

To

In-charge,
IT Cell/ University Web-site
BPSMV, Khanpur Kalan, Sonapat.

Subject: Publication of short term E-Tender for hiring of tent work for the convocation

Sir,

With reference to the subject cited above,

It is submitted that the tender document along with its advertisement/publication on **University website** has been duly approved by the competent authority. The approved lines for advertisement are as under:

"E-Tender for hiring of tent work for the convocation is invited from eligible bidders. For details, please visit the University website (bpsmv.ac.in) as well as the Haryana E-Tender Portal"

Therefore you are hereby requested to kindly take necessary action for the advertisement of the above tender notice on the University Website.

Please find the following documents enclosed herewith, for your information and further necessary action:

1. Tender Documents


Convener 25/9/26.

Copy to:

A copy of the above is forwarded to the P.S./P.A. to Hon'ble Vice-Chancellor/ Worthy Registrar for kind information.

**BHAGAT PHOOL SINGH MAHILA
VISHWAVIDYALAYA
KHANPUR KALAN, SONIPAT (HARYANA)**

Tender Enquiry Number: BPSMV/Convocation/Sept-2026 Date: 26.09.2026

SHORT TERM E-TENDER NOTICE

FOR

Name of the work: Hiring of Tent work for the convocation

AT

**BHAGAT PHOOL SINGH MAHILA
VISHWAVIDYALAYA
KHANPUR KALAN, SONIPAT (HARYANA)**



**BHAGAT PHOOL SINGH MAHILA
VISHWAVIDYALAYA
KHANPUR KALAN, SONIPAT (HARYANA)**

**Email: pands@bpswomenuniversity.ac.in Contact us:
01263283330**

**BHAGAT PHOOL SINGH MAHILA
VISHWAVIDYALAYA
KHANPUR KALAN, SONIPAT (HARYANA)
131305**

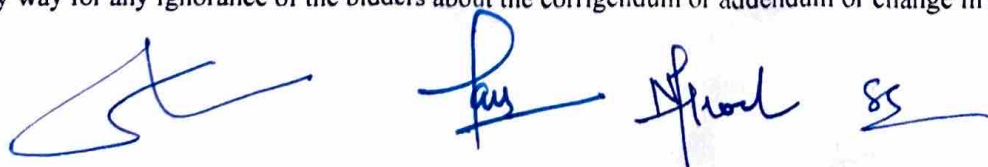
TENDER NOTICE - BPSMV/Convocation/Sept.-2026

Estimated cost of work (exclusive of GST)- approx. Rs. 03.00 Lakhs/- Online short term tenders are invited by the Bhagat Phool Singh Mahila Vishwavidyalaya Khanpur Kalan, Sonipat (Haryana) for the following work as per tender specifications and bids have to be submitted online on Portal <https://etenders.hry.nic.in> as per the key dates in the notice published on the above website from appropriate class of firms/contractors/event management agency of repute:

S. No	Tender Specification No.	Particulars	Tender Cost including GST@18% (Non-Refundable)	EMD (In Rs.)	Date of Downloading the Tender Documents and Last Date of submission of Tender Document	Due date of opening of Technical Bid*	Due date of opening of Financial Bid*
1	BPSMV/Convocation/Sept.-2026	Hiring of Tent and Flower Decoration work for the convocation for the campus of BPSMV, Khanpur Kalan.	2000 + 1000 (GST @18% extra)	6,000/-	26.09.2026 To 06.10.2026	07.10.2026 (10:00 AM)	09.10.2026 (10:00AM)

