

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

Tender Notice

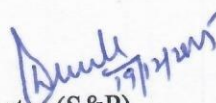
CCS Haryana Agricultural University, Hisar is inviting Tenders for the purchase of following items:-

1. Purchase of Refrigerated Centrifuge for the Department of Nematology (SPO-901)
2. Purchase of Water Tanker (5000 L Capacity) O/o Principal Scientist Incharge, RRS (Horticulture), Buria, Yamunanagar, Dept. of Horticulture (SPO-902)
3. Purchase of Power Weeder (7-8 HP) for Cotton Section, Dept. of G&PB (SPO-903).
4. Purchase of Rotavator for Cotton Section, Department of G&PB (SPO-904)
5. Purchase of Power Weeder (4-6 HP) for Cotton Section, Dept. of G&PB (SPO-905).
6. Purchase of Disc Harrow for Cotton Section, Dept. of G&PB (SPO-906)
7. Purchase of Refrigerated Centrifuge for the Microbiology Department (SPO-907)
8. Purchase of BOD Shaking Incubator (Floor Model) for the Microbiology Department (SPO-908)
9. Purchase of Refrigerated Centrifuge for the Microbiology Department (SPO-909)
10. Purchase of Shaking Incubator with accessories for the Microbiology Department (SPO-910)
11. Purchase of Gel Electrophoresis Unit for the Microbiology Department (SPO-911)

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 23.12.2025 (09:00 hours) and Closing on 12.01.2026 upto 17:00 hours. Opening of Technical Bid on 13.01.2026 at 11.00 A.M. Opening of Financial Bid on 15.01.2026 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)

5/09/01

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CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419

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

STANDARD BIDDING DOCUMENT PROCUREMENT OF REFRIGERATED CENTRIFUGE FOR THE DEPARTMENT OF NEMATOTOLOGY, CCSHAU, Hisar

PART 1: COMPLETE BIDDING DOCUMENT

**NAME OF WORK: - Purchase of Refrigerated Centrifuge for
the Department of Nematology, CCSHAU, Hisar**

DNIT Amount: Rs. 11,00,000 (Approx)

[Signature]
5/9/2001
Head
Dept. of Nematology
CCS HAU, Hisar

PART 1: COMPLETE BIDDING DOCUMENT
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5/11/2015

Head
Deptt. of Nematology
CCS HAU, Faisalabad

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.	Refrigerated Centrifuge for the Department of Nematology, CCS HAU, Hisar	11,00,000	55,000/-	e-Service Fee Rs. 1180/- + 1000/-	23/12/2025 (09:00 hours) to 23/12/25	12/1/2026 upto 17:00 hours	12/1/2026 upto 17:00 hours	Tech. Bid 13/1/2026 at 11:00 A.M Financial Bid 15/1/2026 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/- + GST 18 % required to be filled/provided at the time of online bid preparation stage.

Amul
 20/12/2025
Director (Store & Purchase)

CCSHAU, Hisar

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 21/12/2025
Deptt. of Nematology
CCSHAU, Hisar

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Detailed Specifications

Specification for Refrigerated Centrifuge

1. Refrigerated multipurpose bench-top centrifuge 3 Litre capacity
2. System should be capable of using fixed angle and swing out rotors with adapter to use different tube formats.
3. System should maintain temperature range -11°C to 40°C
4. System should have a maximum Capacity of 4 x 750 ml bottles and 4 x 5 MTP
5. Maximum speed for fixed angle rotors should be 14,000 rpm and RCF 20,500 x g force, for swing out rotors maximum speed 4000 rpm and RCF 3,200x g force
6. System should have user-friendly operation; key panel with provision to set speed RPM / RCF, radius correction values that can be changed during centrifugation.
7. System should have fast temperature function for rapid cooling of centrifuge and stand-by cooling options.
8. Should have programmable temperature function to allows automatic precooling based on pre-programmable time and date
9. System should 5 program keys for routine programs and at least 99 storable programs
10. The centrifuge must be equipped with automatic rotor recognition and imbalance detection for maximum operational safety
11. The fixed angle and swing-out rotor should accommodate both round bottom tubes as well as Falcon / conical tubes with the help of adapters.
12. Timer – 10 s to 99 h 59 min, with continuous run function and short spin
13. System must indicate "time since centrifugation complete"
14. System should have 10 acceleration and deceleration steps
15. Noise level at max speed should be less than 56 dB(A) for quite operation in work place
16. System should have automatic shut off function to reduce energy consumption and to extend compressor life when not in use for long hours
17. Rotors should be made of metallic and must be fully autoclavable at 121°C
18. Centrifuge lid with soft-touch lid closure, and low opening height for stress-free lid locking,
19. System must be ISO, European CE, IVD, US-FDA and IEC Certified.
20. Centrifuge should be quoted with the following rotors and adaptors: -
 - I. Fixed angle rotor: (RPM: 14,000 & RCF: 20,500 x g): 30 x 1.5/2.0 ml tubes
 - II. Aerosol Tight Metallic Fixed angle rotor: (RPM: 12,000 & RCF: 20,500 x g): 6 x 15 & 50 ml conical tubes.
 - III. Metallic Swing out rotors 4 x 250 ml (RPM: 4000 & RCF: 3,200 x g): with 15 ml x 36 - 40 Conical tubes or more, 50 ml x 16 - 20 Conical tubes and 16-20 – Micro Titer Plate (MTP) adapter or rotor/.
21. Features in the quotations should be substantiated with proper company catalogue.
22. Should have facility to validate speed temperature and time with certified device.
23. Power supply: 220-240 V, 50 Hz
24. A suitable servo stabilizer to be supplied along with centrifuge.
25. Warranty for 36 months.

Anush
5/14/2017
Head
Dept. of Nematology
CCS HAU, Meerut

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.	Refrigerated Centrifuge for the Department of Nematology, CCS HAU, Hisar	11,00,000	55000/-	e-Service Fee Rs. 1180/- + 1000	12/1/2025 (09:00 hours) to 23/12/25	12/1/2025 upto 17:00 hours	12/1/26 /2025 upto 17:00 hours	Tech. Bid 12/1/2025 at 11:00 A.M Financial Bid 15/1/2025 at 11:00 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 12/4/2025 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 electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

Head
Deptt. of Nematology
CCS HAU, Hisar

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	<u>23/12/25</u> + /2023 (09:00 hours)	<u>13/1/26</u> / /2023 upto 17:00 hours
2	Technical Bid Opening		<u>13/1/</u> /2026 at 11:00 A.M	
3	Financial Bid Opening		<u>15/1/</u> /2023 at 11:00 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 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.

Head
Dept. of Nematology
CCS HAU Hisar

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.

Handwritten signature
 Dept. of Nematology
 CCS HAU, Hisar

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:**

Depn. of Nematology
CCS HAU, Faisal

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

[Signature]
Head
Dept. of Nematology
CCS HAU, Hissar

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

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,

Amul
Head
Deptt. of Nematology
HISAR

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

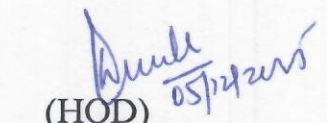
Director(S&P)

CCS Haryana Agri. University, Hisar

Department of Nematology
COA, CCS HAU, 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)


(HOD) 05/04/2015
Head
Dept. of Nematology
CCS HAU, 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 Water Tanker o/o Principal Scientist Incharge, RRS (Hort.), Buria, Yamunanagar, Dept. of Horticulture

PART-1 COMPLETE BIDDING DOCUMENT

Name of purchase: Water Tanker (5000 L Capacity) o/o Principal Scientist Incharge, RRS (Horticulture), Buria, Yamunanagar, Dept. of Horticulture.

