



Rajasthan State Ganganagar Sugar Mills Limited

4th Floor, Bhawani Singh Road, Nehru Sahkar Bhawan,

Jaipur, Rajasthan-302006

Tel. No. 0141-2740475 Website:- rajexcise.gov.in

Email Id:- itcell.rsgsm@rajasthan.gov.in

Notice Inviting E-Bid

Procurement of Desktop Computer and Multifunction Printer(MFP)

Two Part Single Stage Bid

Part I

TECHNICAL BID

(To be submitted duly filled along with the bid)

NIB. NO. RSGSM/PC-MFP/2022-23/IT-Cell/34

Date:-31.10.2022

Pre-bid meeting	: On 03.11.2022 at 11.00 a.m.
Start date of submission of bid	: From 04.11.2022 at 01.00 p.m.
Last date/ time of download of bid form	: Till 14.11.2022 up to 6.00 p.m.
Last date/ time of upload of the bid	: Till 14.11.2022 up to 6.00 p.m.
Date and time of opening of the bid	: On 15.11.2022 at 12.30 p.m.
Date and time of opening of the financial bid	: To be intimated through eproc automated messaging system
Price of bid documents	: Rs. 2360/- including GST
Price of e- bidding process fee	: Rs. 1000/-

Signature of bidder with seal



Rajasthan State Ganganagar Sugar Mills Limited

4th Floor, Bhawani Singh Road, Nehru Sahkar Bhawan,

Jaipur, Rajasthan-302006

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NOTICE INVITING E-BIDS

RSGSM/PC-MFP/2022-23/IT-Cell/34

Date:- 31.10.2022

- 1- Online single stage two-part unconditional bids are invited for the procurement of Desktop Computer and Multifunction Printer (MFP) from interested bidders of the subject matter of procurement on F.O.R. basis at various Depots of Rajasthan State Ganganagar Sugar Mills Limited (As per Annex.-G):-

S. No.	Item	Qty.	Estimated amount	Bid security	Validity period of bids	Location
1.	Desktop Computer	31	19,38,740/-	2 % of bid value	90	As per Annex.-G
2.	Multifunction Printer (MFP)	28	5,28,640/-			As per Annex.-G

- 2- Bidding Document can be seen at website <https://excise.rajasthan.gov.in/Root/RSGSM-Tenders1.aspx>, <http://sppp.rajasthan.gov.in>. Bid form may be seen and downloaded from website <http://eproc.rajasthan.gov.in>. The price of Bidding Document may be paid along with user charges/processing fee before at the time of submission of the Bid.

- 3- ई-बिड प्रस्तुतीकरण के लिये बिडर्स हेतु निर्देश:-

(क) बिड में भाग लेने वाले बिडर को इन्टरनेट वेबसाइट eproc.rajasthan.gov.in पर रजिस्टर करवाना होगा। ऑनलाइन बिड में भाग लेने के लिए डिजिटल सिग्नेचर सर्टिफिकेट (DSC, Type-II), इन्फोरमेशन टेक्नोलॉजी एक्ट- 2000 के तहत प्राप्त करना होगा जो इलेक्ट्रॉनिक बिड में साइन करने हेतु काम आयेगा। बिडर उपरोक्त डिजिटल सिग्नेचर सर्टिफिकेट, सी. सी. ए. (CCA) द्वारा स्वीकृत एजेन्सी से प्राप्त कर सकते हैं। जिन बिडदाताओं के पास E-Procurement Portal के लिए पूर्व में वैध डिजिटल सिग्नेचर सर्टिफिकेट है, उन्हें नया डिजिटल सिग्नेचर सर्टिफिकेट लेने की आवश्यकता नहीं है।

(ख) बिडर को बिड प्रपत्र इलेक्ट्रॉनिक फॉर्मेट में उपरोक्त वेबसाइट पर डिजिटल साइन के साथ प्रस्तुत करना होगा।

(ग) इलेक्ट्रॉनिक बिड प्रपत्रों को जमा कराने से पूर्व बिडर यह सुनिश्चित कर लेवे कि बिड प्रपत्रों से संबंधित सभी आवश्यक दस्तावेजों की स्कैनकॉपी बिड प्रपत्रों के साथ अटैच कर दी गयी है।

(घ) कोई भी बिड इलेक्ट्रॉनिकी फॉर्मेट में जमा कराने में किसी कारण से विलम्ब हो जाता है तो उसकी जिम्मेदारी आरएस जीएसएम की नहीं होगी।

(ङ) बिड प्रपत्रों में आवश्यक सभी सूचियों को संपूर्ण रूप से भरकर ऑनलाईन दर्ज करें।

(च) ऑनलाईन बिड भरते समय संबंधित निर्देशों का पालन नहीं करने के परिणामस्वरूप बिड प्रक्रिया में उत्पन्न किसी भी प्रकार की बाधा के लिए आरएसजीएसएम की जिम्मेदारी नहीं होगी।

(छ) बिडर, यदि आवश्यक हो तो, ऑनलाईन बिड सबमिशन के प्रशिक्षण हेतु सूचना प्रौद्योगिकी एवं संचार विभाग, प्रथम तल, योजना भवन, तिलक मार्ग, जयपुर के ई-प्रोक्युरमेंट सेल हेल्प डेस्क न. 0141-4022688, ई-मेल: eproc@rajasthan.gov.in वेबसाइट: www.eproc.rajasthan.gov.in से सम्पर्क कर सकते हैं।

Signature of bidder with seal



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(ज)बिड में सभी संशोधन बिड जारी करने

केउपरान्त eproc.rajasthan.gov.in वेबसाइट पर ही जारी किये जावेंगे। बिडर द्वारा वेब (ई-मेल)

पर संशोधनों/स्पष्टीकरण को प्राप्त नहीं करने के संबंध में किसी भी दावे को स्वीकार नहीं किया जावेगा।

(झ)बिड शुल्क रु. 2360 मय जीएसटी, बोली प्रतिभूति राशि(RSGSM Ltd. payable at Jaipur के पक्ष में), बिड प्रोसेसिंग शुल्क रु. 1000 (MD, RISL, payable at Jaipur के पक्ष में) के डिमान्ड ड्राफ्ट/बैंकर्स चेक एवं बिड प्रपत्र / चेक-लिस्ट के अनुसार **एनेक्शचर-बी** (रु. 100/- के नॉन ज्यूडिशियल स्टाम्प पेपर पर) ऑफलाईन बन्द लिफाफे में बिड प्रस्तुतीकरण की अन्तिम तिथि एवं समय तक अनिवार्य रूप से आई.टी. अनुभाग, आरएसजीएसएमएम, सहकार भवन में जमा कराना होगा, जिसके अभाव में तकनीकी बिड खोला जाना संभव नहीं हो सकेगा। अन्य कोई भी दस्तावेज ऑफ लाईन स्वीकार नहीं किये जावेंगे।