NOTE:-

- (1) Other details can be seen in the complete tender documents which shall be made available one-portal <https://etenders.hry.nic.in> and <http://bpsmv.ac.in> and can be downloaded from the portal.
- (2) Tender documents can be submitted only online form e-portal at <https://etenders.hry.nic.in>. The detailed document is also visible on the Website <http://bpsmv.ac.in>
- (3) The bid data should be filled online and the documents which are to be uploaded by the bidders should be submitted online within time schedule (Key Dates).
- (4) The relevant portion of tender which tenderer have to fill online would be available on above website as per date mentioned in the tender document. The university reserves the right to reject any or all the tender or accept any tender in full or part as considered advantageous to the university, whether it is lowest or not, without assigning any reason whatsoever it may be.
- (5) Since the online bidders are required to sign their bids online using class III Digital Certificates only, hence they are advised to obtain the same at the earliest. Bidders intending to participate in the Tender are required to get themselves trained on the e-Procurement System of Govt of Haryana.
- (6) The bidders are required to in variably upload the documentary evidence of submission of **EMD & TENDER document COST in Envelope-A** without which online offer i.e. **Envelope -B (Technical Bid) & C (Financial Bid)** shall not be opened.
- (7) No offer will be accepted without valid Earnest Money Deposit. If on opening of tender, it is revealed that EMD amount is inadequate/ any other discrepancy is noticed. the offer shall be rejected.
- (8) The corrigendum or addendum to the bidding documents, if any, as well as any change in due date(s) of opening of tender will be published on the website <https://etenders.hry.nic.in> & also on university website <http://bpsmv.ac.in> and will not be published in news papers. Hence, participant bidders are advised to regularly visit the websites for latest information in this regard. The university shall not be responsible in any way for any ignorance of the bidders about the corrigendum or addendum or change in the due dates.



(9) No physical submission of Bid is required. The date of opening of Technical Bid shall be the date of opening of tender for all the purpose.

(10) If any of the above happens to be a holiday, the next working day will be the due date. Due to unforeseen reasons the event may also be rescheduled from 27.10.2026 to another date.

The cost of Tender Document is **Rs. 2,000/- + 1,000/- (GST Extra) (NON-REFUNDABLE)** which should be deposited electronically. Bidder has to pay the cost after calculating the GST amount. Tender Documents without 'Cost of Tender Document' will be summarily rejected. Tender Documents without requisite EMD will be summarily rejected.

Eligibility Criteria-

Contractor who fulfills the following requirements shall be considered as eligible bidders:

1. Experience of having successfully completed similar works during the last three year sending previous day of last date of submission of tenders.

Three similar works* each of value not less than 40% value of Estimated Cost

or

Two similar works* each of value not less than 50% value of Estimated Cost

or

One similar work* of value not less than 80% value of Estimated Cost.

***Similar work shall mean: 'Convocation of National Institutes/ State Universities or similar level event for any Government Higher Educational Institutes'. Agency has to enclose the work completion certificate in support of their technical eligibility.**

2. Valid Firm registration certificate in local government.
3. Valid GST No.
4. Valid PAN No.
5. Rate certificate should be provided that he has not quoted the rate less than these rates.
6. The bidder shall provide the certificate that he has not been black listed by any Govt. Institute.

The tender document (consisting of a schedule of quantities of various types of items to be executed, the set of terms and conditions of the contract and other documents, if any) can be downloaded from the university **website** <http://bpsmv.ac.in> or <https://etenders.hry.nic.in>. *The University shall not be responsible for any delay/ difficulties/ inaccessibility of downloading facility for any reason whatsoever. In case of any discrepancy between the documents downloaded from the internet. No claim on this account will be entertained.*

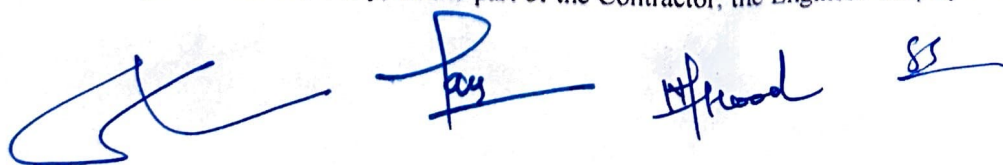
The tender should be submitted as per the prescribed format within the specified date and time failing which the offer shall be summarily rejected. **Bid Validity period is 90 Days** from submission of bid. Bid will be opened **on 06.10.2026 at 10:00 am**. The University reserves the right to reject any tender without assigning any reason thereof and financial bid will be opened on 08.10.2026.