DNIT Amount 3.5 Lac (Approx)

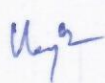



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CCSHAU, Hisar

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Dept. of Horticulture
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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 Water Tanker (5000 Litre capacity) O/o Principal Scientist, In-Charge, RRS (Horticulture), Buria, Yamunangar-135101	3.50	17500/-	Tender Document Fee Rs. 1000/- e-Service Fee Rs. 1180/-	23.12.2025	12.01.2026 upto 17:00 hours	12.01.2026 upto 17:00 hours	Tech. Bid 13.01.2026 at 10:00 A.M & Finance Bid 15.01.2026 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.


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 Prof. & Head
 Dept. of Horticulture
 CCSHAU, Hisar

Anand
 Director (Stores & Purchase)
 CCSHAU, Hisar

Particulars of the material to be purchased

Sr. No.	Items to be purchased
1.	Purchase of Water Tanker (5000 Litre Capacity), O/o Principal Scientist In-Charge, RRS (Horticulture), Buria (Yamunanagar)-135101.


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SPECIFICATIONS

Water Tanker (5000 Litre Capacity), O/o Principal Scientist In-Charge, RRS (Horticulture), Buria (Yamunanagar)-135101.

Sr. No.	Items to be purchased	Quantity
1.	Water Tanker (5000 Litre Capacity)	01 Nos.


Specifications

Sr. No.	Component	Specification
1.	Capacity	At least 5000 L
2.	Overall length of tanker	13 – 15 feet
3.	Overall width of tanker	5.5-6.5 feet
4.	Height of tanker	7-8 feet
5.	Tyre and Rim Size	10.00 × 20 inch
6.	No. of Tyres	02
7.	Type of Rim	Khasa Type
8.	Main chassis frame size	M.S.C – Channel 200 × 75 mm
9.	Size and no. of lateral C – Channels on main chassis for support	3 × ½ inch, at least 4 Nos.
10.	Kamani Size	42 Inch, 75 mm
11.	Axle size	100 × 100 mm
12.	Discharge valve	2.5 Inch & ¾ inch (one each)
13.	Size of Hook	2.5 Inch
14.	Stand	50 mm × 6 mm
15.	Metal Sheet (Tank)	3 – 4 mm
16.	Provision for self-filling water pump	A water pump driven by tractor PTO should be provided
17.	Ladder provision on the back side of the tanker	Yes
18.	Paint on the inner and outer side of the tanker	Yes
19.	Guarantee / Warranty	One year against manufacturing defect

Note:

1. The **Water Tanker (5000 Litre Capacity)** is required.
2. The offer must be valid for a period of atleast **three months** from the date of opening of tender.

Handwritten signature


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 CCSHAU, Hisar

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 Water Tanker (5000 Litre Capacity) o/o Principal Scientist In-Charge, RRS (Horticulture), Buria (Yamunanagar)-135101	17500/-	Tender Document Fee Rs. 1000/- e-Service Fee Rs.1180/-	23.12.2025 (09:00 hrs)	12.01.2026 upto 17:00 hours	12.01.2026 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 ()**; **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

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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	..23.12.....2025 (09:00 hours)	..12.01.....2026 upto 17:00 hours
2	Technical Bid Opening		13.01.2026 at 10:00 A.M	
3	Financial Bid Opening		15.01.2026 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

Signature

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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 per cent) 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.

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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.

Prof. & Head
Dept. of Horticulture
CCSHAU, 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 minimum 2.50 lakhs or 1% (one percent) of the total cost of the material ordered valid for guarantee/ warrantee period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage Incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.
5. **Warranty/Guarantee:** the material be quoted with Warranty/Guarantee period of 12 months after the date of delivery and acceptance at final destination or 18 months after the date of shipment from the port or place of loading whichever is earlier.
6. **Payment:** On 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



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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://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](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](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).


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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://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://https://etenders.hry.nic.in>.

5 Download of Tender Documents:

The tender documents can be downloaded free of cost from the eProcurement portal <https://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.

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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://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)

Handwritten signature

Handwritten signature

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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.


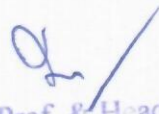
(v) Bidder enters card credentials and confirms payment

(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.



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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:



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- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.


Sr no.	Scenario	Do's / Don't's
1	In the event of making Payment through NEFT/RTGS	<p>Do's</p> <ul style="list-style-type: none">It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:<ol style="list-style-type: none">Beneficiary account no: <client code> + <random number>Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders)Amount: As mentioned on the challan. It is specific for every tender/transactionBeneficiary bank branch: ICICI Bank Ltd, CMSBeneficiary name: As per the challanFor 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' EMDIt 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 tenderBidder 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

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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



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CCSHAU, Hisar


Director (Stores & Purchase)
CCSHAU, Hisar

**Department of Horticulture
COA, CCSHAU, Hisar**

The specifications as provided are meeting the basic need of the department 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/Manufactures/Co.


(Dr. Rajesh Kathwal)
Indenter


HOD
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Dept. of Horticulture
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
Power Weeder (7-8 HP) for Cotton Section, Department of G&PB CCS
HAU Hisar.**

PART 1: COMPLETE BIDDING DOCUMENT


**NAME OF WORK: - Power Weeder (7-8 HP) for Cotton Section,
Department of G&PB CCSHAU Hisar.**

DNIT Amount: Rs 2.15 Lakh (APPROX)


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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:
<https://etenders.hry.nic.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 (Lakh)	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.	Power Weeder (7-8 HP) for Cotton Section, Department of G&PB CCSHAU Hisar.	2.15	10750	e Service Fee Rs. 1180/-	23.12.25	12.01.26 at 17:00 hrs	12.01.26 at 17:00 hrs.	13.01.26 at 11:00 AM 15.01.26 at 11:00 AM

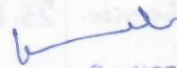
- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://etenders.hry.nic.in> & University Website <https://hau.ac.in>
- (iii) E-Service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


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Particulars of the material to be purchased

Sr. No.	Items to be purchased
1	Purchase of Power Weeder (7-8 HP) for Cotton Section, Department of G&PB CCSHAU Hisar.


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DETAIL SPECIFICATIONS

Purchase of Power Weeder (7-8 HP) for Cotton Section, Department of G&PB CCSHAU Hisar.

Purchase of Power Weeder (7-8 HP) for Cotton Section, Department of G&PB CCSHAU Hisar.			
S.No	Description		Qty
1	Purchase of Power Weeder (7-8 HP) for Cotton Section, Department of G&PB CCSHAU Hisar.		1
	The instrument must have following specifications		
	Sr. No.	Parameters	Values /details
	1.	Suitability	To perform weeding operation in particular spacing's
	2.	Engine	4 stroke air-cooled petrol engine
	3.	Power requirement	7-8 HP
	4.	Clutch	Self-ventilated dry type cone clutch
	5.	Gear Box	Sliding mesh/ Constant mesh type
	6.	Rotary type	Back Rotary
	7.	Gears	3 Forward +2 Reverse
	8.	Tilling width	60-80cm (adjustable)
	9.	No. of blades	18-20
	10.	Wheel Size	4.00 × 10.00 inch
	11.	Test report	The machine should be tested from any state or central government authorised testing centre/institute.
	12.	Standard tool kit should be provided	
	13.	Guarantee/Warranty - One year against manufacturing defect.	
	14.	Should be complete in all respect	

Note:

- All warranty and support must be serviced directly by the OEM or should be from an Authorized System Integrator Partner who is authorized to support the product quoted. CCS HAU, Hisar requires that there be a Single Point of Contact (SPOC) from OEM/Vendor who is responsible for all issues between CCS HAU, Hisar and the OEM.


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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 work / Items	EMD to be deposited by Bidder	Tender Document Fee & eService Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid of EMD Submission	Expiry Date & Time of Bid Preparation & Submission
1.	Power Weeder (7-8 HP) for Cotton Section, Department of G&PB CCSHAU Hisar.	Rs. 10750/-	e-Service Fee Rs. 1180/-	23.12.25 at 09:00 AM	12.01.26 at 17:00 hrs.	12.01.26 at 17:00 hrs.

