



RAJASTHAN UNIVERSITY OF VETERINARY AND ANIMAL SCIENCES, BIKANER

Ph. No. 0151 - 2200829 (O),

coe.rajuvas@gmail.com

No. RAJUVAS/COE/2024/Acct/

Date:- 09.07.2024

NIT No. COE/01/2024-25

DETAILED NOTICE INVITING TENDER

Rajasthan University of Veterinary and Animal Sciences (RAJUVAS), Bikaner, invites tenders through the website www.sppp.rajasthan.gov.in under bid system from eligible and qualified bidders (Manufacturer/Sole Selling Agent/Distributor/Authorized Dealer) for the supply of the following items, as per the required specification with full terms & conditions.

Details of required item(s):-

Sr No	Name of required item(s)	Quantity	Name of indenting department/ place of delivery /installation of item(s)
1.	Purchase of SCANNER Complete as per required specifications with accessories (If any) Estimated Cost (in INR)	One	Controller of Examinations, Rajasthan University of Veterinary and Animal Sciences (RAJUVAS), Bikaner -334001 (Raj.) Rs. 300000.00

CRITICAL DATE SHEET

Tender Reference No.	COE/01/2024-25
Tender ID No.	
Last Date & time for submission of online Bid	17.07.2024, 05:00 PM
Pre Bid Conference	13.07.2024, 11.30 AM
Date & time for opening of Bid <i>NOTE: If sufficient bids are not received within stipulated time, tender may be extended/ rtendered or opened with new date & time as per the recommendations of sub purchase committee.</i>	18.07.2024, 11:30 AM
Contact person for required item(s) related any enquiry	Dr. Urmila Pannu, M- 9060226250 Email Id- coe.rajuvas@gmail.com,



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<u>DETAILS OF FEES</u>		
Sr No.	Details	Amount (Rs)
1	Tender Fees (Non-refundable) payable to COE,RAJUVAS, Bikaner	500/-
2	Earnest Money Deposit (EMD) (Refundable) payable to COE,RAJUVAS, Bikaner The EMD will be returned to the unsuccessful bidders Note: Earnest Money Deposit (EMD) of successful bidder will be refunded only after receiving the satisfactory report from the inspection committee of the concerned as per the tender terms and conditions, and guidelines laid down in the Purchase Procedure of Rajasthan University of Veterinary and Animal Sciences (RAJUVAS), Bikaner.	6,000/-
3	Total Processing Fee (in INR) payable to MD, RISL, Jaipur	500/-

Note: Tender (Technical Bid and Financial Bid) and all fees (Tender fee, EMD, Processing fee) should be paid in the form of DD and should be deposited in the office of COE, RAJUVAS, Bikaner before the closing date of Bid. All above D.D. made by bidder only. Bid open only whom bidder send all DD to this office before closing date of Bid.

Exempted from the payment of Bid Security (Earnest Money Deposit):

i) As per Rule 170 of General Financial Rules (GFRs) 2017, the units registered with Micro and Small Enterprises (MSEs) or are registered with Central Purchase Organization or the concerned Ministry or Department as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) (as per Rule 1.10.4 of Manual for Procurement of Goods 2017) shall be exempted from the payment of Bid Security (Earnest Money Deposit).

ii) In such case, copy of the certificate showing registration with the above mentioned institutions (indicating the terminal validity date of their registration) for the item tendered (as manufacture of the bidding item(s)) to be uploaded in Cover-I of the tender in PDF format.

iii) If firm gets exemption for depositing Bid Security (Earnest Money Deposit) by providing wrong certificate OR certificate without terminal validity date of their registration OR not being a manufacture of tendered items, the bid shall not be accepted and also bid of the firm shall be cancelled at any stage of tender, if found wrong submission of certificate.

