

# Punjabi University, Patiala

*(Established under Punjab Act 11 of 1962)*

## DEPARTMENT OF THEATRE AND FILM PRODUCTION

### SHORT TERM E-TENDER NOTICE

E-Tenders on project rate basis through electronic tendering process are invited from the Manufacturers/ Suppliers/ Dealers etc. for the purchase of Equipments listed below for Theatre and Film Production, Punjabi University, Patiala, fulfilling the eligibility criteria mentioned herein that should be uploaded & received on <http://www.tenderwizard.com/PUNJAB>.

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| 1. Last date and Time for receipt of Tender online | 01-04-2025 17:00   |
| 2. Time and date of opening Technical bids         | 02-04-2025 12 (Noon)   |
| 3. Time and date of opening Financial bid          | Financial bid will be opened after Evaluation of Technical bid |

Sr. No.	Name of Supply	Earnest Money (Refundable)	Tender Fees (Non Refundable)	Bid processing fee.	Time Period
1	Supply of Purchase of Equipment for Production of films at Punjabi University, Patiala	47820/-	2,300/-	2,300/-	10 Days

Aspiring Tenderers who has not obtained the User ID and password for participating in e-tendering may obtain the same by registering in the e-procurement portal [www.tenderwizard.com/PUNJAB](http://www.tenderwizard.com/PUNJAB). The Tenderers once registered can participate in any of the department tenders. For any clarification contact 9257209340, 0172-5035985, 8146699866or E-mail:tenderhelpdeskpb@gmail.com, [punjab@tenderwizard.com](mailto:punjab@tenderwizard.com)

All other details can be seen in the bidding document.

#### Terms and conditions:-

1. The Tender Fees & Earnest Money (separately) should be paid through e-payment (Internet Payment Gateway (Debit & Credit), Net banking & National Electronic Funds Transfer) only.
2. Bid Processing fee should be paid through e-payment (Debit/Credit or Net banking only)
3. In case Earnest Money, Tender Processing Fees and Bid Processing Fees are not deposited the bids will not be considered and rejected straightaway.
4. The Tender documents shall be uploaded in 2 folders.
  - (i) Folder-A: Shall contain pre qualification documents such as Registration, PAN, GST No., Income Tax Return, and Non Black list Self certificate etc. uploaded on website
  - (ii) Folder-B: shall contain financial bid on the prescribed form
5. The folder-A: Shall be opened only of those Suppliers whose earnest money is found to be in order
6. The folder-B: Shall be opened only of those contractors who will be found technically qualified for the Supply
7. The tender will be opened in the office of the Director Computer Centre at Punjabi University Patiala
8. Corrigendum /Addendum/Corrections, if any will be published in the web site only. Firm/ Tenderer shall continue to check the web site <http://www.tenderwizard.com/PUNJAB>

#### PRE-QUALIFICATION REQUIREMENTS: -

1. Manufacturers/Suppliers/Authorized Dealers can participate
2. The Supplier/Firm shall submit a copy of PAN No., GST No. etc.
3. The Supplier/firms shall submit copies of income tax return for the last 2 years.
4. The Supplier/firms shall also submit Self certification that they have not been debarred/blacklisted by any Govt./ Semi Govt. Organization or any Corporation at any stage.

**Terms and Conditions: -**

1. Prices should be inclusive of all taxes and levies in INR
2. Payment will be released on successful installation and commissioning of purchased items as per Punjabi University rules
3. Order can be placed to different vendors depending upon quality and rates of the items
4. All items to be supplied must be branded and shall be amply supported by onsite warranty directly by OEM
5. The material is to be made available/installed within 10 days from date of placing confirmed Purchase Order along with all the bills
6. If there is holiday on the receipt/opening day of the tender, the tender may be received/ opened on the next working day at the same time and at the same place
7. The Purchase Committee reserves the right to reject the tender without assigning any reason before/after opening of the tenders and the tenderers shall have no right or any claim what so ever for the same on this account
8. University reserves the right to increase/decrease the quantity of items. The order for quantity of different items can be increased or decreased **The supply order will be placed to the firm/Supplier which would submit quotation strictly as per the given detailed technical specifications.** The Suppliers/Tenderers shall have no right or any claim what so ever for the same on this account
9. The rate quoted by the Supplier/Tenderer shall be inclusive of all the taxes i.e. GST or any other taxes levied by Central Govt. or State Government Authority or Local Bodies including their variations as notified by the Concerned Authority from time to time and of all the new taxes and levies that may be imposed. Firm will supply the material on quoted Rates which include F O R., Loading, Unloading, stacking at Punjabi University Patiala and inclusive of all taxes. Nothing Extra shall be paid
10. The Supplier/ Tenderer/Manufacturer shall comply with the proper by- Laws and legal order of the local body or authority under the jurisdiction of which the supply is executed and pay all fees and charges for which he may be liable. Nothing extra shall be payable by the University on this account.
11. In case of failure of supply of material as per ordered specifications, the University reserve the right to reject the supply order and can forfeit the earnest money deposited by the firm
12. In case of any dispute, the jurisdiction will be Patiala Local Court (Punjab) only
13. In case of any clarification regarding tender contact Phone No 9914807374

Head  
Department of Theatre and Film Production  
Punjabi University, Patiala

Head

SUPPLY OF PURCHASE OF EQUIPMENT FOR PRODUCTION OF FILMS AT PUNJABI UNIVERSITY PATIALA

Sr. No.	Item	Description (Model/Make)	Quantity
1	Camera	Sony Cinema Line FX3 Full-Frame Camera   4K 120P   S-Cinetone   Dual Base ISO   Compact & Lightweight   Made for Filmmakers (ILME-FX3)	2
2	Lens	35mm lens (Sigma 35Mm F/1.4 Dg Dn Art Lens)	1
3	Lens	Sigma 24-70mm 2.8 DG DN Art Lens	1
4	Rechargeable Battery	Sony Camera np-fz100 series batteries	3
5	Mic	DJI Mic - Wireless Microphone System	1
6	Micro Sd cards	Sony - Micro Sd cards (SF-G Series(T) 64 GB	4
7	Camera Bags	Any Company - Camera Bag	2
8	Portable Recording Devices	Zoom H6 6-Track Portable Recorder Stereo	1
9	Softbox Lighting	Godox LED Video Light (Black) with soft box	3
10	Desktop Computers	Asus, HP, Dell, Lenovo - Intel Core i7-14700F, Geforce RTX 4070, RAM-DDR5-32GB, 1 TB NVME, 27" Monitor, 3 year warranty, Windows 11, Key board & Mouse	6
11	UPS	Any Company - 900VA	6

  
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