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 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 ----- 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, processing fee (under document fee – Non refundable) of Rs.1180/- (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.


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

Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	23.12.25 at 09:00 AM	12.01.26 at 17:00 hrs.
2	Technical Bid Opening		13.01.26 at 11:00 AM	
3	Financial Bid Opening		15.01.26 at 11:00 AM	

Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee + e-Service and EMD & PQQ/Technical Envelope shall be opened. 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 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.


Head, Cotton Section,
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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.


Head, Custom Section,
Dept. of Commerce & Plant Breeding
CCS HAU, HISAR

Instructions to bidder on Electronic Tendering System

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

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

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

2. Obtaining a Digital Certificate:

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

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

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

2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://etenders.hry.nic.in> 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.

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://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)

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


Head, Dept. of
Dept. of General Management
CCS HAU, Ludhiana

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	<p>Do's</p> <ul style="list-style-type: none"> • It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are: <ol style="list-style-type: none"> 1) Beneficiary account no: <client code> + <random number> 2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders) 3) Amount: As mentioned on the challan. It is specific for every tender/transaction 4) Beneficiary bank branch: ICICI Bank Ltd, CMS 5) Beneficiary name: As per the challan • For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD • It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various 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


 Head, Cotton Section,
 Deptt. of Genetics & Plant Breeding
 CCS HAU, HISAR

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

COTTON SECTION

DEPARTMENT OF GENETICS AND PLANT BREEDING CCS HAU, 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/manufacturer/Co.


Indu


HOS, Cotton



CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419

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

**STANDARD BIDDING DOCUMENT PROCUREMENT OF
Rotavator for Cotton Section, Department of G&PB CCS HAU Hisar.**

PART 1: COMPLETE BIDDING DOCUMENT

**NAME OF WORK: - Rotavator for Cotton Section, Department
of G&PB CCSHAU Hisar.**

DNIT Amount: Rs. 1.40 Lakh (APPROX)




Head, Cotton Section,
Deptt. of Genetics & Plant Breeding
GCS HAU, HISAR

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Head, Cotton Section,
Deptt. of Genl. Stores,
CCS HAU, HISSAH

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:
<https://etenders.hry.nic.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 (Lakh)	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.	Rotavator for Cotton Section, Department of G&PB CCSHAU Hisar.	1.40	Rs. 7000/-	e-Service Fee Rs. 1180/-	23.12.25 at 09:00 hrs.	12.01.26 at 17:00 hrs	12.01.26 at 17:00 hrs.	13.01.26 at 11:00 AM 15.01.26 at 11:00 AM

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

[Signature]
Director (Store & Purchase)
CCSHAU, Hisar

[Signature]
Head, Cotton Section,
Deptt. of Genetics & Plant Breeding,
CCS HAU, HISAR

Particulars of the material to be purchased

Sr. No.	Items to be purchased
1	Purchase of Rotavator for Cotton Section, Department of G&PB CCSHAU Hisar.


Head, Cotton Section,
Deptt. of Genetics & Plant Breeding,
CCS HAU, HISAR

DETAIL SPECIFICATIONS **Purchase of Rotavator for Cotton Section, Department of G&PB CCSHAU Hisar.**

Purchase of Rotavator for Cotton Section, Department of G&PB CCSHAU Hisar.			
S.No	Description		Qty
1	Purchase of Rotavator for Cotton Section, Department of G&PB CCSHAU Hisar.		1
	The instrument must have following specifications		
	Sr. No.	Parameters	Values /details
	1.	Working width	200-220 cm (84-96 inch)
	2.	3-Point Hitch Type	CAT-II
	3.	Type of gear box	Multi speed type
	4.	Transmission system	Gear drive
	5.	Blade Type	L Type
	6.	No. of Flanges	8-10
	7.	No. of Blades	48-60
	8.	Required PTO Speed (RPM)	540±10
	9.	Rotor Speed (RPM)	190-220
	10.	Provision for gear box overload protection	Yes (Shear bolt or Slip clutch type)
	11.	Tractor power requirement (Hp)	55-65
	12.	Warranty	At least one year
	13.	Should be complete in all respect	

Note:

- All warranty and support must be serviced directly by the OEM or should be from an Authorized System Integrator Partner who is authorized to support the product quoted. CCS HAU, Hisar requires that there be a Single Point of Contact (SPOC) from OEM/Vendor who is responsible for all issues between CCS HAU, Hisar and the OEM.


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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 work / Items	EMD to be deposited by Bidder	Tender Document Fee & eService Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid of EMD Submission	Expiry Date & Time of Bid Preparation & Submission
1.	Rotavator for Cotton Section, Department of G&PB CCSHAU Hisar.	Rs. 7000/-	e-Service Fee Rs. 1180/-	23.12.25 at 09:00 hrs.	12.01.26 at 17:00 hrs.	12.01.26 at 17:00 hrs.

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 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 ----- 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, processing fee (under document fee – Non refundable) of Rs.1180/- (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.


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Deptt. of Genetics & Plant Breeding,
CCS HAU, HISAR

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

Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	23.12.25 at 09:00 hrs.	12.01.26 at 17:00 hrs.
2	Technical Bid Opening		13.01.26 at 11:00 AM	
3	Financial Bid Opening		15.01.26 at 11:00 AM	

Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee + e-Service and EMD & PQQ/Technical Envelope shall be opened. 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 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.


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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://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> 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.

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://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)

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


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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	<p>Do's</p> <ul style="list-style-type: none"> • It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are: <ol style="list-style-type: none"> 1) Beneficiary account no: <client code> + <random number> 2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders) 3) Amount: As mentioned on the challan. It is specific for every tender/transaction 4) Beneficiary bank branch: ICICI Bank Ltd, CMS 5) Beneficiary name: As per the challan • For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD • It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parities 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


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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



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COTTON SECTION

DEPARTMENT OF GENETICS AND PLANT BREEDING CCS HAU, 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/manufacturer/Co.


Indenter


HOS, Cotton



CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419

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

**STANDARD BIDDING DOCUMENT PROCUREMENT OF
Power Weeder (4-6 HP) for Cotton Section, Department of G&PB CCS
HAU Hisar.**

PART 1: COMPLETE BIDDING DOCUMENT

**NAME OF WORK: - Power Weeder (4-6 HP) for Cotton Section,
Department of G&PB CCSHAU Hisar.**

DNIT Amount: Rs. 1.80 Lakh (APPROX)




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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:
<https://etenders.hry.nic.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 (Lakh)	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.	Power Weeder (4-6 HP) for Cotton Section, Department of G&PB CCSHAU Hisar.	1.80	Rs. 9000/-	e-Service Fee Rs. 1180/-	23.12.25 at 09:00 AM	12.01.26 at 05:00 PM	12.01.26 at 05:00 PM	13.01.26 at 11:00 AM 15.01.26 at 11:00 AM

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


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Particulars of the material to be purchased

Sr. No.	Items to be purchased
1	Purchase of Power Weeder (4-6 HP) for Cotton Section, Department of G&PB CCSHAU Hisar.

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DETAIL SPECIFICATIONS

Purchase of Power Weeder (4-6 HP) for Cotton Section, Department of G&PB CCSHAU Hisar.