Important Note:-

- The Tender of Rajasthan University of Veterinary and Animal Sciences (RAJUVAS), Bikaner, appeared/listed on website <https://www.sppp.rajasthan.gov.in> under Organisation "RAJUVAS, Bikaner". For details logon to www.sppp.rajasthan.gov.in. Any corrigendum(s) will be published on above websites only.**
- The interested bidders are advised to submit documents well in advance before closing date/time to avoid any problem at the later stage.**
- The bidders are advised to submit their Tender (Technical Bid and Financial Bid) and all fees (Tender fee, EMD, Processing fee) in the form of DD/Banker Cheque in favour of Controller of Examinations (COE), RAJUVAS, Bikaner prior to the last date of submission of the Bid.**
- Bid will be opened only of those tenderers, who qualify and are found suitable during the processing of above Tender (Technical Bid and Financial Bid) and all fees (Tender fee, EMD, Processing fee) otherwise Bid rejected of firm.**



Detailed specifications of the required item(s):-

SPECIFICATIONS FOR SCANNER

1. Advanced software for maximized efficiency
Bypass the inconvenience of making fine adjustments to OCR settings with the PaperStream IP scanner driver, supporting both TWAIN and ISIS. The software automatically converts scanned images into exceptionally clean images, supporting OCR accuracy even when scanning documents with background patterns or wrinkled and soiled documents. Seamlessly linked to PaperStream IP, PaperStream Capture effectively and efficiently feeds information into your organization workflow with its various batch scanning capture features. Automatically utilizing data extracted from barcodes and patch codes, the software also determines your preferred saving destinations and eliminates time allocated to routine tasks.
2. Scanner : Ac ADF Color Duplex Scanner, 90ppm / 180ipm (Color, A4 Landscape) @ 200dpi, resolution of 50-600 dpi, daily duty cycle – 25,000 sheets, ADF capacity – 200. Pap
3. Included Software / Drivers
4. Paper Stream IP driver (TWAIN/TWAIN x64/ISIS), WIA Driver*12, Paper Stream Capture, Scan Snap Manager for fi Series*13, Software Operation Panel, Error Recovery Guide, ABBYY Fine Reader for Scan Snap™*13, Scanner Central Admin, 2D Barcode for Paper Stream*13

Guidelines for submission of BID:

The Bids should contain detail information on the following: -

- 1) Full Name of the Bidder Firm along with complete address.
- 2) Bankers Name & Address.
- 3) GST No.
- 4) PAN/TAN No.
- 5) Experience in line.
- 6) Validity of Offer.
- 7) Write-ups, Guaranty/Warranty, AMC details etc.
- 8) Quality Assurance/Monitoring system followed-Certificates where needed should be attached.

The firms are also required to submit copies of the following documents in a single file of pdf

format:-

- a) Scanned copy of dully filled Check List.
- b) Scanned copy of Full details of Item(s), sub systems and additional items/accessories to be quoted (i.e. Full name, Model number, Name of Accessories, Manufacture Details, Literatures/brochures/write-ups, Guaranty/Warranty, AMC details etc.).
- c) Scanned copies of Brochure/leaflets/catalogues for equipments should be submitted in the bid.
- d) Scanned copy of all document(s) mentioned in the above detailed specification of the required items (if any).
- e) Scanned copy of the Authorization dealer/distributor/stockist certificate issued by Manufacturer.
- f) In case of imported equipment, scanned copy of Manufacturers Authorization Certificate issued by PrincipalManufacturer duly verified by the Indian Agent.
- g) Scanned copy of Tender Acceptance letter, Undertaking & non-blacklisting certificate in form of Rs. 100/- Non Judicial stamp paper (Annexure-I).
- h) Scanned copy of firm's Registration, PAN Card, GSTIN with GST clearance certificate
- i) Scanned copy of Latest Income Tax Statement with Annual Turnover statement of last two years. The Turnover should not be less than 50 Lakh.



Guidelines for submission of BID:

- (a) The bidders are advised to quote price in Tender.
- (b) The payment will be made after deducting TDS as per Income Tax/GST/Govt. Rules.
- (c) Supplies are to be made on bill basis as the University usually makes payment after the receipt of the Installation report of Equipment with working in good condition.

Guidelines for bidders for Registration and Submission of bids:-

1. Tender Documents can be downloaded from the State Public Procurement Portal <http://www.sppp.rajasthan.gov.in>
2. Any change/corrigendum/extension of opening date in respect of this tender shall be issued through websites www.rajuvas.org and www.sppp.rajasthan.gov.in only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit these websites for updates. Bidder should also take into account all corrigendum(s) published before submitting the bids online.
3. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority or the relevant contact person indicated in the tender.