(ण)बिडर यह भी सुनिश्चित करें कि बिड संबंधी एवं चेक-लिस्ट अनुसार सभी दस्तावेजों की सत्यापित प्रति एवं बिड प्रपत्र पूर्ण रूप से भरकर हस्ताक्षरित एवं मोहरबंद कर ऑनलाईन वेबसाइट www.eproc.rajasthan.gov.in पर आवश्यक रूप से अपलोड करें। ऐसा करने में असफल पाये जाने पर बिडर को अयोग्य घोषित किया जा सकेगा।

ACP (Dy.Director)



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RSGSM/PC-MFP/2022-23/IT-Cell/34

Dated 31 .10.2022

NOTICE INVITING BIDS

Bids for Desktop Computer and Multifunction Printer (MFP) are invited from interested bidders up to 6.00 p.m. of 14.11.2022. Other particulars of the bid may be visited on the procurement portal (<http://eproc.rajasthan.gov.in> and <http://sppp.rajasthan.gov.in>) of the state and departmental website <http://excise.rajasthan.gov.in/>.

UBN:-

ACP (Dy.Director)



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<u>Instructions to bidders:</u>		
1.	NIB No.	RSGSM/PC-MFP/2022-23/IT-Cell/34
2.	Procuring entity	Rajasthan State Ganganagar Sugar Mills Ltd.
3.	Subject matter of procurement	Desktop Computer and Multifunction Printer (MFP)
4.	(i) The price of the bidding document	Rs. 2360/- including GST by way of demand draft/banker's cheque in the name of 'Rajasthan State Ganganagar Sugar Mills Limited' payable at Jaipur or paid online.
	(ii) e - bid processing fees	Rs. 1000/- by way of demand draft/banker's cheque in the name of 'Managing Director RISL, Jaipur' payable at Jaipur.
5.	Procuring entity's address (For clarification purposes)	ACP, Dy. Director (IT Cell) Rajasthan State Ganganagar Sugar Mills Limited, 3rd Floor, Nehru Sahkar Bhawan, Bhawani Singh Road, Jaipur - 302006 Tel. :-0141-2740475 Email id: itcell.rsgsm@rajasthan.gov.in
6.	Pre-bid meeting	On 03.11.2022 at 11.00 a.m.
7.	The language of the bid is	English and/or Hindi
8.	Documents required to be upload along with technical bid	As detailed in technical bid check list
9.	Bid validity period	90 days from the date of opening of technical bid
10.	Bid security	Bid Security @ 2% shall be required and should reach at Head office, Jaipur up to 06.00 PM on 14.11.2022

Signature of bidder with seal



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11.	Valid authorization for authorized signatory of bid documents	Power of attorney/ board resolution/letter of authorization under signature of competent authority on the letter head of the company/firm
12.	Downloading of bids	From Rajasthan Government's portal www.eproc.rajasthan.gov.in up to 6.00 p.m. on 14.11.2022.
13.	Submission of bids	On Rajasthan Government's portal www.eproc.rajasthan.gov.in up to 6.00 p.m. on 14.11.2022. Electronic submission of bid is mandatory. Bids received after the specified time and date shall not be accepted.
14.	Opening of bids (a) technical bid	Board room of RSGSM, 4th Floor, Nehru Sahkar Bhawan, Bhawani Singh Road, Jaipur-302006 at 12.30 PM on 15.11.2022. (on Rajasthan Government's portal www.eproc.rajasthan.gov.in)
	(Financial bid)	To be intimated through eproc.rajasthan.gov.in automated messaging system
15.	Execution of Agreement	Within 15 days from the date of issue of letter of acceptance (LOA).
16.	Work performance security	2.5% of value of ordered quantity within 15 days from the date of issue of letter of acceptance (LoA)/ at the time of execution of agreement.
17.	Appellate authority	First: Joint Secretary, Finance (Excise) Department, Secretariat, Jaipur. Second: Secretary, Finance (Budget), Commissioner, Agriculture

I/ We _____ (*Name of the bidder*) in the capacity of (*Designation*) as bidder have read the instructions, NIB and all the terms and conditions of bid annexed hereto carefully and agree to abide by all the terms and conditions and have digitally signed and serially numbered all the pages in token of acceptance thereof. Details of the bidding firm/company are as below:

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Name of Firm/Company/Individual : _____

Office address (With Pin Code) : _____

Factory address (With Pin Code) : _____

Telephone nos. : _____

Office : _____

Residence : _____

Factory : _____

Fax (with STD code) : _____

E- Mail ID : _____

Mobile : _____

Statuary Details

GSTN : _____

PAN : _____

Bid processing fee DD/BC/UTRno. & amount : _____

Bid document fee DD/BC/UTRno. & amount : _____

Bid security DD/BC/UTRno. & amount : _____

Details of bank account of the bidder

Bank name and branch address : _____

Bank account no : _____

Bank IFSC/MICR code : _____

Signature

Name of Signatory (IN BLOCK LETTERS)

Designation

Date: _____

Place: _____

(Attach sheets where-ever necessary and strike out whichever is not applicable)

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Special Terms and Conditions

Important instructions :- The law relating to procurement "Rajasthan Transparency In Public Procurement Act, 2012" [hereinafter called the act] and the "Rajasthan Transparency Public Procurement Rules, 2013" [hereinafter called the rules] under the said act have come into force which are available on the website of state public procurement portal <http://sppp.rajasthan.gov.in>. Therefore, the bidders are advised to acquaint themselves with the provisions of the act and the rules before participating in the bidding process. If there is any discrepancy between the provisions of the act/rules and this bidding document, the provisions of the act and the rules shall prevail.

