



Himachal Pradesh Technical University

(A State Government University)

Village & Post Office Daruhi, Tehsil & Distt. Hamirpur(H.P.) –177001

Phone : (01972) 226902, 226907 Fax: (01972) 226901,

GSTNo.:02AAATH9345M1ZH,PAN: AAATH9345M

E-mail ID: purchaseofficerhptu@gmail.com website: www.himtu.ac.in

Date: 05/09/2025

HPTU/Purchase/Tender/10/2025-7421

Limited Tender Notice

H.P. Technical University Hamirpur invites bids from the eligible firms/company/ Government agencies for procurement of the following items:

| Sr. No. | Tender No. | Nature of Job | Last date of receiving of bid in University office | Date and Time of Opening | |
|---------|--------------------------|---|--|--------------------------|--|
| | | | | Technical Bid | Financial bids |
| 1 | 10/2025 dated 05/09/2025 | Supply & installation of Computer accessories for HPTU. | 15-09-2025 up to 02:00PM | 15-09-2025 At 4:00 PM | Financial bids will be opened after evaluation process of technical bids is completed. |

Tender documents can be downloaded from the official website of the University www.himtu.ac.in. Tender Fee has to be submitted in the form of Demand draft in favour of **Finance Officer, HPTU, Hamirpur, Payable at Hamirpur, H.P.** in a separate envelope along with technical bid.

Tenders received after due date/ time/ without Tender Fee and without Earnest Money will be summarily rejected.


Purchase Officer
Himachal Pradesh Technical University,
Hamirpur.

TERMS AND CONDITIONS:


1. The firms /bidder shall submit their bids in two bid system in two separate envelopes, one 'Technical bid' and second 'Financial bid'. The Financial Bid of only those bidders shall be opened, who qualify in the Technical Bid.
2. The tender will be opened on 15-09-2025 at 3:30 PM in the presence of intending suppliers/ firms or the authorized representatives.
3. **Documents to be submitted with Technical Bids:-**
 - (i) The amount of Earnest Money Deposit Rs. 5,000/- (Five Thousand Only) (Refundable) in the shape of DD/FDR to be pledged in favor of **Finance Officer HPTU Hamirpur** shall be enclosed with the Technical bid.
 - (ii) The bidder must have GST Number and PAN Number. Attach a self attested copy with Technical Bid.
 - (iii) Bidder/firm's Registration Certificate regarding registered as establishment/ shop / proprietorship firm, partnership firm/Company Private Ltd./ Public Undertaking etc. Attach a self attested copy with Technical Bid.
 - (iv) Bidder will have to submit undertaking to the effect that the firm is not blacklisted/debarred by any organization, not under Liquidation and no legal criminal case/ Police/ vigilance case is contemplated or pending against him.
 - (v) Tender form each page to be signed by bidder with seal and attached with Technical Bid as acceptance of terms and conditions of tender.
 - (vi) All documents of Technical Bid are required to be put inside a separate envelope super scribed as 'Technical Bid for Computer accessories.
- Note: -** All documents should be attached with Technical Bid in the order as mentioned in the checklist. **(Annexure -I)**
4. It will be imperative on each bidder to fully acquaint himself with all local conditions and factors which would have any effect on the performance of the contract. No request for the change of price/ time, schedule of delivery of stores shall be entertained after the purchase on account of any local condition or factor.
5. The bid should be valid for the period of minimum of **120 days from the last date of submission of bid.**
6. The bidder should not sub-contract the work/supply order after receiving the supply order.

