

**KURUKSHETRA UNIVERSITY  
KURUKSHETRA**

**STANDARD BIDDING DOCUMENT  
FOR  
DIRECTORATE OF SPORTS**

**COMPLETE BIDDING DOCUMENT**

**Name of work : SUPPLY OF HOSIERY GOODS**

**DNIT Amount : 15 Lakhs (Approximate)**

**Nature of tender : Rate Contract for Financial Year 2017-18**

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Director Phy. Edu. & Sports  
For Registrar, KUK

**PRESS NOTICE**

**KURUKSHETRA UNIVERSITY, KURUKSHETRA**  
(Established by the State Legislative Act XII of 1956)

**DIRECTORATE OF SPORTS**

Online Bids/ Tender are invited under two Bids System from manufactures/Distributor/authorised suppliers for the supply of the **Hosiery Goods (sports uniforms)** for the session 2017-18 on the prescribed forms through **E- Tendering**. The Tender form “ along with conditions of contract” to be full filled can be obtained from the website: <http://haryanaeprocurement.gov.in>

| Sr. No. | Detail of items    | Appx. Cost    | Earnest money | Bid Fees + E- Service Fees | Last date of submission of Technical and Financial Bid online | Date of Opening of Technical Bid | Date of Display of Sample                  | Date of Opening of Financial Bid                 |
|---------|--------------------|---------------|---------------|----------------------------|---|----------------------------------|--|--|
| 1       | As per tender form | Rs. 15/- Lacs | Rs. 30,000/-  | Rs. 2000/- + Rs.1000/-     | 24.09.17 Upto 10:00 a.m.                                      | 24.09.17 11:00 a.m               | 25.09.17 09:00 a.m. at Faculty Lounge, KUK | 26.09.17 After the display & selection of sample |

**For any query may contact on Telephone No. 01744-238074, 9416334643**

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For Registrar, KUK

**INVITATION OF BIDS FOR THE PURCHASE OF HOSIERY GOODS & SPORTS UNIFORMS) FOR THE  
SESSION 2017-18**

1. Tender through Electronic- tendering process is invited from manufacturers/ Distributors Authorized Suppliers for the supply of following hosiery goods (sports uniforms) as per tender form available on website <http://haryanaeprocurement.gov.in>

- |     |  |  |
|-----|--|--|
| (A) | Bids/ queries to be addressed to       | Secretary, KUSC  |
| (B) | Postal address for sending the Bids    | Directorate of Sports,<br>Kurukshetra University,<br>Kurukshetra |
| (C) | Name/designation of the contact person | Dr. D.S. Kala<br>Director Phy. Edu. & Sports                     |
| (D) | Telephone number of the contact person | 01744-238074, 9416334643   |
| (E) | Email id of contact personnel          | <a href="mailto:kuksports@gmail.com">kuksports@gmail.com</a>     |

2. This Tender is divided into four parts as follows:-

| Sr. | Matter   | Page     |
|-----|--|----------|
| (A) | <b>Part I.</b> Contains Press Notice and General Information and Instructions for the Bidders about the Tender such as the time, place of submission and opening of Bids, validity period of bids, etc., etc.  | 2 to 6   |
| (B) | <b>Part II.</b> Contains Instructions to bidder on Electronic Tendering System. And guideline for online payments at E- Procurement Portal of Government of Haryana.   | 7 to12   |
| (C) | <b>Part III.</b> Contains Standard Conditions of Tender, which will form part of the contract with successful Bidder.  | 13-17    |
| (D) | <b>Part IV.</b> Contains essential details of the items/ services required, such as the Schedule of Requirements (SOR), Technical Specifications, Delivery Period, Mode of Delivery and Consignee details. Appendix A,B,C & D containing Required material, Technical Bid, Affidavit, Financial Bid. | 18 to 22 |

This Tender is being issued with no financial commitment and the buyer reserves the right to change or modify any part thereof at any stage. Buyer also reserves the right to withdraw the tender, if it becomes necessary at any stage.

