General Terms and Condition

1. A detailed methodology regarding the work should be submitted by the party with Technical Document.

2. The Earnest money amounting to 20,000 Rs/- (Twenty Thousand Rupees only) in shape of demand draft in the favor of Punjab Small Industries & Export Corporation payable at Chandigarh needs to be deposited with quote as security and shall be refundable after the expiry of Contract. No interest will be payable on this amount. EMD will be returned to unsuccessful participants on finalization and award of contract to L1 Party. The quote without EMD shall be rejected and no correspondence will be entertained in this regard.

3. The Party shall not have been blacklisted by any Govt./Semi Govt/autonomous body in the last three years. (Cases of forfeiture of security deposit by any Govt./Semi Govt./autonomous body in any kind will be treated negative qualification and shall lead to disqualification of the party)

4. The Party shall give declaration in the prescribed format (Annexure-I) stating that the party is not black listed or no inquiry/case(s) is / are pending against him constituted/filled by any Govt./Semi Govt./Autonomous body/Board/University/Institution or by the Court of Law.

5. The Party should furnish satisfactory performance certificate of work with any Govt./Semi Government organization/university/State Board of any state in India for at least three years.

6. The party shall give declaration in the prescribed format (Annexure-II) that they own the application software to conduct Computer based typing examinations with its own source code.

7. Produce documentary evidence / proof of software audit from government-empanelled auditors.

8. Party should have valid PAN, GST number, self-attested copies of same have to be submitted along with the quote.

9. It would be responsibility of the provider to put in place all the security measures to protect unauthorized access, hacking or any other security threats.

10. Party should have sufficient number of technicians for providing service and installation of software on machines.

11. Party should have to provide at least 1 or 2 technical person at the time of test conduction and before test demo must be given to department supervisor to ensure the working of software.

12. During the scrutiny, if it comes to the notice that any document or paper found incorrect/manufactured/fabricated, that party would not allowed to participate further and that application will be rejected without any prejudice.

13. All the disputes are subject to jurisdiction of courts at Chandigarh. In case of differences between parties, the decision of the Managing Director, PSIEC shall be final.

14. Payment will be released after the successful conduction of test and submission of test report -after submission of payment invoice.

15. Specifications of Test-Conduction:

   - Can be used by atleast 50 users in a single day.
   - Test Report of same in Excel format will be made available immediately after conduction of test.
   - Font for Punjabi Typing will be used Raavi (subject to change as per Punjab govt. instructions)

Note:-

1. Sealed quotes have to submit in the Name of Managing Director Punjab Small Industries & Export Corporation Ltd.

2. Empanelment for the party initially will be valid for 1 year only which may be extended later depending upon the quality of service provided by them.

3. PSIEC shall reserve the right to de-panel the party in case of service provided by the party is not satisfactory.

4. Infrastructure like Computer, LAN, Server access will be provided by PSIEC. Service provider can check the infrastructure at any working day between 9 am to 5 pm.

Declaration of Non Blacklisting

(Non Judicial Stamp paper of minimum value Rs. 10/-)

<u>SELF-DECALARATION</u>

I,………………………………………………………………………………………………………,

do hereby declare that our firm is not Debarred/ Black listed / prohibited / EMD forfeited or suspended by the any of the Government department/ Public Examination Body/ University/ Education _____ nor any of the criminal / or civil / or any enquiry is pending against us.

I further undertake that if above declaration proves to be wrong / incorrect or misleading our tender / contract stands to be cancelled / terminated.

Seal and signature of authorized person

Place:

Date:

<u>SELF-DECALARATION for Owner of Software</u>

I,..
....,

Do hereby declare that our firm has developed application software on our own and holds all the copyright of all modules and components. We have the necessary copyright for the source code and software as created/original developer or proposed software.

I further undertake that if above declaration proves to be wrong/ incorrect or misleading our tender/contract stands to be cancelled / terminated.

Seal and signature of authorized person

Place:

Date: