigned can be contacted at Phone No. 01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2nd and 4th Saturday) during office hours (9:00 AM to 4:30 PM) during August to April and 7:00 AM to 2:00 PM during May to July).
20. The family members of the University employees are not allowed to send their quotations/tender. Such quotations/tenders, if received, will out rightly be rejected.
21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sancity.

Terms and conditions for the material to be imported

1. Country of origin should be mentioned.
2. Goods supplied should confirm to the standards mentioned in the technical specifications or as per latest standards issued by the concerned institution.
3. Performance security: The responsive bidder shall be required to deposit Performance security equivalent to five per cent of the cost of material ordered valid for guarantee/warrantee period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.
5. Warranty/Guarantee: the material be quoted with Warranty/Guarantee period of 12 months after the date of delivery and acceptance at final destination or 18 months after the date of shipment from the port or place of loading whichever is earlier.
6. Payment: On successful installation and demonstration of the equipment to the bidder and satisfactorily inspection of the equipment from CCS HAU committee.
7. Bid Security: Bid security should be valid for 45 days beyond the validity of the bids
8. Validity: The tender should be valid at least 45 days from the date of opening of tenders.
9. Clarifications on tenders: During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the


 Prof. & Head
 Dept of Horticulture
 CCS HAU HISAR

- response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
10. Purchaser's right to accept/or reject any or all the tenders: The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.
 11. Taxes & Duties: It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
 12. Custom Duty: Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents, certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.
 13. Liquidated damages: The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.
 14. Right to cancel the execution of supply order/contract: When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.
 15. Conversion Rates: The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders
 16. Delivery Documents: at the time of delivery of equipments:
 - i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
 - ii) Original and 4 copies of the negotiable, clean, on band bill of landing freight prepaid and 4 copies of non-negotiable bill of landing.
 - iii) 4 copies of packing list identifying contents of each package.
 - iv) Insurance Certificate.
 - v) Manufacturer's/Supplier's Certificate.
 - vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report.
 - vii) Certificate of Origin.
 - viii) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the CCSHAU, Hisar and, if not received, the Supplier will be responsible for any consequent expenses.

Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

Instructions to bidder on Electronic Tendering System

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

1. Registration of bidders on e-Procurement Portal:-

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://etenders.hry.nic.in>.

Please visit the website for more details.

2. Obtaining a Digital Certificate:

2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

2.2 A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager/Post Master/Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – <https://etenders.hry.nic.in>

2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.

2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://etenders.hry.nic.in> for Digital Signature Certificate (DSC) including the e- Token carrying DSCs.

2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).

2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

Prof. & Head
Dept of Horticulture
C/S HALL HISAR

3. **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://etenders.hry.nic.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4. **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://etenders.hry.nic.in>

5. **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in>

6. **Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7. **Online Payment of Tender Document Fee, e-Service fee, EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):**

i) **Online Payment of Tender Document Fee & e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee shall be made by bidders/ Vendors online directly through Internet Banking Accounts and eService Fee through Debit Cards & Internet Banking Accounts. The Payment for EMD shall be made online directly through RTGS / NEFT & OTC. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.


ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) and tender mandatorily be submitted online.

Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope: The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)

NOTE: Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>. For any help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in>, and click on the available link 'How to...? To download the file.


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Dept of Horticulture
CCS HALL HISAR

Guideline for Online Payments in e-tendering

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment.

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT
- D. Operative Procedures for Bidder Payments

(A) **Debit Card :-** The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

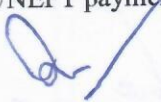
(B) **Net Banking :-** The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying
list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the
Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

(C) **RTGS/NEFT :-** The bidder shall have the option to make the EMD payment via RTGS/NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

- (i) Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.


 Prof. & Head
 Dept of Horticulture
 CCS HALL HISAR

- (ii) Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.
- (iii) Each challan shall therefore include the following details that will be pre-populated:
- Beneficiary account no: (unique alphanumeric code for e-tendering)
 - Beneficiary IFSC Code:
 - Amount:
 - Beneficiary bank branch:
 - Beneficiary name:
- (iv) The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.
- (v) The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.
- (vi) Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

Sr. No.	Scenario	Do's/Don't's
1	In the event of making Payment through NEFT/RTGS	<p>Do's</p> <ul style="list-style-type: none"> It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are: <ol style="list-style-type: none"> Beneficiary account no: <client code> + <random number> Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders) Amount: As mentioned on the challan. It is specific for every tender/transaction Beneficiary bank branch: ICICI Bank Ltd, CMS Beneficiary name: As per the challan For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender Bidder has to make only single payment against a challan as per the amount mentioned on the challan. Bidder must do the payment before tender validity gets expired <p>Don't's</p> <ul style="list-style-type: none"> Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise: <ol style="list-style-type: none"> Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account Incorrect Beneficiary account number mentioned (<client code> + <random number>):- <ol style="list-style-type: none"> In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted. Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as un reconciled transactions and will be auto-refunded directly to bidder's account. In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/participate. Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination. Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder. Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder

Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

Director (Store & Purchase), CCSHAU, Hisar

Director
(Stores & Purchases)
CCS HAU, HISAR



CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419

Email: directorspo@gmail.com, spo@hau.ernet.in

**STANDARD BIDDING DOCUMENT PROCUREMENT OF
FULLY AUTOMATIC KJELDAHL NITROGEN ANALYSER FOR
DEPARTMENT OF HORTICULTURE, CCSHAU, HISAR**

PART 1: COMPLETE BIDDING DOCUMENT

**NAME OF WORK: - PURCHASE OF FULLY AUTOMATIC
KJELDAHL NITROGEN ANALYSER FOR DEPARTMENT OF
HORTICULTURE, CCSHAU, HISAR**

DNIT Amount: Rs. 52.0 Lakhs (Approx.)




**Prof. & Head
Dept of Horticulture
CCS HAU, HISAR**

TABLE OF CONTENTS

Sr. No.	Name of Contents	Page No.
1.	Tender Notice	3
2.	Particulars	4
3.	Detailed Specifications	5
4.	Detail Notice Inviting Tender	6-7
5.	Terms and Conditions	8-10
6.	Instructions to bidder on Electronic Tendering System	11-12
7.	Guideline for Online Payments in e-tendering	13-14


Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

Director (Store & Purchase)

Ch. Charan Singh Haryana Agricultural University, Hisar (Established by Parliament Act No. 16 of 1970)

TENDER NOTICE

The Bids/e-tenders are invited from the eligible bidders through online bids in the website: [https:// etenders.hry.nic.in](https://etenders.hry.nic.in) for the work as per details in the table.

Sr No	Description of Job Work	Approx. Estimated Cost (Rs. in Lakh)	EMD Money to be deposited by Bidder (Rs. in Lakh)	Tender Document Fee & e-Service Fee (in Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	Purchase Of Fully Automatic Kjeldahl Nitrogen Analyser	52.0/-	2.5/-	e-Service Fee Rs..... + Document Fee Rs..... 1180/- + 3000/-	5/8/2024 (09:00 hours)	28/8/2024 upto 17:00 hours -do-	28/8/2024 upto 17:00 hours -do-	Tech. Bid 24/8/24 at 11:00 A.M Financial Bid - 31/8/24 at 11:00 A.M


- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://etenders.hry.nic.in> & University Website <https://hau.ac.in>
- (iii) E-Service fee Processing fee Rs. 1180/- required to be filled/provided at the time of online bid preparation stage.


 Director
 (Stores & Purchases)
 CCS HAU, HISAR



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Particulars of the material to be purchased

Sr. No.	Items to be purchased	Rate (Rs.)
1.	Purchase of "FULLY AUTOMATIC KJELDAHL NITROGEN ANALYSER"	52,00,000/- approx.


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Dept of Horticulture
CCS HAU, HISAR

Technical Specifications of Fully Automatic Kjeldahl Nitrogen Analyser	
S. No.	
1	Digestion System
	Min 20 Holes along with 300ml Volume Tube (min. 20) with Aluminium Block Digestion System
	System should be provided with programmable controller with provision of connecting Scrubber
	System should have Graphical min 3" TFT Screen with password provision
	System must be able to USB for Export of Data - Program data and operation stage
	Graphical Representation of Heating Cycle
	Minimum 40 Method Program and system to store the data for atleast 20 digestions
	Min 20 methods with four temperature ramp; Maximum working temperature to be extended to 450 °C
2	Scrubber
	Two Stage Scrubber with respirator with 230VAC 50Hz capacity
	Should have Condensation and Neutralisation Bottles
3	Distillation With Inbuilt Titration & Autosampler
	Officially approved (AOAC and ISO) Automatic analysis system for the steam distillation after digestion, with subsequent titration and calculation of the result.
	System Should be chemical-resistant and corrosion-free plastic housing
	System should be able to do the recovery: > 99.5 % at nitrogen levels between 1 – 200 mg N
	Should have Distillation time : Kjeldahl method 3.5-4.5minutes Max.
	NaOH Addition, Dilution with H ₂ O and H ₃ BO ₃ addition should be automatic
	System should be able automatic steam output adjustment
	The system should have customizable and preloaded methods
	The system should have inbuilt potentiometric titration capacity
	Titration modes - Online and End Point Titration
	The System Should have Provision for Calibrating the Pumps of H ₃ BO ₃ , H ₂ O & NaOH
	System Should have min 7" Touchscreen Display
	Vendor must supply branded 21" PC with mouse, keyboard and printer to be used with Kjeldahl set up
	Should be supplied with multi distillation system application
	System should have Min 20 or more place autosampler system
	Autosampler should have able to direct tube transfer to distillation
	Warranty: - One Year and AMC- 3Years (after warranty period)
	All technical specifications should be on manufacturers catalogue/data sheet
	Manufacture must have minimum 5-7 installations with fully automatic system with autosampler in India.


 Prof. & Head
 Dept of Horticulture
 CCS HAU, HISAR

Detail Notice Inviting Tender

e-tender is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid Under PQQ/Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):

Sr. No	Description of Job Work	EMD to be deposited by Bidder (in Rs.)	Tender Document Fee & e-Service Fee (in Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission
1.	Purchase of FULLY AUTOMATIC KJELDAHL NITROGEN ANALYSER	2.5 Lakh	e-Service Fee Rs..... + Document Fee Rs..... 1180 + 2000/-	5/8/2024 (09:00 hours)	20/8/2024 upto 17:00 hours -do-	20/8/2024 upto 17:00 hours -do-

Under this process, the Pre-qualification/ Technical online bid application as well as online price bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

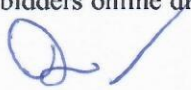
1. **The payment for tender document fee and e-Service fee shall be made by eligible bidders online directly through Debit cards & Internet banking accounts and the payment for EMD can be made online directly through RTGS/NEFT or OTC Please refer to 'Online Payment Guideline' available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the tender document.**

2. Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-tender. **He/She will be required to make online payment towards EMD fee as mentioned above in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his/her bids for the respective event / Tenders.**

3. The interested bidders must remit the funds at least T+1 working day (Transaction day + One working day) in advance i.e. **on or before 28/8/24.. up to 17:00 Hours and make payment via RTGS/NEFT or OTC to the beneficiary account number specified under the online generated challan. The intended bidder/Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/tenders at <https://etenders.hry.nic.in>**

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) + 18% GST online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.


Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	5/8/24 9.00 AM	28/8/24 upto 17.00 PM
2	Technical Bid Opening		29/8/24 at 11.00 AM	
3	Financial Bid Opening		31/8/24 at 11.00 AM	

Important Note:

1. The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his/her aforesaid stage in the stipulated online time schedule for this stage, his/her Application/bid status will be considered as 'Applications / bids not submitted'.
2. Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
3. Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
4. In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Hence forth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.


The bids shall be submitted online in two separate envelopes:

Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid.


Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

TERMS AND CONDITIONS

1. The quotations received after due date or time will be summarily rejected.
2. The security/earnest money equivalent to 5% (five percent) of the total cost of material *i.e.* an amount of 5% of the total cost of the material rounded off to nearest Rs. 10/- in the name of Director (Stores & Purchase), CCSHAU, Hisar.
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCSHAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC.
5. The rates should be quoted on price list less discount. FOR University Campus or Offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'. The prices should be quoted in INR only.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 60 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its officers at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana. Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.
12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods Transport Company by road, the transport companies charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods Transport Company.
13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent (make/specification will be given by the HAU).

14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.
15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any items or any quantity and to reject if for the rest.
16. It is our policy to make all purchases from the manufactures or through their authorized dealers. If you are manufactures/authorized dealer, proof thereof may kindly be given alongwith the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufactures may kindly be attached being authorized dealer/stockiest/distributor or agent etc.
17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. 10/97-Central Excise date 01 March 1997 and Notification No. 51/96-Custom dated 23 July 1996 vide Registration No. TU/V/RG-CDE(74)/2015 dated 05.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCSHAU, Hisar.
18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.
19. For any enquiry, the undersigned can be contacted at Phone No. 01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2nd and 4th Saturday) during office hours (9:00 AM to 4:30 PM) during August to April and 7:00 AM to 2:00 PM during May to July).
20. The family members of the University employees are not allowed to send their quotations/tender. Such quotations/tenders, if received, will out rightly be rejected.
21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sancity.

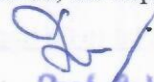
Terms and conditions for the material to be imported

1. Country of origin should be mentioned.
2. Goods supplied should confirm to the standards mentioned in the technical specifications or as per latest standards issued by the concerned institution.
3. Performance security: The responsive bidder shall be required to deposit Performance security equivalent to five per cent of the cost of material ordered valid for guarantee/warrantee period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.
5. Warranty/Guarantee: the material be quoted with Warranty/Guarantee period of 12 months after the date of delivery and acceptance at final destination or 18 months after the date of shipment from the port or place of loading whichever is earlier.
6. Payment: On successful installation and demonstration of the equipment to the bidder and satisfactorily inspection of the equipment from CCS HAU committee.
7. Bid Security: Bid security should be valid for 45 days beyond the validity of the bids
8. Validity: The tender should be valid at least 45 days from the date of opening of tenders.
9. Clarifications on tenders: During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the

Prof. & Head
Dept of Horticulture
CCS HAU HISAR

- response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
10. Purchaser's right to accept/or reject any or all the tenders: The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.
 11. Taxes & Duties: It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
 12. Custom Duty: Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents, certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.
 13. Liquidated damages: The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.
 14. Right to cancel the execution of supply order/contract: When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.
 15. Conversion Rates: The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders
 16. Delivery Documents: at the time of delivery of equipments:
 - i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
 - ii) Original and 4 copies of the negotiable, clean, on band bill of landing freight prepaid and 4 copies of non-negotiable bill of landing.
 - iii) 4 copies of packing list identifying contents of each package.
 - iv) Insurance Certificate.
 - v) Manufacturer's/Supplier's Certificate.
 - vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report.
 - vii) Certificate of Origin.
 - viii) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the CCSHAU, Hisar and, if not received, the Supplier will be responsible for any consequent expenses.


 Prof. & Head
 Dept of Horticulture
 CCS HAU, HISAR

Instructions to bidder on Electronic Tendering System

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

1. Registration of bidders on e-Procurement Portal:-

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://etenders.hry.nic.in>.

Please visit the website for more details.

2. Obtaining a Digital Certificate:

2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

2.2 A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager/Post Master/Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – <https://etenders.hry.nic.in>

2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.

2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://etenders.hry.nic.in> for Digital Signature Certificate (DSC) including the e- Token carrying DSCs.

2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).

2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

Prof. & Head
Dept of Horticulture
CCS HAUL, HISAR

3. **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://etenders.hry.nic.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4. **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://etenders.hry.nic.in>

5. **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in>

6. **Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7. **Online Payment of Tender Document Fee, e-Service fee, EMD fees & Bid Preparation & Submission (POO/ Technical & Commercial/Price Bid):**

i) **Online Payment of Tender Document Fee & e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee shall be made by bidders/ Vendors online directly through Internet Banking Accounts and eService Fee through Debit Cards & Internet Banking Accounts. The Payment for EMD shall be made online directly through RTGS / NEFT & OTC. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

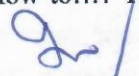
ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) and tender mandatorily be submitted online.

Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope: The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)

NOTE: Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>. For any help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in>, and click on the available link 'How to...? To download the file.


Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

Guideline for Online Payments in e-tendering

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment.

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT
- D. Operative Procedures for Bidder Payments

(A) **Debit Card :-** The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.


(B) **Net Banking :-** The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement-portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying
list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the
Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

(C) **RTGS/NEFT :-** The bidder shall have the option to make the EMD payment via RTGS/NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

- (i) Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.


