

TERMS AND CONDITIONS OF THE TENDERER

1. Tenderers who do not quote rate according to the specifications as mentioned in the Tender Form will be rejected.
2. **Value Added Tax (VAT), Octroi or any other chargeable tax/duty must be mentioned alongwith the specific rate applicable failing which no tax or duty will be payable. The term "Taxes etc. extra" will not be considered and the offer is liable to be rejected straightway. Rate of VAT on each item against form C/D or any other duty/charges should be mentioned clearly.**
3. Tenderers should submit their turn over for the last three years.
4. Tenderers should submit copy of Income Tax Return, submitted to the income tax for the preceding year.
5. Tenderers should submit an undertaking that firm is not a defaulter of income tax deptt.
6. Tenderers should submit a certificate that firm has not been convicted or black listed by any state Govt. or Govt. of India.
7. The rates quoted must be firm during the currency of the contact period. No variation in quotes rates shall be allowed.
8. The offer should be valid at least for 120 days form the date of tender opening.
9. Preference will be given to the Punjab Quality Marked Goods or those certified under ISI certification mark scheme.
10. The conditions of contract schedule 'B' attached to the schedule 'A' shall be returned to this office duly signed alongwith schedule 'A' otherwise the tender will be rejected.
11. Any tender which is not on the proper tender form or is received late will not be considered.
12. If required the samples of the items quoted by the firms will be called and whenever necessary the same can be got tested/examined from the experts of the Deptt. or from any Govt./Govt. owned /Govt. accredited Labs/Institute. The charges of inspection/testing shall be borne by the concerned firm. The institute/Lab. will submit its report to the Deptt of pre-inspection/testing. The name of the Govt./Govt. owned /Govt. accredited Lab/Institute will be intimated after submission of the Tenders.
13. **Tenders without Earnest Money of Rs. 500/- (Rupees Five Hundred only) will be rejected.**
14. All items before acceptance shall be subject to inspection by the representative of the Department, authorised by the Director Technical Education & Industrial Training, Punjab. No payments for goods supplied shall be made unless the stocks are inspected and passed for acceptance as laid down in the contract. 90% payment shall be made against actual delivery on the premises of the consignees and inspection note signed by Inspecting Officer of the deptt. Balance 10% payment shall be released within 30 days after the execution of the complete order and receipt of goods as per specifications of

the supply order at destination and satisfactory report of the consignee. In cases of machinery where its satisfactory working is required to be examined, payment shall be made on satisfaction about the conditions of the machinery and within three months, if it is to be installed and commissioned and tested. Tenderers should not quote their own mode of payment otherwise their offer is liable to be ignored

15. The rates should be quoted for a complete unit with all accessories. Make of each accessory must be mentioned. Tenderers in addition, may also supply a list of essential/special/optional accessories which they feel would be appropriate to the requirements of the equipments furnishing the prices separately.
16. The rates quoted should also include the installation charges, wherever it is necessary. If the offer is silent, it will be assumed that the installation charges have been included in the quoted price.
17. All parameters of the equipment/machinery offered shall be in line with Technical Specifications enclosed and Notice Inviting Tender. The technical parameters indicated are those considered optimum by the Department. Tenderers may also offer items having minor variations in parameters with aspect to specified parameters which are on positive side.
18. It is not the intent to specify completely all details of design and construction of the equipment. However, all items/tools/other items shall conform in all respect to high standards of engineering, design and workmanship and be capable of performing an uninterrupted operation.
19. Tenderers should certify that the product quoted is strictly according to NIT or is having better specifications. In case of having better specifications proper details of better parameters must be furnished.
20. **Technical literature and brand name of the machine/instrument for which rates are quoted must be supplied alongwith the tender other-wise the offer will not be considered. Literature etc. should be dully stamped and signed.**
21. The tenders should be filled legibly. The tenderer shall initial all correction in the tender and non-compliance with this condition, will render the tenders liable to rejection.
22. **The rates quoted should be filled both in figures, and words.**
23. Tender No. and item No./Category No. must be mentioned on the envelope of the tender failing which it is liable to tagged with other items and is likely to be ignored.
24. The equipment is to be supplied to the various ITIs situated in Punjab, List of probable destination will supplied. Tenderers have to deliver the material at the premises of the consignee.
25. In case of acceptance of the offer of a firm, the firm will have to supply Operation Manual & brief write up about the working and maintenance of the equipment/Machine.

26. The tenderers must certify that the rates quoted by them are not higher than the rates at which the same equipment is being supplied by them on D.G.S & D rate contract and on any State Govt. rate contract.
27. The equipment shall be offered for inspection within 8 weeks of the issue of supply order and supplied within 14 days after the inspection. The firm will installed the equipment at the concerned consignee within 30 days..
28. For each category separate tender shall be submitted. Offer for many categories on one tender form will be rejected straightway.
29. Earnest money @ 500/- alongwith each tender be deposited without which no offer will be considered. Earnest money should be in the form of Demand Draft / Fixed Deposit Receipt of any Nationalised Bank to be pledged to the **Finance Officer, Finance Unit (SPIU), Deptt. Of Industrial Training, Punjab, Chandigarh.** Earnest money of unsuccessful bidders will be returned after finalization of the tender.
30. Suppliers are to give a minimum one year warranty of the Equipment/Machine supplied or for the period ,which has been mentioned
31. Tenderers must mention the name of location (City & State) where the service centre of the firm are available in north India or other part of the country.
32. Optimum quantity of Stores has been given in Tender Notice which can be increased or decreased without any prior notice.
33. DTE&IT reserves the right to reject any or all tenders received without assigning any reasons.
34. **Telegraphic quotations shall not be accepted.**
35. The tender fee shall not be refundable under any circumstances.
36. Bids submitted by Tenderers , should be unconditional.
37. All the Disputes will be settled with in the jurisdiction of the Head Quarter of DTE & IT Punjab, Chandigarh.
38. The Successful tenderers may be required to deposit in addition as security or Bank guarantee for due performance of the contract an amount equal to 10 percent of the approximate value to the estimated supply.

Director, Technical Education &
Industrial Training, Punjab, Chd.