General Terms & Conditions / Instructions for bidders:-

1. Submit tender and technical bid before the last date of submission of Bid.
2. The interested, bonafide and reputed dealers/distributors/stockists/manufacturers or Indian agents (on behalf of their foreign principals) may submit online bids for each of the required item(s) along with all requisite documents, Tender Fee, Processing Fee and EMD.
3. Tender shall be accepted only from Manufacturer/Sole Selling Agent/Distributor/Authorized Dealer.
4. **Exempted from the payment of Bid Security (Earnest Money Deposit):** i) As per Rule 170 of General Financial Rules (GFRs) 2017, the units registered with Micro and Small Enterprises (MSEs) or are registered with Central Purchase Organisation or the concerned Ministry or Department as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) (as per Rule 1.10.4 of Manual for Procurement of Goods 2017) shall be exempted from the payment of Bid Security (Earnest Money Deposit).
ii) In such case, copy of the certificate showing registration with the above mentioned institutions (indicating the terminal validity date of their registration) for the item tendered (as manufacture of the bidding item(s)) to be uploaded in Cover-I of the tender in PDF format.
iii) If firm gets exemption for depositing Bid Security (Earnest Money Deposit) by providing wrong certificate OR certificate without terminal validity date of their registration OR not being a manufacture of tendered items, the bid shall not be accepted and also bid of the firm shall be cancelled at any stage of tender, if found wrong submission of certificate.
5. The EMD will be returned to the unsuccessful bidders
6. The EMD will be forfeited if the bidder fails to accept the order based on his/her offer/bid or fails to supply the items.
7. The supplier will have to complete the supply of materials within due time from receiving of purchase order. The liquidated charges shall be imposed as per RTPP rules.
8. The quoted equipment shall be in compliance with the required specifications mentioned in tender and shall be of the latest technology, best quality and high standards. Any optional accessories/ tooling, besides the standard equipment recommended for the better performance of the equipment, if offered, be provided with their full technical details including their use and advantage in a separate sheet with the tender documents. No extra payment shall be paid on account of any discrepancy in nomenclature of items.
9. If at any later stage any firm is found supplying material of inferior quality than that of their approved sample(s) or not as per specifications, their orders will be cancelled besides forfeiting their security Amount/EMD and the firm will be blacklisted to supply any items to RAJUVAS in future.
10. The item should be delivered F.O.R. at RAJUVAS as mentioned in Tender document and the supplier shall be responsible for any damage during the transit of goods. The FOR price should be inclusive of all incidental charges i.e. freight, forwarding, insurance, etc.



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11. The clearing charges from custom house will be borne by the Indian Agent of supplier.
12. All miscellaneous charges on foreign transactions make Form 15A and its subsequent charges on verification by Chartered Accountant would be borne by the bidder.
13. The documents will be provided to the Indian Agent on request by RAJUVAS.
14. Tenderer shall take into account all costs including installation, commissioning, cartage, etc. for giving delivery of material at site before quoting the rates. In this regard no claim for any extra payment for any reason shall be entertained.
15. The payment will be made after deducting TDS as per Income Tax/GST/Govt. Rules as applicable.
16. The quantity can be increased/decreased as per the actual requirement.
17. The supplier should give an undertaking that they will be responsible to carry out the preventive maintenance and to repair the equipment during guarantee and post guarantee period.
18. Full details of after sale service offered during the post guarantee period should be furnished along with tenders specified.
19. Information of actual users of the equipment in India supported with evidences and performances should be furnished along with tender.
20. If required the working of the equipment must be demonstrated in any place to be specified by the supplier.
21. The supplier shall train to the satisfaction of the purchaser one or two technicians at site/factory for operating, servicing and undertaking minor repairs without extra cost.
22. The bidder is required to furnish the **TENDER ACCEPTANCE LETTER, UNDERTAKING & NON-BLACKLISTING CERTIFICATE** as per **Annexure – I (on Rs. 100/- Non Judicial Stamp Paper)**.
23. While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. If any tender stipulate any condition of his own, such conditional tender is liable to be rejected.
24. RAJUVAS reserves the right to accept/reject any or all the tenders in part/full without assigning any reason thereof.
25. All disputes shall be subject to Bikaner jurisdiction only.
26. Least (Lowest) price certificate on Non- Judicial stamp of **Rs. 100/- (duly certified by notary)** is to be given by the bidder declaring clearly that they will not charge or quote lesser (lower) price than the price list (including discount, if any) submitted to RAJUVAS, Bikaner, to any other purchaser or agency or institute in India and that the price offered are the lowest in the country (Annexure- VIII)
27. The conditions of the Tender will be as per the **RTPP rules**.

