



**GOVERNMENT OF UTTARAKHAND**

**[Doon University]**

Telephone No: 01352533105

E-mail: regoffice@doonuniversity.ac.in Web-site: doonuniversity.ac.in

**STANDARD BIDDING DOCUMENT**

For procurement of furniture through national competitive bidding process

(Through E- Procurement Portal only - [www.uktenders.gov.in](http://www.uktenders.gov.in))

## SECTION I: NOTICE INVITING BID (NIB)

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### NOTICE INVITING BID FOR PROCUREMENT OF FURNITURE THROUGH NATIONAL COMPETITIVE BIDDING PROCESS

(Through E- Procurement Portal only - [www.uktenders.gov.in](http://www.uktenders.gov.in))

Bid Reference No: **E-06/DU/2026-27** Dated: 24/07/2026

1. The Doon University (Referred to as the “**Purchaser**”) invites Bids from eligible Bidder for procurement of Furniture as detailed in Section IV- Schedule of Requirements (hereinafter referred to as “**the Goods**”) through E-Procurement Portal under a National Competitive Bidding Process.
2. The Purchaser has adopted a single-stage E-Procurement System procedure (the "Bidding Process") comprising Two Electronic Bid Document viz., Technical Bid and Financial Bid (hereinafter collectively referred to as the “**Bid**”) for selection of the Bidder. Bids comprising the Technical Bid (First Part) and Financial Bid (Second Part) must be submitted through E-Procurement Portal within the last date and time for submission of Bids. No physical submission of Bid shall be accepted.
3. To qualify for award of the Contracts, the Bidders are advised to note the Eligibility and Qualification criteria specified in Section III of the Bid Document.
4. Technical Bids will be opened in the E-Procurement Portal as specified in the Schedule of Bidding Process. If the office of the Purchaser happens to be closed on the specified date of opening of the Bids, then they will be opened on the next working day at the same time & place as notified earlier.
5. All notifications, changes and amendments to the Bid Document will be posted only on the E-Procurement Portal which shall form part of the Original Bid Document.<sup>1</sup>

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#### Instructions to the Procuring Entity for issuance of Bid Document.

This Standard Bid Document may be modified customized as per the requirements of the Purchaser in accordance with the instructions below:

Note I: Serially numbered footnotes in this Bid Document are for guidance of the Purchaser and should be omitted from the Bid Document before it is uploaded in the E-Procurement Portal.

Note II: All assignment-specific provisions in this Bid Document have been enclosed in square parenthesis and may be modified, as necessary, before uploading the Bid Document. The square parenthesis should be removed after carrying out the required modification.

Note III: The asterisks in this Bid Document should be substituted by assignment-specific particulars before uploading the Bid Document to prospective Bidders.

Note IV: These Notes shall be omitted prior to uploading of this Document.

Note V: Deleted clause/provisions from the Bid Document should be shown as **Deleted** and numbering of the clauses/provisions should not be changed.

Note VI: To ensure uniformity, the conditions in the Bid documents are to be used unaltered. Any modification to suit a unique requirement of specific procurement is to be done separately as part of an Appendix to Instructions to Bid or Special Conditions to Contract. Before issuance, the Bid documents should be approved by the Competent Authority.

6. **The Schedule of Bidding Process is as below:**

|                                                                           |                                                                                                                                                                                                |
|---------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Date, time and place for procuring Bid Document                           | From <u>24/07/2026</u> to <u>08/08/2026</u> up to <u>4 p.m.</u> IST to be downloaded from the E- Procurement Portal <a href="http://www.uktenders.gov.in">www.uktenders.gov.in</a>             |
| Pre-Bid meeting date, time and place                                      | On July29, 2026, AT 11 AM IST                                                                                                                                                                  |
|                                                                           | Venue: S.P.O Office, Doon University                                                                                                                                                           |
| Last date & time for submission of online Bids on E-Procurement Portal    | On <u>08/08/2026</u> up to <u>4:00 pm</u> IST                                                                                                                                                  |
| Date and Time for opening of Technical Bid on the E-Procurement Portal    | On <u>08/08/2026</u> at <u>5:00 pm</u> IST                                                                                                                                                     |
| Date and Time for opening of Financial Bid on the E-Procurement Portal    | Will be intimated to the bidders who are technically qualified                                                                                                                                 |
| Validity of Bids<br>(LoA to be issued prior to expiration of this period) | <u>90</u> days from the last date for submission of Bids.                                                                                                                                      |
| Address for Communications                                                | Registrar Office, Doon University, Dehradun-248001                                                                                                                                             |
| Tender Document Fee                                                       | Demand Draft for Rs. 5900.00 (Five Thousand nine Hundred, GST Inclusive) drawn in favour of Doon University, Dehradun from a Nationalized Bank / Scheduled Commercial Bank payable at Dehradun |
| Earnest Money Deposit (EMD) Amount/Bid Securing Declaration <sup>5</sup>  | Rs.3,25,000/- (Three lakhs twenty-five thousand only) drawn in favour of Doon University, Dehradun from a Nationalized Bank / Scheduled Commercial Bank payable at Dehradun                    |

7. Bidders who are specifically exempted under this Bid Document from submitting the EMD, should submit the Bid Securing Declaration Form as provided in this Bid Document. Bids without Bid Securing Declaration and documentary proof of such exemption as required under the Bid Document will be summarily rejected and such Bid shall not be considered for any further evaluation. The decision of the tender committee shall be legally binding and acceptable to the bidders in this regard.
8. For any additional information or clarification regarding the Bid, the interested Bidder, may in writing through the E- Procurement Portal and/or by email to the mail id mentioned below seek information or clarification from the Purchaser before the last date of Pre-Bid queries.
9. The Purchaser reserves the right to accept or reject or cancel any or all the Bids or to abandon the procurement in the administrative/work/public/project interest. The decision of the competent authority shall be legally binding and acceptable to the bidders in this regard.

**[Registrar, Doon University, Dehradun]**

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Bid Security Declaration will be applicable to those, who are exempt from submission of EMD, subject to submission of valid document in this regard.