Purchase of Power Weeder (4-6 HP) for Cotton Section, Department of G&PB CCSHAU Hisar.			
S.No	Description		Qty
1	Purchase of Power Weeder (4-6 HP) for Cotton Section, Department of G&PB CCSHAU Hisar.		1
	The instrument must have following specifications		
	Sr. No.	Parameters	Values /details
	1.	Suitability	To perform weeding operation in particular spacing's
	2.	Engine	4 stroke air-cooled petrol engine
	3.	Power requirement	4-6 HP
	4.	Clutch	Self-ventilated dry type cone clutch
	5.	Gear Box	Sliding mesh/ Constant mesh type
	6.	Rotary type	Back Rotary
	7.	Gears	3 Forward +2 Reverse
	8.	Tilling width	40-50cm (adjustable)
	9.	Track width	40-45 cm
	10.	No. of blades	10-12
	11.	Wheel Size	4.00 × 8.00 inch
	12.	Test report	The machine should be tested from any state or central government authorised testing centre/institute.
	13.	Standard tool kit should be provided	
	14.	Guarantee/Warranty - One year against manufacturing defect.	
	15.	Should be complete in all respect	

Note:

- All warranty and support must be serviced directly by the OEM or should be from an Authorized System Integrator Partner who is authorized to support the product quoted. CCS HAU, Hisar requires that there be a Single Point of Contact (SPOC) from OEM/Vendor who is responsible for all issues between CCS HAU, Hisar and the OEM.


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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 work / Items	EMD to be deposited by Bidder	Tender Document Fee & eService Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid of EMD Submission	Expiry Date & Time of Bid Preparation & Submission
1.	Power Weeder (4-6 HP) for Cotton Section, Department of G&PB CCSHAU Hisar.	Rs. 9000/-	e-Service Fee Rs. 1180/-	23.12.25 at 09:00 AM	12.01.26 at 05:00 PM	12.01.26 at 05:00 PM


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 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 ----- 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, processing fee (under document fee – Non refundable) of Rs.1180/- (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.


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

Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	23.12.25 at 09:00 AM	12.01.26 at 05:00 PM
2	Technical Bid Opening		13.01.26 at 11:00 AM	
3	Financial Bid Opening		15.01.26 at 11:00 AM	

Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee + e-Service and EMD & PQQ/Technical Envelope shall be opened. 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 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.


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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://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> 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.

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://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)

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


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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	<p>Do's</p> <ul style="list-style-type: none"> • It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are: <ol style="list-style-type: none"> 1) Beneficiary account no: <client code> + <random number> 2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders) 3) Amount: As mentioned on the challan. It is specific for every tender/transaction 4) Beneficiary bank branch: ICICI Bank Ltd, CMS 5) Beneficiary name: As per the challan • For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD • It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parities 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

[Signature]
 Head, Cotton Section,
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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


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COTTON SECTION

DEPARTMENT OF GENETICS AND PLANT BREEDING CCS HAU, 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/manufacturer/Co.


Indu


HOS, Cotton

Sp 906



CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419

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

STANDARD BIDDING DOCUMENT PROCUREMENT OF Disc Harrow for Cotton Section, Department of G&PB CCS HAU Hisar.

PART 1: COMPLETE BIDDING DOCUMENT

NAME OF WORK: - Disc Harrow for Cotton Section, Department of G&PB CCSHAU Hisar.

DNIT Amount: Rs. 1.25 Lakh (APPROX)




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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:
<https://etenders.hry.nic.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 (Lakh)	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.	Disc Harrow for Cotton Section, Department of G&PB CCSHAU Hisar.	1.25	Rs. 6250/-	e-Service Fee Rs. 1180/-	23.12.25 at 09:00 AM	12.01.26 at 05:00 PM	12.01.26 at 05:00 PM	13.01.26 at 11:00 AM 15.01.26 at 11:00 AM

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


Director (Store & Purchase)
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Particulars of the material to be purchased

Sr. No.	Items to be purchased
1	Purchase of Disc Harrow for Cotton Section, Department of G&PB CCSHAU Hisar.

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DETAIL SPECIFICATIONS

Purchase of Disc Harrow for Cotton Section, Department of G&PB CCSHAU Hisar.

Purchase of Disc Harrow for Cotton Section, Department of G&PB CCSHAU Hisar.			
S.No	Description		Qty
1	Purchase of Disc Harrow for Cotton Section, Department of G&PB CCSHAU Hisar.		1
	The instrument must have following specifications		
	Sr. No.	Parameters	Values /details
	1.	Type	Trailed type disc harrow
	2.	Main Frame	M.S. angle iron with Robust construction
	3.	No. of Gangs	2 nos. with provision to change gang angle
	4.	No., size and type of disc	18 nos. ISO marked. 560-600 mm dia. square hole. Front gang shall have cut way (Notched) discs. Rear Gangs shall have plain discs
	5.	Disc spacing	220-235 mm
	6.	Scrapers	M.S. angle iron scrapers provided with each disc. Adjustable singly and jointly
	7.	Mounting and lifting the harrow	2 nos. pneumatic wheels
	8.	Hubs	Heavy-duty hubs
	9.	Tractor power requirement (Hp)	55-65
	10.	Warranty	At least one year
	11.	Should be complete in all respect	

Note:

- All warranty and support must be serviced directly by the OEM or should be from an Authorized System Integrator Partner who is authorized to support the product quoted. CCS HAU, Hisar requires that there be a Single Point of Contact (SPOC) from OEM/Vendor who is responsible for all issues between CCS HAU, Hisar and the OEM.


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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 work / Items	EMD to be deposited by Bidder	Tender Document Fee & eService Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid of EMD Submission	Expiry Date & Time of Bid Preparation & Submission
1.	Disc Harrow for Cotton Section, Department of G&PB CCSHAU Hisar.	Rs. 6250/-	e Service Fee Rs. 1180/-	23.12.25 at 09:00 AM	12.01.26 at 05:00 PM	12.01.26 at 05:00 PM

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 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 ----- 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, processing fee (under document fee – Non refundable) of Rs.1180/- (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.

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

Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	23.12.25 at 09:00 AM	12.01.26 at 05:00 PM
2	Technical Bid Opening		13.01.26 at 11:00 AM	
3	Financial Bid Opening		15.01.26 at 11:00 AM	

Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee + e-Service and EMD & PQQ/Technical Envelope shall be opened. 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 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.


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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://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> 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.

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:**

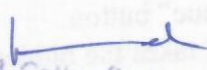
Detailed Tender documents may be downloaded from e-procurement website (<https://etenders.hry.nic.in>) and tender mandatorily be submitted online.

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)

NOTE:- Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>.

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


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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	<p>Do's</p> <ul style="list-style-type: none"> • It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are: <ol style="list-style-type: none"> 1) Beneficiary account no: <client code> + <random number> 2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders) 3) Amount: As mentioned on the challan. It is specific for every tender/transaction 4) Beneficiary bank branch: ICICI Bank Ltd, CMS 5) Beneficiary name: As per the challan • For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD • It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender • Bidder has to make only single payment against a challan as per the amount mentioned on the challan. • Bidder must do the payment before tender validity gets expired

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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.

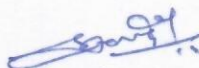
- Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder



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COTTON SECTION

DEPARTMENT OF GENETICS AND PLANT BREEDING CCS HAU, 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/manufacturer/Co.


Indenter


HOS, Cotton



CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419

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

STANDARD BIDDING DOCUMENT PROCUREMENT OF REFRIGERATED CENTRIFUGE for the Microbiology Department, CCSHAU Hisar.

PART 1: COMPLETE BIDDING DOCUMENT

NAME OF WORK:- REFRIGERATED CENTRIFUGE for the Microbiology Department, CCSHAU Hisar.

DNIT Amount: Rs.3.5 Lac (APPROX)

Monika Kayasth
(Dr. Monika Kayasth)

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Monika Kayasth

(Dr. Monika Kayasth)

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 (Lakh)	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.	REFRIGERATED CENTRIFUGE for the Microbiology Department, CCSHAU Hisar.	3.5	0.175	e-Service Fee, Processing fee Rs. 1180/-	23/12/25 (09:00 hours)	12/1/26 upto 17:00 hours	12/1/26 upto 17:00 hours	Tech. Bid at 13/1/26 9:00 A.M Financial Bid at 15/1/25 10:00 P.M.

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


Director (Store & Purchase)
CCSHAU, Hisar


(Dr. Monika Kayasth)

Particulars of the material to be purchased

Sr. No.	Items to be purchased
1	REFRIGERATED CENTRIFUGE for the Microbiology Department, CCS HAU Hisar.