1. **Estimated quantity, value of bid and bid security:** Total estimated value of bid is as per below: -

Sn	Type	Quantity	Total bid value including GST	Bid security @ 2%	Specification
1	Desktop Computer	31	19,38,740/-	38,775/-	Annexure "1"
2	Multifunction Printer (MFP)	28	5,28,640/-	10,573/-	Annexure "2"
Total estimated value			24,67,380/-	49,348/-	

2. Estimated value of bid: Total estimated value of bid is approx Rs.24.67 lakhs.
3. Supplier should be authorized by OEM will have to produce authorized certificate issued by OEM letter head (As per annex-H)
4. Bidder should be uploaded the compliance sheet of the specifications of the items issued by OEM, In absence of compliance sheet of the specifications bidder will be technically disqualified.
5. Scope of Supply (Bid price include all cost components): Successful bidder must have ensure supply, installation, testing and commissioning of goods at various depots of RSGSM (as per annex-G).
6. OEM must have service center in Rajasthan.
7. OEM must have dedicated/ toll free Telephone No. of service support.
8. OEM must provide escalation matrix of Telephone No. for service support.
9. **Compliance to land border policy for all OEM's:-** OEM and its Authorized distributor (if any) should comply with Subrule 4 under rule 13 of RTTP 2013. OEM and its distributor (if any) should comply with Order no. F.No. 6/18/2019-PPD issued by Ministry of Finance Department of Expenditure Public Procurement Division regarding the restriction under rule 144(xi) of GFP 2017.
10. **Experience:-** The bidder must have implemented at least 1 project of setup of computer hardware or related of at least 10 lakhs in Government Department/ PSU/ any Govt. organization **OR** The bidder must have implemented at least 2 projects of setup of computer hardware or relevant of at least 06 lakhs each Government Department/ PSU/ any Govt.
11. **Turn over:-** The bidder firm should have average annual turnover of IT/ITes 15 lakhs and provide audited balance sheet for last 3 financial years i.e. 2019-20, 2020-21, 2021-22. If the final accounts of 2021-22 are not prepared, the bidder firm may submit turnover of 2018-19 and attach CA audited accounts/ certificate for estimated turnover of 2021-22.

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12. Any liquidated damages/ penalties, as applicable, for delay and non-performance, as mentioned in this bidding document, will be deducted from the payments for the respective milestones.
13. Taxes, as applicable, will be deducted/ paid as per the prevalent rules and regulations.
14. The supplier's/ selected bidder's request for payment shall be made to the purchaser in writing, accompanied by invoices describing, as appropriate, the goods delivered and related services performed, and by the required documents submitted pursuant to general conditions of the contract and upon fulfillment of all the obligations stipulated in the Contract.
15. All remittance charges will be borne by the supplier/ selected bidder.
16. In case of disputed items, the disputed amount shall be withheld and will be paid only after settlement of the dispute.
17. Replacement: In case the material supplied is rejected due to any reason, supplier shall be liable to replace the rejected quantity within twenty days of issue of communication of rejection; otherwise recovery on account of L.D. shall be made by RSGSM Ltd. For delay in replacement, more than 20 days.
18. Rate: Single rates should be quoted in financial bid (online) on F.O.R. basis at various Depots of Rajasthan State Ganganagar Sugar Mills Limited (As per Annex.-G).
19. Evaluation: The bids will be evaluated technically and financially separately. The Bidder will provide complete documents and information as per check-list (technical bid). If bidder quotes the domestic/ home product item, bid will be rejected. During financial evaluation, item wise lowest rates will be taken for determination of L1.
20. Delivery period: Successful bidder shall have to make delivery of ordered items within 60 days from issue the work order.
21. **Payment:**
 - (i) 80% payment shall be made from head office on receipt and satisfactory working report of Desktop Computer and Multifunction Printer (MFP) receipts at various Depots of Rajasthan State Ganganagar Sugar Mills Limited (As per Annex.-G).
 - (ii) 20% payment shall be released after period of Two months on the basis of report of successful commencement/ running of the supplied Desktop Computer and Multifunction Printer (MFP).
 - (iii) Performance security deposit shall be released after completion of warranty period and satisfactory working of supplied item likes Desktop Computer and Multifunction Printer (MFP).
22. Repeat order: In case of procurement of goods or services, additional quantity may be procured by placing a repeat order on the rates and conditions of the original order. However, the additional quantity shall not be more than 50% of the value of goods of the original contract.
23. No counter condition shall be accepted.
24. If there is any contradiction in provision of general terms and conditions and that of in special terms & conditions, then provision of special terms & conditions shall prevail. In case of dispute regarding interpretation of any terms and conditions in the bid document the same should be got clarified by the bidder before submitting the bid. At any stage of the bid process, the decision of the management shall be final and binding on all the bidders. Any request for changing of any conditions/quoted price or

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inclusion of any document etc. after submitting the bid document, unless called for by procuring entity in writing, shall not be entertained.

25. Please read carefully and comply: -

Annexure A: Compliance with the code of integrity and no. conflict of interest

Annexure B: Declaration by bidders

Annexure C: Grievance redressal during procurement process

Annexure D: Additional conditions of contract

Annexure E : Technical bid submission sheet

Annexure F : Agreement

Annexure G : Hardware Qty and Delivery Location sheet

Annexure H : BIDDER'S AUTHORIZATION CERTIFICATE

Annexure I : SELF-DECLARATION – NO BLACKLISTING

Annexure J : CERTIFICATE OF CONFORMITY/ NO DEVIATION

Annexure K : MANUFACTURER'S AUTHORIZATION FORM (MAF)

Annexure L : UNDERTAKING ON AUTHENTICITY OF COMPUTER EQUIPMENTS

Annexure M: DECLARATION BY BIDDER

Annexure N: UNDERTAKING ON COMPLIANCE TO LAND BORDER POLICY

Annexure O: BIDDER'S QUERIES FOR PRE-BID MEETING

26. Technical bid shall be uploaded with documents and necessary Annexures as mentioned below: -

(a) Scanned copy of bid document.

(b) Scanned copy of DD/BC/ online instrument of bid security, processing fees, bid document fee.

(c) Attested copy of documents mentioned in bid documents.

(d) Necessary Annexure's.



