

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

Tender Notice

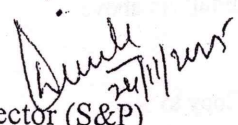
CCS Haryana Agricultural University, Hisar is inviting Tenders for the purchase of following items:-

1. Purchase of 15 Desktops for the UG lab of Computer Section, COBS&H, CCSHAU, Hisar
2. Purchase of Ice Flake Making Machine for the Chemistry Department, CCSHAU, Hisar
3. Purchase of Phase Contrast Upright Microscope for College of Fisheries Science, CCSHAU, Hisar
4. Purchase of Rotary Evaporator for College of Fisheries Science, CCSHAU, Hisar
5. Purchase of Texture Analyzer for College of Fisheries Science, CCSHAU, Hisar
6. Purchase of High End Workstation/Computer workstation for College of Biotechnology, 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 26.11.2025 (09:00 hours) and Closing on 16.12.2025 upto 17:00 hours. Opening of Technical Bid on 17.12.2025 at 11.00 A.M. Opening of Financial Bid on 19.12.2025 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
TEXTURE ANALYZER FOR COLLEGE OF FISHERIES
SCIENCE, CCSHAU, Hisar**

PART 1: COMPLETE BIDDING DOCUMENT

**NAME OF WORK: - PURCHASE OF TEXTURE
ANALYZER FOR COLLEGE OF FISHERIES SCIENCE,
CCSHAU, HISAR**

DNIT Amount: Rs. 39.00 lakhs (Approx)

Signature
17/11/25

Signature

Signature
17/11/25
Professor & Head
Department of Fish Processing
Technology
COFS, CCS HAU, Hisar

PART 1: COMPLETE BIDDING DOCUMENT

TABLE OF CONTENTS

Sr. No.	Name of Contents	Page No.
1.	Tender Notice	3
2.	Detailed Specifications	4
3.	Detail Notice Inviting Tender	5-6
4.	Terms and conditions	7-10
5.	Instructions to bidder on Electronic Tendering System	11-12
6.	Guidelines for Online Payments in e-tendering	13-15

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 Professor & Head
 Department of Fish Processing
 Technology
 COFS, CCS HAU, Hisar

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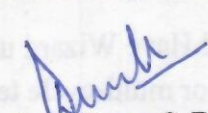
Director (Store & Purchase)
Ch. Charan Singh Haryana Agricultural University, Hisar
 (Established by Parliament Act No. 16 of 1970)

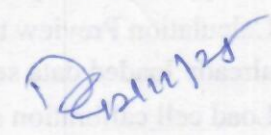
TENDER NOTICE

The Bids/tenders are invited from the eligible bidders through online bids in the website:
<http://haryanaeprocurement.gov.in> for the work detailed in the table.

Sr. No.	Description of Job Work	Appr. Esti. cost Rs. (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.	TEXTURE ANALYZER FOR COLLEGE OF FISHERIES SCIENCE, CCSHAU, Hisar	39.00	1,95,000	e-Service Fee Rs. 1000/- Document Fee Rs. 3000/- 1180/- + 2000/-	26/11/2025 (09:00 hours)	6/12/2025 upto 17:00 hours	6/12/2025 upto 17:00 hours	Tech. Bid 17/12/2025 at 10:00 A.M Financial Bid 21/12/2025 at 10:00 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://haryanaeprocurement.gov.in> & University Website <https://hau.ernet.in>
- (iii) E-Service fee Rs. ~~1000/-~~ 1180/- required to be filled/provided at the time of online bid preparation stage.


Director (Store & Purchase)
CCSHAU, Hisar


Professor & Head
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Detailed Specifications

Technical Specification for the purchase of Texture Analyzer

Hardware Requirements: The System should come along with Mandatory Supply of –Main Unit, Load Cell, Instruction Manual, Accessories.

- Inter-Changeable Load cell Capacity from 100gm to 100Kg.
- Load cell accuracy should be minimum $\pm 0.2\%$ of FSR.
- Force resolution should be 0.01 g to 1g depending upon the load cell.
- Distance resolution should be 0.0005mm.
- Speed range should be 0.01-0.1 mm/s (in increments of 0.01mm/s) & 0.1 to 40mm/s (in increments of 0.1mm/s)
- Speed accuracy should be $\pm 0.1\%$ of set speed
- Data acquisition rate should be 500 Hz Data Output Rate.
- Deflection Compensation: Built-In Deflection compensation, which travel the extra distance to adjust for any deflections in the Instrument. Feature should allow to obtain accurate travel distances under load
- Color Touch-screen user interface and graphical display in standalone mode
- Operating modes should include tension, compression, and measurement of force and distance.
- Maximum Beam Travel up to 280 mm (11 inches) for longer reach testing. It should have Standard; High Response and Dampened filtering options provide flexibility in evaluating sample behavior
- Dimensions: 10.5" x 16" x 25"
- Weight: 50lbs. (22.7kg)

Software Requirements:

- Should Have Wizard utilities to guide you through the creation of standard and custom single or multi-cycle test templates.
- Should have Advanced UI for easy setup of test runs, includes
 - ✓ Positioning a probe remotely with the click of a button using the Positioning Slider Control Panel
 - ✓ Set upper and lower limits by using the positioning slider control panel
 - ✓ Reset instrument controls
 - ✓ Base location controls
 - ✓ Easy test template search capabilities with a 'Favourite' test template panel
- Compare and analyse data by loading up to 20 distinct data sets within the graph
- Calculation Preview to enable a user to view available calculations by simply selecting already loaded data sets.
- Load cell calibration shall use user friendly

Minimum accessories required with the Instrument:

- Load cell of 50 kg capacity or more
- Platform for samples as essential item
- TA-52 MOHRS – Shear Bald for cutting test & to check the tenderness fish meat
- 2 mm Cylinder probe for fish products
- 6 mm Cylinder probe for measure surimi gel strength
- 25.4 mm Spherical Probe for Firmness Test

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Abhimanyu

Sharma

- Warner-Bratzler Blade set determination cutting strength fish products
- 36 mm D cylinder (AACC) to determination bread firmness and other soft products
- General Probe Kit which should have cutting wire, cylindrical, cone, knife-edge, ball and needle type probes which complies with BS and AACC.
- Dual Grip to check the Tensile Characteristics samples like packaging materials seal strength films leather etc
- Intel i5 processor better generation upgraded minimum 512GB SSD storage and better Online UPS

Warranty:

- The distributor must be authorized by the manufacturer and authorization certificate must be attached during tender bid.
- Warranty should be one year after date of installation

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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	Appr. Esti. cost Rs. (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.	TEXTURE ANALYZER FOR COLLEGE OF FISHERIES SCIENCE, CCSHAU, Hisar	39.00	1,95,000	e-Service Fee Rs. 1000/- + Document Fee Rs. 3000/- 1180/- + 2000/-	15/11/2025 (09:00 hours)	16/11/2025 upto 17:00 hours	16/11/2025 upto 17:00 hours	Tech. Bid 15/11/2025 at 10:00 A.M Financial Bid 16/11/2025 at 10:00 A.M

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.

- 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 available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
- 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 of (Mention EMD Amount) towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allowed to submit his / her bids for the respective event / Tenders.**
- 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 15/11/2025 upto 17:00 hrs); and make payment via RTGS/NEFT 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://haryanaeprocurement.gov.in>.**

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Nonrefundable) of Rs. 1000/- (Rupee One Thousand Only) 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.

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	28/11/2025 (09:00 hours)	16/12/2025 upto 17:00 hours
2	Technical Bid Opening		17/12/2025 at 10:00 A.M	
3	Financial Bid Opening		19/12/2025 at 10:00 A.M	

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. Henceforth 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.

Signature
11/11/25

Signature

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Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to five per cent of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, 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, CCS HAU, 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'.
6. The supplies should be offered from ready stock. The material shall be supplied by the supplier within the time limit specified in the 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 Offices 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.

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Signature
11/11/15

Signature

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 item or any quantity and to reject it for the rest.

16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/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 manufacturers may kindly be attached being authorized dealer/stockist/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. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 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, CCS HAU, 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 Saturday) during office hours (9.00 A.M. to 4.00 P.M. during August to April and 7.00 A.M. to 1.30 P. M. during May to July).

20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly 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 sanctity.

Terms and conditions for the material to be imported

1. Country of origin should be mentioned.
2. Goods supplied should conform to the standards mentioned in the technical specifications or as 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/warranty 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 shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.
7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.
Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.
8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
9. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids
10. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
11. **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 response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
12. **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.
13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
14. **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.

15. **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.

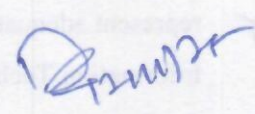
16. **Right to cancel the execution of supply order/contract:** When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.

17. **Delivery Documents** Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- 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 marked 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) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
- ix) 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 port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.





 Professor & Head
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 Technology
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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://haryanaeprocurement.gov.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://haryanaeprocurement.gov.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://haryanaeprocurement.gov.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.

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://haryanaeprocurement.gov.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 eProcurement system on the Home Page at <https://haryanaeprocurement.gov.in>.

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://haryanaeprocurement.gov.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, eService 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 and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. 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)

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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 for tender document & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

Operative Procedures for Bidder Payments

A) Debit Card

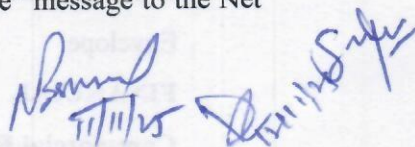
The procedure for paying through Debit Card will be as follows.

- (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.


 Professor & Head
 Department of Fish Processing
 Technology
 COFS CCS HAU, Hisar

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.

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
	In the event of making Payment through NEFT/RTGS	Do's • 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: 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' • 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 parites 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

Don't Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:

- 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>):-
 - 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 unreconciled 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

Director(S&P)

CCS Haryana Agri. University, Hisar

Professor & Head
Department of Fish Processing
Technology
COFS, CCS HAU, Hisar

**College of Fisheries Science
CCSHAU, Hisar**

The specifications as provided are meeting the basic need of the Department/College without including superfluous and non essential features which may result in unwanted expenditures. Also the specifications are generic in nature and do not favour any particular Brand/Manufacturers/Co.


(Indentor)


11/11/25


Professor & Head
Department of Fish Processing
Technology (HOD)
COFS, CCSHAU, 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
ROTARY EVAPORATOR FOR COLLEGE OF FISHERIES
SCIENCE, CCSHAU, Hisar**

PART 1: COMPLETE BIDDING DOCUMENT

**NAME OF WORK: - PURCHASE OF ROTARY
EVAPORATOR FOR COLLEGE OF FISHERIES SCIENCE,
CCSHAU, Hisar**

DNIT Amount: Rs. 6.00 lakhs (Approx)

Signature
11/11/22

Signature

Signature
**Professor & Head
Department of Fisheries
Resource Management
COFS, CCS HAU, Hisar**

PART 1: COMPLETE BIDDING DOCUMENT

TABLE OF CONTENTS

Sr. No.	Name of Contents	Page No.
1.	Tender Notice	3
2.	Detailed Specifications	4
3.	Detail Notice Inviting Tender	5-6
4.	Terms and conditions	7-10
5.	Instructions to bidder on Electronic Tendering System	11-12
6.	Guidelines for Online Payments in e-tendering	13-15

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21/11/25

Signature

Signature
Professor & Head
Department of Fisheries
Resource Management
COFS, CCS HAU, Hissar

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

TENDER NOTICE

The Bids/tenders are invited from the eligible bidders through online bids in the website:
<http://haryanaeprocurement.gov.in> for the work detailed in the table.

Sr. No.	Description of Job Work	Appr. Esti. cost Rs. (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.	ROTARY EVAPORATOR FOR COLLEGE OF FISHERIES SCIENCE, CCSHAU, Hisar	6.00	30,000	e-Service Fee Rs. 1000/- Document Fee Rs. 3000/- 1180/-	26/11/2025 (09:00 hours)	14/12/2025 upto 17:00 hours	14/12/2025 upto 17:00 hours	Tech. Bid - 15/12/2025 at 10:00 A.M Financial Bid - 19/12/2025 at 10:00 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://haryanaeprocurement.gov.in> & University Website <https://:hau.ernet.in>
- (iii) E-Service fee Rs. ~~1000/-~~ 1180/- required to be filled/provided at the time of online bid preparation stage.

Amul
 24/11/2025
 Director (Store & Purchase)
 CCSHAU, Hisar

Amul
 Department of Fisheries
 Resource Management
 COFS, CCS HAU, Hisar

Detailed Specifications

Technical Specification for the purchase of rotary evaporator

S. No	Specifications
1	Height Adjustment : 150mm or more with motorized lift with corded remote
2	Condenser Vertical
3	Rotation Speed : 20-280 or more.
4	Integrated combi clip for evaporation Flask 1000ml
5	Rotation Speed setting : LED/LCD
6	Rotation Speed Drive: BLDC Motor with electronic speed control
7	Temperature Range Heating Bath with digital controlled with accuracy $\pm 1^{\circ}\text{C}$
8	Bath Temperature Setting : Digital LED/LCD Display
9	Heating Bath Temp control: Electronic/ LED/LCD digital display
10	Heating Bath : 4.5 Ltr or more
11	Vertical double coil condenser with evaporating Flask 1Ltr and receiving Flask cap 1Ltr
12	Supplied with compatible Vacuum Pump
13	Voltage 230V AC, 50Hz
14	The system should be CE/ISO/ FDA/ROHS & WHO GMP certified
Recirculating Chiller	
1	Working Temp Range : -15 to 20°C
2	Cooling Capacity 500w @ 0°C
3	Pump pressure : 0.7 bar or more
4	Pump Flow Max: 12L/min (at pump head) Bath Vol 10L
5	External body CRC Powder coated
6	Bath Chamber SS 304 grade
Warranty (02 years) after date of installation	


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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	Appr. Esti. cost Rs. (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.	ROTARY EVAPORATOR FOR COLLEGE OF FISHERIES SCIENCE, CCSHAU, Hisar	6.00	30,000	e-Service Fee Rs. 1000/- Document Fee Rs. 3000/- 1180/-	14/4/2025 (09:00 hours)	14/4/2025 upto 17:00 hours	14/4/2025 upto 17:00 hours	Tech. Bid 14/4/2025 at 10:00 A.M Financial Bid 14/4/2025 at 10:00 A.M

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.

- 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 available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
- 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 of (Mention EMD Amount) towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allowed to submit his / her bids for the respective event / Tenders.**
- 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 14/4/2025 upto 17:00 hrs); and make payment via RTGS /NEFT 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://haryanaeprocurement.gov.in.**
The interested bidders shall have to pay mandatorily e-Service fee (under document fee - Nonrefundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure

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Resource Management
COFS, CCSHAU, Hisar

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.

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	26/11/2025 (09:00 hours)	18/12/2025 upto 17:00 hours
2	Technical Bid Opening		17/12/2025 at 10:00 A.M	
3	Financial Bid Opening		19/12/2025 at 10:00 A.M	

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. Henceforth 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.

[Signature]

[Signature]

[Signature]
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Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to five per cent of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, 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, CCS HAU, 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'.
6. The supplies should be offered from ready stock. The material shall be supplied by the supplier within the time limit specified in the 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 Offices 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 item or any quantity and to reject it for the rest.
16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/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 manufacturers may kindly be attached being authorized dealer/stockist/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. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 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, CCS HAU, 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 Saturday) during office hours (9.00 A.M. to 4.00 P.M. during August to April and 7.00 A.M. to 1.30 P. M. during May to July).
20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly 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 sanctity.

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Department of Fisheries
Resource Management
COFS, CCS HAU, Hisar

Terms and conditions for the material to be imported

1. Country of origin should be mentioned.
2. Goods supplied should conform to the standards mentioned in the technical specifications or as 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/warranty 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 shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.
7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.
Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.
8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
9. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids
10. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
11. **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 response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
12. **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.
13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
14. **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.

15. **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.

16. **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.

17. **Delivery Documents** Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- 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 marked 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) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
- ix) 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 port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.

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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://haryanaeprocurement.gov.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://haryanaeprocurement.gov.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://haryanaeprocurement.gov.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.

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://haryanaeprocurement.gov.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 eProcurement system on the Home Page at <https://haryanaeprocurement.gov.in>.

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://haryanaeprocurement.gov.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, eService 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 and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. 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)

Dr. D. D. D.
Professor & Head
Department of Fisheries
Resource Management
COFS, CCS HAU, Hissar

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 for tender document & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

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.

Professor & Head
Department of Fisheries
Resource Management
COFS, CCS HAU, Hissar

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.

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
	In the event of making Payment through NEFT/RTGS	Do's • 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: 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 parites are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender

Handwritten signatures and initials:
 17/11/25
 Sufu
 22/11/25

Professor & Head
 Department of Fisheries
 Resource Management
 COFS, CCS HAU, Hisar

- 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

Don't • Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:

- 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>):-

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 unreconciled 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

Director(S&P)

CCS Haryana Agri. University, Hisar

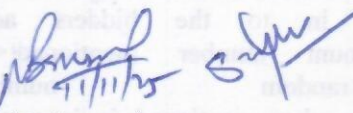
Signature
11/11/25

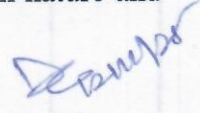
Signature

Signature
Professor & Head
Department of Fisheries
Resource Management
COFS, CCS HAU, Hisar

**College of Fisheries Science
CCSHAU, Hisar**

The specifications as provided are meeting the basic need of the Department/College without including superfluous and non essential features which may result in unwanted expenditures. Also the specifications are generic in nature and do not favour any particular Brand/Manufacturers/Co.


(Indentor)


Department of Fisheries
Resource Management
COFS, CCS HAU, Hisar
(HOD)



CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419

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

**STANDARD BIDDING DOCUMENT PROCUREMENT OF
PHASE CONTRAST UPRIGHT MICROSCOPE FOR
COLLEGE OF FISHERIES SCIENCE, CCSHAU, Hisar**

PART 1: COMPLETE BIDDING DOCUMENT

**NAME OF WORK: - PURCHASE OF PHASE CONTRAST
UPRIGHT MICROSCOPE FOR COLLEGE OF FISHERIES
SCIENCE, CCSHAU, Hisar**

DNIT Amount: Rs. 25.00 lakhs (Approx)

Professor & Head
Department of Aquatic
Animal Health Management
COFS, CCS HAU, Hisar

PART 1: COMPLETE BIDDING DOCUMENT

TABLE OF CONTENTS

Sr. No.	Name of Contents	Page No.
1.	Tender Notice	3
2.	Detailed Specifications	4
3.	Detail Notice Inviting Tender	5-6
4.	Terms and conditions	7-10
5.	Instructions to bidder on Electronic Tendering System	11-12
6.	Guidelines for Online Payments in e-tendering	13-15

Department of Aquaculture
Animal Health Management
COFS, 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/tenders are invited from the eligible bidders through online bids in the website:
<http://haryanaeprocurement.gov.in> for the work detailed in the table.

Sr. No.	Description of Job Work	Appr. Esti. cost Rs. (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.	PHASE CONTRAST UPRIGHT MICROSCOPE FOR COLLEGE OF FISHERIES SCIENCE, CCSHAU, Hisar	25.00	1,25,000	e-Service Fee Rs. 1000/- Document Fee Rs. 3000/- 1180/- + 2000/-	16/11/2025 (09:00 hours)	16/11/2025 upto 17:00 hours	16/11/2025 upto 17:00 hours	Tech. Bid 17/11/2025 at 10:00 A.M Financial Bid 19/11/2025 at 10:00 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://haryanaeprocurement.gov.in> & University Website <https://hau.ernet.in>
- (iii) E-Service fee Rs. ~~1000/-~~ **1180/-** required to be filled/provided at the time of online bid preparation stage.

Amul
24/11/2025
Director (Store & Purchase)
CCSHAU, Hisar

12/11/25
Professor & Head
Department of Aquatic
Animal Health Management
COFS, CCSHAU, Hisar

Detailed Specifications

Technical Specification for the purchase of Phase Contrast Upright Microscope

Component	Description
Type	: Research-grade upright transmitted light microscope with brightfield, phase contrast, differential interference contrast, polarization with trinocular camera or even better applications
Optical system	: Infinity-corrected optical system for high-resolution, flat-field imaging across the field of view or even better applications. The system should be upgradable with fluorescence attachment at least six fluorescence filters in a single turret. Should facilitate remote handling operations.
Viewing head	: Trinocular ergonomic head (FOV 25mm), 25° inclination or better, light path selector 100:0 or 80:20 or better
Eyepieces	: Widefield focusable 10× (FOV 25 mm or better), anti-fungal coated, with diopter adjustment and rubber eye-guards
Nosepiece	: Six position or more revolving nosepieces with a slot for analyzer or DIC slider or better
Objectives	: Semi apochromat objective or better with 10×, 40×, 60× and 100× magnification lenses or better
Illumination system	: High color reproductivity at least 14W LED light source with life of minimum 50,000 hours or better.
Light intensity management	: Intelligent Light Intensity Management (ILIM) that automatically adjusts and recalls brightness settings per objective
Condenser	: • Universal Abbe/ phase condenser with height adjustment, cantering, and support for brightfield and phase contrast sliders • Interference green contrast filter
Mechanical stage	: Double-layer mechanical stage or better and two slide specimen holding.
Contrast techniques Supported	: Brightfield (standard), Phase Contrast (with slider and PH objectives), DIC Polarization, or better
Digital imaging system	: • High resolution color CMOS camera with ≥ 20 mega pixel resolution or better (without pixel shift/ software manipulation). Capable of acquiring colour and monochrome images. • Peltier cooling. 22 FPS at over 4K resolution and 60 FPS at full HD resolution or better.
Imaging software	: Image analysis software should have like linear measurements, time lapse, image processing, snap/movie acquisition, multi-dimensional imaging processing or better
Ergonomics	: Low stage height, tiltable viewing head, accessible controls, anti-fatigue design for extended use
Certifications	: International level certification from CE or ISO.
Power supply	: • 100–240 V AC, 50/60 Hz; Indian compatible. • 3.0 kVA online UPS with minimum 30-minute backup or better
Accessories	: • Dust cover (2) • Branded compatible PC with i5 processor, 8GB RAM, 512GB SSD, keyboard, mouse, 24" LED screen with original window 11 professional or better. • Camera/Lens Cleaning Kit 2
Warranty	: Minimum 2-year onsite comprehensive warranty.

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	Appr. Esti. cost Rs. (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.	PHASE CONTRAST UPRIGHT MICROSCOPE FOR COLLEGE OF FISHERIES SCIENCE, CCSHAU, Hisar	25.00	1,25,000	e-Service Fee Rs. 1000/- + Document Fee Rs. 3000/- 1300/- + 2000/-	31/11/2025 (09:00 hours)	16/12/2025 upto 17:00 hours	16/12/2025 upto 17:00 hours	Tech. Bid 14/12/2025 at 10:00 A.M Financial Bid 19/12/2025 at 10:00 A.M

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.

- 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 available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
- 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 of (Mention EMD Amount) towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allowed to submit his / her bids for the respective event / Tenders.**
- 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 16/12/2025 upto 17:00 hrs); and make payment via RTGS /NEFT 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://haryanaeprocurement.gov.in>.**

The interested bidders shall have to pay mandatorily e-Service fee (under document fee - Nonrefundable) of Rs. 1000/- (Rupee One Thousand Only) 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.

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	26/11/2025 (09:00 hours)	16/12/2025 upto 17:00 hours
2	Technical Bid Opening		17/12/2025 at 10:00 A.M	
3	Financial Bid Opening		19/12/2025 at 10:00 A.M	

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. Henceforth 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.

Professor & Head
Department of Aquatic
Animal Health Management
CCRS, CCS HAU, Hisar

John Thomas

Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to five per cent of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, 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, CCS HAU, 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'.
6. The supplies should be offered from ready stock. The material shall be supplied by the supplier within the time limit specified in the 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 Offices 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.

[Handwritten signature]

[Handwritten signature]
 Professor & Head
 Department of Aquatic
 Animal Health Management
 COFC

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 item or any quantity and to reject it for the rest.
16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/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 manufacturers may kindly be attached being authorized dealer/stockist/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. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 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, CCS HAU, 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 Saturday) during office hours (9.00 A.M. to 4.00 P.M. during August to April and 7.00 A.M. to 1.30 P. M. during May to July).
20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly 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 sanctity.

Professor & Head
Department of Aquatic
Animal Health Management

Terms and conditions for the material to be imported

1. Country of origin should be mentioned.
2. Goods supplied should conform to the standards mentioned in the technical specifications or as 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/warranty 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 shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.
7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.
Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.
8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
9. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids
10. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
11. **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 response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
12. **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.
13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.

14. **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.

15. **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.

16. **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.

17. **Delivery Documents** Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- 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 marked 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) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
- ix) 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 port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.

[Handwritten signature]

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 Professor & Head
 Department of Aquatic
 Animal Health Management
 CCS, CCS HAU, Haryana

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://haryanaeprocurement.gov.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://haryanaeprocurement.gov.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://haryanaeprocurement.gov.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.

**Professor & Head
Department of Aquatic
Animal Health Management
COFS, CCS HAU, Hisar**

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.

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://haryanaeprocurement.gov.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 eProcurement system on the Home Page at <https://haryanaeprocurement.gov.in>.

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://haryanaeprocurement.gov.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, eService 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 and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. 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)

Professor & Head
Department of Aquatic
Animal Health Management

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 for tender document & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

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.

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
	In the event of making Payment through NEFT/RTGS	Do's • 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: 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' • 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

Don't • Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:

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>):-

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 unreconciled 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

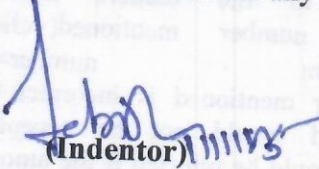
Director(S&P)

CCS Haryana Agri. University, Hisar

Professor & Head
Department of Aquatic
Animal Health Management
COFS, CCS HAU, Hisar

**College of Fisheries Science
CCSHAU, Hisar**

The specifications as provided are meeting the basic need of the Department/College without including superfluous and non essential features which may result in unwanted expenditures. Also the specifications are generic in nature and do not favour any particular Brand/Manufacturers/Co.


(Indentor)


Professor & Head
(HOD)
Department of Aquatic
Animal Health Management
CCFS, 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 ICE FLAKE MAKING MACHINE, CCSHAU, HISAR

PART 1: COMPLETE BIDDING DOCUMENT

**NAME OF WORK: - Purchase of Ice Flake Making Machine, for
the Chemistry department, CCSHAU, Hisar**

DNIT Amount: Rs. 2.60 Lakh (Approx)

Signature

PART 1: COMPLETE BIDDING DOCUMENT**TABLE OF CONTENTS**

Sr. No.	Name of Contents	Page No.
1.	Tender Notice	3
2.	Detailed Specifications	4
3.	Detail Notice Inviting Tender	5
4.	Terms and conditions	5-8
5.	Instructions to bidder on Electronic Tendering System	8-10
6.	Guidelines for Online Payments in e-tendering	10-15



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

TENDER NOTICE

The Bids/tenders are invited from the eligible bidders through online bids in the website:
<http://haryanaeprocurement.gov.in> for the work detailed in the table.

Sr. No.	Description of Job Work	Appr. Esti. cost Rs. (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 Ice Flake Making Machine for the Chemistry Department, COBS&H, CCSHAU, Hisar	2.60 lakh	13000.00	e-Service Fee Rs. 1000/- Document Fee Rs. 3000/- 1180/-	26/11/2025 (09:00 hours)	16/12/2025 upto 17:00 hours	16/12/2025 upto 17:00 hours	Tech. Bid at 10:00 A.M Financial Bid 14/12/2025 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://haryanaeprocurement.gov.in> & University Website <https://hau.ernet.in>
- (iii) E-Service fee Rs. ~~1000/-~~ required to be filled/provided at the time of online bid preparation stage.

1180/-

[Signature]
20/11/2025
Director (Store & Purchase)
CCSHAU, Hisar

[Signature]

Detailed Specifications

TECHNICAL SPECIFICATIONS FOR ICE FLAKE MAKING MACHINE

- Capacity: 70 kg
- Minimum Ice Flake Manufacturing Capacity (in Kg/24 hrs): 35
- Cooling Method: Air cooled
- Type of Insulation: Puf
- Compressor Details: AC Rotating Compressor
- Body material: Stainless Steel 304
- Minimum stainless steel 304 sheet thickness: 0.8 (mm) or better
- Storage bin material: Stainless Steel 304
- Cooling Coil Material: Copper
- Ice Flake Storage Capacity (in kg): 25
- Maximum storage Chamber temperature: 8°C
- Production Start Time (Within Minute): 10 or better
- Flake ice thickness: 1.5 to 2.5 (mm) or better
- Warranty of Compressor (Years): 5
- Warranty of complete unit (Years): 1



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	Appr. Esti. cost Rs. (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 Ice Flake Making Machine for the Chemistry Department, COBS&H, CCSHAU, Hisar	2.60 lakh	13000.00	e-Service Fee Rs. 1000/- + Document Fee Rs. 3000/- 1180/-	26/11/2025 (09:00 hours)	16/12/2025 upto 17:00 hours	16/12/2025 upto 17:00 hours	Tech. Bid 17/12/2025 at 10:00 A.M Financial Bid 19/12/2025 at 10:00 A.M

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.

- 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 available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
- 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 of (Mention EMD Amount) towards EMD fee 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.**
- 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 16/12/2025 upto 17:00 hrs); and make payment via RTGS /NEFT 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://haryanaeprocurement.gov.in>.

Ths

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Nonrefundable) of Rs.1000/- (Rupee One Thousand Only) 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.

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	26/11/2025 (09:00 hours)	12/12/2025 upto 17:00 hours
2	Technical Bid Opening		17/12/2025 at 10:00 A.M	
3	Financial Bid Opening		18/12/2025 at 10:00 A.M	

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. Henceforth 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.

Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to five per cent of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, Hisar

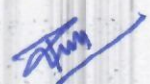
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which 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, CCS HAU, 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'.
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 at least three months from the date of opening of quotation/tender.
8. The University/its Offices 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 item or any quantity and to reject it for the rest.
16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/authorized dealer, proof thereof may kindly be given along with the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufacturers may kindly be attached being authorized dealer/stockist/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. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 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, CCS HAU, 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 Saturday) during office hours (9.00 A.M. to 4.00 P.M. during August to April and 7.00 A.M. to 1.30 P. M. during May to July).
20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly 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 sanctity.

Terms and conditions for the material to be imported

1. Country of origin should be mentioned.
2. Goods supplied should conform to the standards mentioned in the technical specifications or as 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/warranty 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 shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.
7. **Balance Payment:** Balance 10-percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.
Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.
8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
9. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids
10. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
11. **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 response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
12. **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.
13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
14. **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.
15. **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.



16. 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.

17. **Delivery Documents** Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- 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 marked 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) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
- ix) 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 port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.

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://haryanaeprocurement.gov.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://haryanaeprocurement.gov.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://haryanaeprocurement.gov.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.
- 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://haryanaeprocurement.gov.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 eProcurement system on the Home Page at <https://haryanaeprocurement.gov.in>.
- 5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://haryanaeprocurement.gov.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, eService 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 and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. 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)

8. **ASSISTANCE TO THE BIDDERS:-**

Technical Support Assistance will be available between 09:00 am To 5:30 pm

From Monday to Friday -0172-2582008, 2582009.

Office will remain closed on Saturday, Sunday and National Holidays.

Important Note:-

All queries would require to be registered at our official email- chandigarh@nextenders.com for on-time support. (Only those queries which are sent through email along with appropriate screenshots or error description will be considered as registered with the Help-desk). Contact our helpdesk on or before prior to 4 hours of the scheduled closing date & time of respective e-Auction/ Tender event. For queries pertaining to ePayment of EMD, please contact the helpdesk at least 2 business days prior to the closing date & time of eAuction/Tender event. Help-desk support will remain closed during lunch break i.e. from 1:30 PM up to 2:15 PM on each working day.

Office Address for Training workshop on 1st, 2nd Wednesday (from 3:30 pm up to 5:00 pm) of each month

Nextenders India Pvt. Ltd Municipal Corporation Faridabad Near B.K.Chowk, Opp. B.K.Hospital NIT, Faridabad Contact for Training +91- 9310335475	Nextenders India Pvt.Ltd Public Health Division No 2 Hisar, Model Town, Opp. N.D Gupta Hospital, Contact for Training +91- 9034357793	Nextenders (India) Pvt. Ltd. NirmanSadan (PWD B&R) Plot No.- 01, Basement, Dakshin Marg, Sec- 33 A, Chandigarh - 160020 Contact for Training -0172- 2582008,2009
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Help Desk contact details for Saturday and Sunday are as under for escalation Level-1

1.Mr.Lalit Saini – 9034357793

Email – Chandigarh@nextenders.com

Timings- 9:00 am to 5:30 pm

2.Mr. Tinku Singh-9310335475

Email – Chandigarh@nextenders.com

Timings-9:00 am to 5:30 pm

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://haryanaeprocurement.gov.in>.

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://haryanaeprocurement.gov.in>, and click on the available link 'How to...?' to download the file.

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 for tender document & EMD:

A. Debit Card

B. Net Banking

C. RTGS/NEFT

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 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.

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
		Do's • 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: 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 Don't's • Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise: 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>):- 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 unreconciled 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

Director(S&P)

CCS Haryana Agri. University, Hisar



CCS HAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419

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

STANDARD BIDDING DOCUMENT
PROCUREMENT OF HIGH END
WORKSTATION/COMPUTER WORKSTATION
FOR COLLEGE OF BIOTECHNOLOGY, CCS
HAU, HISAR (1 Unit)

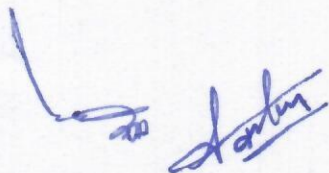
PART 1: COMPLETE BIDDING DOCUMENT

NAME OF WORK: - Purchase of High End Workstation/
Computer workstation for the College of Biotechnology, CCS HAU,
Hisar

DNIT Amount: Rs. 20 Lakhs (Approx)

PART 1: COMPLETE BIDDING DOCUMENT**TABLE OF CONTENTS**

Sr. No.	Name of Contents	Page No.
1.	Tender Notice	3
2.	Detailed Specifications	4-5
3.	Detail Notice Inviting Tender	5-9
4.	Terms and conditions	9-11
5.	Instructions to bidder on Electronic Tendering System	11-14
6.	Guidelines for Online Payments in e-tendering	14-16



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

TENDER NOTICE

The Bids/tenders are invited from the eligible bidders through online bids in the website:
<http://haryanaeprocurement.gov.in> for the work detailed in the table.

Sr. No.	Description of Job Work	Appr. Esti. cost Rs.	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 High End Workstation/ Computer workstation (1 Unit) for College of Biotechnology, CCSHAU, Hisar	20,00,000	1,00,000	e-Service Fee Rs. 1000/- Document Fee Rs. 3000/- 1180/- 2000/-	21/11/2025 (09:00 hours)	16/12/2025 upto 17:00 hours	14/12/2025 upto 17:00 hours	Tech. Bid 19/11/2025 at 10:00 A.M Financial Bid 19/11/2025 at 10:00 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://haryanaeprocurement.gov.in> & University Website <https://hau.ernet.in>
- (iii) E-Service fee Rs. ~~1000/-~~ required to be filled/provided at the time of online bid preparation stage. \

1180/-

[Signature]
 19/11/2025
 Director (Store & Purchase)
 CCSHAU, Hisar

[Signature] *[Signature]*

Technical specifications of High End Workstation/ Computer workstation

Sr. No.	Parameter	Value/Range/Requirement
1	Brand	HP/Dell/Apple
2	Processor (CPU)	Intel Xeon W9-3595X or equivalent or higher Minimum 60 Cores and 120 threads Base Clock Speed: ≥ 2.0 GHz Max Turbo Frequency: ≥ 4.8 GHz Cache: ≥ 300 MB Supports: AVX-512, Intel DL Boost, ECC memory compatibility OEM-certified liquid or high-efficiency active cooling
3	Memory (RAM)	512 GB or higher DDR5 ECC Registered (RDIMM) Memory Speed: ≥ 4800 MHz Expandable to 1 TB or more Mandatory ECC Support
4	Graphics Card (GPU)	Workstation-class GPU with CUDA and Tensor Core support NVIDIA RTX 4500 Ada Generation or equivalent or higher VRAM: Minimum 24 GB GDDR6 with ECC CUDA Cores: ≥ 7000 Tensor Performance: ≥ 630 TFLOPS RT core performance: ≥ 90 TFLOPS Blower or workstation-optimised dual-slot cooling Full support for AI/ML acceleration, bioinformatics (CUDA, PyTorch, TensorFlow), OpenGL, and DirectX
5	Primary Storage	Minimum 2 TB NVMe SSD (PCIe Gen 4 or better) Read Speed: ≥ 6500 MB/s
6	Secondary Storage	Minimum 60 TB HDD Drive RPM: Minimum 7200 RPM Cache per Drive: Minimum 256 MB Transfer Speed: ≥ 200 MB/s per drive (sustained sequential read/write) Minimum 5HDD X 12 GB Configurable in RAID 5 for fault tolerance and redundancy Hot-Swappable Bays for easy drive replacement
7	Motherboard / System Architecture	Server/workstation-class chipset with full support for selected CPU and ECC DDR5 memory Minimum PCIe Gen 5 with at least 2 x16 slots for GPU/expansion Minimum 8- Memory channel Integrated TPM 2.0 required UEFI BIOS with secure boot, boot-order lock, BIOS password support Onboard health and thermal diagnostics tools
8	Connectivity & Ports	Min 2x1 Gbps Ethernet ports, expandable to 10 Gbps via PCIe NIC Minimum 6xUSB 3.2 Gen 2 Type-A, 2xUSB-C (front or rear) Integrated HD audio Expansion: Minimum 4xPCIe slots (x16, x8 mix)
9	Power Supply and Chassis	Dual redundant, hot-swappable power supply modules, each minimum 1450W, 80+ Gold certified Tower workstation chassis with efficient airflow OEM-certified high-efficiency cooling for CPU and GPU
10	Operating System	Pre-installed: Windows 11 Pro (64-bit) for Workstations (licensed) All necessary hardware drivers must be provided
11	Display and Peripherals	Monitor: 32" or larger 4K UHD (3840x2160) display with DP input Keyboard & Mouse: Wired USB standard OEM models

12	Warranty & Support	Minimum 3-year onsite comprehensive warranty
		Includes CPU, GPU, RAM, storage, motherboard, and power supply
		Next-business-day support for repairs/replacement
		Minimum 5-year spare parts availability
		OEM support documentation to be provided
13	General Compliance	Certification: CE, FCC, RoHS, BIS, EPEAT, Energy Star certified
		Safety: Overheat protection, power surge protection, and thermal auto-shutdown
14	The vendor must provide:	OEM Authorisation Letter
		A compliance sheet matching every line item
		Brochure with images and detailed specs
		Declaration of no deviation from required specs

DETAIL NOTICE INVITING TENDER

e-Tender is invited for the 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	Appr. Esti. cost Rs. (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 High End Workstation/ Computer workstation (1 Unit) for College of Biotechnology, CCSHAU, Hisar	20,00,000	1,00,000	e-Service Fee Rs. 1000/- Document Fee Rs. 3000/- 1180/- 2500/-	24/1/2025 (09:00 hours)	6/2/2025 upto 17:00 hours	6/2/2025 upto 17:00 hours	Tech. Bid 17/1/25 at 10:00 A.M Financial Bid 19/1/25 at 10:00 A.M

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.

- 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 available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
- 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 of (Mention EMD Amount) towards EMD fee 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.**
- 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 4/1/2025 up to 17:00 hrs); and make payment via RTGS /NEFT 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://haryanaeprocurement.gov.in>.

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Nonrefundable) of Rs. 1000/- (Rupee One Thousand Only) 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 the document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

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	20/11/2025 (09:00 hours)	16/12/2025 up to 17:00 hours
2	Technical Bid Opening		17/12/2025 at 10:00 A.M	
3	Financial Bid Opening		14/12/2025 at 10:00 A.M	

Important Note:

- 1) The Applicants/bidders have to complete the 'Application / Bid Preparation & Submission' stage on the 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 the '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 the tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth 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.

Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to five per cent of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, 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, CCS HAU, 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 the 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'.

6. The supplies should be offered from ready stock. All supplies will have to be executed within 15 days of the issue of the supply order, failing which the order is likely to be withdrawn.

7. The validity period of the quotation/tender and the Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of at least three months from the date of opening of quotation/tender.

8. The University/its Offices 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.

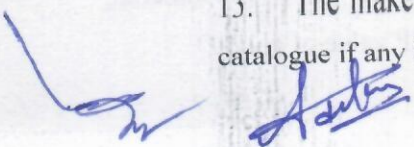
9. The quantity can be increased/decreased by the University.

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 item or any quantity and to reject it for the rest.

16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/authorized dealer, proof thereof may kindly be given along with the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufacturers may kindly be attached being authorized dealer/stockist/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. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 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, CCS HAU, 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 Saturday) during office hours (9.00 A.M. to 4.00 P.M. during August to April and 7.00 A.M. to 1.30 P. M. during May to July).

20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly 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 sanctity.

Terms and conditions for the material to be imported

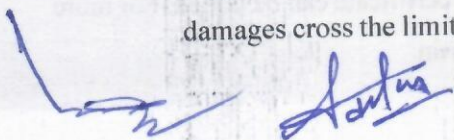
1. Country of origin should be mentioned.

2. Goods supplied should conform to the standards mentioned in the technical specifications or as 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/warranty 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 60 months after the date of delivery and acceptance at final destination or 60 months after the date of shipment from the port or place of loading whichever is earlier.
6. **Payment:** On shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.
7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.
Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.
8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
9. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids
10. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
11. **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 response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
12. **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.
13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
14. **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.
15. **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.
16. **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.

17. Delivery Documents Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- 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 marked 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) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
- ix) 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 port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.

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://haryanaeprocurement.gov.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://haryanaeprocurement.gov.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://haryanaeprocurement.gov.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.

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://haryanaeprocurement.gov.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 eProcurement system on the Home Page at <https://haryanaeprocurement.gov.in>.

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://haryanaeprocurement.gov.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, eService 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 and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. 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)

8. ASSISTANCE TO THE BIDDERS:-

Technical Support Assistance will be available between 09:00 am To 5:30 pm

From Monday to Friday -0172-2582008, 2582009.

Office will remain closed on Saturday, Sunday and National Holidays.

Important Note:-

All queries would require to be registered at our official email- chandigarh@nextenders.com for on-time support. (Only those queries which are sent through email along with appropriate screenshots or error description will be considered as registered with the Help-desk). Contact our helpdesk on or before prior to 4 hours of the scheduled closing date & time of respective e-Auction/ Tender event. For queries pertaining to ePayment of EMD, please contact the helpdesk at least 2 business days prior to the closing date & time of eAuction/Tender event.

Help-desk support will remain closed during lunch break i.e. from 1:30 PM up to 2:15 PM on each working day.

Office Address for Training workshop on 1st, 2nd Wednesday (from 3:30 pm up to 5:00 pm) of each month

Nextenders India Pvt. Ltd Municipal Corporation Faridabad Near B.K.Chowk, Opp. B.K.Hospital NIT, Faridabad Contact for Training +91-9310335475	Nextenders India Pvt.Ltd Public Health Division No 2 Hisar, Model Town, Opp. N.D Gupta Hospital, Contact for Training +91-9034357793	Nextenders (India) Pvt. Ltd. NirmanSadon (PWD B&R) Plot No.- 01, Basement, Dakshin Marg, Sec- 33 A, Chandigarh - 160020 Contact for Training -0172-2582008,2009
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Help Desk contact details for Saturday and Sunday are as under for escalation Level-1

1.Mr.Lalit Saini – 9034357793

Email – Chandigarh@nextenders.com

Timings- 9:00 am to 5:30 pm

2.Mr. Tinku Singh-9310335475

Email – Chandigarh@nextenders.com

Timings-9:00 am to 5:30 pm

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://haryanaeprocurement.gov.in>.

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://haryanaeprocurement.gov.in>, and click on the available link 'How to...?' to download the file.

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 for tender document & EMD:

A. Debit Card

B. Net Banking

C. RTGS/NEFT

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.

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
	In the event of making Payment through NEFT/RTGS	Do's • 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: 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' • 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 Don't's • Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise: 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>):- 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 unreconciled 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

Director (S&P)
CCS Haryana Agri. University, Hisar



CCS HAU, HISAR

Director (Store & Purchase)

CCS HAU, HISAR

Ph. No. 01662-255419

E-mail directorspo@gmail.com spo@hau.ernet.in

STANDARD BIDDING DOCUMENT PROCUREMENT OF 15 Desktops for the UG lab of Computer Section, COBS&H, CCSHAU, Hisar.