Place: Bikaner

Controller of Examinations
RAJUVAS, Bikaner



Checklist

Sr.No.	Details	
1.	Name and Complete Address of the Firm	
2.	Email Id and Contact number of the bidder	
3.	Permanent Account Number (PAN) No. and GST No. of the Firm	
4.	Bank details of the Firm: Bank Name, Branch Address, Account Number., Type of Account (Current/Savings), MICR Number , RTGS/NEFT Code etc.	
5.	Details of Quoted item(s) i.e. Name, Make, Model Number etc.	
7.	Attached scanned copy of Full Details of item(s), Sub systems and additional items/accessories to be quoted (i.e. Full name, Model number, Name of accessories, Manufacture details, Literatures/Brochures/Write-ups, Guarantee/ Warranty, AMC details etc.) as mentioned in the technical bid. (Write YES OR NO)	
8.	Attached scanned copy of the Authorization dealer/distributor/stockist certificate issued by manufacturer (Write YES OR NO)	
9.	In case of imported equipment, Attached scanned copy of Manufacturers Authorization certificate issued by Principal Manufacturer duly verified by the Indian Agent. (Write YES OR NO)	
10.	Attached scanned copies of all other document(s)/ certificate(s) mentioned/required in the DNIT. (Write YES OR NO)	
11.	Attached scanned copy of Tender Acceptance letter & Undertaking (Annexure-I). (Write YES OR NO)	
12.	Attached scanned of firm's Registration, PAN Card, GSTIN. (Write YES OR NO)	
13.	Attached scanned copy of Income Tax Statement for the last two year. (Write YES OR NO)	
14.	Tender (Technical Bid and Financial Bid) and all fees (Tender fee, EMD, Processing fee) and Undertaking stamp	
15.	Payment Terms: Supplies are to be made on bill basis as the University usually makes payment after the receipt of the Installation report of Equipment working in good condition.	Payment terms are ACCEPTABLE as mentioned in the DETAILED NOTICE INVITING tender (DNIT)

Date:

Place:

Signature of the Bidder
with Official Seal



**TENDER ACCEPTANCE LETTER,
UNDERTAKING & NON-BLACKLISTING CERTIFICATE**

(To be given on 100/- stamp)

Date:

To,

Controller of Examinations
RAJUVAS, Bikaner

Tender Reference No: _____

Name of the tender/work:- _____

Sir,

1. I/we have downloaded the tender documents for the above mentioned Tender/Work from the website(s) <http://www.sppp.rajasthan.gov.in> as per your advertisement.
2. I/we hereby certify that I/we have read the entire terms and conditions of the tender documents from Page **First** to **Last** (including all documents like Annexure(s), schedules(s), etc.,) of **DETAILED NOTICE INVITING tender** which form part of the contract agreement and I/we shall hereby abide the terms/conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organization has also been taken into consideration, while submitting this acceptance letter.
4. I/we hereby unconditionally accept the tender terms and conditions of above mentioned tender document (s)/corrigendum(s) in its totality /entirety.
5. I/we certify that the items/products quoted by our firm comply all required Technical Specifications as mentioned in the DNIT (Detailed Notice Inviting Tender) under 'Detailed Specifications of the required items'.
6. I/we hereby certify that all miscellaneous charges on foreign transactions, make Form 15A and its subsequent charges on verification by Chartered Accountant would be borne by our firm /dealer/ distributor.
7. I/we hereby certify that our company/Firm and Manufacturer/Principal Firm have not been **blacklisted/ debarred** by any Govt. Department/Public Sector Undertaking/ Research Institution/Statutory body/University in India during the last **Five** years.
8. I/we certify that all information furnished by our Firm is true and correct and in the event the information is found to be incorrect/untrue, then your department/organization shall without giving any notice or reason thereof or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully

Date:

Place:

**Signature of the Bidder
with Official Seal**

Name.....

Designation.....