 Prof. & Head
 Dept. of Horticulture
 CCS HAU, HISAR

- (ii) Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.
- (iii) Each challan shall therefore include the following details that will be pre-populated:
- Beneficiary account no: (unique alphanumeric code for e-tendering)
 - Beneficiary IFSC Code:
 - Amount:
 - Beneficiary bank branch:
 - Beneficiary name:
- (iv) The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.
- (v) The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.
- (vi) Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

Sr. No.	Scenario	Do's/Don't's
1	In the event of making Payment through NEFT/RTGS	<p>Do's</p> <ul style="list-style-type: none"> It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are: <ol style="list-style-type: none"> Beneficiary account no: <client code> + <random number> Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders) Amount: As mentioned on the challan. It is specific for every tender/transaction Beneficiary bank branch: ICICI Bank Ltd, CMS Beneficiary name: As per the challan For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender Bidder has to make only single payment against a challan as per the amount mentioned on the challan. Bidder must do the payment before tender validity gets expired <p>Don't's</p> <ul style="list-style-type: none"> Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise: <ol style="list-style-type: none"> Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account Incorrect Beneficiary account number mentioned (<client code> + <random number>):- <ol style="list-style-type: none"> In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted. Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as un reconciled transactions and will be auto-refunded directly to bidder's account. In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/participate. Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination. Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder. Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder

Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

Director (Store & Purchase), CCSHAU, Hisar
Director
(Stores & Purchases)
CCS HAU, HISAR

Sl. 796



CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419

Email: directorspo@gmail.com, spo@hau.ernet.in

STANDARD BIDDING DOCUMENT PROCUREMENT OF CHNS ANALYSER FOR DEPARTMENT OF HORTICULTURE, CCSHAU, HISAR

PART 1: COMPLETE BIDDING DOCUMENT


**NAME OF WORK: - PURCHASE OF CHNS ANALYSER FOR
DEPARTMENT OF HORTICULTURE, CCSHAU, HISAR**

DNIT Amount: Rs. 60.0 Lakhs (Approx.)


Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

TABLE OF CONTENTS

Sr. No.	Name of Contents	Page No.
1.	Tender Notice	3
2.	Particulars	4
3.	Detailed Specifications	5-6
4.	Detail Notice Inviting Tender	7-8
5.	Terms and Conditions	9-11
6.	Instructions to bidder on Electronic Tendering System	12-13
7.	Guideline for Online Payments in e-tendering	14-15


Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

Director (Store & Purchase)

Ch. Charan Singh Haryana Agricultural University, Hisar (Established by Parliament Act No. 16 of 1970)


TENDER NOTICE

The Bids/e-tenders are invited from the eligible bidders through online bids in the website: [https:// etenders.hry.nic.in](https://etenders.hry.nic.in) for the work as per details in the table.

Sr No	Description of Job Work	Approx. Estimated Cost (Rs. in Lakh)	EMD Money to be deposited by Bidder (Rs. in Lakh)	Tender Document Fee & e-Service Fee (in Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	Purchase Of CHNS ANALYSER	60.0/-	2.5/-	e-Service Fee Rs..... + Document Fee Rs..... 1180+ 3000	5/8/2024 (09:00 hours)	28/8/2024 upto 17:00 hours -do-	28/8/2024 upto 17:00 hours -do-	Tech. Bid (28/8/2024 at 11:00 A.M Financial Bid - 31-8-24 /2024 at 11:00 A.M


- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://etenders.hry.nic.in> & University Website <https://hau.ac.in>
- (iii) E-Service fee Processing fee Rs. 1180/- required to be filled/provided at the time of online bid preparation stage.


 Director
 (Stores & Purchases)
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 Prof. & Head
 Dept of Horticulture
 CCS HAU, HISAR

Particulars of the material to be purchased

Sr. No.	Items to be purchased	Rate (Rs.)
1.	Purchase of "CHNS ANALYSER"	60,00,000/- approx.


Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

Technical Specifications of CHNS Analyser

Fully Automated PC controlled Elemental Analyser for Solids, liquid and semi solid samples suitable for agricultural products, food, feed, soil samples

Operating modes for measurement of CHNS, CHN, CNS, and S

Simultaneous CHNS analysis with single sample injection/ run.

Sample weight Range : up to 1000 mg

Detection range : 0 to 100% for all elements (C, H, N, S) with the capability of measuring at least 12 mg absolute carbon in CHNS mode

LOD : System should have 50 ppm or better

Standard deviation/precision: $\leq 0.2\%$ or better.

Analysis time : Less than 15 min., automatic control, and automatic self-optimization of analysis time depending on element concentration.

Fully digital electronics that should be fully integrated in unit, no external control panels required.

Should have mass flow controller/electronic flow controller for constant flow of carrier gas.

Furnace System

- Should have double furnace system, separate for combustion and reduction
- Controlled furnace Temperature should be 1100 deg C or more.
- Should have possibility to use ceramic/quartz ash finger to handle high halogen or fluorine contents sample.
- Easy ash removal without change of combustion tube by means of an exchangeable ash crucible.

Separation System

- Advanced Chromatographic separation of gases through Combustion gases in the form CO₂, H₂O, N₂ and SO₂ are separated by means of one Temperature Programmed Desorption (TPD) column/ GC column.
- Complete instrument control over elution process with provision of auto zero of baseline after each element elution.
- Full separation of all analytes and there should be no peak tailing or peak overlap
- All the elements (C,H,N,S) should be analysed with higher column temperature

Detector System

- Temperature stabilized TCD detector for measurement of C-H-N-S-O.

Autosampler System

- Electromechanical auto sampler system with 100 positions or more. The autosampler should hold at least 100 mg of Soil Sample. Pneumatic autosampler is not acceptable.
- The autosampler should be zero blank and ensure complete removal of atmospheric gases before sample injection into the high temperature reactor/ furnace. It is a crucial scientific requirement and must be met.

Carrier gas: Possibility of using Argon gas and Helium gas both as a carrier gas.

Software

- Should be Windows 10 professional based and should have display of set and actual pressures, flow rates, temperatures, number of samples analyzed with provision for setting maintenance interval with warning when maintenance needed
- Should have segmented leak check through software to enable identification of exact position of leak.
- Installation and training support whenever needed during warranty and AMC period must be provided by OEM. Vendor should share the contacts of Service/Application Engineers with technical bid.

Consumables: To be supplied with

a) Consumables sufficient for 1,000 sample analysis in CHNS/CNS mode.

b) Liquid sample preparation accessories / sealing device etc

Weighing Balance: Microbalance of reputed make (Mettler/ Sartorius) with 0.001 mg resolution and Weighing range: upto 1000mg or more and interface to analyser for direct transmission of weighing data to PC.

Local Supplies: Vendor should quote for complete system including the following items:

1. PC system (Intel Core i3 or better , RAM-At least 4GB RAM, HDD 512 GB or more, Screen size-24, At least 3 USB Ports 2.0 ports, Windows 10 pro or better-1 No.

2. Black & white laserjet Printer -1 No
3. Helium Gas (High purity) cylinder with regulator- 2 No
4. Oxygen Gas (High purity) cylinder with regulator-2 No
5. UPS with 1 hour back up
6. Gas purification panel for Carrier & Combustion gases
7. Suitable size rugged table with granite top and cabinets undertable

Warranty: Instrument should be supplied with 2 years warranty from the date of installation.

Annual maintenance contract: Instrument should be quoted with 3 years AMC after warranty period.

Necessary Documents: -

1. Quote F.O.R. destination price in INR.
2. All technical specifications should be printed on the manufacturers catalogue/ data sheet. Separate sheet will not be acceptable.
3. HAU may ask for a physical demonstration at any time during technical evaluation, if required.

Prof. & Head
Dept of Horticulture
QOS HALL HISAR

Detail Notice Inviting Tender

e-tender is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid Under PQQ/Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):

Sr. No	Description of Job Work	EMD to be deposited by Bidder (Rs. in Lakh)	Tender Document Fee & e-Service Fee (in Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission
1.	Purchase of CHNS ANALYSER	2.5/-	e-Service Fee Rs..... + Document Fee Rs..... 1180-00 + 3000/-	5/8/2024 (09:00 hours)	28/8/2024 upto 17:00 hours -do-	29/8/2024 upto 17:00 hours -do-

Under this process, the Pre-qualification/ Technical online bid application as well as online price bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.