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GENERAL TERMS & CONDITIONS OF BID AND CONTRACT

1. The bidder shall have to carefully study and understand the conditions, specifications, size, make etc. of the goods to be supplied. If it has any doubt about the meaning of any term, condition or specifications etc. it should refer to officer in charge and get clarification. The decision of the company regarding interpretation of the conditions and specifications shall be final and binding on the bidders.
2. Bidders are hereby explicitly warned that individuals signing the bid must specify as follows :-
 - a. Whether signing as "sole proprietor of the firm?"
 - b. Whether signing as registered active partner of the firm?
 - c. Whether signing for the firm on the basis of power of attorney?
 - d. In case of companies and registered firms, whether signing as secretary, manager, partner, director, etc. The authorized signatory shall will submit an authorization from the company to do so. A copy of any document under which such authority is given should be forwarded with the bid if a copy has not already been sent to the company.
3. **Bidder, who is not registered under the GST act, where its business is located, is not be eligible for bid. The GST registration number should invariably be quoted.**
4. If a bidder imposes conditions which are in addition to or in conflict with the conditions mentioned herein, its bid may be rejected.
5. Rates quoted must be inclusive of all charges and taxes except GST which shall be added at the prevailing rates. The rates quoted must be F.O.R. basis at Depots of Rajasthan State Ganganagar Sugar Mills Limited (As per Annex-G).
6. The bidder shall not assign or sublet his contract or any part thereof to any other agency.
7. The bidder should sign and upload bid form at the end of each page as token of his acceptance of all the terms and conditions of the bid.

8. Bid Security

- i. In case of open competitive bidding, two-stage bidding, rate contract, electronic reverse auction, bid security shall be 2% of the estimated value of subject matter of procurement put to bid. In case of small-scale industries of Rajasthan, it shall be 0.50% of the quantity offered for supply and in case of sick industries, other than small scale industries, whose cases are pending with Board of Industrial and Financial Reconstruction; it shall be 1% of the value of bid. Concessional bid security may be taken from registered bidders as specified by the state government.

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Every bidder, if not exempted, participating in the procurement process shall be required to furnish the bid security as specified in the notice inviting bids.

- ii. In lieu of bid security, a bid securing declaration shall be taken from departments' of the state Government and undertakings, corporations, autonomous bodies, registered societies, cooperative societies which are owned or controlled or managed by the state government and government undertakings of the central government.
- iii. Bid security instrument or cash receipt of bid security or a bid securing declaration shall necessarily accompany the sealed bid.
- iv. Bid security of a bidder lying with the procuring entity in respect of other bids awaiting decision shall not be adjusted towards bid security for the fresh bids. The bid security originally deposited may, however, be taken into consideration in case bids are re-invited.
- v. The bid security may be given in the form of cash by RTGS, banker's cheque or demand draft or bank guarantee, in specified format, of a scheduled bank. The bid security must remain valid for thirty days beyond the original or extended validity period of the bid.
- vi. Prior to presenting a submission, a bidder may request the procuring entity to confirm the acceptability of proposed issuer of a bid security or of a proposed confirmer, if required. The procuring entity shall respond promptly to such a request.
- vii. The bank guarantee presented as bid security shall be got confirmed from the concerned issuing bank. However, the confirmation of the acceptability of a proposed issuer or of any proposed confirmer does not preclude the procuring entity from rejecting the bid security on the ground that the issuer or the confirmer, as the case may be, has become insolvent or has otherwise ceased to be creditworthy.
- viii. The bid security of unsuccessful bidders shall be refunded soon after final acceptance of successful bid and signing of agreement and submitting performance security.
- ix. The bid security taken from a bidder shall be forfeited in the following cases, namely:-
 - a. when the bidder withdraws or modifies its bid after opening of bids;
 - b. when the bidder does not execute the agreement, if any, after placement of supply / work order within the specified period;
 - c. when the bidder fails to commence the supply of the goods or service or execute work as per supply / work order within the time specified;
 - d. when the bidder does not deposit the performance security within specified period after the supply / work order is placed; and
 - e. if the bidder breaches any provision of code of integrity prescribed for bidders specified in the act and chapter VI of these rules.
- x. In case of the successful bidder, the amount of bid security may be adjusted in arriving at the amount of the performance security, or refunded if the successful bidder furnishes the full amount of performance security.
- xi. The procuring entity shall promptly return the bid security after the earliest of the following events, namely:-
 - a. the expiry of validity of bid security;
 - b. the execution of agreement for procurement and performance security is furnished by the successful bidder;
 - c. the cancellation of the procurement process; or
 - d. the withdrawal of bid prior to the deadline for presenting bids, unless the bidding documents stipulate that no such withdrawal is permitted.

Signature of bidder with seal



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9. Performance security (as per FD notification dated 13-8-2020 & 12.01.2022)-

- a) Performance security shall be solicited from all successful bidders except the department's of the state government and undertakings, corporations, autonomous bodies, registered societies, co-operative societies which are owned or controlled or managed by the state government and undertakings of the central government. However, a performance security declaration shall be taken from them. The state government may relax the provision of performance security in particular procurement or any class of procurement.
- b) The amount of performance security shall be 2.5 percent of the amount of supply order in case of procurement of goods and services. In case of Small Scale Industries of Rajasthan it shall be 0.5 percent of the amount of quantity ordered for supply of goods and in case of sick industries, other than Small Scale Industries, whose cases are pending before the Board of Industrial and Financial Reconstruction (BIFR), it shall be 1 percent of the amount of supply order.
- c) Performance security amount more than Rs.10.00 lakhs shall be furnished in any one of the following forms-
 - i) Bank draft or banker's cheque of a scheduled bank;
 - ii) Bank guarantee/s of a scheduled bank shall be got verified from the issuing bank. Other conditions regarding bank guarantee shall be same as mentioned in the rule 42 of RTPP Rules 2013 for bid security;
 - iii) Performance security deposit shall remain valid for a period of sixty days beyond the date of completion of contractual obligations of the bidder. This shall be returned after successful completion of the contract. In case non fulfillment of the contract, security amount so deposited can be forfeited in full or in part. Decision of the director in charge in this regard shall be final. No interest shall be paid on such deposit. Adjustment of balance of previous performance security against past bids, if any, will not be allowed.

10. **Packing and Documents** a) The Supplier/ Selected Bidder shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. During transit, the packing shall be sufficient to withstand, without limitation, rough handling and exposure to extreme temperatures, salt and precipitation, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the final destination of the Goods and the absence of heavy handling facilities at all points in transit. b) The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in the contract, and in any other instructions ordered by the Purchaser.
11. **Insurance** a) The Goods supplied under the Contract shall be fully insured against loss by theft, destruction or damage incidental to manufacture or acquisition, transportation, storage, fire, flood, under exposure to weather and delivery, in accordance with the applicable terms or in the manner specified in the contract. The insurance charges will be borne by the supplier and Purchaser will not be required to pay such charges if incurred.