Monika Kayasth
(Dr. Monika Kayasth)

Specifications

Specifications of Refrigerated Centrifuge

1. Max capacity 4 x 100 ml (swing out & fixed rotor)
2. Maximum tube capacity 32 x 6 ml (Swing out)
3. Variable speed from 500 to 15000 RPM
4. Timer setting from 30 secs to 999 mins & infinite mode
5. Brushless DC motor for maintenance free long life
6. Refrigeration temperature up to -10°C
7. Drainage line to remove accumulated condensed water
8. Compressor should have connected to centrifuge separately which make servicing of compressor very easy.
9. Microprocessor controlled centrifuge with variable speed and time setting and with last run memory function
10. Single equipment for different work protocols with appropriate choice of rotors (swing out and fixed angle)
11. Imbalance detection and lid lock safety feature
12. Large digital display for easy setting & reading of multiple parameters (Speed & Time)
13. Adjustable ramp & brake speeds (up to 9 speed selection)
14. User programmable so user can set up to 99 programs with 4 line each
15. Auto rotor detection feature
16. Fixed Angle Rotors to be supplied of the following capacity & rpm / rcf :
 - 44x1.5/2 ml rotor of 15000rpm & 22388 x g or better
17. Warranty: Two year as per standard manufacturer's terms

Moonkayur

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 work / Items	EMD to be deposited by Bidder	Tender Document Fee & eService Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid of EMD Submission	Expiry Date & Time of Bid Preparation & Submission
1.	REFRIGERATED CENTRIFUGE for the Microbiology Department, CCSHAU Hisar.	Rs. 0.175 Lakh	e-Service Fee, Processing fee Rs. 1180/-	<u>23/12/25</u> (09:00 hours)	<u>12/1/26</u> upto 17:00 hours	<u>12/1/26</u> 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://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. **She/he will be required to make online payment 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 12/1/26 and make payment via RTGS /NEFT to the beneficiary account number specified under the online generated challan.

Monty Aggar

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, processing fee (under document fee – Non refundable) of Rs.1180/- (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.

Monika Kaur

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	23/12/25 (09:00 hours)	12/1/26 upto 17:00 hours
2	Technical Bid Opening		13/1/26 at	11:00 AM
3	Financial Bid Opening		15/1/26 at	11:00 AM

Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee + e-Service and EMD & PQQ/Technical Envelope shall be opened. 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.

Monika Singh

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 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

Monika Kaur

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 out rightly be rejected.
21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.
22. On receiving the complaint regarding the instrument, the firm should resolve the complaint within 24 hours.
23. The firm provides the list of the Government offices where they have supplied the instrument in the past.
24. The firm provide the full address of service center of their firm at the Hisar.

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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 2 years of the Instrument 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.
8. **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.**
9. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
10. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids.
11. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
12. **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.
13. **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

Monika Gupta

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.

14. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
15. **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.
16. **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.
17. **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.
18. **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. 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.

M. K. Singh

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. 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://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

M. K. Singh

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. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

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

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page.

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the e-Procurement portal.

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 and tender mandatorily be submitted online.

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

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

NOTE:- Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>.

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in>, and click on the available link 'How to 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.

Monika Jayar

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:

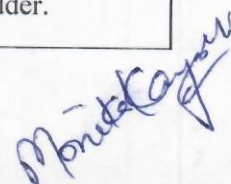
iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

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.

Monikajoshi

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



Section	Description	Date / Item / Other
	<p>In the event of making payment through REFUNDING</p>	<p>1. The first responsibility is to ensure that the refunding is made in the correct form and to the correct person.</p> <p>2. The refunding should be made to the correct person and to the correct amount.</p> <p>3. The refunding should be made to the correct person and to the correct amount.</p> <p>4. The refunding should be made to the correct person and to the correct amount.</p> <p>5. The refunding should be made to the correct person and to the correct amount.</p> <p>6. The refunding should be made to the correct person and to the correct amount.</p> <p>7. The refunding should be made to the correct person and to the correct amount.</p> <p>8. The refunding should be made to the correct person and to the correct amount.</p> <p>9. The refunding should be made to the correct person and to the correct amount.</p> <p>10. The refunding should be made to the correct person and to the correct amount.</p>
		<p>1. The refunding should be made to the correct person and to the correct amount.</p> <p>2. The refunding should be made to the correct person and to the correct amount.</p> <p>3. The refunding should be made to the correct person and to the correct amount.</p> <p>4. The refunding should be made to the correct person and to the correct amount.</p> <p>5. The refunding should be made to the correct person and to the correct amount.</p> <p>6. The refunding should be made to the correct person and to the correct amount.</p> <p>7. The refunding should be made to the correct person and to the correct amount.</p> <p>8. The refunding should be made to the correct person and to the correct amount.</p> <p>9. The refunding should be made to the correct person and to the correct amount.</p> <p>10. The refunding should be made to the correct person and to the correct amount.</p>

DEPARTMENT OF MICROBIOLOGY, COBS&H CCSHAU


Certificate

The following equipment are required for research work in Lab no. 225 in the Department of Microbiology

Sr. No	Name of Equipment	Approximate total cost including taxes if any (in Lacs)	Leading Manufacturers
01.	Refrigerated Centrifuge	3.5	Eppendrof, Thermo, Equitron, Neuation etc.
	Total	3.5	

It is certified that the specification of equipment at Sr. No. 1 is generic that all the leading manufacturers mentioned in the column 4 & others can apply successful bid for the respective equipment.

Intending Officer

 (Lab incharge)


HOD

SP0908



CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419

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

STANDARD BIDDING DOCUMENT PROCUREMENT OF BOD SHAKING INCUBATOR (FLOOR MODEL) for the Microbiology Department, CCSHAU Hisar.

PART 1: COMPLETE BIDDING DOCUMENT

NAME OF WORK:- BOD SHAKING INCUBATOR (FLOOR MODEL) for the Microbiology Department, CCSHAU Hisar.

DNIT Amount: Rs.3.0 Lac (APPROX)

Signature
11/12/15

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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 (Lakh)	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.	BOD SHAKING INCUBATOR (FLOOR MODEL)for the Microbiology Department, CCSHAU Hisar.	3.0	0.15	e-Service Fee, Processing fee Rs. 1180/-	23/12/25 (09:00 hours)	12/1/26 upto 17:00 hours	12/1/26 upto 17:00 hours	Tech. Bid at 13/1/26 14:00 A.M Financial Bid at 15/1/26 10:00 P.M.

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

Anu
20/12/2025
Director (Store & Purchase)
CCSHAU, Hisar

Particulars of the material to be purchased

Sr. No.	Items to be purchased
1	BOD SHAKING INCUBATOR (FLOOR MODEL) for the Microbiology Department, CCSHAU Hisar.

Specifications

1. BOD Shaking Incubator (Floor Model)

• Temperature Range & Accuracy:	5°C to 60°C, $\pm 0.5^\circ\text{C}$.
• Internal Volume (Liters)	200 to 300 liters or more
• Platform Size	At least 500 mm x 500 mm or better
• Maximum Shaking Capacity	(Volume x No. of flasks): 100ml x 40, 150ml x 40, 250ml x 30, 500ml x 20, 1000ml x 12, 2000 ml x 8
• Shaking Speed range	20 to 250 rpm or more
• Shaking Amplitude	25 mm to 30 mm
• Display	LCD
• Internal Dimensions W x D x H	660 x 765 x 650(mm) or better
• External Dimensions W x D x H	800 x 1150 x 1300 (mm) or better
• Temperature control	Microprocessor with PT-100 sensor or better
• Controller	Microprocessor PID Controller or better
• Power Failure Alarm	Audio Visual Alarm
• Door Open Alarm	Audio Alarm in case door open for over one minute (optional)
• Temperature Variation Alarm	Set Temperature $\pm 2^\circ\text{C}$, Audio Visual Alarm
• Illumination	8 Watts Fluorescent Lamp or better
• Internal Body Material	Stainless Steel - 304 grade or better
• External Body Material	Powder Coated CRCA Steel or better
• Insulation	CFC free polyurethane : 80 to 100 mm for Door 50 to 70 mm minimum for Body
• Self-diagnosis	Yes, Auto tuning of controller for errors
• Noise Level	Less Than 60 to 70 dB
• Voltage requirement	220-240 volts, 50Hz, Single Phase
• Stabilizer	Should be equipped with Servo controlled stabilizer
• Warranty	2 year or more from the manufacturer on complete system
• Accessories Required	Suitable amount of clamps of different capacity should be provided

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 work / Items	EMD to be deposited by Bidder	Tender Document Fee & eService Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid of EMD Submission	Expiry Date & Time of Bid Preparation & Submission
1.	BOD SHAKING INCUBATOR (FLOOR MODEL) for the Microbiology Department, CCSHAU Hisar.	Rs. 0.15 Lakh	e-Service Fee, Processing fee Rs. 1180/-	23/12/25 (09:00 hours)	12/1/26 upto 17:00 hours	12/1/26 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://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. **She/he will be required to make online payment 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 12/1/26 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, processing fee (under document fee – Non refundable) of Rs.1180/- (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	23/12/25 (09:00 hours)	12/1/26 upto 17:00 hours
2	Technical Bid Opening		13/1/26 at 11.00 AM	
3	Financial Bid Opening		15/1/26 at 11.00 AM	

Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee + e-Service and EMD & PQQ/Technical Envelope shall be opened. 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 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 out rightly be rejected.
21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.
22. On receiving the complaint regarding the instrument, the firm should resolve the complaint within 24 hours.
23. The firm provides the list of the Government offices where they have supplied the instrument in the past.
24. The firm provide the full address of service center of their firm at the 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 2 years 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.
8. **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.**
9. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
10. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids.
11. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
12. **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.
13. **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.

14. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
15. **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.
16. **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.
17. **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.
18. **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. 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. 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://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. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

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

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page.

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the e-Procurement portal.

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 and tender mandatorily be submitted online.

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

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

NOTE:- Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>.

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

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	<p data-bbox="619 320 676 349">Do's</p> <ul style="list-style-type: none"> • It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are: <ol style="list-style-type: none"> 1) Beneficiary account no: <client code> + <random number> 2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders) 3) Amount: As mentioned on the challan. It is specific for every tender/transaction 4) Beneficiary bank branch: ICICI Bank Ltd, CMS 5) Beneficiary name: As per the challan • For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD • It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender • Bidder has to make only single payment against a challan as per the amount mentioned on the challan. • Bidder must do the payment before tender validity gets expired <p data-bbox="600 1122 699 1151">Don't's</p> <ul style="list-style-type: none"> • Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise: <ol style="list-style-type: none"> 1) Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account 2) Incorrect Beneficiary account number mentioned(<client code> + <random number>):- <ol style="list-style-type: none"> a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted. 3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account. <p>In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate.</p> <ul style="list-style-type: none"> • Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination. • Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder. • Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder.



DEPARTMENT OF MICROBIOLOGY, COBS&H CCSHAU

Certificate

The following equipment are required for research work in the biogas laboratory (Lab no. 237) in the Department of Microbiology

Sr. No	Name of Equipment	Approximate total cost including taxes if any (in Lacs)	Leading Manufacturers
01.	BOD Shaking Incubator	3.0	Thermo, Caltan, NSW, Equitron, REMI, Rescholar etc
	Total	3.0	

It is certified that the specification of equipment from Sr. No. 1 are generic that all the leading manufacturers mentioned in the column 4 & others can apply successful bid for the respective equipment.

Intending Officer / *Kanla*
Lab Incharge

Agar
HOD
20/12/18



CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419

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

STANDARD BIDDING DOCUMENT PROCUREMENT OF
REFRIGERATED CENTRIFUGE for the Microbiology Department,
CCSHAU Hisar.

PART 1: COMPLETE BIDDING DOCUMENT

NAME OF WORK:- REFRIGERATED CENTRIFUGE for the
Microbiology Department, CCSHAU Hisar.

DNIT Amount: Rs.3.5 Lac (APPROX)

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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 (Lakh)	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.	REFRIGERATED CENTRIFUGE for the Microbiology Department, CCSHAU Hisar.	3.5	0.175	e-Service Fee, Processing fee Rs. 1180/-	23/12/25 (09:00 hours)	12/1/26 upto 17:00 hours	12/1/26 upto 17:00 hours	Tech. Bid at 13/1/26 9:00 A.M Financial Bid at 15/1/26 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, Processing fee Rs. 1180/- required to be filled/provided at the time of online bid preparation stage.

(Signature)
Director (Store & Purchase)
CCSHAU, Hisar

(Signature)

Particulars of the material to be purchased

Sr. No.	Items to be purchased
1	REFRIGERATED CENTRIFUGE for the Microbiology Department, CCS HAU Hisar.



Specifications

2. Refrigerated Centrifuge

Max Speed	:	20000rpm
Max RCF	:	>30000
Lowest Temp.	:	-5°C or lower
Max Tube size	:	100ml
Noise	:	≤60 dB
Display	:	LCD
Parameter setting switches	:	Bi-directional encoder
Motor	:	Brushless motor with frequency drive
Refrigeration	:	CFC free refrigeration system
No. of Programs	:	99
Safety features	:	Motor Overload Protection, Imbalance detection with Centrifugation cut off, gas hinge to prevent door falling, Emergency lid lock release, password Protection.

- Last set parameter recall option
- Digital countdown timer 0-99 min & continuous run
- Automatic Door opening
- Automatic rotor identification
- Rust proof, easy to clean stainless steel centrifuge inner chamber with steel guard.
- Should have Pre-cooling option
- Should have programmable compensation for true sample temperature
- Should have more than 8 acceleration and deceleration profiles
- Fixed-angle rotors for high-speed micro tube spinning and swing-out rotors for larger volume tubes.
- Should come with rotor for 8x50ml & 12x15ml tubes, extra tubes for the system and suitable voltage stabilizer.
- Warranty of 2 years or more from the manufacturer on complete system ,



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 work / Items	EMD to be deposited by Bidder	Tender Document Fee & eService Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid of EMD Submission	Expiry Date & Time of Bid Preparation & Submission
1.	REFRIGERATED CENTRIFUGE for the Microbiology Department, CCSHAU Hisar.	Rs. 0.175 Lakh	e-Service Fee. Processing fee Rs. 1180/-	23/12/25 (09:00 hours)	12/1/26 upto 17:00 hours	12/1/26 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://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. **She/he will be required to make online payment 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 12/1/26 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, processing fee (under document fee – Non refundable) of Rs.1180/- (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	23/12/25 (09:00 hours)	21/1/26 upto 17:00 hours
2	Technical Bid Opening		13/1/26	at 11:00 AM
3	Financial Bid Opening		15/1/26	at 11:00 AM

Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee + e-Service and EMD & PQQ/Technical Envelope shall be opened. 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 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 out rightly be rejected.
 21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.
 22. On receiving the complaint regarding the instrument, the firm should resolve the complaint within 24 hours.
 23. The firm provides the list of the Government offices where they have supplied the instrument in the past.
 24. The firm provide the full address of service center of their firm at the 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 2 years of the Instrument 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.
8. **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.**
9. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
10. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids.
11. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
12. **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.
13. **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.

14. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
15. **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.
16. **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.
17. **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.
18. **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. 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. 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://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. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

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

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page.

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the e-Procurement portal.

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 and tender mandatorily be submitted online.

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

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

NOTE:- Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>.

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in>, and click on the available link 'How to 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
1	In the event of making Payment through NEFT/RTGS	<p>Do's</p> <ul style="list-style-type: none"> • It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are: <ol style="list-style-type: none"> 1) Beneficiary account no: <client code> + <random number> 2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders) 3) Amount: As mentioned on the challan. It is specific for every tender/transaction 4) Beneficiary bank branch: ICICI Bank Ltd, CMS 5) Beneficiary name: As per the challan • For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD • It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender • Bidder has to make only single payment against a challan as per the amount mentioned on the challan. • Bidder must do the payment before tender validity gets expired <p>Don't's</p> <ul style="list-style-type: none"> • Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise: <ol style="list-style-type: none"> 1) Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account 2) Incorrect Beneficiary account number mentioned(<client code> + <random number>):- <ol style="list-style-type: none"> a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted. 3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as 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.

DEPARTMENT OF MICROBIOLOGY, COBS&H CCSHAU

Certificate

The following equipment are required for research work in the biogas laboratory (Lab no. 237) in the Department of Microbiology

Sr. No	Name of Equipment	Approximate total cost including taxes if any (in Lacs)	Leading Manufacturers
01.	Refrigerated Centrifuge	3.5	Eppendorf, Thermo, Equitron, Neuation etc.
	Total	3.5	

It is certified that the specification of equipment from Sr. No. 1 are generic that all the leading manufacturers mentioned in the column 4 & others can apply successful bid for the respective equipment.

Intending Officer

Handa

/Lab Incharge

20/11/20
HOD



CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419


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

STANDARD BIDDING DOCUMENT PROCUREMENT OF SHAKING INCUBATOR WITH ACCESSORIES for the Microbiology Department, CCSHAU Hisar.

PART 1: COMPLETE BIDDING DOCUMENT

NAME OF WORK:- SHAKING INCUBATOR WITH ACCESSORIES for the Microbiology Department, CCSHAU Hisar.

DNIT Amount: Rs. 2.5 Lac(APPROX)


Dr. Ajay Kumar
Asstt. Scientist
Department of Microbiology
COBS&H, CCSHAU


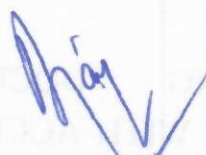


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Dr. Ajay Kumar
Asstt. Scientist
Department of Microbiology
COBS&H, CCSHAU



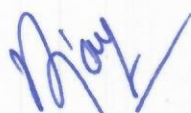
Director(Store & Purchase)
Ch. Charan Singh Haryana Agricultural University, Hisar
(Established by Parliament Act No. 16 of 1970)

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 (Lakh)	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.	SHAKING INCUBATOR WITH ACCESSORIE Sfor the Microbiology Department, CCSHAU Hisar.	2.5	12,500/-	e-Service Fee, Processing fee Rs. 1180/-	23/12/25 (09:00 hours)	12/1/26 upto 17:00 hours	12/1/26 upto 17:00 hours	Tech. Bid at 13/1/26 10:00 A.M Financial Bid at 15/1/26 10:00 P.M.

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


Dr. Ajay Kumar
Asstt. Scientist
Department of Microbiology
COBS&H, CCSHAU


Director (Store & Purchase)
CCSHAU, Hisar

Particulars of the material to be purchased

Sr. No.	Items to be purchased
1	SHAKING INCUBATOR WITH ACCESSORIES for the Microbiology Department, CCSHAU Hisar.

Ajay
Dr. Ajay Kumar
 Asstt. Scientist
 Department of Microbiology
 CCS&H, CCSHAU

(Signature)

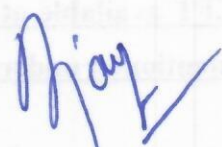
(Signature)
 Director (Procurement)
 CCSHAU, Hisar

(Signature)
Dr. Ajay Kumar
 Asstt. Scientist
 Department of Microbiology
 CCS&H, CCSHAU

Specifications

Shaking Incubator

Type	Shaker Incubator
Controller	Programmable control for setting temperature, timer, and RPM including alarms for Over temperature & Over Speeding Controls. LED Display with intuitive buttons for setting values.
Shaker Speed	Up to 250 rpm or more
Orbit Diameter	ø 25 mm
Accuracy	± 2% of maximum speed or better
Temperature range	5°C-60°C or more (Customize temperature options must be available)
Resolution	0.1°C or better
Temp. accuracy	± 0.3°C or better
Platform Size	16x16 Inch or more
Warranty	Two years or more onsite warranty
Power supply	230V ± 10%, 50Hz
Accessories	The instrument must include 6 or more clamps each for 100ml, 250ml & 500ml



Dr. Ajay Kumar
Asstt. Scientist
Department of Microbiology
OBS&H, CCSHAU




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 work / Items	EMD to be deposited by Bidder	Tender Document Fee & eService Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid of EMD Submission	Expiry Date & Time of Bid Preparation & Submission
1.	SHAKING INCUBATOR WITH ACCESSORIES for the Microbiology Department, CCSHAU Hisar.	Rs. 0.3 Lakh <u>12,500/-</u>	e-Service Fee, Processing fee Rs. 1180/	<u>23/12/25</u> (09:00 hours)	<u>12/1/26</u> upto 17:00 hours	<u>12/1/26</u> 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.

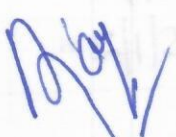
- The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
- Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. **She/he will be required to make online payment 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 12/1/26 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


Dr. Ajay Kumar
 Asst. Scientist
 Microbiology



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, processing fee (under document fee – Non refundable) of Rs.1180/- (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.


Dr. Ajay Kumar
Asstt. Scientist
Department of Microbiology



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	23/12/25 (09:00 hours)	12/1/26 upto 17:00 hours
2	Technical Bid Opening		13/1/26 at	11:00 AM
3	Financial Bid Opening		15/1/26 at	11:00 AM

Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee + e-Service and EMD & PQQ/Technical Envelope shall be opened. 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]
Dr. Ajay Kumar
Asst. Scientist
Department of Microbiology
CCS&H, CCSHAT

[Signature]

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 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 out rightly be rejected.
 21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.
 22. On receiving the complaint regarding the instrument, the firm should resolve the complaint within 24 hours.
 23. The firm provides the list of the Government offices where they have supplied the instrument in the past.
 24. The firm provide the full address of service center of their firm at the Hisar.


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Department of Microbiology
COBS&H, CCSHAU



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 2 years of the Instrument 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.
8. **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.**
9. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
10. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids.
11. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
12. **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.
13. **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.

14. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.

15. **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.

16. **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.

17. **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.

18. **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. 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.

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. 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://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


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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. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

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

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page.

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the e-Procurement portal.

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.

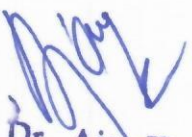
ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website and tender mandatorily be submitted online.

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

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

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


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COBS&H, CCSHAU



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.

[Signature]
Dr. Ajay Kumar
Asst. Scientist
[Stamp]

[Signature]

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.


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

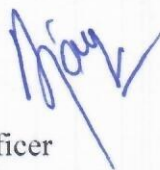
DEPARTMENT OF MICROBIOLOGY, COBS&H CCSHAU

Certificate

The following equipment are required for research work in the Lab no. 202 in the Department of Microbiology

Sr. No	Name of Equipment	Approximate total cost including taxes if any (in Lacs)	Leading Manufacturers
01.	Shaking Incubator	2.5	Eppendrof, Thermo, Equitron, Neuation, Helix, Igene, REMI etc.
	Total	2.5	

It is certified that the specification of equipment from Sr. No. 1 are generic that all the leading manufacturers mentioned in the column 4 & others can apply successful bid for the respective equipment.


Intending Officer


HOD



CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419

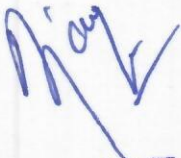
Email: directorspo@gmail.com, spo@hau.ac.in

STANDARD BIDDING DOCUMENT PROCUREMENT OF GEL ELECTROPHORESIS UNIT for the Microbiology Department, CCSHAU Hisar.