Registrar
On behalf of BPSMV,
Khanpur Kalan



INSTRUCTIONS TO THE BIDDER

1. Attention of the tenderer is directed to the conditions of tender and general conditions of the contract of BPSMV. The Bidder must read the terms & conditions before submission of the tender.
2. The Tenderer shall visit and inspect the site and obtain all information on his own responsibility and at his own cost, which may be necessary for the purpose of quoting and submitting the tender. No excuse or ignorance as to site conditions and local information shall be accepted after awarding the contract. All costs, charges & expenses that may be incurred in connection with the preparation of his tender shall be borne by him and the University accepts no liability whatsoever therefore. Failure by the tenderer to have done all the things, which in accordance with his condition he is deemed to have done shall not relieve the successful tenderer of the responsibility for satisfactory completion of the work as required. If there is any clarification required, the tenderer shall submit the queries in writing 03(Three) days before the last date & time of submission of the tender, to the Registrar, BPSMV, Khanpur Kalan, Sonipat. Access to the site will be granted, if necessary, to the party with the prior permission of the University.
3. The date of start of work is **25.10.2026 by 10:00 am** & and to be completed on 26.10.2026 upto 05:00 pm & will be reckoned from the date mentioned in Work Order.
4. **Payment:** The payment shall be made for only for items and quantities actually executed. The University shall have full discretion to decide the items and quantity to be used/ executed. The payment shall be released on production of satisfactory completion certificate.
5. The Earnest Money received shall be refunded to the unsuccessful bidders without any interest, after the finalization of the party. The Earnest Money Deposit (EMD) & performance security of the successful tenderer shall be refunded after the satisfactory completion of the work without any interest.
6. Earnest Money Deposit(EMD) performance security will be forfeited in the following cases-
 - a. If the tenderer withdraws/ modifies his tender during the period of Bid Validity.
 - b. If the tenderer does not accept the correction of arithmetical errors of his tender.
 - c. If the tenderer after awarding of work, does not start the work within the stipulated time period as per Letter of Acceptance/Work Order.
7. During continuance of the Contract, the Contractor and his sub-Contractors shall abide at all times by all existing labour enactments and rules made there under, regulations, notifications and bye laws of the State or Central Government or local authority and any other labour law (including rules), regulations, bye laws that may be passed or notification that may be issued under any labour law in future either by the State or the Central Government or the local authority. Salient features of some of the major labour laws that are applicable to construction industry are given in the Contract Data. The Contractor shall keep the Employer indemnified in case any action is taken against the Employer by the competent authority on account of contravention of any of the provisions of any Act or rules made there under, regulations or notifications including amendments. If the Employer is caused to pay or reimburse, such amounts as may be necessary to cause or observe, or for non-observance of the provisions stipulated in the notifications/byelaws/Acts/Rules/ regulations including amendments, if any, on the part of the Contractor, the Engineer/ Employer shall have

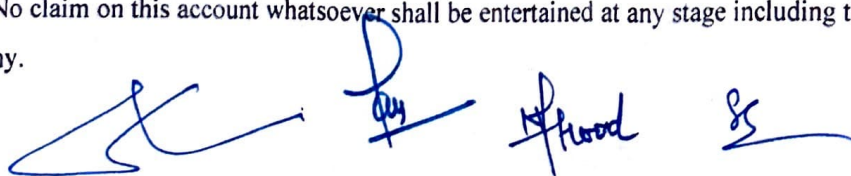


the right to deduct from any money due to the Contractor including his amount of performance security. The Employer/ Engineer shall also have right to recover from the Contractor any sum required or estimated to be required for making good the loss or damage suffered by the Employer. The employees of the Contractor and the Sub-Contractor in no case shall be treated as the employees of the Employer at any point of time.