1. **The payment for tender document fee and e-Service fee shall be made by eligible bidders online directly through Debit cards & Internet banking accounts and the payment for EMD can be made online directly through RTGS/NEFT or OTC Please refer to 'Online Payment Guideline' available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the tender document.**

2. Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-tender. **He/She will be required to make online payment towards EMD fee as mentioned above in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his/her bids for the respective event / Tenders.**

3. The interested bidders must remit the funds at least T+1 working day (Transaction day + One working day) in advance i.e. **on or before 28/8/24... up to 17.00.. Hours and make payment via RTGS/NEFT or OTC to the beneficiary account number specified under the online generated challan. The intended bidder/Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/tenders at <https://etenders.hry.nic.in>**

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) + 18% GST online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.


Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	5/8/24 at 9.00 AM	28/8/24 upto 17.00 PM
2	Technical Bid Opening		29/8/24 at 11.00 AM	
3	Financial Bid Opening		31/8/24 at 11.00 AM	

Important Note:

1. The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his/her aforesaid stage in the stipulated online time schedule for this stage, his/her Application/bid status will be considered as 'Applications / bids not submitted'.
2. Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
3. Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
4. In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Hence forth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.


Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid.

Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

TERMS AND CONDITIONS

1. The quotations received after due date or time will be summarily rejected.
2. The security/earnest money equivalent to 5% (five percent) of the total cost of material *i.e.* an amount of 5% of the total cost of the material rounded off to nearest Rs. 10/- in the name of Director (Stores & Purchase), CCSHAU, Hisar.
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCSHAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC.
5. The rates should be quoted on price list less discount. FOR University Campus or Offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'. The prices should be quoted in INR only.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 60 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its officers at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana. Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.
12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods Transport Company by road, the transport companies charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods Transport Company.
13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent (make/specification will be given by the HAU).


 Prof. & Head
 Dept of Horticulture
 CCS HALL HISAR

14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.
15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any items or any quantity and to reject if for the rest.
16. It is our policy to make all purchases from the manufactures or through their authorized dealers. If you are manufactures/authorized dealer, proof thereof may kindly be given alongwith the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufactures may kindly be attached being authorized dealer/stockiest/distributor or agent etc.
17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. 10/97-Central Excise date 01 March 1997 and Notification No. 51/96-Custom dated 23 July 1996 vide Registration No. TU/V/RG-CDE(74)/2015 dated 05.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCSHAU, Hisar.
18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.
19. For any enquiry, the undersigned can be contacted at Phone No. 01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2nd and 4th Saturday) during office hours (9:00 AM to 4:30 PM) during August to April and 7:00 AM to 2:00 PM during May to July).
20. The family members of the University employees are not allowed to send their quotations/tender. Such quotations/tenders, if received, will out rightly be rejected.
21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sancity.



Terms and conditions for the material to be imported

1. Country of origin should be mentioned.
2. Goods supplied should confirm to the standards mentioned in the technical specifications or as per latest standards issued by the concerned institution.
3. Performance security: The responsive bidder shall be required to deposit Performance security equivalent to five per cent of the cost of material ordered valid for guarantee/warrantee period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage Incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 10 percent of CIF or CIP value of goods.
5. Warranty/Guarantee: the material be quoted with Warranty/Guarantee period of 12 months after the date of delivery and acceptance at final destination or 18 months after the date of shipment from the port or place of loading whichever is earlier.
6. Payment: On successful installation and demonstration of the equipment to the bidder and satisfactorily inspection of the equipment from CCS HAU committee.
7. Bid Security: Bid security should be valid for 45 days beyond the validity of the bids
8. Validity: The tender should be valid at least 45 days from the date of opening of tenders.
9. Clarifications on tenders: During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the

Prof. & Head
Dept. of Horticulture
CCS HAU, HISAR

- response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
10. Purchaser's right to accept/or reject any or all the tenders: The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.
 11. Taxes & Duties: It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
 12. Custom Duty: Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents, certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.
 13. Liquidated damages: The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.
 14. Right to cancel the execution of supply order/contract: When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.
 15. Conversion Rates: The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders
 16. Delivery Documents: at the time of delivery of equipments:
 - i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
 - ii) Original and 4 copies of the negotiable, clean, on band bill of landing freight prepaid and 4 copies of non-negotiable bill of landing.
 - iii) 4 copies of packing list identifying contents of each package.
 - iv) Insurance Certificate.
 - v) Manufacturer's/Supplier's Certificate.
 - vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report.
 - vii) Certificate of Origin.
 - viii) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the CCSHAU, Hisar and, if not received, the Supplier will be responsible for any consequent expenses.


 Prof. & Head
 Dept of Horticulture
 CCS HAU, HISAR


Instructions to bidder on Electronic Tendering System

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

1. Registration of bidders on e-Procurement Portal:-

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://etenders.hry.nic.in>.

Please visit the website for more details.

2. Obtaining a Digital Certificate:

2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

2.2 A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager/Post Master/Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – <https://etenders.hry.nic.in>

2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.


2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://etenders.hry.nic.in> for Digital Signature Certificate (DSC) including the e- Token carrying DSCs.

2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to **keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).

2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.


 Prof. & Head
 Dept of Horticulture
 CCS HALL HISAR

3. **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://etenders.hry.nic.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4. **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://etenders.hry.nic.in>

5. **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in>.

6. **Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7. **Online Payment of Tender Document Fee, e-Service fee , EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):**

i) **Online Payment of Tender Document Fee & e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee shall be made by bidders/ Vendors online directly through Internet Banking Accounts and eService Fee through Debit Cards & Internet Banking Accounts. The Payment for EMD shall be made online directly through RTGS / NEFT & OTC. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) and tender mandatorily be submitted online.

Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope: The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)

NOTE: Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>. For any help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in>, and click on the available link 'How to...? To download the file.

Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

Guideline for Online Payments in e-tendering

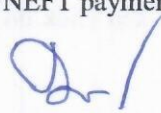
Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment.

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT
- D. Operative Procedures for Bidder Payments

- (A) **Debit Card :-** The procedure for paying through Debit Card will be as follows.
- (i) Bidder selects Debit Card option in e-Procurement portal.
 - (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
 - (iii) Bidder clicks on "Continue" button
 - (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
 - (v) Bidder enters card credentials and confirms payment
 - (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
 - (vii) The page is automatically routed back to e-Procurement portal
 - (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
 - (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.
- (B) **Net Banking :-** The procedure for paying through Net Banking will be as follows.
- (i) Bidder selects Net Banking option in e-Procurement portal.
 - (ii) The e-Procurement portal displays the amount to be paid by bidder.
 - (iii) Bidder clicks on "Continue" button
 - (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying
list of Banks
 - (v) Bidder chooses his / her Bank
 - (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
 - (vii) Bidder enters his account credentials and confirms payment
 - (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the
Net Banking gateway which is confirmed back to e-Procurement portal.
 - (ix) The page is automatically routed back to e-Procurement portal
 - (x) The status of the payment is displayed as "successful" in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

- (C) **RTGS/NEFT :-** The bidder shall have the option to make the EMD payment via RTGS/NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.
- (i) Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.


 Prof. & Head
 Dept of Horticulture
 CCS HALL HISAR

- (ii) Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.
- (iii) Each challan shall therefore include the following details that will be pre-populated:
- Beneficiary account no: (unique alphanumeric code for e-tendering)
 - Beneficiary IFSC Code:
 - Amount:
 - Beneficiary bank branch:
 - Beneficiary name:
- (iv) The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.
- (v) The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.
- (vi) Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

Sr. No.	Scenario	Do's/Don't's
1	In the event of making Payment through NEFT/RTGS	<p>Do's</p> <ul style="list-style-type: none"> It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are: <ol style="list-style-type: none"> Beneficiary account no: <client code> + <random number> Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders) Amount: As mentioned on the challan. It is specific for every tender/transaction Beneficiary bank branch: ICICI Bank Ltd, CMS Beneficiary name: As per the challan For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender Bidder has to make only single payment against a challan as per the amount mentioned on the challan. Bidder must do the payment before tender validity gets expired <p>Don't's</p> <ul style="list-style-type: none"> Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise: <ol style="list-style-type: none"> Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account Incorrect Beneficiary account number mentioned(<client code> + <random number>):- <ol style="list-style-type: none"> In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted. Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as un reconciled transactions and will be auto-refunded directly to bidder's account. In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/participate. <ul style="list-style-type: none"> Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination. Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder. Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder

Prof. & Head
Dept of Horticulture
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Director (Store & Purchase), CCSHAU, Hisar

Director
(Stores & Purchases)
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**STANDARD BIDDING DOCUMENT PROCUREMENT OF
INDUCTIVELY COUPLED PLASMA - MASS SPECTROMETER
(ICP-MS) FOR DEPARTMENT OF HORTICULTURE, CCSHAU,
HISAR**

PART 1: COMPLETE BIDDING DOCUMENT

**NAME OF WORK: - PURCHASE OF INDUCTIVELY COUPLED
PLASMA - MASS SPECTROMETER (ICP-MS) FOR
DEPARTMENT OF HORTICULTURE, CCSHAU, HISAR**

DNIT Amount: Rs. 160.0 Lakhs (Approx.)





Prof. & Head
Dept of Horticulture
CCS HAU, HISAR 

TABLE OF CONTENTS

Sr. No.	Name of Contents	Page No.
1.	Tender Notice	3
2.	Particulars	4
3.	Detailed Specifications	5-7
4.	Detail Notice Inviting Tender	8-9
5.	Terms and Conditions	10-12
6.	Instructions to bidder on Electronic Tendering System	13-14
7.	Guideline for Online Payments in e-tendering	15-16


Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

Director (Store & Purchase)


Ch. Charan Singh Haryana Agricultural University, Hisar (Established by Parliament Act No. 16 of 1970)


TENDER NOTICE

The Bids/e-tenders are invited from the eligible bidders through online bids in the website: [https:// etenders.hry.nic.in](https://etenders.hry.nic.in) for the work as per details in the table.

Sr No	Description of Job Work	Approx. Estimated Cost (Rs. in Lakh)	EMD Money to be deposited by Bidder (Rs. in Lakh)	Tender Document Fee & e-Service Fee (in Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	Purchase Of INDUCTIVELY COUPLED PLASMA – MASS SPECTROMETER (ICP-MS)	160.0/-	2.5/-	e-Service Fee Rs..... + Document Fee Rs..... 1180-0 + 5000/-	5/8/2024 (09:00 hours)	28/8/2024 upto 17:00 hours -do-	28/8/2024 upto 17:00 hours -do-	Tech. Bid - 29/8/24 /2024 at 11:00 A.M Financial Bid - 31/8/24 /2024 at 11:00 A.M


- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://etenders.hry.nic.in> & University Website <https://hau.ac.in>
- (iii) E-Service fee Processing fee Rs. 1180/- required to be filled/provided at the time of online bid preparation stage.


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 CCS HAU, HISAR

Particulars of the material to be purchased

Sr. No.	Items to be purchased	Rate (Rs.)
1.	Purchase of "INDUCTIVELY COUPLED PLASMA - MASS SPECTROMETER (ICP-MS)"	160,00,000/- approx.


Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

Technical specifications of
Inductively Coupled Plasma – Mass Spectrometer (ICP-MS)

Sr. No	Description	Product Specification
01	General	<p>Automated, quadrupole inductively coupled plasma mass spectrometer (ICP-MS) system based on a quadrupole mass filter. Should be capable of measuring major, minor, trace and ultra-trace levels (ppt to per cent) multi elemental analysis of Food, Food additives, Agriculture products, Soil & waters etc as per national and international regulations</p> <ul style="list-style-type: none"> • High accuracy and precision for routine and R & D applications. The system should comprise of the following components.
02	Sample Introduction System:	<ul style="list-style-type: none"> • Standard single piece quartz torch with wide diameter; min 2.5 mm or suitable for matrix decomposition and sample ionization. • Spray Chamber: Temperature controlled Spray-chamber with capability for faster temperature equilibration and extended temperature range (-5 °C to 20 °C with an accuracy of ± 2 °C or suitable range and accuracy) by effectively improving signal stability and reducing oxide interferences. • Nebulizers: Micro Mist/ Glass concentric nebulizer to be quoted. • One set of HF resistant kit -PFA spray chamber, PFA nebulizer, inert torch with Injector, Sample/drain tubing sets (pk/12) should be provided with one set of platinum sampler , Pt skimmer & hyper skimmer cone (if applicable) • Fully automated & software controller Argon & or Liquid dilution setup for direct aspiration of 25% or more TDS (i.e. AMS, UHMI or ADG or Prep Fast) .System must be fully automated & should not require any manual intervention
03	Ion Source:	<ul style="list-style-type: none"> • RF generator of power of 500-1500 W output or suitable range as per system requirement for cool and hot plasma and minimum frequency of 27 MHz or more
04	Extraction Interface	<ul style="list-style-type: none"> • Nickel sampler cone and nickel skimmer cones. • Sample and skimmer cones should be easily mountable and dismountable. • The system should not require changing any hardware in the interface/cones to determine trace level concentration of elements in high matrix samples at the same time. • Background must be less than ≤ 1 cps
05	Cooling System	<ul style="list-style-type: none"> • Re-circulating chiller should be provided from OEM.
06	Vacuum System	<ul style="list-style-type: none"> • Should have rotary pump and turbo molecular pump with split flow for extremely high vacuum throughput. Facility to maintaining vacuum as per system hardware requirement
07	Mass Analyzer System	<ul style="list-style-type: none"> • 2.0 MHz or more capacity; the analyzer quadrupole should discretely control the resolution of the selected mass region. User selectable resolution setting from 0.4 amu to ≤ 1.0amu • Mass Range: The entire mass range in-between 260 amu or suitable range to covers all elements as per all national and international regulatory compliance. • Mass Stability: 0.09 amu/8hrs or better. • Scan Speed: >3000amu/sec or better
08	Gas Flow Control System	<ul style="list-style-type: none"> • The gas flow control system should be of microprocessor-based precision electronic mass flow controller or electronic flow controller for all the gas channels (minimum 4 nos.) such as plasma, Auxiliary, Nebulizer, and Dilution/Makeup gas channels.

		<ul style="list-style-type: none"> One or More Gas channel & MFC for Collision/Reaction Gas for contamination free & fast analysis. Vendor must provide collision or reaction gas as per system hardware requirement to comply all national and international regulations & IUPAC i.e., Hydrogen/ Oxygen/Methane/Helium etc The gas flow control system should have computer-controlled safety interlocks and automatic gas flow controls for startup and shutdown operation.
09	Detector System	<ul style="list-style-type: none"> The ion detector should be a discrete Dynode electron multiplier unit or equivalent. Detector should be able to analyze high and low concentration of elements simultaneously with 10 or more true linear dynamic range Both the analog and pulse counting modes should be protected against overload. Minimum dwell time & integration time should be $\leq 100\mu s$
10	Interference Removal System	<ul style="list-style-type: none"> In addition to Standard Mode, the system must be having a Cell before the mass analyzer which is capable of removing polyatomic interferences on various analytes by using Reaction, as well as Collision and mass cut off or mass shift mode to comply all regulatory guidelines & IUPAC. System should be able to run in standard, Collision, and reaction mode Minimum one Gas channel & MFC for Collision/Reaction Gas for contamination free & fast analysis.
11	Auto Sampler	<ul style="list-style-type: none"> Auto sampler with 200 or more vial capacity. 2000 samples vials to be included. Enclosure with Exhaust duct to remove toxic fumes.
12	Instrument Control and Data Acquisition & Processing	<ul style="list-style-type: none"> Suitable interface should be provided for operation and data acquisition. The vendor should provide a branded PC of latest suitable configuration with color laser printer.
13	Factory/ Gauranteed Performance: (kcps/ppb)	<p>Sensitivity under 2.5% Oxide Ratio Typical Sensitivity date will not be accepted</p> <ul style="list-style-type: none"> Li (7) or Be (9): 55 or better In 115 or Y 89: 200 or better 205Tl or 238U or Bi: 220 or better Oxide ratio: CeO/Ce $\leq 2.5\%$ or better Background $\leq 1\text{cps}$ Isotope Ratio Precision (%RSD) 107Ag/109Ag: $< 1\%$ Abundance sensitivity U/Cs: 10^{-7} or 0.5ppm in entire mass range. Mass Resolution setting from 0.4 amu to $\leq 1.0\text{amu}$, in entire mass range
14	System control and data acquisition:	<ul style="list-style-type: none"> The system should perform auto optimization of plasma parameters like plasma power, plasma gas flow, etc. The instrument software shall allow auto - tuning to enable the instrument to be used with the consistent and reproducible day-to-day performance independent of the operator.
15	Acquisition mode	<ul style="list-style-type: none"> Peak jumping, scanning, Time resolved analysis, Isotope Ratio measurements using integral software.
16	Operating Software:	<ul style="list-style-type: none"> Analysis mode: Shall allow for semi quantitative analysis, external calibration and internal standard addition methods for fully quantitative analysis, allowing parts per trillion level analysis and isotope ratio measurements with precision better than 0.3 % RSD. Report Generation: Output results formatted in mixed concentration units e.g. ppt, ppb, ppm, etc. The software must be 21 CFR Part 11 compliant and minimum two offline licenses must be supplied as a standard supply.

17	Chromatography Accessories for speciation studies & general work.	<ul style="list-style-type: none"> The System should be quoted with a compatible chromatography required application for analysis of Methyl mercury & Arsenic etc comprises of a pump, column oven, auto sampler min 100 vials capacity with 500 vials, columns and standards required along with necessary tool kit .
18	Five Year Warranty & comprehensive P.M per year	<ul style="list-style-type: none"> Five year's warranty from the date of installation with Five PM kit and one PM Visit per year to be included for all the items quoted in tender. (Except consumable items)
19	Local supplies	<ul style="list-style-type: none"> Branded 20 KVA true online UPS with Isolation transformer, MCB and 60 meter cable with 4 hrs backup. Argon Filled Gas Cylinder (High Purity) in 47 Ltrs. Qty-6 (with st Manifold) Helium Filled Gas Cylinder (High Purity) in 47 Ltrs. Qty-2 Gas paneling tubing must be quoted to cover 50 feet distance from Cylinder to Equipment Lab. Reaction/Collision Cell Gases: Reaction gas (Hydrogen/Oxygen/Methane/Helium) one as applicable. -01 Nos Exhaust 15 ft distance from ICPMS Gas regulators with all necessary connectors, regulators. Gas Purification Panel for required gas and one set of Moisture traps for all gases to be quoted extra. NIST certified multi element (21 elements or more 10 & 1000ppm: 200ml 1 each 200 ml internal standard mix ,100 ml each Hg & As standard 10ppm Sulfur & Phosphorus Standards (100ml & 1000ppm) Tune solution: 01 Liter.
20	Additional Consumables	<ul style="list-style-type: none"> Ni sampler, Ni skimmer, and Ni hyper skimmers cone (if applicable) – 04 nos Pt sampler, Pt skimmer, and Ni hyper skimmers cone (if applicable) – 01 Nos Standard nebulizer: 04 Nos Standard Spray chamber – 02Nos Standard torch & Injector – 05nos Standard peristaltic pump tubing for drain (pk/12) –05 Nos. Standard Peristaltic pump tubing for samples (pk/12) – 5 Nos. Peristaltic pump tubing for ISTD (pk/12) – 0 Nos Tubing autosampler (pk/12) – 024 Nos PVC waste tubing for Autosampler: 2 Nos Tubing for spray chamber drain (6Mtr) Pump oil (1L) – 08 sets Skimmer base for Ni & Pt cones– 01 nos each RF coil – 01 Nos Cone cleaning solvent/suprapure chemical – 3L Swab (cotton-tipped both ends) – 500 Nos. Autosampler vessels – 2000 Nos. Screw/Spacer/O-ring for cell-02 Auto-tuning standards/solutions: 01 Liter ICPMS grade/SuprapureAcids : 5 Liter Nitric acid,2.5L HCL,1L HF & 1 L Hydrogen peroxide
21	Instrument Qualification	<ul style="list-style-type: none"> Bidder must offer Operation qualification (OQ) and Instrument qualification (IQ).
22	Installation & Application Training-Certification	<ul style="list-style-type: none"> Bidder must provide 5 days application training for institute site at the time of installation and later during warranty period

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 Dept. of Horticulture
 CCS HAU, HISAR

Detail Notice Inviting Tender

e-tender is invited for purchase of below mentioned items in single stage two cover system *i.e.* Request for Pre-Qualification/Technical Bid (online Bid Under PQQ/Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):

Sr. No	Description of Job Work	EMD to be deposited by Bidder (Rs. in Lakh)	Tender Document Fee & e-Service Fee (in Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission
1.	Purchase of INDUCTIVELY COUPLED PLASMA – MASS SPECTROMETER (ICP-MS)	2.5/-	e-Service Fee Rs..... + Document Fee Rs..... 1180 - + 5000/-	5/8/2024 (09:00 hours)	28/8/2024 upto 17:00 hours -do-	28/8/2024 upto 17:00 hours -do-

Under this process, the Pre-qualification/ Technical online bid application as well as online price bid shall be invited at single stage under two covers *i.e.* PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

1. The payment for tender document fee and e-Service fee shall be made by eligible bidders online directly through Debit cards & Internet banking accounts and the payment for EMD can be made online directly through RTGS/NEFT or OTC Please refer to 'Online Payment Guideline' available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the tender document.

2. Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-tender. He/She will be required to make online payment towards EMD fee as mentioned above in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his/her bids for the respective event / Tenders.

3. The interested bidders must remit the funds at least T+1 working day (Transaction day + One working day) in advance *i.e.* on or before 28/8/24 up to 17:00 Hours and make payment via RTGS/NEFT or OTC to the beneficiary account number specified under the online generated challan. The intended bidder/Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/tenders at <https://etenders.hry.nic.in>

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) + 18% GST online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	5/8/24 at 9.00 AM	28/8/24 upto 17.00 PM
2	Technical Bid Opening		29/8/24 at 11.00 AM	
3	Financial Bid Opening		31/8/24 at 11.00 AM	

Important Note:

1. The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his/her aforesaid stage in the stipulated online time schedule for this stage, his/her Application/bid status will be considered as 'Applications / bids not submitted'.
2. Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
3. Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
4. In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Hence forth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid.


Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

TERMS AND CONDITIONS

1. The quotations received after due date or time will be summarily rejected.
2. The security/earnest money equivalent to 5% (five percent) of the total cost of material *i.e.* an amount of 5% of the total cost of the material rounded off to nearest Rs. 10/- in the name of Director (Stores & Purchase), CCSHAU, Hisar.
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCSHAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC.
5. The rates should be quoted on price list less discount. FOR University Campus or Offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'. The prices should be quoted in INR only.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 60 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its officers at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana. Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.
12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods Transport Company by road, the transport companies' charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods Transport Company.
13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent (make/specification will be given by the HAU).

14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.
15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any items or any quantity and to reject if for the rest.
16. It is our policy to make all purchases from the manufactures or through their authorized dealers. If you are manufactures/authorized dealer, proof thereof may kindly be given alongwith the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufactures may kindly be attached being authorized dealer/stockiest/distributor or agent etc.
17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. 10/97-Central Excise date 01 March 1997 and Notification No. 51/96-Custom dated 23 July 1996 vide Registration No. TU/V/RG-CDE(74)/2015 dated 05.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCSHAU, Hisar.
18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.
19. For any enquiry, the undersigned can be contacted at Phone No. 01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2nd and 4th Saturday) during office hours (9:00 AM to 4:30 PM) during August to April and 7:00 AM to 2:00 PM during May to July).
20. The family members of the University employees are not allowed to send their quotations/tender. Such quotations/tenders, if received, will out rightly be rejected.
21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sancity.

Terms and conditions for the material to be imported

1. Country of origin should be mentioned.
2. Goods supplied should confirm to the standards mentioned in the technical specifications or as per latest standards issued by the concerned institution.
3. Performance security: The responsive bidder shall be required to deposit Performance security equivalent to five per cent of the cost of material ordered valid for guarantee/warrantee period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.
5. Warranty/Guarantee: the material be quoted with Warranty/Guarantee period of 12 months after the date of delivery and acceptance at final destination or 18 months after the date of shipment from the port or place of loading whichever is earlier.
6. Payment: On successful installation and demonstration of the equipment to the bidder and satisfactorily inspection of the equipment from CCS HAU committee.
7. Bid Security: Bid security should be valid for 45 days beyond the validity of the bids
8. Validity: The tender should be valid at least 45 days from the date of opening of tenders.
9. Clarifications on tenders: During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the

Prof. & Head
Dept of Horticulture
CCS HALL HISAR

response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.

10. Purchaser's right to accept/or reject any or all the tenders: The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.
11. Taxes & Duties: It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
12. Custom Duty: Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents, certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.
13. Liquidated damages: The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.
14. Right to cancel the execution of supply order/contract: When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.
15. Conversion Rates: The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders
16. Delivery Documents: at the time of delivery of equipments:
 - i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
 - ii) Original and 4 copies of the negotiable, clean, on band bill of landing freight prepaid and 4 copies of non-negotiable bill of landing.
 - iii) 4 copies of packing list identifying contents of each package.
 - iv) Insurance Certificate.
 - v) Manufacturer's/Supplier's Certificate.
 - vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report.
 - vii) Certificate of Origin.
 - viii) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the CCSHAU, Hisar and, if not received, the Supplier will be responsible for any consequent expenses.

Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

Instructions to bidder on Electronic Tendering System

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

1. Registration of bidders on e-Procurement Portal:-

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://etenders.hry.nic.in>. Please visit the website for more details.

2. Obtaining a Digital Certificate:

2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

2.2 A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager/Post Master/Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – <https://etenders.hry.nic.in>

2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.

2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://etenders.hry.nic.in> for Digital Signature Certificate (DSC) including the e- Token carrying DSCs.

2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).

2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

3. **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://etenders.hry.nic.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4. **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://etenders.hry.nic.in>

5. **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in>

6. **Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7. **Online Payment of Tender Document Fee, e-Service fee, EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):**

i) **Online Payment of Tender Document Fee & e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee shall be made by bidders/ Vendors online directly through Internet Banking Accounts and eService Fee through Debit Cards & Internet Banking Accounts. The Payment for EMD shall be made online directly through RTGS / NEFT & OTC. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) and tender mandatorily be submitted online.

Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope: The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)

NOTE: Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>. For any help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in>, and click on the available link 'How to...? To download the file.

[Signature]
 Prof. & Head
 Dept of Horticulture
 CCS HAU HISAR

Guideline for Online Payments in e-tendering

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment.

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT
- D. Operative Procedures for Bidder Payments

(A) **Debit Card :-** The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.


(B) **Net Banking :-** The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying
list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the
Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

(C) **RTGS/NEFT :-** The bidder shall have the option to make the EMD payment via RTGS/NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

- (i) Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.


 Prof. & Head
 Dept of Horticulture
 CCS HAU HISAB

- (ii) Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.
- (iii) Each challan shall therefore include the following details that will be pre-populated:
- Beneficiary account no: (unique alphanumeric code for e-tendering)
 - Beneficiary IFSC Code:
 - Amount:
 - Beneficiary bank branch:
 - Beneficiary name:
- (iv) The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.
- (v) The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.
- (vi) Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

Sr. No.	Scenario	Do's/Don't's
1	In the event of making Payment through NEFT/RTGS	<p>Do's</p> <ul style="list-style-type: none"> It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are: <ol style="list-style-type: none"> Beneficiary account no: <client code> + <random number> Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders) Amount: As mentioned on the challan. It is specific for every tender/transaction Beneficiary bank branch: ICICI Bank Ltd. CMS Beneficiary name: As per the challan For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender Bidder has to make only single payment against a challan as per the amount mentioned on the challan. Bidder must do the payment before tender validity gets expired <p>Don't's</p> <ul style="list-style-type: none"> Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise: <ol style="list-style-type: none"> Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account Incorrect Beneficiary account number mentioned(<client code> + <random number>):- <ol style="list-style-type: none"> In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted. Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as un reconciled transactions and will be auto-refunded directly to bidder's account. In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/participate. Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination. Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder. Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder

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CCS HAU, HISAR

Director (Store & Purchase), CCSHAU, Hisar
Director
(Stores & Purchases)
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Sl. 798

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CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419

Email: directorspo@gmail.com, spo@hau.ernet.in

STANDARD BIDDING DOCUMENT PROCUREMENT OF ULTRA WATER PURIFICATION SYSTEM FOR DEPARTMENT OF HORTICULTURE, CCSHAU, HISAR

PART 1: COMPLETE BIDDING DOCUMENT

**NAME OF WORK: - PURCHASE OF ULTRA WATER
PURIFICATION SYSTEM FOR DEPARTMENT OF
HORTICULTURE, CCSHAU, HISAR**

DNIT Amount: Rs. 15.0 Lakhs (Approx.)




**Prof. & Head
Dept of Horticulture
CCS HAU HISAR**

TABLE OF CONTENTS

Sr. No.	Name of Contents	Page No.
1.	Tender Notice	3
2.	Particulars	4
3.	Detailed Specifications	5
4.	Detail Notice Inviting Tender	6-7
5.	Terms and Conditions	8-10
6.	Instructions to bidder on Electronic Tendering System	11-12
7.	Guideline for Online Payments in e-tendering	13-14


 Prof. & Head
 Dept of Horticulture
 CCS HALL, HISAR

Director (Store & Purchase)

Ch. Charan Singh Haryana Agricultural University, Hisar (Established by Parliament Act No. 16 of 1970)

TENDER NOTICE

The Bids/e-tenders are invited from the eligible bidders through online bids in the website: [https:// etenders.hry.nic.in](https://etenders.hry.nic.in) for the work as per details in the table.

Sr No	Description of Job Work	Approx. Estimated Cost (Rs. in Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	Purchase Of ULTRA WATER PURIFICATION SYSTEM	15.0/-	75,000/-	e-Service Fee Rs..... + Document Fee Rs..... 1180/- + 1000	5-18/2024 (09:00 hours)	28/8/2024 upto 17:00 hours -do-	28/8/2024 upto 17:00 hours -do-	Tech. Bid 29/8/2024 at 11.00 A.M Financial Bid - 31/8/2024 at 11.00 A.M


- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internej Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://etenders.hry.nic.in> & University Website, <https://hau.ac.in>
- (iii) E-Service fee Processing fee Rs. 1180/- required to be filled/provided at the time of online bid preparation stage.


 Director
 (Stores & Purchases),
 CCS HAU, HISAR


 Prof. & Head
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 CCS HAU, HISAR


Particulars of the material to be purchased

Sr. No.	Items to be purchased	Rate (Rs.)
1.	Purchase of "ULTRA WATER PURIFICATION SYSTEM"	15,00,000/- approx.


Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

Technical Specifications of Ultra Pure Water Purification System

- The Ultrapure water system must be capable of providing Type-I, Type-II and Type-III water to perform all laboratory functions through one system.
- The water purification system must have multiple quality sensors to regularly monitor both ultrapure and pure water. It should have inbuilt periodic recirculation to minimize the production of biofilm.
- The Pre-filtration unit should have triple cartridge with 10, 5 and 1 micron filters to remove suspended particles, free chlorine and hardness of water in feed water and a booster pump for enhancing the feed water pressure minimum 2 bar.
- System should have an integrated filtration system having Reverse Osmosis, De-ionized filtration with ultra violet disinfection with final point of use filtration of 0.22 micron and option to attach biofilter.
- The system should have UV lamp with emission at 185 nm to produce Ozone and 254 nm wavelength to target viral DNA.
- System should have internal reservoir with minimum 6 litre capacity.
- System should have auto-volume dispensing function capable of dispensing desired volume of ultra pure water between 0.1Ltr to 6.0 Ltr or more.
- Volumetric dispensing accuracy should be ± 10 ml or $\pm 3\%$
- Dispensing flow rate of Type-I Water should be 1.2 Ltr/Minute or better
- The system should have data capture facility to capture water parameters via a USB port.
- System should have graphic color LCD display with information specifying system and performance status, on routine maintenance requirements and alarm for trouble shooting in the event of malfunctioning of system.
- The system will be able to re-circulate water through purification components to maintain high water quality whenever dispensed.
- System should have Type 1 water resistivity of 18.2 M Ω .cm @ 25°C, TOC <5 ppb, Bacterial TVC <0.1 cfu/ml, Endotoxin :<0.001 Eu/ml, Particulates : 0.2 μ m filtration, RNase <1pg/ml, DNase <5pg/ml and effectively neutral pH.
- System should have Type 2 water resistivity > 1 M Ω .cm @ 25°C, TOC <50 ppb and Bacterial TVC <100 cfu/ml.
- System should have Type 3 water conductivity <20 μ S/cm, TOC <20 ppb, Bacterial TVC <1000 cfu/ml, Ionic rejection >96%, Particulates and Bacteria rejection >99% and Organic rejection (MW > 200 Da): >99%.
- System should be US FDA certified.
- Should be supplied with RO having capacity 20LPH with 100 litre tank.
- System should be supplied with 7 years full warranty with all consumables including purification pack and POU filters, UV lamp and RO cartridges etc.