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b) The goods will be delivered at the FOR destination in perfect condition.

12. Transportation:

a) The obligations for transportation of the Goods shall be in accordance with the commercial terms specified in the bidding document.

b) The supplier/ selected bidder shall be responsible for the proper packing so as to avoid damage under normal conditions of transport by sea, rail and road or air and delivery of the material in the good condition to the consignee at destination. In the event of any loss, damage, breakage or leakage or any shortage the bidder shall be liable to make good such loss and shortage found at the checking/ inspection of the material by the consignee. No extra cost on such account shall be admissible.

13. Execution of agreement-

a) A procurement contract shall come into force from the date on which the letter of acceptance or letter of intent is dispatched to the bidder.

b) The successful bidder shall sign the procurement contract within a period specified in the bidding document or where the period is not specified in the bidding document then within fifteen days from the date on which the letter of acceptance or letter of intent is dispatched to the successful bidder.

c) If the bidder, whose bid has been accepted, fails to sign a written procurement contract or fails to furnish the required performance security within specified period, the procuring entity shall take action against the successful bidder as per the provisions of the act and these rules. The procuring entity may, in such case, cancel the procurement process or if it deems fit, offer for acceptance the rates of lowest or most advantageous bidder to the next lowest or most advantageous bidder, in accordance with the criteria and procedures set out in the bidding documents.

d) The bidder shall be asked to execute the agreement on a non-judicial stamp of specified value 0.25% of the contract amount or value set forth in such contract.

14. Bid shall be valid

a. 90 days from the date of opening of technical bid.

b. Subsequent to acceptance of bid, the rate shall remain valid throughout the contract period or for the period for which bids are invited whichever is higher.

15. Right to vary quantity- If the procuring entity does not procure any subject matter of procurement or procures less than the quantity specified in the bidding documents due to change in circumstances, the bidder shall not be entitled for any claim or compensation except otherwise provided in the bidding documents.

16. If the rate contract holder, its affiliates and associates quotes / reduces its price to render similar goods, works or services at a price lower than the rate contract price to anyone in the state at any time during the currency of the rate contract, the rate contract price shall be

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Automatically reduced with effect from the date of reducing or quoting lower price, for all delivery of the subject matter of procurement under that rate contract and the rate contract shall be amended accordingly. The firms holding parallel rate contracts shall also be given opportunity to reduce their price by notifying them the reduced price giving them fifteen days' time to intimate their acceptance to the revised price. Similarly, if a parallel rate contract holding firm reduces its price during currency of the rate contract, its reduced price shall be conveyed to other parallel rate contract holding firms and the original rate contract holding firm for corresponding reduction in their prices. If any rate contract holding firm does not agree to the reduced price, further transaction with it, shall not be conducted.

17. Liquidated Damages:

- (i) If the contractor fails to execute the order/contract within the period specified in the bid, and if such failure have arisen from, any unforeseen cause such as strike, fire, accident, any natural calamity resulting in stoppage of work in the factory, of the manufacturer or similar reasons which the Director In charge of RSGSM Ltd. may feel valid for an extension of the time, may extend the period without charging any liquidated damages. His decision shall be final regarding the sufficiency or otherwise for extension of time.
- (ii) If the bidder fails to execute the order within the period specified in the bid, the Director In charge of RSGSM Ltd may at his discretion may allow extension of time subject to recovery from the bidder as liquidated damages with 18% GST and not by way of penalty, a sum equal to the following percentage of the value of goods which the bidder has failed to supply for the period of delay as stated below:-
 - a) Delay up to one fourth period of the prescribed delivery period – 2.5% + 18% GST
 - b) Delay exceeding one fourth but not exceeding half of prescribed delivery period – 5% + 18% GST
 - c) Delay exceeding half but not exceeding three fourth of the prescribed delivery period – 7.5% + 18% GST
 - d) Delay exceeding three fourth but not exceeds the period equal to the prescribed delivery period – 10% + 18% GST

Notes :

- i. Fraction of a day in reckoning the period of delay in supply shall be eliminated if it is less than half a day.
- ii. The maximum amount of liquidated damages shall be 10%.
- iii. When the successful bidder is unable to complete the order/contract within the specified or extended period, the company shall be entitled to accept supply from the open market without

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giving any notice to the bidder but at his risk and cost i.e. bidder's account and risk the goods or any part thereof which the bidder has failed to supply or if not available the best and nearest available substitute thereof or to cancel the contract and the bidder shall be liable for any loss or damage which the company sustained by reason of such failure on the part of the bidder. But the bidder shall not be entitled to any gain on such purchase made against default. The recovery of such damage shall be made from any sum accruing to the bidder under this or any other contract with the company. If recovery is not possible from the bills and the bidder fails to pay the loss or damage within one month, the recovery shall be made under any law for the time being in force or from any other bills outstanding with the company.

- iv. If the supplier requires an extension of time in completion of contractual supply on account of occurrence of any hindrance, he shall apply in writing to the authority, which has placed the supply order, for the same immediately on occurrence of the hindrance but not after the stipulated date of completion of supply.
- v. Delivery period may be extended with or without liquidated damages if the delay in the supply of goods is on account of hindrances beyond the control of the bidder.

18. In the event of breach of the contract at any time on the part of the contractor/ supplier, the contract may be terminated summarily by the Director In charge of the company with such conditions as may be deemed fit.

19. All legal proceedings, arising out of this contract shall be subject to the jurisdiction of the courts situated at Jaipur city only.

20. In case of any dispute arising out of any matter related to the bid/contract/ agreement, the matter will be referred to sole arbitrator appointed by Director In charge, RSGSM whose decision shall be final and binding on both the parties. The seat of arbitration shall be Jaipur. The fees and other expenses of the arbitrator shall be borne by both parties equally.

21. If the bidder resiles from his offer or offers new terms after opening of the bid, its bid security is liable to be forfeited with 18% GST.

22. **Procuring entity's right to accept or reject any or all bids-** The procuring entity reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the bidders. Reasons for doing so shall be recorded in writing.



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23. The bidder shall be responsible for the proper packing of goods so as to avoid damages under normal conditions of transport by road, sea, rail or air and delivery of the material in good conditions to the consignee at destination.
24. It is of the opinion that it is essential to evaluate the technical aspects of a bid before considering its financial aspect, call for bids in two envelopes, namely:-
- (i) the techno-commercial bid containing the technical, quality and performance aspects, commercial terms and conditions; and
 - (ii) the financial bid containing financial aspects including the price.
25. In case the procuring entity calls for bids in terms of clause (b) of sub-section (1), the techno-commercial bid shall be opened and evaluated first and the financial bid of only those bids which have been found technically acceptable, shall be opened and evaluated.