8. It shall be the responsibility of the Contractor to safeguard the site and ensure that no illegal encroachments are made by outside elements within the area allotted to the contractor. Upon completion of the work or earlier as required by Engineer-in-Charge/Registrar of the University, the contract or shall vacate the land totally without any reservation.
9. Agencies Black listed and suspended from carrying out business by any Government offices, Autonomous bodies, Educational and/or research institutes, PSUs etc need not submit their quote. Suppression of information in this regard will be taken seriously.
10. The contractor is solely responsible for compliance of all labour laws and other associated statutory obligations applicable for the work. BPSMV, Khanpur Kalan, will not be responsible or any of the compliances or lapses in respect of the aforesaid.
11. The cost w.r.t. stamp duty will solely be with the bidder i.e. cost to be borne by the successful bidder.
12. The items and schedule of quantities mentioned in the Financial Sheet are indicative in nature only. The works which has to be executed will be decided by the university at the same time and contractor has to be prepared well in advance for that. Payments will be done only for the items and quantity executed on the actual basis.
13. The successful bidder shall deposit performance security amounting Rs. 15000/- (Rs. Fifteen thousand only) in the Bank Account of the University favoring the Registrar of the University within 48 hours of allotment of the work.

NECESSARY INFORMATION TO THE BIDDERS

1. The bidder shall have to submit self-certified copies of valid PAN, GST registration.
2. All Rates, Prices, Amounts and Sums quoted by the bidder shall be in INR only. The language used throughout shall be English.
3. All Rates, Amounts & Sums shall have to be quote din both in figures and words. If the rate quote din words does not tally with the rate quote din figures, then the rate which corresponds to the lesser amount shall be considered.
4. The rates should be quoted in the Bid including applicable GST. Tender must be submitted with the rates for all the items of work involved and any incomplete tender documents will not be considered. The items for which the rates are not quoted will be considered as 'Zero' & the agency shall complete that item of work without any claim.
5. No alteration shall be made by the party in the quotation and no conditional tender will be entertained. Tenders with a split rate will not be considered.
6. The bid shall remain valid for a period of **90 days** from the date of opening of the bid. If before the expiry of the validity period or issue of work order, whichever is earlier, the bidder amends/modifies/withdraws his bid, making it unacceptable to the University, then the Earnest Money Deposit shall be liable to forfeiture at the option of the University.
7. **The Rates quoted by the party should be clear. All the column of the price bid should be filled carefully.** No claim on this account whatsoever shall be entertained at any stage including the extended period, if any.



8. The Intending bidders will have to produce documentary evidence in original in support of their credentials before the competent authority whenever demanded verification. If any information furnished by the bidder is found false/fabricated then his bid will be rejected and treated as cancelled, even if the same is detected at any stage after signing of the contract and would lead to termination of the contract besides the forfeiture of Earnest Money Deposit (EMD) and liabilities towards prosecution under appropriate law. In such cases, the bidder/ tenderer will be debarred from participation in the future tendering process.
9. Should there be any doubt or obscurity as to the meaning of any of the tender documents or if any further information is required, the tenderer must address his enquiry in writing in duplicate to Bhagat Phool Singh Mahila Vishwavidyalaya Khanpur Kalan, Sonipat (Haryana).
10. The Bids shall be received on date and time stipulated in the Notice Inviting Tender or Corrigenda otherwise. Tenders that are received after the date and time specified will not be considered.
11. All taxes and statutory obligations will be deducted from the bill as applicable from time to time as per Govt. rules.
12. The Technical Bids will be opened on the specified date and time.
13. The University reserves the right to accept or reject any or all the offers including the lowest without assigning any reason. The Institute does not bind itself to accept the lowest offer.
14. No advance payment will be made any offer linked with advance payment is likely to be ignored. Payment shall be made after the completion of works.
15. After winning the order, if you fail to complete the work your EMD will be forfeited and you will be blacklisted from participating in any future bid/tender.
16. The decision of acceptance of tender will lie with the competent authority of BPSMV, who does not bind himself to accept the lowest tender and who reserves the right to himself to reject or partially accept any quotations received, without assigning any reason.
17. **A penalty of 1% of the total order value will be imposed per week for late completion of work or a maximum of @ 10% of the value of work.**
18. Financial bids of those bidders shall be opened who qualified in the Technical Bids.
19. The university shall be entitled to make any variation of the quality or quantity of the works or any part thereof that may, in his opinion, be necessary and for that purpose, or if for any other reason it shall, in his opinion be desirable, he shall have power to order the contract or to do and the contract or shall do any of the following:
 - a) Increase or decrease the quantity of any work up to plus-minus 20% included in the contract.

ADDITIONAL CONDITIONS OF CONTRACT

The quantities indicated are approximate and may vary at the time of execution. The University will exercise absolute discretion for operating all or some items of the schedule.

- 1 Contractor has to remove all the debris from the site of execution and dispose of them at suitable places shown by the Engineer or his authorized representative at the site.
 - 2 All temporary arrangements, staging, working platforms etc. are to be provided by the tenderer at his own expense to the satisfaction of the University. The University will not, however, be liable to pay any compensation due to accident, injury to the contractor's workmen or any account whatsoever.
- Irrespective of rates quoted by the bidder, the contractor shall be solely responsible for payment of



Minimum Wages as stipulated by the Government from time to time.

3. In case the successful bidder fails to execute the work within the stipulated period or execute the work in unsatisfactory manner, Performance Security will be forfeited and the work will be got executed at the cost of the bidder.
4. The contractor shall give an undertaking declaring that no other Govt. Organization has been supplied the concerned items below the respective quoted price of the item.

Scope of Work

Name of the Work: - Hiring of Tent for the convocation at Bhagat Phool Singh Mahila Vishwavidyalaya Khanpur Kalan, Sonapat (Haryana).

Name of the Firm/Agency:-

Sr. No	ITEM DESCRIPTION	QTY./ Unit	UNIT RATE	TOTAL AMOUNT
Stage Arrangements (A)				
1.	Water proof white colour tent in neat and clean condition of size 51'x 40' having roof top height varied from 16'-20" for stage.	01		
2.	Tables for front row on the stage of size approximately 2' ½' for dignitaries.	12 to 15		
3.	High back VIP Chairs (size approx. 2½ x 2½) for sitting of Academic Council/ Executive Council/ Court Members.	50		
4.	Arrangement of Air Conditioners of 8 ton each for the stage.	04		
5.	Carpeting of stage with single red colour in neat and clean condition	51'x 40'		
6.	Lecture stand covered with white colour cloth in neat and clean condition	02		
7.	Side tables of size 2½ x 4 for the stage	06		
D - Open space (B)				
1.	Open space covered with barricading and carpet for ground (30' x 150')			
Ground Tent arrangements (C)				
1.	Installation of single colour white tent in neat and clean condition of roof top height around 16' x 20' in ground of size approximately 150'x 250' with passage of size 10 feet in center across ground.	01		
2.	Coverage of central passage with red colour carpet in neat and clean condition and rest of area with green colour ground carpet.	01		
3.	Barricading of size 4½ feet around the ground	03		
4.	02 rows having with single colour two seater sofa set in neat and clean condition (10 x 2 x 2)	40		
5.	35 rows having single colour plastic chairs on both side of	2100		






	central passage (total 30 x 35 x 2) with arms			
6.	Silent Air Coolers (1.5 kw) covering two rows each	40		
7.	Fan in standby (500 W) mode as per requirement	20		

Note: - The items and schedule of quantities mentioned above are indicative in nature only and may vary as per requirement. The works which has to be executed will be decided by the university later and contract or has to execute the work as per the scope of work decided by the university. Payments will be done only for the items and quantity executed on the actual basis.

Registrar

BPSMV, Khanpur Kalan