

## Maharaja Ranjit Singh Punjab Technical University, Bathinda

Name of Item		Purchase of High Speed Photocopier Machine for Examinations Deptt. MRSPTU, Bathinda	
Name of Firm			
Sr. No.	Description	Proof (Attached/Not Attached) (Y/N)	Page No.
1	Full Address		
	i. Head Office		
	ii. Branch Office (if any)		
2	Name of contact Person		
	i. Mobile No.		
	ii. E mail ID		
3	Telephone Number(s)		
4	Fax Number (if any)		
5	Proof of Dealership Certificate/Distributor Certificate (if any)		
6	Any Bidders currently engaged in litigation with other Organizations, must inform their status in writing. Bidders have to submit declaration alongwith technical bid stating that they have not been Black-Listed/De-listed by any University, Agency/Government Department/Public Sector Undertaking in the last three years. In case they have been black listed by any of the Institutions, details of the same be furnished.		
7	GST No.		
8	PAN NO:- TAN NO:-		
9	Bank Name and Address		
10	Bank A/c No. and IFS Code		
11	Confirmation of Earnest Money Deposit.		
12	Proof of Bidder having his own manufacturing unit if any.		
13	The bidder should submit list of the customers using the goods with detail like: name of the person using the equipments, telephone number, email id, communication address in detail.		
14	Proof of Bidder having successfully delivered of similar goods/Items of value of 100% of the estimated value in the last three years. OR Satisfactory delivery of similar goods/items of value not less than 50% of estimated value as a single order in India in the last 3 years.		
15	Proof of Financial standing such as statement of profit and loss Account, Balance sheet, auditor report for the last 3 years and credit worthiness certificate from Bank.		
16	Proof of Bidder having Minimum Annual turnover of 03 times of the estimated value during atleast in last three financial year.		
17	Guarantee/Warranty period (mentioned clearly)		

**Note:-**

- 1. The Financial Bid will be opened only for those bidders whose Technical Bid is found complete and confirm the above eligibility criteria.**
- 2. If any need arises to verify the scan copies from original then the same will be produced by the Bidder before the opening of Financial Bid failing which his bid will be rejected.**
- 3. Any condition/ documents of regarding rates attached with technical bid shall not be accepted.**
- 4. Page Number/Serial Number may be given to each and every page of Tender Documents and other documents attached. Mention Page Number, Wherever the copy(ies) of the document (s) are attached.**

**5. In case of non-fulfillment of any of the above information/document (s) , the Tender will be summarily rejected without giving any notice.**