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**Part 1 – GENERAL INFORMATIONS**

1. **Last date and timing of submission of the Bids:** Technical Bid should be submitted by **24.09.17** at **10:00 am** and these will be opened at **11:00 am** on the same day.
2. **Time and date for opening of tender:** **24.09.17** at **11:00 am** for the technical bid and date for opening of financial bid will be held on **26-09-2017** after the display of articles. If due to any exigency, the due date i.e. date/months/year and time for opening of the bids is declared a holiday, the bids will be opened on the next working day at the same time or bids is declared or any other day/time, as intimated by the Buyer.
3. **Time and date or display of items:** **25.09.17** at **09:00 am** in the Faculty Lounge of the K.U.K.
4. **Place of opening of the Tender:** Directorate of sports Kurukshetra University, Kurukshetra. The bidders may depute their representatives duly authorised in writing, to attend the opening of technical and financial bids on the due date and time. Rates and important financial/technical clauses quoted by all bidders will be read out in the presence of the representatives of all the bidders. This event will not be postponed due to non presence of any representative.
5. **Two -Bids system:** The technical bid and financial bid would be opened on the time and date mentioned above. Financial bid of only does firms will be opened whose technical bids are found complete after technical evaluation done by the byer and whose samples are selected in the display.
6. **Forwarding of bids:** Bids should be forwarded by bidders under their original memo/ letter pad inter alia furnishing details like TIN number, VAT/CST number and complete poster and E-mail address.
7. **Clarification regarding contents of the tender:** A prospective bidder who require classification regarding the contents of the bidding documents shall notified to the buyer in writing about the clarification sought not later than 14(fourteen) days prior to the date of opening of the bids. copies of the query and clarification by the buyer will be send to prospective bidders who have received the bidding documents .
8. **Clarification regarding contents of the bids:** During evaluation and comparison of bids, the buyer may at its discretion, ask the bidder for clarification of his bid the request for clarification will be given in writing and no change in prices or substance of the bid will be sought, offered or permitted. No post – bid clarification on the initiative of the bidder will be entertained.
9. **Rejection of bid:** Canvassing by the bidder in any form, unsolicited letter and post tender correction may invoke summary rejection with forfeiture of EMD. Conditional tenders will be rejected.
10. **Unwillingness to quote:** Bidders unwilling to quote should ensure that intimation to this effect reaches before the due date and time of opening of the bid, failing which the defaulting bidder may be delisted for the given range of items as mentioned in this tender.
11. **Validity of bids:** The bid should remain valid till **for 90 days** from the last date of submission of the bids.
12. **The payment for tender document fees & ,E-service fess and Earnest money deposit:** The payment for tender document fees and e-service fees shall be made by Eligible bidders on line directly through debit card & internet banking account and the payment of earnest money deposit (EMD) can be made online directly through RTGS /NEFT or OTC . Please refer to Online Payment Guideline available at the =Single e – procurement portal of Govt.

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of Haryana and also mentioned under the tender document. The tender without the tender fees, EMD & E-Service fees will be rejected.

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**Part II- DETAILED NOTICE INVITING TENDER**

Online Bids/ Tender are invited under two Bids System from manufactures/Distributor/authorised suppliers for the supply of the **Hosiery Goods & (sports uniforms)** for the session 2017-18 on the prescribed forms through **E- Tendering**. The Tender form “ along with conditions of contract” to be full filled can be obtained from the website: <http://haryanaeprocurement.gov.in>

| Sr. No. | Detail of items    | Appx. Cost    | Earnest money | Bid Fees + E- Service Fees | Last date of submission of Technical and Financial Bid online | Date of Opening of Technical Bid | Date of Display of Sample                  | Date of Opening of Financial Bid                 |
|---------|--------------------|---------------|---------------|----------------------------|---|----------------------------------|--|--|
| 1       | As per tender form | Rs. 15/- Lacs | Rs. 30,000/-  | Rs. 2000/- + Rs.1000/-     | 24.09.17 Upto 10:00 a.m.                                      | 24.09.17 11:00 a.m               | 25.09.17 09:00 a.m. at Faculty Lounge, KUK | 26.09.17 After the display & selection of sample |

1. Inspection of the material will be done at factory premises at the contractor/ supplier’s cost.
2. **The payment for Tender Document Fee and e-Service Fees shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT or OTC Please refer to ‘Online Payment Guideline’ available at the Single e-Procurement portal of GOH (Govt. of Haryana) and also mentioned under the Tender Document.**
3. **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 Rs. \_\_\_/- towards EMD fee in due course of time i.e. between \_\_\_ from \_\_\_ up to 14.00 Hrs. 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.**
4. **The interested bidders must remit the funds at least T+1 working day (Transaction + One working Day) in advance i.e. on or before \_\_\_ up to 14.00Hrs. and make payment via RTGS /NEFT or OTC to the beneficiary account numbers specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their payment online, and submit their bidson 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 – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

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

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The interested bidders must remit the funds at least T+1 working day (Transaction + One working Day) in advance before the expiry date & time of the respective events. And make payment via RTGS/NEFT to the beneficiary account number specified under the online generated challan.

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

**Key Dates**

| Sr. No. | Department Stage          | Bidder Stage  | Start date & time   | Expiry date & time       |
|---------|---------------------------|---|---|--------------------------|
| 1.      |                           | Tender Document Download & Bid Preparation/Submission | 1.09.2017 at 09:00 Hrs.                                     | 24.09.2017 at 10:00 Hrs. |
| 2.      | Technical Bid Opening     |   | 24.09.2017 at 11:00 Hrs.                                    |                          |
| 3.      | Date of Display of Sample |   | 25-09-2017 at 9:00 Hrs at Faculty Lounge KUK                |                          |
| 4.      | Financial Bid Opening     |   | 26.09.17 After the display of samples & selection of sample |                          |

**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.

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## **Instructionsto bidder on Electronic Tendering System**

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

### 1. **Registrationof biddersone-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. **ObtainingDigital 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 – [ttps://haryanaeprocurement.gov.in](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.

**M/s Nextenders (India) Pvt. Ltd.**

**O/o. DS&D Haryana,SCO – 09, IIInd Floor,**

**Sector – 16, Panchkula – 134108**

E - mail: [Chandigarh@nextenders.com](mailto:Chandigarh@nextenders.com)

Help Desk: 0172 – 2582008-09, 2618292 and 1800-180-2097 (Toll Free Number)

Timing -

Technical Support Assistance will be available over telephone

Monday to Friday (10:00 am. to 6:00 pm) & Saturday (11:00 am to 2:00Pm) for Training workshop

Note: contact our helpdesk on or before prior to 4 hours of the scheduled closing date & time of respective e-tendering event. Also, for queries related to ePayment of EMD kindly contact the helpdesk at least 2 days prior to closing date & time of event.

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Intended bidders are mandatorily require to register their queries if there is any pertaining to the online bidding at the Single e Procurement Portal at email address [chandigarh@nextenders.com](mailto:chandigarh@nextenders.com) .

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2.4 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).

2.5 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.

2.6 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.

2.7 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 Opening of an Electronic Payment Account:**

For purchasing the tender documents online, bidders are required to pay the tender documents fees online using the electronic payments gateway service shall be integrated with the system very soon till then it will be submitted manually. For online payments guidelines, please refer to the Home page of the e-tendering Portal <https://haryanaeprocurement.gov.in>.

**4 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.

**5 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>.

**6 Download of Tender Documents:**

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

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7 **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.

8. **Online Payment of Tender Document Fee, eService fee & EMD fees & Bid Preparation & Submission (PQQ/Technical&Commercial/PriceBid):**

8.1 **Online Payment of TenderDocumentFee+ e-Servicefee:**

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 & OTC.

The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

8.2 **PREPARATION&SUBMISSIONOfonlineAPPLICATIONS/BIDS:**

- (i) Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) from 01.09.2017 (09:00 Hrs.) to 24.09.2017 upto 10:00 Hrs.

Hrs and tender mandatorily be submitted online following the instruction appearing on the screen.

- (ii) **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.

A. **Only Electronic Form (Refer Tender document).**

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

**NOTE:-**

(A) 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>.

(B) 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.

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

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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.

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**(Online Payment Guideline)**

**Guideline for Online Payments at e-Procurement Portal of Government  
of Haryana**

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

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- (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/OTC**

The bidder shall have the option to make the EMD payment via RTGS/ NEFT/OTC. 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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**List of Net banking banks**

1. Allahabad Bank
2. Axis Bank
3. Bank of Bahrain and Kuwait
4. Bank of Baroda
5. Bank of India
6. Bank of Maharashtra
7. Canara Bank
8. City Union Bank
9. Central Bank of India
10. Catholic Syrian Bank
11. Corporation Bank
12. Deutsche Bank
13. Development Credit Bank
14. Dhanlaxmi Bank
15. Federal Bank
16. HDFC Bank
17. ICICI Bank
18. IDBI Bank
19. Indian Bank
20. Indian Overseas Bank
21. Indusind Bank
22. ING Vysya Bank
23. J and K Bank
24. Karnataka Bank
25. Kotak Mahindra Bank
26. KarurVysys Bank
27. Punjab National Bank
28. Oriental Bank of Commerce
29. South Indian Bank
30. Standard Chartered Bank
31. State Bank Of Bikaner and Jaipur
32. State Bank of Hyderabad
33. State Bank of India
34. State Bank of Mysore
35. State Bank of Travencore
36. State Bank Of Patiala
37. Tamilnad Mercantile Bank
38. Union Bank of India
39. United Bank of India
40. Vijaya Bank
41. Yes Bank