 Prof. & Head
 Dept of Horticulture
 CCS HAU, HISAR

Detail Notice Inviting Tender

e-tender is invited for purchase of below mentioned items in single stage two cover system *i.e.* Request for Pre-Qualification/Technical Bid (online Bid Under PQQ/Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):

Sr. No	Description of Job Work	EMD to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission
1.	Purchase of ULTRA WATER PURIFICATION SYSTEM	75,000/-	e-Service Fee Rs..... + Document Fee Rs..... 1180 - + 1000/-	5/8/2024 (09:00 hours)	28/8/2024 upto 17:00 hours -do-	2/9/2024 upto 17:00 hours -do-

Under this process, the Pre-qualification/ Technical online bid application as well as online price bid shall be invited at single stage under two covers *i.e.* PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

1. **The payment for tender document fee and e-Service fee shall be made by eligible bidders online directly through Debit cards & Internet banking accounts and the payment for EMD can be made online directly through RTGS/NEFT or OTC Please refer to 'Online Payment Guideline' available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the tender document.**

2. Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-tender. **He/She will be required to make online payment towards EMD fee as mentioned above in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his/her bids for the respective event / Tenders.**

3. The interested bidders must remit the funds at least T+1 working day (Transaction day + One working day) in advance *i.e.* **on or before 23/8/24... up to 12.00 Hours and make payment via RTGS/NEFT or OTC to the beneficiary account number specified under the online generated challan. The intended bidder/Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/tenders at <https://etenders.hry.nic.in>**

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) + 18% GST online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.


 Prof. & Head
 Dept. of Horticulture
 CCS HAU, HISAR

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	5/8/24 at 9.00 AM	28/8/24 upto 17.00 PM
2	Technical Bid Opening		29/8/24 at 11.00 AM	
3	Financial Bid Opening		31/8/24 at 11.00 AM	

Important Note:

1. The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his/her aforesaid stage in the stipulated online time schedule for this stage, his/her Application/bid status will be considered as 'Applications / bids not submitted'.
2. Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
3. Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
4. In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Hence forth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid.

Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

TERMS AND CONDITIONS

1. The quotations received after due date or time will be summarily rejected.
2. The security/earnest money equivalent to 5% (five percent) of the total cost of material *i.e.* an amount of 5% of the total cost of the material rounded off to nearest Rs. 10/- in the name of Director (Stores & Purchase), CCSHAU, Hisar.
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCSHAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC.
5. The rates should be quoted on price list less discount. FOR University Campus or Offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'. The prices should be quoted in INR only.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 60 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its officers at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana. Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.
12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods Transport Company by road, the transport companies charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods Transport Company.
13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent (make/specification will be given by the HAU).

Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.
15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any items or any quantity and to reject if for the rest.
16. It is our policy to make all purchases from the manufactures or through their authorized dealers. If you are manufactures/authorized dealer, proof thereof may kindly be given alongwith the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufactures may kindly be attached being authorized dealer/stockiest/distributor or agent etc.
17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. 10/97-Central Excise date 01 March 1997 and Notification No. 51/96-Custom dated 23 July 1996 vide Registration No. TU/V/RG-CDE(74)/2015 dated 05.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCSHAU, Hisar.
18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.
19. For any enquiry, the undersigned can be contacted at Phone No. 01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2nd and 4th Saturday) during office hours (9:00 AM to 4:30 PM) during August to April and 7:00 AM to 2:00 PM during May to July).
20. The family members of the University employees are not allowed to send their quotations/tender. Such quotations/tenders, if received, will out rightly be rejected.
21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sancity.


Terms and conditions for the material to be imported

1. Country of origin should be mentioned.
2. Goods supplied should confirm to the standards mentioned in the technical specifications or as per latest standards issued by the concerned institution.
3. Performance security: The responsive bidder shall be required to deposit Performance security equivalent to five per cent of the cost of material ordered valid for guarantee/warrantee period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage Incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.
5. Warranty/Guarantee: the material be quoted with Warranty/Guarantee period of 12 months after the date of delivery and acceptance at final destination or 18 months after the date of shipment from the port or place of loading whichever is earlier.
6. Payment: On successful installation and demonstration of the equipment to the bidder and satisfactorily inspection of the equipment from CCS HAU committee.
7. Bid Security: Bid security should be valid for 45 days beyond the validity of the bids
8. Validity: The tender should be valid at least 45 days from the date of opening of tenders.
9. Clarifications on tenders: During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the

Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

- response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
10. Purchaser's right to accept/or reject any or all the tenders; The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.
 11. Taxes & Duties: It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
 12. Custom Duty: Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents, certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.
 13. Liquidated damages: The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.
 14. Right to cancel the execution of supply order/contract: When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.
 15. Conversion Rates: The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders
 16. Delivery Documents: at the time of delivery of equipments:
 - i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
 - ii) Original and 4 copies of the negotiable, clean, on band bill of landing freight prepaid and 4 copies of non-negotiable bill of landing.
 - iii) 4 copies of packing list identifying contents of each package.
 - iv) Insurance Certificate.
 - v) Manufacturer's/Supplier's Certificate.
 - vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report.
 - vii) Certificate of Origin.
 - viii) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the CCSHAU, Hisar and, if not received, the Supplier will be responsible for any consequent expenses.


 Prof. & Head
 Dept of Horticulture
 CCS HAU, HISAR

Instructions to bidder on Electronic Tendering System

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

1. Registration of bidders on e-Procurement Portal:-

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://etenders.hry.nic.in>.

Please visit the website for more details.

2. Obtaining a Digital Certificate:

2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

2.2 A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager/Post Master/Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – <https://etenders.hry.nic.in>

2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.

2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://etenders.hry.nic.in> for Digital Signature Certificate (DSC) including the e- Token carrying DSCs.

2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).

2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

3. **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://etenders.hry.nic.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4. **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://etenders.hry.nic.in>

5. **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in>

6. **Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7. **Online Payment of Tender Document Fee, e-Service fee, EMD fees & Bid Preparation & Submission (POQ/ Technical & Commercial/Price Bid):**

i) **Online Payment of Tender Document Fee & e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee shall be made by bidders/ Vendors online directly through Internet Banking Accounts and eService Fee through Debit Cards & Internet Banking Accounts. The Payment for EMD shall be made online directly through RTGS / NEFT & OTC. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

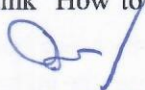
ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) and tender mandatorily be submitted online.

Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope: The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)

NOTE: Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>. For any help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in>, and click on the available link 'How to...? To download the file.


Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

Guideline for Online Payments in e-tendering

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment.

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT
- D. Operative Procedures for Bidder Payments

(A) **Debit Card :-** The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

(B) **Net Banking :-** The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying
list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the
Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

(C) **RTGS/NEFT :-** The bidder shall have the option to make the EMD payment via RTGS/NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

- (i) Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

- (ii) Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.
- (iii) Each challan shall therefore include the following details that will be pre-populated:
- Beneficiary account no: (unique alphanumeric code for e-tendering)
 - Beneficiary IFSC Code:
 - Amount:
 - Beneficiary bank branch:
 - Beneficiary name:
- (iv) The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.
- (v) The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.
- (vi) Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

Sr. No.	Scenario	Do's/Don't's
1	In the event of making Payment through NEFT/RTGS	<p>Do's</p> <ul style="list-style-type: none"> It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are: <ol style="list-style-type: none"> Beneficiary account no: <client code> + <random number> Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders) Amount: As mentioned on the challan. It is specific for every tender/transaction Beneficiary bank branch: ICICI Bank Ltd, CMS Beneficiary name: As per the challan For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender Bidder has to make only single payment against a challan as per the amount mentioned on the challan. Bidder must do the payment before tender validity gets expired <p>Don't's</p> <ul style="list-style-type: none"> Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise: <ol style="list-style-type: none"> Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account Incorrect Beneficiary account number mentioned (<client code> + <random number>):- <ol style="list-style-type: none"> In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted. Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as un-reconciled transactions and will be auto-refunded directly to bidder's account. In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/participate. Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination. Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder. Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder

Prof. & Head
Dept of Horticulture
CCS HAU, HISAR

Director (Store & Purchase), CCSHAU, Hisar

Director
(Stores & Purchases)
CCS HAU, HISAR