PART-1 COMPLETE BIDDING DOCUMENT

**Name of purchase: Purchase of 15 Desktops for the UG lab of
Computer Section, COBS&H, CCSHAU, Hisar.**

DNIT Amount 11.50 Lac (Approx)

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	8-11
6.	Instructions to bidder on Electronic Tendering System	12-14
7.	Guideline for Online Payment in e-tendering	15-18



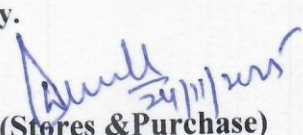
Director (Stores & Purchase)
Ch. Charan Singh Haryana Agricultural University, Hisar
(Established by Parliament Act No. 16 of 1970)

TENDER NOTICE

The Bids/tenders are invited from the eligible bidders through online bids in the website:
<http://etenders.hry.nic.in> for the purchase detailed in the table.

Sr. No.	Description of Job work	Appr. Esti. cost Rs. (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	Date/Time of opening T/Fin. bids
1.	Purchase of 15 desktops for the UG lab of Computer Section, COBS&H, CCSHAU, Hisar	11.50	57500/-	Tender Document Fee Rs. 1000/- Service Fee Rs. 1180/- 1180 + 1000	26/11/2025 at 9.00 AM	16/12/2025 upto 17:00 hours	16/12/2025 upto 17:00 hours	Tech. Bid 17/12/2025 at 10:00 A.M & Finance Bid 19/12/2025 at 10:00 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 Rs. 1180/- required to be filled/provided at the time of online bid preparation stage.
- (iv) Corrigendum if any will be issued on the University website only.


Director (Stores & Purchase)
CCSHAU, Hisar

Particulars of the material to be purchased

Sr. No.	Items to be purchased
1.	Purchase of 15 Desktops for the UG lab of Computer Section, COBS&H, CCSHAU, Hisar

Apr

SPECIFICATIONS

Purchase of 15 desktops for the UG lab of Computer Section, COBS&H, CCSHAU, Hisar

<i>Technical Specification of Desktop</i>		
<i>Sr. No</i>	<i>Parameter</i>	<i>Value/Range/Requirement</i>
1.	Desktop Model	Commercial series (windows based machine)
2.	Processor Make:	Intel
3.	Processor Generation:	13 th or higher
4.	Number of Cores per Processor:	8 or higher
5.	Processor Description:	Intel Core i5
6.	Processor Base Frequency (GHz)	2.5 or higher
7.	Chipset	Q series
8.	Operating System	Windows 11 Pro or latest version
9.	System Type	64 bit
10.	RAM Size (GB):	16 GB or above
11.	Internal storage:	512 GB SSD or above
12.	Input Device	USB wired keyboard and USB Optical Mouse
13.	LED Backlit Monitor Size (Inches)	21.5 or above
14.	Monitor Resolution (Pixels):	1920x1080
15.	Bluetooth and Wifi enabled	Yes
16.	On Site OEM Warranty (Year)	At least 3
17.	Other Softwares	Microsoft Office 2021
18.	MAF certificate is mandatory	

Am

DETAIL NOTICE INVITING E-TENDER

E-tender is invited for below mentioned Security Job 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 Envelop):-

Sr. No.	Description of Work/Items	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 Bid Submission	Expiry date & Time of Bid Preparation & Submission
1	Purchase of 15 Desktops for the UG lab of Computer Section, COBS&H, CCSHAU, Hisar	57500/-	Tender Document Rs. 1000/- e-Service Fee Rs. 1180/-	26/12/2025 (09:00 hrs)	16/12/2025 upto 17:00 hours	16/12/2025 upto 17:00 hours

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.

- 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 available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
- Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://etenders.hry.nic.in>. to be eligible to participate in the e-Tender. **He/She will be required to make online payment of (Rs. 250000/-) towards EMD fee 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.**
- 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 (16/12/25); and make payment via RTGS/NEFT 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~~) 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.

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	26/11/...2025 (09:00 hours)	...16/12/...2025 upto 17:00 hours
2	Technical Bid Opening		17/12/ 2025 at 10:00 A.M	
3	Financial Bid Opening		19/12/ 2025 at 10:00 A.M	

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. Henceforth 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.



Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to 5% of the total cost of the material (upto 50.00 lakhs.) whereas the Security/Earnest Money equivalent to minimum 2.50 lakhs or 1% (one percent) of the total cost of the material whichever is higher for the material/equipments above Rs. 50.00 lakhs for tenders/e-tenders. The security will be rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, 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, CCS HAU, 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'.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 15 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 Offices 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 item or any quantity and to reject it for the rest.
16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/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 manufacturers may kindly be attached being authorized dealer/stockist/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. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 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, CCS HAU, 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 A.M. to 5.00 P.M. during August to April and 7.00 A.M. to 2.00 P. M. during May to July).
20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly 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 sanctity.



Terms and conditions for the material to be imported

1. Country of origin should be mentioned.
2. Goods supplied should conform to the standards mentioned in the technical specifications or as latest standards issued by the concerned institution.
3. **Performance security:** The responsive bidder shall be required to deposit Performance security equivalent to minimum 2.50 lakhs or 1% (one percent) of the total cost of the material ordered valid for guarantee/ warranty 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 shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.
7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative. **Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.**
8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
9. **Bid Security :** Bid security should be valid for 45 days beyond the validity of the bids
10. **Validity :** The tender should be valid at least 45 days from the date of opening of tenders.
11. **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 response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
12. **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.

13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
14. **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.
15. **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.
16. **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.
17. **Delivery Documents** Within 24 hours of shipment, the supplier shall notify The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:
 - 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 marked 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) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
 - ix) 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 port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.



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:

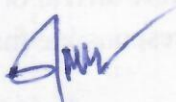
2.1. The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

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.

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 eProcurement 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 eProcurement 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.



Online Payment of Tender Document Fee, eService 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 and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. 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://etenders.hry.nic.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)



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 for tender document & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

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.
- 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	Do's • 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: 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



Don't's

• Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:

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>):-

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 unreconciled transactions and will be auto-refunded directly to bidder's account.

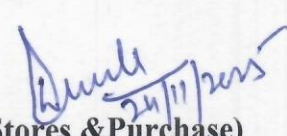
In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate.

• 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




Director (Stores & Purchase)
CCSHAU, Hisar