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CHECK LIST (TECHNICAL BID)

To be filled by the bidder

(Information to be provided along with the bid document & requisite bid security. Without Bid security the Bid shall not be considered for Evaluation)

SN	Particulars	Details to be filled by bidder	Pg. No.
1)	Name of the Firm	_____	
2)	Name of the Owner (Enclose verification from respective bank/ Partnership Deed/Memorandum of Articles and Association etc.)	_____	
3)	Address:- Office Address, Phone No, Fax No, Email		
4)	GSTIN (Registration with the Sales Tax Department) (Enclose Copy of Certificates of GSTIN)		
5)	Income Tax Permanent Account No. (Enclose copy of PAN No.)		
6)	Bid Document Fees (Mention Details of DD/Online Mode)	Bid Document fees Rs. 2360/- DD No. & Date Txn No. & Date	
7)	Bid Processing Fees (Mention Details of DD/Online Mode)	Bid Processing fees Rs. 1000/- DD No. & Date Txn No. & Date	
8)	Bid security submitted as per offered quantity (Mention Details of DD/Online Mode)	Bid Security amount Rs. _____ DD No. & Date Txn No. & Date	
9)	Affidavits on Rs. 100/- non-judicial stamp as per Annexure -B Of Bid Document (Enclose Rs. 100/- non judicial stamp Paper duly Notarized)		
10)	Compliance to land border policy for all OEM's:- OEM and its Authorized distributor (if any) should comply with Subrule 4 under rule 13 of RTTP 2013. OEM and its distributor (if any) should comply with Order no. F.No. 6/18/2019-PPD issued by Ministry of Finance Department of Expenditure Public Procurement Division regarding the restriction under rule 144(xi) of GFP 2017.	Copy of undertaking as per Annexure-N OR Copy of Registration with the industries Department of the Government of Rajasthan.	

Signature of bidder with seal



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11)	Experience:- The bidder must have implemented at least 1 project of setup of computer hardware or related of at least 10 lakhs in Government Department/ PSU/ any Govt. organization OR The bidder must have implemented at least 2 projects of setup of computer hardware or relevant of at least 06 lakhs each Government Department/ PSU/ any Govt.	Purchase order + Work completion certificate	
12)	Turn over:- The bidder firm should have average annual turnover of IT/ITes 15 lakhs and provide audited balance sheet for last 3 financial years i.e. 2019-20, 2020-21, 2021-22. If the final accounts of 2021-22 are not prepared, the bidder firm may submit turnover of 2018-19 and attach CA audited accounts/ certificate for estimated turnover of 2021-22.	CA Certificate with UDIN	
13)	Compliance sheet of the specifications of the items issued by OEM (On OEM Letter Head) Annexure 1 & 2		
13)	OEM service center in Rajasthan.		
14)	OEM dedicated/ toll free Telephone No. of service support.		
15)	OEM escalation matrix of Telephone No. for service support.		
16)	Annexure H :- BIDDER'S AUTHORIZATION CERTIFICATE Annexure I :- SELF-DECLARATION – NO BLACKLISTING Annexure J :- CERTIFICATE OF CONFORMITY/ NO DEVIATION Annexure K :- MANUFACTURER'S AUTHORIZATION FORM (MAF) Annexure L :- UNDERTAKING ON AUTHENTICITY OF COMPUTER EQUIPMENTS Annexure M: - DECLARATION BY BIDDER Annexure N: - UNDERTAKING ON COMPLIANCE TO LAND BOARDER POLICY		

Signature of bidder with seal



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17)	Duly Filled And Signed (With Seal) Bid Document?		
18)	If any		



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Technical Specifications of Desktop Computers and MFP Printers

Annexure "1"

1. Technical Specifications for Desktop Computer complied by the item :

Sr. No.	Parameter	Minimum Specifications	Compliance (Yes/ No)
1	Make	Mention Make_____	
2	Model	Mention Model_____	
3	Processor Description	Intel core i5 (11th generation) or higher/ AMD Ryzen 5 or higher with minimum 6 core , 2.6 GHZ (Base Frequency) or higher, 12MB cache or higher	
4	Chipset	Compatible Business series Chipset on OEM motherboard	
5	RAM Size(GB)	8 GB DDR4 RAM, expandable 16 GB or higher	
6	Storage	1 TB 7200 RPM HDD	
7	Operating System	Window 10 Professional 64 bit preloaded with disk recovery system	
8	LED Monitor Size	OEM 19 inch or higher HD color monitor (TCO certified monitor)	
9	Monitor Resolution(pixels)	1600x900	
10	Keyboard	OEM USB keyboard	
11	Mouse	OEM USB Mouse	
12	I/O ports	6 USB ports out of which min 2 x 3.0 , VGA & HDMI port etc.	
13	Network Features	10/100/1000 on board integrated network port	
14	Wi-Fi	Integrated Wi-Fi	
15	Graphics	Integrated HD graphics	
16	Speaker	Yes	
17	Warranty	3 Years Comprehensive on-site OEM warranty from the date of installation & commissioning.	
18	Service Support Centre	Service Support Centre should be in Rajasthan.	
19	Certificate	RoHS compliance & BEE/Energy star certificate	
20	Accessories	All necessary cables(power & data cable), Dust cover for CPU, monitor and keyboard & mouse pad	

Date:_____

Place:_____

(Bidder Name & Signature)

Signature of bidder with seal



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2. Specifications for Multifunction Printer (MFP):-

Annexure "2"

Sr. No.	Parameter	Minimum Specifications	Compliance(Ye s/No)
1	Make	Mention Make_____	
2	Model	Mention Model_____	
3	Print Technology	Ink Tank	
4	Type of Machine	Multifunction Machine	
5	Type of Printing	Mono	
6	Cartridge Technology	Ink	
7	Platen/Flatbed Size	A4	
8	Paper Size(Original/Image)	A4/A4	
9	Scanning Feature Availability (Flatbed)	Yes	
10	RAM size (MB)	256	
11	Minimum Speed per Minute as per ISO/IEC 24734 in A4 Size-Mono	20	
12	Original Document Feeder Type	Platen	
13	Each Main Paper Tray Capacity (Number)	250	
14	Bypass Facility	Yes	
15	Yield of the cartridge/Ink Tank/Ink Pack supplied with Machine as per ISO/IEC: 19752/2004(E) for Black (Number of prints)	4500	
16	Duty Cycle (No of Prints/month)	10000 or higher	
17	Duplex Printing Feature Availability	Yes	
18	Networking Feature Availability	No	
19	Original Document Feeder Type	Non ADF	
20	BIS Registration	Yes	
21	On Site OEM Warranty (Year)	3	