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**PART –III ESSENTIAL DETAILS OF ITEMS REQUIRED**

1. **Schedule of Requirements:-** List of items required is attached at **APPENDIX-A.**
2. **Technical details:-** Technical specification and technical details with technical parameters, as applicable to the attached with technical bid as per the format given on **APPENDIX-B** and documents as given in Part-III of tender.
3. **Technical compliance:-** Bidders are required to furnish clause by clause compliance of specification bringing out clearly the deviations from specification, if any. The bidders are advised to submit the compliance statement as per the format attached at **APPENDIX-C** along with technical bid.
4. **Delivery period:-** Delivery period for supply of items would be **30 days (thirty days )** for the effective date of contract. Please note that contract can be cancelled unilaterally by the buyer.
5. **Terms for delivery transportation:-** The items of delivery will be applied both for domestic as well imported suppliers.
6. **Consignee details:-** The stores will be delivered to Directorate of Sports for inspection acceptance.
7. A copy of order secured for from government agencies/ reputed organization in the recent past along with the commercial bids of the vendors to be forwarded, if any.
8. Affidavit to be submitted as per **APPENDIX-C.**
9. **Financial bid :-** Performa of financial bid to be submitted by the bidder as per the format given on **APPENDIX-D.**

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For Registrar, KUK

**FORM- H****KURUKSHETRA UNIVERSITY KURUKSHETRA****PART – III STANDARD CONDITIONS OF TENDER**

1. Only manufacturers/distributers/suppliers of Hosiery Goods (Sports Uniform) are eligible to participate in the bid.
2. Document once submitted will be consider as final. Ever been any deficiency in the documents shall render the tender liable for rejection.
3. **The required quantity of item (s) as given in the tender form is tentative for the whole year. The University reserves the right to increase / decrease any item without assigning any reason and shall not be bound to place order for all the items for which the tenders have been invited.**
4. **The approved rates shall be applicable to supply the Hosiery goods (uniforms) to the following offices maintained at the University Campus for the session 2017-18.**
  - (a) Directorate of Sports, Kurukshetra University
  - (b) Dean Student Welfare affair ( for University Teaching Deptt.)
  - (c) Principal, University College, KKR Kurukshetra University
  - (d) Principal, University of Education, Kurukshetra University
  - (e) Chairman, Deptt. of Phy. Edu. Kurukshetra University
  - (f) Principal, University Senoir Sec. Moden School, Kurukshetra University
  - (g) Director, University Institute of Engg. & Tech. Kurukshetra University
  - (h) Chief Worden (Men) office (for boys hostels)
  - (i) Chief Worden (Women) office (for girls hostels)
5. An affidavit as per specimen enclosed as **Appendix-D** should accompany the bid. The bidder who has been black listed or debarred his/her bid/supply order has ever been cancelled or any legal proceedings have ever been initiated/pending or any penalty has ever been levied on account of delay or no- completion of supply order by any State/UT/Central Govt. his/her bid will be out rightly rejected.
6. Bids will be opened in two parts/stages. Firstly, technical bid will be opened. If documents therein are as per the term and conditions of request for proposal then only the bidders will qualify for participating in the display of items. Thereafter the display of the sample will be inspected by the purchase-cum-technical committee and the financial bid will be opened only for the firm who qualify the above said criteria and whose sample is approved by the purchase-cum-technical committee. Any discrepancy in the document will lead to rejection of the Tender.