7. If any of the material supplied by the bidder is found to be substandard, refurbished, of low quality or not in accordance with the description/specification or otherwise faulty, the committee will have the right to reject the material or its part and no payment will be made to the bidder for the same. Further the bidder will have to lift the rejected materials/supplies from University at his own expenses.
8. In case of any miss happening / damage to material and supplies during the carriage transportation of goods, the supplier has to replace it with new supplies immediately at its own risk. The HPTU, Hamirpur will not be liable to any type of loss in any form.
9. In case the firm fails to supply the material within specified delivery period, the necessary action for cancellation of supply order, forfeiture of security/ earnest money of firm or blacklisting of firm may be taken by University.
10. Financial Bid:-
 - (i) The rates should be quoted including GST/other taxes/charges and installation for each item.
 - (ii) Each page of Financial Bid in Annexure-II to be filled up properly and signed by the bidder with stamp and seal and sealed in a separate envelope super scribed as 'Financial Bid for Computer Accessories" (Annexure – II).
 - (iii) The name of Make/Brand of items required to be mentioned by the bidder in Annexure II against the individual items.
11. Supply should be F.O.R. at Himachal Pradesh Technical University, Hamirpur at Daruhi, VPO Daruhi, Tehsil & Distt. Hamirpur (H.P).
12. Loading/unloading of material/supplies shall be the responsibility of the firm and loading/unloading expenses shall be borne by the supplier.
13. No payment shall be made in advance to the successful bidder. The bidder will be required to raise a proper invoice to the University (showing GST component separately).
14. Performance security@ 10% of the total value of Annexure-II will be required to be deposited by the successful bidder/ Supplier, which will be refunded after 6 months from the date of supply of computer accessories without interest.
15. Evaluation will be made item wise. Whereas individual items rates will be required to be mentioned against each item but the financial evaluation will be

made on the basis of total amount of the Annexure. The work will be awarded to the bidder quoting lowest rate for the Annexure. However in case the rate of any item seems to be unrealistic on the higher side the Committee may negotiate for such rate with bidder.

16. In case of any dispute arising regarding this tender, the Registrar, Himachal Pradesh Technical university, Hamirpur would act as an Arbitrator and his decision shall be final and binding upon both the parties. Any legal dispute shall be confined to the Court of Hamirpur (HP) jurisdiction.

17. The Purchase Officer, Himachal Pradesh Technical University, Hamirpur reserves the right to reject any or all the tenders without assigning any reason.


Purchase Officer
HP Technical University,
Hamirpur

Undertaking/Acceptance by Bidder

I/we _____ the Authorized signatory of
_____ (firm) do hereby undertake to accept all the
Terms & Conditions and specification of the Tender.

Signature of bidder
With Seal of the Firm/ Company

Annexure-I

BIDDER'S GENERAL INFORMATION

Bidder should fill in following information along with the self-attested photocopies of supporting documents:

1. Name of Firm/Agency : _____
2. Number of Years in Operation : _____
3. Registered address : _____

4. Operational Address if different from above: _____
5. Telephone No. (Landline) : _____
6. Tele/fax No. : _____
7. Mobile No. : _____
8. Email Address : _____
9. Name & Address of Branch, if any : _____
10. Type of Organization (whether public limited/ private limited/ partnership/ sole proprietorship) as per attached proof: _____
11. Name of Proprietor/ Partners/Directors of the Organization/Firm: _____

(SIGNATURE OF BIDDER WITH SEAL)

Price Bid

Annexure-II

***The quoted prices are inclusive of GST/All Taxes and installation charges.**

| Sr. No. | Description of items | Make/Brand Acer/WD/Crucial/HP | Rate per pcs. in figures | Rate per pcs. in words |
|---------|--|----------------------------------|-----------------------------|---------------------------|
| 1 | SSD Card 256 GB (SATA) | | | |
| 2 | SSD Card 256 GB (NVME) | | | |
| 3 | RAM 4 GB (DDR3) | | | |
| 4 | RAM 4 GB (DDR4) | | | |
| 5 | Pen drive 32 GB in metal body (HP). | | | |
| 6 | Window 11 | | | |
| 7 | Anti Virus | | | |

Note: - The above rates are inclusive of **all applicable taxes (GST, etc.)** and **installation** at the University Campus, Daruhi, Hamirpur. Rates should be quoted without any overwriting and are clearly readable. All items will be of **genuine make/brand** as specified and will be installed properly in the existing systems.

This is to certify that I/We have read and fully understood all terms and conditions mentioned at Annexure-I & II in the tender form and undertake myself/ourselves to abide by them and the information provided in this reference is true.

Date:

For (Authorized Signatory)

Place:

Name of

Firm.....

Complete address.....

.....

Seal/Stamp.....

PAN No.

.....