Date:_____

Place:_____

(Bidder Name & Signature)

Signature of bidder with seal



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Annexure A : Compliance with the Code of Integrity and No Conflict of Interest

Any person participating in a procurement process shall -

- (a) not offer any bribe, reward or gift or any material benefit either directly or indirectly in exchange for an unfair advantage in procurement process or to otherwise influence the procurement process;
- (b) not misrepresent or omit that misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation;
- (c) not indulge in any collusion, Bid rigging or anti-competitive behavior to impair the transparency, fairness and progress of the procurement process;
- (d) not misuse any information shared between the procuring Entity and the Bidders with an intent to gain unfair advantage in the procurement process;
- (e) not indulge in any coercion including impairing or harming or threatening to do the same, directly or indirectly, to any party or to its property to influence the procurement process;
- (f) not obstruct any investigation or audit of a procurement process;
- (g) disclose conflict of interest, if any; and
- (h) disclose any previous transgressions with any Entity in India or any other country during the last three years or any debarment by any other procuring entity.

Conflict of Interest:-

The Bidder participating in a bidding process must not have a Conflict of Interest.

A Conflict of Interest is considered to be a situation in which a party has interests that could improperly influence that party's performance of official duties or responsibilities, contractual obligations, or compliance with applicable laws and regulations.

i. A Bidder may be considered to be in Conflict of Interest with one or more parties in a bidding process if, including but not limited to:

- a. have controlling partners/ shareholders in common; or
- b. receive or have received any direct or indirect subsidy from any of them; or
- c. have the same legal representative for purposes of the Bid; or
- d. have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of the Procuring Entity regarding the bidding process; or
- e. the Bidder participates in more than one Bid in a bidding process. Participation by a Bidder in more than one Bid will result in the disqualification of all Bids in which the Bidder is involved. However, this does not limit the inclusion of the same subcontractor, not otherwise participating as a Bidder, in more than one Bid; or
- f. the Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the Goods, Works or Services that are the subject of the Bid; or
- g. Bidder or any of its affiliates has been hired (or is proposed to be hired) by the Procuring Entity as engineer-in-charge/ consultant for the contract.



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Annexure B : Declaration by the Bidder regarding Qualifications

Declaration by the Bidder

In relation to my/our Bid submitted to for procurement of in response to their Notice Inviting Bids No..... Dated..... I/we hereby declare under Section 7 of Rajasthan Transparency in Public Procurement Act, 2012, that:

1. I/we possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Document issued by the Procuring Entity;
2. I/we have fulfilled my/our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as specified in the Bidding Document;
3. I/we are not insolvent, in receivership, bankrupt or being wound up, not have my/our affairs administered by a court or a judicial officer, not have my/our business activities suspended and not the subject of legal proceedings for any of the foregoing reasons;
4. I/we do not have, and our directors and officers not have, been convicted of any criminal offence related to my/our professional conduct or the making of false statements or misrepresentations as to my/our qualifications to enter into a procurement contract within a period of three years preceding the commencement of this procurement process, or not have been otherwise disqualified pursuant to debarment proceedings;
5. I/we do not have a conflict of interest as specified in the Act, Rules and the Bidding Document, which materially affects fair competition;

Date:

Signature of bidder

Place:

Name :

Designation:

Address:



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Annexure C : Grievance Redressal during Procurement Process

The designation and address of the First Appellate Authority is _____

The designation and address of the Second Appellate Authority is _____

(1) Filing an appeal

If any Bidder or prospective bidder is aggrieved that any decision, action or omission of the Procuring Entity is in contravention to the provisions of the Act or the Rules or the Guidelines issued thereunder, he may file an appeal to First Appellate Authority, as specified in the Bidding Document within a period of ten days from the date of such decision or action, omission, as the case may be, clearly giving the specific ground or grounds on which he feels aggrieved:

Provided that after the declaration of a Bidder as successful the appeal may be filed only by a Bidder who has participated in procurement proceedings:

Provided further that in case a Procuring Entity evaluates the Technical Bids before the opening of the Financial Bids, an appeal related to the matter of Financial Bids may be filed only by a Bidder whose Technical Bid is found to be acceptable.

- (2) The officer to whom an appeal is filed under para (1) shall deal with the appeal as expeditiously as possible and shall endeavour to dispose it of within thirty days from the date of the appeal.
- (3) If the officer designated under para (1) fails to dispose of the appeal filed within the period specified in para (2), or if the Bidder or prospective bidder or the Procuring Entity is aggrieved by the order passed by the First Appellate Authority, the Bidder or prospective bidder or the Procuring Entity, as the case may be, may file a second appeal to Second Appellate Authority specified in the Bidding Document in this behalf within fifteen days from the expiry of the period specified in para (2) or of the date of receipt of the order passed by the First Appellate Authority, as the case may be.

(4) Appeal not to lie in certain cases

No appeal shall lie against any decision of the Procuring Entity relating to the following matters, namely:-

- (a) determination of need of procurement;
- (b) provisions limiting participation of Bidders in the Bid process;
- (c) the decision of whether or not to enter into negotiations;
- (d) cancellation of a procurement process;
- (e) applicability of the provisions of confidentiality.

(5) Form of Appeal

- (a) An appeal under para (1) or (3) above shall be in the annexed Form along with as many copies as there are respondents in the appeal.
- (b) Every appeal shall be accompanied by an order appealed against, if any, affidavit verifying the facts stated in the appeal and proof of payment of fee.

Doc1

Signature of bidder with seal



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- (c) Every appeal may be presented to First Appellate Authority or Second Appellate Authority, as the case may be, in person or through registered post or authorised representative.

(6) Fee for filing appeal

- (a) Fee for first appeal shall be rupees two thousand five hundred and for second appeal shall be rupees ten thousand, which shall be non-refundable.
- (b) The fee shall be paid in the form of bank demand draft or banker's cheque of a Scheduled Bank in India payable in the name of Appellate Authority concerned.