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7. **Required check list in technical bid as follow:-****Check list for technical bid**

|     |   |                           |
|-----|---|---------------------------|
| 1.  | Name of the firm/organizations & address and telephone/mobile/fax no. (attach letter head of the firm)  | To be filed by the bidder |
| 2.  | Nature of the Company/Firm/Organization<br>Govt./Public/Private/Partnership/Proprietorship  | -do-                      |
| 3.  | Attested photocopy of pan card, vat No., CST & TIN No.  | -do-                      |
| 4.  | Whether registration certificate regarding manufacturing/distributors/<br>supplying/ of Hosiery Goods (uniforms) issued by the competent authority has<br>been attached | -do-                      |
| 5.  | Whether not blacklisted affidavit has been attached   | -do-                      |
| 6.  | Whether copy of sale tax & vat registration attached  | -do-                      |
| 7.  | Income tax clearance/income tax return of last year   | -do-                      |
| 8.  | Whether EMD amount of Rs. 80 thousand is attached   | -do-                      |
| 9.  | Whether certificate of authorized dealer manufacturer or distributor is attached  | -do-                      |
| 10. | Terms and condition given in the tender notice are accepted or not  | -do-                      |
| 11. | F.O.R. at Kurukshetra University, Kurukshetra   | -do-                      |
| 12. | Whether material is as per specification given in the tender  | -do-                      |
| 13. | Taxes if any  | -do-                      |
| 14. | Discount if any   | -do-                      |
| 15. | List of clients   | -do-                      |

9. **Display ; The display of hosiery goods (uniforms) will be held on 25.09.17 at 9:00 a.m. in the Faculty Lounge of Kurukshetra University . Only those firm will be invited who qualify in the bid/technical bid. The bidders dealer are advised to bring two samples of each item of the hosiery goods at the time of display. If the purchase-cum-technical-committee approved by the samples, one sample will be retained by the directorate of sports, KU, Kurukshetra and one sample will be given back to bidder after getting the signatures of members of the purchase-cum-technical- committee so that the material received could be matched with the sample.**
10. The financial bid of only those bidders will be opened who qualify in the technical bid as well as whose samples are passed by the purchase-cum-technical-committee.
11. **The quality will be concerned at the time of display of sample there would be no price tag on the samples, otherwise samples will be rejected straight way. The competent authority reserve the right to accept or reject any sample/bid without assigning any reason in case of dispute the decision of the Vice-Chancellor /Registrar of the University shall be final binding.**
12. The competent authority reserves the right to get the samples tested supplied by the bidders. In case of any discrepancies, the penalty will be imposed as per terms & conditions of the RFP and the earnest money/security deposit will be forfeited and the supply order will be cancelled.

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13. **The rates quoted should be F.O.R destination within territorial limits of Kurukshetra University, Kurukshetra including packing, forwarding, postage, taxes/VAT, levies, octroi, insurance, carriage, transportation, loading, unloading, freight etc. with minimum six month warranty. Rates quoted shall remain valid for 30.06.18 from the date of submission of the bid.**
14. The acceptance of bid will have binding effect on the bidder and he/she has to supply the ordered items within the stipulated period mentioned in the RFP. Subletting of contracts shall not be allowed under any circumstances.
15. The award of work order, when issued to the successful bidder, constitutes the contract with collateral support for terms & conditions of the RFP as well as formal agreement or non-judicial stamp paper, all of which finally form the contractual obligations to be adhered to/ performed by the bidder and the non-performance of any of such obligation make the bidder liable for consequential effects i.e. black listing etc.
16. The financial bid shall not contain corrections, erasures or over writing unless attested by the bidder with seal.
17. **The successful bidder shall have to execute an agreement with The Secretary, Kurukshetra University Sports Council on a non-judicial stamp paper of Rs 100/- and supply the materials as per the requirement of the directorate from time to time and in case the failed to do so, directorate shall at liberty to forfeit the security deposit, cancel the supply order and get the supply order and get the supplier blacklisted as per the policy of the kurukshetra University, Kurukshetra.**
18. Purchase-cum-technical committee of the directorate will inspect the goods supplied by the bidder in response to the purchase order and display. The university director of Phy, Edu,-cum-secretary, KUSC, and Kurukshetra reserve the right to reject the items if same are not matched with the sample which are already approved by the purchase-cum-technical committee at the time of display.
19. **The successful bidder should supply the material as per the time schedule fixed by the directorate from the date of placing the supply orders and in the event of finding the goods in order by the purchase-cum-technical committee after inspection, the payment will be released accordingly. The competent authority reserve the right to increase or decrease the quantity of the material.**
20. The timely delivery/despatch as stipulated in the supply order has to be strictly adhered to by the Bidder and in case of any request for extension of time made by the said bidder in writing, the same be considered by the competent authority subject to the payment of penalty as provided in the terms and conditions of the bid.
21. In case, there is any variation in the specification/samples approved vis-à-vis the supply received, then that portion of supply will be rejected and the bidder shall be liable to supply the goods as per specification within a period of 3 days along with the penalty as imposed by the competent authority.
22. In case defected supply, the supplier will be **informed to lift the said supply with in 5 days from the date of issuance of said letter by the competent authority at his own cost.** In the event of non-lifting of said defective goods with in the specified period by the bidder, the competent authority will not be responsible in any manner for the loss or damage if any, caused to the said goods. The competent authority also reserves a right to impose any penalty as deemed fit in case they said goods are not lifted after the expiry of specified period.