PART 1: COMPLETE BIDDING DOCUMENT

NAME OF WORK: - GEL ELECTROPHORESIS UNIT for the Microbiology Department, CCSHAU Hisar.

DNIT Amount: Rs. 2.0 Lac(APPROX)


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Department of Microbiology
CCS&H, CCSHAU


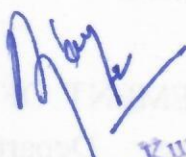


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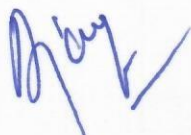
Director(Store & Purchase)
Ch. Charan Singh Haryana Agricultural University, Hisar
(Established by Parliament Act No. 16 of 1970)

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 (Lakh)	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.	Gel electrophoresis unit for the Microbiology Department, CCSHAU Hisar.	2.0	0.1	e-Service Fee, Processing fee Rs. 1180/-	23/12/25 (09:00 hours)	12/1/26 upto 17:00 hours	12/1/26 upto 17:00 hours	Tech. Bid at 13/1/26 10:00 A.M. Financial Bid at 15/1/26 10:00 A.M.

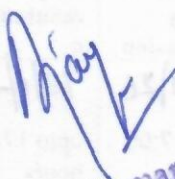
- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://etenders.hry.nic.in> & University Website <https://hau.ac.in>
- (iii) E-Service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


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Director (Store & Purchase)
CCSHAU, Hisar


Particulars of the material to be purchased

Sr. No.	Items to be purchased
1	GEL ELECTROPHORESIS UNIT for the Microbiology Department, CCSHAU Hisar.


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 Asstt. Scientist
 Department of Microbiology
 COBS&H, CCSHAU




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 Department of Microbiology
 COBS&H, CCSHAU


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 Asstt. Scientist
 Department of Microbiology
 COBS&H, CCSHAU

TECHNICAL SPECIFICATIONS:

Gel electrophoresis unit

Horizontal Electrophoresis:


- The horizontal electrophoresis unit must include 15X7cm, 15X10cm & 15X15cm gel trays.
- Gel Trays should be UV transparent.
- Bromophenol Blue migration should be approx 4-7cm/h at 90-150V.
- Run time should be 60-90 min at 90-150V.
- Should include 1 mm thick 2 combs of 20 sample wells as standard.
- Buffer volume should not be more than 500ml.
- Should have option multichannel compatible combs for speed loading.
- 20 sample comb should have 21µl sample capacity per well.
- Should have cassette type electrodes for easy changing of electrodes and must not be fixed to the tank.
- Should have pure platinum wire and gold plated corrosion resistant electrodes.
- Should include casting dams for tape free and leak proof casting of gels.
- Should have option for color coded combs for 0.75mm, 1mm, and 1.5mm and 2mm thick combs.
- There should be a wide variety of combs.
- Unit dimensions should not be more than 17.5X26.5X9cm.
- Warranty two years or more

Mini Vertical Electrophoresis

- The vertical electrophoresis unit must include gel size of 7X7cm or more.
- No. of wells - 7 or more
- No of Samples - 7 or more
- The unit must include Buffer tank with safety lid, Electrodes (Positive and negative), Glass plates, Gel casting Stand, Combs, Glass supporter, clamper and screws, Power cord
- Warranty two years or more


MINI Power Supply (300V):

- The power supply should have 300V or better, 400mA or better and 60W or better with 1V/1mA Resolution.
- The output of the power supply should be constant voltage or constant current.

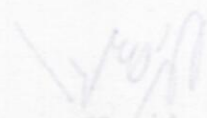

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- DEPART
Subject: -
- The system should have timer for 1-999 mins with alarm.
 - Should have 3-digit LED.
 - The power supply should have provision to connect minimum four gel chambers.
 - Should have alarm function.
 - Should have microprocessor control.
 - The system should have auto cut-off function.
 - Safety features includes shrouded plugs and sockets, no load detection, overload detection, over voltage, current & temperature protection, and maximum power output detection.
 - The unit should have EN-61010-1 & CE regulatory conformity.
 - Operating conditions should be ambient-40°C, ≤95% humidity.
 - Operating conditions should be 100-240 VAC.
 - The unit must have Safety Requirements for Electrical Equipment for measurement, Control, and Laboratory Use
 - Warranty: Two years or more onsite warranty
 - Power supply backup unit
 - Air Conditioner (1.5 ton) with stabilizer for proper functioning of unit to maintain temperature.
 - Warranty two years or more


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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 work / Items	EMD to be deposited by Bidder	Tender Document Fee & eService Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid of EMD Submission	Expiry Date & Time of Bid Preparation & Submission
1.	GEL ELECTROPHORESIS UNIT for the Microbiology Department, CCSHAU Hisar.	Rs. 0.3 Lakh	e-Service Fee, Processing fee Rs. 1180/	<u>23/12/25</u> (09:00 hours)	<u>12/1/26</u> upto 17:00 hours	<u>12/1/26</u> 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://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. **She/he will be required to make online payment 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 12/1/26 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


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Asstt. Scientist
Department of Microbiology



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, processing fee (under document fee – Non refundable) of Rs.1180/- (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.


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

Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	23/1/25 (09:00 hours)	12/1/26 upto 17:00 hours
2	Technical Bid Opening		13/1/26 at 11.00 AM	
3	Financial Bid Opening		15/1/26 at 11.00 AM	

Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee + e-Service and EMD & PQQ/Technical Envelope shall be opened. 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

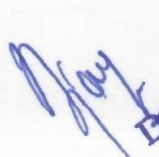
The bidders shall quote the prices in price bid format under Commercial Bid.

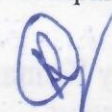

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Terms & conditions

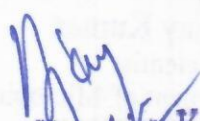
1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to **five per cent** of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases),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


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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 out rightly be rejected.
21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.
22. On receiving the complaint regarding the instrument, the firm should resolve the complaint within 24 hours.
23. The firm provides the list of the Government offices where they have supplied the instrument in the past.
24. The firm provide the full address of service center of their firm at the Hisar.



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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 2 years of the Instrument after the date of delivery
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.
8. **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.**
9. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
10. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids.
11. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
12. **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.




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13. **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.
14. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
15. **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.
16. **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.
17. **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.
18. **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:
- 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
 - 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.
 - copies of packing list identifying contents of each package.
 - Insurance Certificate.
 - Manufacturer's/Supplier's Certificate.
 - Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report
 - Certificate of Origin.
 - Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
 - Any of the documents evidencing payments of Statutory Taxes.


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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. 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://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




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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. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

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

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page.

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the e-Procurement portal.

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 and tender mandatorily be submitted online.

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

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

NOTE:- Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>.

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


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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.

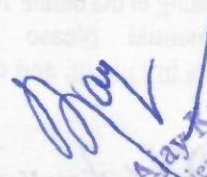
- i. Bidder selects Debit Card option in e-Procurement portal.
- ii. The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- iii. Bidder clicks on "Continue" button
- iv. The e-Procurement portal takes 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.
- 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.




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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.

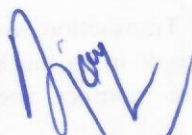
iii. Each challan shall therefore include the following details that will be pre-populated:

- 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.


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

DEPARTMENT OF MICROBIOLOGY, COBS&H CCSHAU

Certificate

The following equipment are required for research work in the Lab no. 202 in the Department of Microbiology

Sr. No	Name of Equipment	Approximate total cost including taxes if any (in Lacs)	Leading Manufacturers
01.	Gel Electrophoresis Unit	2.0	Biorad, Clever, Hoefer, Thermo etc
	Total	2.0	

It is certified that the specification of equipment from Sr. No. 1 are generic that all the leading manufacturers mentioned in the column 4 & others can apply successful bid for the respective equipment.

Intending Officer

HOD