

DEPARTMENT OF BOTANY
UNIVERSITY OF RAJASTHAN, JAIPUR

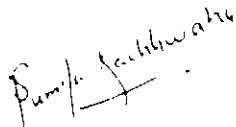
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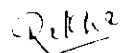
Date
17/9/2022

SORT TERM TENDER NOTICE

Electronic online Technical and Financial Bids are invited upto 12/10/2022 at 5:00 P.M for Purchase of Equipments, Laptop & Printer, and Chemicals, Laboratory accessories and Outsourcing Servicing under RUSA Programme 2.0. Details may be seen in the Bidding Document available at the website of <http://eprocr.rajasthan.gov.in> or the State Public Procurement Portal <http://spppraj.nic.in> or our website www.uniraj.ac.in of the University of Rajasthan, Jaipur. The bidding document may be download from there.

UBM: URA2223 C/LOB 00092, 93, 94


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RUSA 2.0, Thematic Project III
Department of Botany
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Head, Department of Botany
University of Rajasthan
HEAD
Department of Botany
University of Rajasthan
JAIPUR

MIB: URA2223 A0034.

UNIVERSITY OF RAJASTHAN

Jawahar Lal Nehru Marg
Jaipur – 302004, India



TENDER DOCUMENT

FOR

Supply Of Laptop and Printer

At Botany Department, UOR, Jaipur

Mode of Bid Submission	ONLINE (Tender)
Procuring Entity	Head, Department of Botany, University of Rajasthan, Jaipur- 302004
Start Date & time of the Online submission	22/09/2022 at 5:00 PM
Last Date & Time of Online Submission of Bids	12/10/2022 at 5:00 PM
Date & Time of Opening of Online Bid	13/10/2022 at 3:00 PM

- **Cost of E-Tender Document:** Rs. 500/- (Rs. Five hundred Only)
- **EMD for the purchase of Chemicals and Consumables under RUSA 2.0 Programme:** As per details given in Chapter-2 of this tender document.
- **E-Tender Processing fee:** Rs. 1000/- (Rs. One thousand only) in favour of MD, RISL, Jaipur (Demand Draft/Banker's Cheque).

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Prof. Sumita Kachhwaha
Project Investigator (PI),
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Principal Investigator
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Rekha
Prof. Rekha Vijayvergiya
Head, Department of Botany,
University of Rajasthan,
UOR, Jaipur
HEAD
Department of Botany
University of Rajasthan
JAIPUR

Tender Document Fee Detail

Bidder's Name:

Address :.....

.....

.....

Phone:**Fax:**.....

Email:.....

(1.) Tender Fee :

Bank Demand Draft/ Banker's Cheque Detail:

Number: _____ **Dated:** _____ **Bank Name:** _____

for 500 only (Rs. Five hundred only) in favour of **Head, Department of Botany, University of Rajasthan, Jaipur**, payable at Jaipur

(2.) Processing Fee :

Bank Demand Draft/ Banker's Cheque Detail:

Number: _____ **Dated:** _____ **Bank Name:** _____

for 1,000 only (Rs. One thousand only) in favour of **MD, RISL, Jaipur**

(3.) EMD:

Bank Demand Draft/ Banker's Cheque Detail:

Number: _____ **Dated:** _____ **Bank Name:** _____

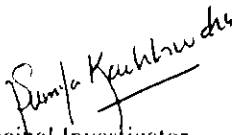
as per chapter-2 of this tender document (Rs.....only) in favour of **Head, Department of Botany, University of Rajasthan, Jaipur**, payable at Jaipur

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GUIDELINES FOR NOTICE INVITING E-BIDS

- 1). Head, Department of Botany, University of Rajasthan, Jaipur, invites tenders for the purchase of laptops and printers under RUSA 2.0 Programme from the competent firm/company who meet the minimum eligibility criteria as specified in this bidding document.
- 2). The complete bidding document has been published on the websites www.eproc.rajasthan.gov.in, www.uniraj.ac.in and <http://sppp.raj.nic.in> for the purpose of downloading.
- 3). Bidders who wish to participate in the bidding process must register on www.eproc.rajasthan.gov.in, www.uniraj.ac.in and <http://sppp.raj.nic.in>.
- 4). To participate in the bidding process, bidders must procure a Digital Signature Certificate (DSC, Type-III) as per Information Technology Act-2000 using which they can sign their electronic bids. Bidders can procure the same from any CCA approved certifying agency viz. TCS, Safecrypt, N Code etc. Bidders, who already have a DSC, need not to apply for a new DSC.
- 5). A single stage one envelope selection procedure will be adopted.
- 6). Bidders (authorized signatory) shall submit their offer online only in Electronic formats both for Technical and Financial Proposals. However, Demand Draft (DD) for Tender Fee, RISL Processing Fee and EMD should be submitted physically at the office of procuring entity as prescribed in NIT and scanned copy of the same should also be uploaded along with the technical bid cover.
- 7). The Department will not be responsible for any delay in online submission due to any reason. For this bidders are requested to upload the complete bid well advance in time so as to avoid any technical glitch at the 11th hour.
- 8). Bidders are also advised to refer "Bidders Manual kit" available at e-Proc website for further details regarding e-tendering process.
- 9). Training for the bidders on the usage of e-Tendering System (e-procurement) is being arranged by RISL on regular basis. Bidders interested for training may contact e-Procurement Cell, RISL, Jaipur for booking the training slot. The Help-desk number of RISL is 0141-4022688.
- 10). Only Firms/Companies who have participated in EOI, will be permitted to participate in this Tendering process.
- 11). No contractual obligation whatsoever will arise from the RFP/Bidding unless or until and a formal contract is signed and executed between the procuring entity and the successful bidder.
- 12). Department disclaims any factual or other errors in this document (the onus is purely on the individual bidders to verify such information) and the information furnished herein are intended only to help bidders to prepare a logical bid-proposal.
- 13). The provisions of "The Rajasthan Transparency in Public Procurement Act 2012" & "The Rajasthan Transparency in Public Procurement Rules 2013" will also apply.


Principal Investigator

(Prof. Sumita Kachhwaha)

Thematic Proposal-III (RUSA 2.0)

Department of Botany

University of Rajasthan, Jaipur

Prof. Sumita Kachhwaha
Principal Investigator
RUSA 2.0
Thematic Project-III
Department of Botany UOR


Head

(Prof. Rekha Vijayvergia)

Department **HEAD**

Department of Botany
University of Rajasthan, Jaipur
JAIPOUR

CHAPTER-I
NOTICE INVITING E-BID

<u>SCHEDULE OF E-BID</u>	
Notice Inviting Bids No. and Date	Botany /Store/2022/1638. Date: 17/5/2022
Name of the work	Purchase of Laptops and printers under RUSA 2.0 Programme
Cost of the Bid Document (non-refundable)	Rs. 500/- Demand Draft/ Banker's Cheque in favour of Head, Department of Botany, University of Rajasthan, Jaipur
Place of Information about the work and Bid documents	Office of the Head, Department of Botany, University of Rajasthan, Jaipur.
Start Date of Online Tender Submission	22 09 2022 at 5:00 PM
Last date & time for submission of Tender Document including Tender Fee, EMD, Bid and Other Related Documents	12 10 2022 at 5:00 PM
Bid Opening Date, Time & Venue	University of Rajasthan, JLN Marg, Jaipur 13 10 2022 at 3:00 PM
Websites of downloading Tender Document, Corrigendum's, Addendums etc.	Syndicate Hall, VC Secretariat, UoR, Jaipur www.uniraj.ac.in , http://sppp.raj.nic.in and http://eproc.rajasthan.gov.in
Bid Validity	90 days
Earnest Money Deposit	EMD for Laptops and printers: As per details given in Chapter-2 of this tender. Demand Draft/ Banker's Cheque in favour of Head, Department of Botany, University of Rajasthan, Jaipur

Note:

- (1) Bidders are advised to study the Tender Document, the Rajasthan Transparency in Public Proc. Act, 2012, and Rules 2013 carefully. Submission of Bid shall be deemed to have been done after careful study and examination of the Bid Document, Act & Rules with full understanding of its implication.
- (2) The procuring entity reserves the right to accept or reject any bid and to cancel the bidding Process and reject all bids without assigning any reason at any time prior to contract award without thereby incurring any liability to the bidders.
- (3) Bidders must ensure compliance to **Chapter 4** and enclose required documents carefully to avoid their disqualification.
- (4) The University shall not be responsible for any delay in submission of the Bids/Documents.
- (5) The cost of laptops and printers must be given in Indian Rupees only. Bidder must clearly mention the discount offered (if any) on the items in the tender document.
- (6) Bidder must clearly mention the warranty period and the charges for service thereafter in the tender document. These must not be clubbed with the actual price of items.
- (7) The S.D. will be refunded only after S.D. refund due date/Warrantee period (whichever will be later).
- (8) If any firm outside India is submitting tender document, it must enclose a certificate that it has its service centre in India and must provide the name of Indian dealer for any discussion. The rates of items in that case will be accepted in such case in Indian Rupees or its equivalent in US\$.

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HEAD
Department of Botany
University of Rajasthan
JAIPUR

CHAPTER - 2

NOTICE INVITING BIDS: TERMS

OFFICE OF THE Head, Department of Botany, UNIVERSITY OF RAJASTHAN, JAIPUR

Phone No.: 0141-2706813

Email Address: hodbotanyuor2018@gmail.com

NOTE:

The Law relating to procurement "The Rajasthan Transparency in Public Procurement Act, 2012" and the "Rajasthan Public Procurement Rules, 2013" under the said act have come into force which are available on the website of State Public Procurement Portal <http://sppp.raj.nic.in>. Therefore, the bidders are advised to acquaint themselves with the provisions of the Act and the Rules before participating in the bidding process. If, there is any discrepancy between the provisions of the Act and Rules and this Bidding document, the provisions of the law shall prevail.

NIB No: Botany /Store/2022/ 628

Date: 17/9/2022

- Two Stage unconditional online Bids are invited on behalf of the Head, Department of Botany, University of Rajasthan, Jaipur for the procurement of **Supply of Laptops and printers at Botany Department, UOR, Jaipur** as listed below, from the Original Manufacturer Authorised Distributors.

Sl No.	Name of the Items	Estimated cost (In Lakh) Including GST	Quantity	Total Estimated cost (In Lakh) Including GST	Amount of EMD @ 2%
1	Laptops	0.65	8	5.20	10,400 -
2	Printers	0.19	8	1.52	3040 -

Total Tender Amount Rs. 6,72,000/-

- Bidding Document containing Instructions to Bidders, Bid Data Sheet, Evaluation and Qualification Criteria, Bidding forms, Procuring Entity's Requirements, General Conditions of Contract, Contract Data Special Conditions of Contract, Contract Forms, etc. can be obtained from the office of the Botany Department, University of Rajasthan, Jaipur during office hours on working days up to one day before the date of opening of Bids, by paying a non-refundable price of Rs. 500/- (Rs. Five hundred only) in the form of banker's cheque, Demand Draft of a Scheduled Bank in India. Alternatively, these may be seen and downloaded from our official website www.uniraj.ac.in. The price of Bidding Document may be paid along with user charges/processing fee, at the time of submission of the Bid.
- E-tender document prepared in accordance with the procedure enumerated in "Instructions to Bidders" should be submitted electronically to the Botany Department, University of Rajasthan, Jaipur not later than the date and time, notified in "Schedule of E-Bid".
- The Bids are being invited electronically, the procedure for submission of Bids including payment of price of Bidding documents, user charges/processing fee, Bid Security, etc. shall be as provided on the State Public Procurement Portal.
- Bids submitted online after the specified date and time shall not be accepted.
- The online submitted Technical Bids shall be opened on 13.10/2022 at 3:00 PM in the office (Syndicate Hall, VC Secretariat, UoR, Jaipur) by the procuring committee in the presence of the Bidders or their representatives who wish to be present.

7. In case due date happens to be holiday, the Tender will be accepted and opened on the next working day. The timing will remain the same.
8. The procuring Entity is not bound to accept the lowest Bid and may reject any or all Bids without assigning any reason thereof.
9. The Bidders shall have to submit a valid 'GST' clearance certificate from the concerned Commercial Taxes Officer and the 'PAN' issued by Income Tax Department.

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