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- 23. If the performance in whole/ part by the party is prevented/delayed by any on or more of the force majeure events including but not limited to war, hostilities, civic commotion, acts of public enemy, sabotage, fire, floods and other natural causes, explosion, epidemics or non-availability of govt. controlled raw material under order/ instruction of Central/State Govt. regulations, strikes, lockouts, and agitations, the party shall not be held liable for the loss of damage due to delay or failure to perform during the currency of force majeure event provided that the happening is notified in writing (with documentary proof) within 7 days from the date of occurrence. The work shall be resumed as soon as practicable after the force majeure event ceases to exist.
- 24. The Tender should be submitted before **24.09.17 at 10:00 A.M.** and the same will be opened by the Purchase-cum-Technical Committee in the **office of Directorate of Sports, Kurukshetra University, Kurukshetra** in the presence of the bidder or his/ her authorised representative. In the event of the date of receipt or opening of bid being declared a holiday, **the due date of receipt/ opening of the bid will be the next working day the same hours.**
- 25. The Tender is non-transferable.
- 26. No price revision will be accepted by the competent authority during the currency of the Purchase Order.
- 27. **However, the Earnest Money of the parties, whose rates are accepted, will be returned only after the expiry of the financial year on request. No interest will be paid on the amount of the earnest money. The full Earnest money of the tenderer will be retained, if a single item is accepted. The EMD of unsuccessful bidders will be refunded immediately after finalization of the bid. No interest will be payable on EMD. The EMD will be forfeited, if the bidder withdraws his/her expression of interest after submission of the bid. No expression of interest without EMD shall be considered.**
- 28. **in case the Contractor/Supplier backs out the supply on approved rates, the earnest money deposited by him shall be forfeited and the order will be placed with next higher rates and the difference will be recovered from the tenderer besides any other action as may be decided by the Registrar/Vice-Chancellor of University. The bidder is required to submit notarized affidavit on a non judicial stamp paper of Rs. 100/- only.**
- 29. **The negotiations will be held to reduce the rates. Increase in the rates after negotiations will not be entertained and in that case the rates quoted by it in original tender will be considered. However, the decision of tender committee in such cases would be final and binding on tenderer.**
- 30. **In case of delivery of material beyond permissible time Penalty @ 2% to 10% will be imposed, the Registrar may condone delay or extend delivery period (on reasonable grounds given by party). An appeal against imposition of penalty however can be made the Vice-Chancellor of the University, whose decision shall be final.**
- 31. **All disputes shall be subject to Kurukshetra jurisdiction.**
- 32. The successful bidder is to furnish the following within 15 days of issue of or supply order:-

**Performance security @ 10% of total value of work/supply order with validity of one year from the date of work order in shape of Demand Draft/Bank Guarantee in favour of "Registrar, Kurukshetra University, Kurukshetra " payable at "Kurukshetra". In case of failure to do so within 15 days of issuance of work/supply order then Earnest Money of the successful tenderer would be forfeited and the work will be allotted to other party.**

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For Registrar, KUK

- 33. All the payments will be subject to deduction of all taxes as imposed by Centre/State.
- 34. Suppliers must indicate if they are borne on DGS & D rate contract for the current year for these items and if so a copy of the DGS&D rate contract be attached with the tender.
- 35. Conditional tenders will not be accepted.
- 36. The validity of the tender should be at least 90 days.
- 37. Tenderer has to give agreement deed on Stamp Papers after finalization of Terms & Conditions.
- 38. Any condition relating to advance payment of the ordered material will not be entertained. The rates will be accepted on the basis of competitive rates and quality of material.
- 39. The rates accepted shall be operative till the close of the financial year for which tenders are invited or such date as may be decided by the Registrar/ Vice-Chancellor of Kurukshetra University and no revision of rates will be allowed in between. The validity of rates can be extended further by mutual consent between the supplier and the University authorities.
- 40. All the charges, taxes and other levies should be specified in the tender. The charges not specified in the tender shall not be entertained.
- 41. In the event of the Tender being submitted by a firm it must be signed separately by each member thereof, or in the event of the absence of any partner, it must be signed on his behalf by a person holding a Power of Attorney authorizing him to do so.
- 42. Receipt or payments made to a firm, must be signed by the several partners except in the case of well known and recognized Firm, and except where the contractors are described in there tender or contract as a firm.
- 43. The complete literature/pamphlets should be supplied along with the tender to make the specific more comprehensive. The brochures for the specification of all the big equipments like strength equipments, Cycling equipment & water Hosiery Goods should be supply with the tender.

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**KURUKSHETRA UNIVERSITY SPORTS COUNCIL (APPENDIX – A)****LIST OF HOSIERY GOODS TO BE PURCHASED FOR THE SESSION 2017-18**

|                               |  |                 |
|-------------------------------|--|-----------------|
| <b><u>Hosiery Goods 1</u></b> | <b>Athletic Kit Set</b>                    | <b>50 set</b>   |
| <b><u>2</u></b>               | <b>Banyan (Vest)</b>                       | <b>14 no.</b>   |
| <b><u>3</u></b>               | <b>Basket Ball / Net Ball Kit</b>          | <b>88 set</b>   |
| <b><u>4</u></b>               | <b>Boxing Kit</b>                          | <b>40 set</b>   |
| <b><u>5</u></b>               | <b>Cricket Pant</b>                        | <b>32 no.</b>   |
| <b><u>6</u></b>               | <b>Gymnastic Costume (Women)</b>           | <b>16 no.</b>   |
| <b><u>7</u></b>               | <b>Gymnastic Pant</b>                      | <b>7 no.</b>    |
| <b><u>8</u></b>               | <b>Judo Kit</b>                            | <b>16 no.</b>   |
| <b><u>9</u></b>               | <b>Kabaddi</b>                             | <b>76 set</b>   |
| <b><u>10</u></b>              | <b>Kho-Kho Kit</b>                         | <b>48 set</b>   |
| <b><u>11</u></b>              | <b>Playing Kit Set</b>                     | <b>550 set</b>  |
| <b><u>12</u></b>              | <b>Swimming Costume (Men)</b>              | <b>25 no.</b>   |
| <b><u>13</u></b>              | <b>Swimming Costume (Women)</b>            | <b>12 no.</b>   |
| <b><u>14</u></b>              | <b>Socks</b>                               | <b>700 pair</b> |
| <b><u>15</u></b>              | <b>Stockings</b>                           | <b>76 pair</b>  |
| <b><u>16</u></b>              | <b>T. Shirt (White) for Racket Games</b>   | <b>31 set</b>   |
| <b><u>17</u></b>              | <b>T. Shirt (White) for Cricket</b>        | <b>32 set</b>   |
| <b><u>18</u></b>              | <b>Tennis Nicker</b>                       | <b>31 set</b>   |
| <b><u>19</u></b>              | <b>Tighty</b>                              | <b>250 no.</b>  |
| <b><u>20</u></b>              | <b>Track Suit</b>                          | <b>1000 set</b> |
| <b><u>21</u></b>              | <b>Wt. &amp; Power Lifting Costume (M)</b> | <b>20 no.</b>   |
| <b><u>22</u></b>              | <b>Wt. &amp; Power Lifting Costume (W)</b> | <b>15 no.</b>   |
| <b><u>23</u></b>              | <b>Wrestling Costume (M)</b>               | <b>32 no.</b>   |
| <b><u>24</u></b>              | <b>Wrestling Costume (W)</b>               | <b>16 no.</b>   |
| <b><u>25</u></b>              | <b>Yoga Kit (Men &amp; Women)</b>          | <b>12 no.</b>   |

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For Registrar, KUK

**Appendix 'C'**

(To be furnished on non-judicial stamp paper duly attested by Notary /Oath Commissioner ).

**AFFIDAVIT**

I/We M/S \_\_\_\_\_ are registered as Manufacturer/Distributor/Supplier of \_\_\_\_\_ as per Sales Tax Registration Certificate No. \_\_\_\_\_ issue by \_\_\_\_\_ having registered office at \_\_\_\_\_

\_\_\_\_\_ and manufacturing/supply base at \_\_\_\_\_ do hereby declare and solemnly affirm that

I/We have not been Black Listed nor mine/our Tenders or Supply Orders have ever been cancelled by any State/UT/Central Govt. or any partner or shareholder either directly or indirectly connected with or has any subsisting interest in the business of my/our firm nor any legal proceedings have ever been initiated/pending or any penalty has ever been levied due to delay of non-completion of supply order by any State/UT/Central Govt. or by any authority.

Place \_\_\_\_\_

DEPONENT

Dated \_\_\_\_\_

**Verification**

I/We do hereby solemnly declare and affirm that the above declarations are true and correct to the best of my knowledge and beliefs. No part of it is false and nothing has been concealed therein.

Place \_\_\_\_\_

DEPONENT

Dated \_\_\_\_\_

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| S.No              | Product                    | Stuff/Quality                    | Brand   | Brand (One or More) | Remarks (Yes/No) |
|-------------------|----------------------------|----------------------------------|---|---------------------|------------------|
| Hosier Goods<br>1 | Athletic Kit Set           | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports Sun/Sparton/Nivia/Any Good Quality |                     |                  |
| 2                 | Banyan (Vest)              | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports Sun/Sparton/Nivia/Any Good Quality |                     |                  |
| 3                 | Basket Ball / Net Ball Kit | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports Sun/Sparton/Nivia/Any Good Quality |                     |                  |
| 4                 | Boxing Kit                 | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports Sun/Sparton/Nivia/Any Good Quality |                     |                  |
| 5                 | Cricket Pant               | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports Sun/Sparton/Nivia/Any Good Quality |                     |                  |
| 6                 | Gymnastic Costume (Women)  | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports Sun/Sparton/Nivia/Any Good Quality |                     |                  |
| 7                 | Gymnastic Pant             | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports Sun/Sparton/Nivia/Any Good Quality |                     |                  |
| 8                 | Judo Kit                   | Cotton                           | T.K./Shiv Naresh/Just/Vats/Lining/Sports Sun/Sparton/Nivia/Any Good Quality |                     |                  |
| 9                 | Kabaddi Kit                | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports Sun/Sparton/Nivia/Any Good Quality |                     |                  |
| 10                | Kho-Kho Kit                | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports Sun/Sparton/Nivia/Any Good Quality |                     |                  |
| 11                | Playing Kit Set            | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports Sun/Sparton/Nivia/Any Good Quality |                     |                  |
| 12                | Swimming Costume (Men)     | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports Sun/Sparton/Nivia/Any Good Quality |                     |                  |
| 13                | Swimming Costume (Women)   | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports Sun/Sparton/Nivia/Any Good Quality |                     |                  |
| 14                | Socks                      | Cotton                           | T.K./Shiv Naresh/Just/Vats/Lining/Sports                                    |                     |                  |

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|    |   |                                  |  |  |  |
|----|---|----------------------------------|--|--|--|
|    |   |                                  | Sun/Sparton/Nivia/Any Good Quality   |  |  |
| 15 | Stockings                               | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports<br>Sun/Sparton/Nivia/Any Good Quality |  |  |
| 16 | T. Shirt (White)<br>for Racket<br>Games | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports<br>Sun/Sparton/Nivia/Any Good Quality |  |  |
| 17 | T. Shirt (White)<br>for Cricket         | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports<br>Sun/Sparton/Nivia/Any Good Quality |  |  |
| 18 | Tennis Nicker                           | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports<br>Sun/Sparton/Nivia/Any Good Quality |  |  |
| 19 | Tighty                                  | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports<br>Sun/Sparton/Nivia/Any Good Quality |  |  |
| 20 | Track Suit                              | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports<br>Sun/Sparton/Nivia/Any Good Quality |  |  |
| 21 | Wt. & Power<br>Lifting Costume<br>(M)   | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports<br>Sun/Sparton/Nivia/Any Good Quality |  |  |
| 22 | Wt. & Power<br>Lifting Costume<br>(W)   | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports<br>Sun/Sparton/Nivia/Any Good Quality |  |  |
| 23 | Wrestling<br>Costume (M)                | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports<br>Sun/Sparton/Nivia/Any Good Quality |  |  |
| 24 | Wrestling<br>Costume (W)                | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports<br>Sun/Sparton/Nivia/Any Good Quality |  |  |
| 25 | Yoga Kit (Men &<br>Women)               | Micro Polyester/Polyester Cotton | T.K./Shiv Naresh/Just/Vats/Lining/Sports<br>Sun/Sparton/Nivia/Any Good Quality |  |  |

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