(7) Procedure for disposal of appeal

- (a) The First Appellate Authority or Second Appellate Authority, as the case may be, upon filing of appeal, shall issue notice accompanied by copy of appeal, affidavit and documents, if any, to the respondents and fix date of hearing.
- (b) On the date fixed for hearing, the First Appellate Authority or Second Appellate Authority, as the case may be, shall,-
- (i) hear all the parties to appeal present before him; and
 - (ii) peruse or inspect documents, relevant records or copies thereof relating to the matter.
- (c) After hearing the parties, perusal or inspection of documents and relevant records or copies thereof relating to the matter, the Appellate Authority concerned shall pass an order in writing and provide the copy of order to the parties to appeal free of cost.
- (d) The order passed under sub-clause (c) above shall also be placed on the State Public Procurement Portal.



Rajasthan State Ganganagar Sugar Mills Limited

4th Floor, Bhawani Singh Road, Nehru Sahkar Bhawan,

Jaipur, Rajasthan-302006

Tel. No. 0141-2740475 Website:- rajexcise.gov.in

Email Id:-itcell.rsgsm@rajasthan.gov.in

FORM No. 1

[See rule 83]

Memorandum of Appeal under the Rajasthan Transparency in Public Procurement Act, 2012

Appeal Noof

Before the (First / Second Appellate Authority)

1. Particulars of appellant:

(i) Name of the appellant:

(ii) Official address, if any:

(iii) Residential address:

2. Name and address of the respondent(s):

(i)

(ii)

(iii)

3. Number and date of the order appealed against and name and designation of the officer / authority who passed the order (enclose copy), or a statement of a decision, action or omission of the Procuring Entity in contravention to the provisions of the Act by which the appellant is aggrieved:

4. If the Appellant proposes to be represented by a representative, the name and postal address of the representative:

5. Number of affidavits and documents enclosed with the appeal:

6. Grounds of appeal:

.....
.....
..... (Supported by an affidavit)

7. Prayer:

.....
.....

Place

Date

Appellant's Signature

Doc1

Signature of bidder with seal



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Annexure D

Additional Conditions of Contract

1. Correction of arithmetical errors

Provided that a Financial Bid is substantially responsive, the Procuring Entity will correct arithmetical errors during evaluation of Financial Bids on the following basis:

- i. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Procuring Entity there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;
- ii. If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- iii. If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (i) and (ii) above.

If the Bidder that submitted the lowest evaluated Bid does not accept the correction of errors, its Bid shall be disqualified and its Bid Security shall be forfeited or its Bid Securing Declaration shall be executed.

2. Procuring Entity's Right to Vary Quantities

- i. If the Procuring Entity does not procure any subject matter of procurement or procures less than the quantity specified in the Bidding Document due to change in circumstances, the Bidder shall not be entitled for any claim or compensation except otherwise provided in the Conditions of Contract.
- ii. In case of procurement of Goods or services, additional quantity may be procured by placing a repeat order on the rates and conditions of the original order. However, the additional quantity shall not be more than 50% of the value of Goods of the original contract.

3. **Dividing quantities among more than one Bidder at the time of award (In case of procurement of Goods):** Dividing quantities among more than one bidder at the time of award- As a general rule all the quantities of the subject matter of procurement shall be procured from the bidder, whose bid is accepted. However, when it is considered that the quantity of the subject matter of procurement to be procured is very large and it may not be in the capacity of the bidder, whose bid is accepted, to deliver the entire quantity or when it is considered that the subject matter of procurement to be procured is of critical and vital nature, in such cases, the quantity may be divided between the bidder, whose bid is accepted and the second lowest bidder or even more bidders in that order, in a fair, transparent and equitable manner at the rates of the bidder, whose bid is accepted if such condition is specified in the bidding documents. Counter offer to first lowest bidder (L1), in order to arrive at an acceptable price, shall amount to negotiation. However, any counter offer thereafter to second lowest bidder (L2), third lowest bidder (L3) etc., (at the rates accepted by L1) in case of splitting of quantities, as pre- disclosed in the bidding documents, shall not be deemed to be a negotiation.

Signature of bidder with seal



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Annexure 'E'

Technical Bid Submission Sheet

To,
The ACP, Dy. Director (IT)
RSGSM Ltd., Jaipur

We, the undersigned, declare that:-

- We have examined and have no reservations to the bidding document. We offer to supply in conformity with the bidding document and in accordance with the supply schedule given from time to time for supply of subject matter of procurement.
- Our bid shall be valid for a period of 90 days from the date fixed for the bid submission deadline in accordance with the bidding document, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- If our bid is accepted, we commit to obtain a performance security deposit in the amount of 2.5% of the contract price or performance security deposit declaration for the due performance of the contract.
- Our firm, for any part of the contract, have nationalities from the eligible countries
- We are not participating, as bidders, in more than one bid in this bidding process, in the bidding document.
- Our firm, its affiliates or subsidiaries, including any subcontractors or suppliers has not been debarred by the state government or the procuring entity.
- We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed.
- We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive;
- We agree to permit the procuring entity or its representative to inspect our accounts and records and other documents relating to the bid submission and to have them audited by auditors appointed by the procuring entity.
- We declare that we have complied with and shall continue to comply with the provisions of the code of integrity for bidders as specified in the Rajasthan Transparency in Public Procurement Act, 2012, the Rajasthan Transparency in Public Procurement Rules, 2013 and this Bidding Document in this procurement process and in execution of the Contract.

Name/ address: _____

In the capacity of : _____

Signed : _____

Duly authorized to sign the Bid for and on behalf of _____

Date _____

Tel: _____ Fax: _____ e-mail: _____

Signature of bidder with seal



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Annexure 'F'

SR FORM-17

AGREEMENT

(See Rule 68)

An agreement made thisday of..... between (hereinafter called "**the approved supplier**", which expression shall, where the context so admits, be deemed to include his heirs successors, executors and administrators of the one part and **the Rajasthan State Ganganagar Sugar Mills Ltd.** (herein after called "**the RSGSM**" which expression shall, where the context so admits, be deemed to include his successors in office and assigns) of the other part.

1. Whereas the approved supplier has agreed with the RSGSM to supply to the_____ of the Rajasthan State Ganganagar Sugar Mills Ltd. at its Head Office as well as at branches offices throughout Rajasthan, all those articles set forth in the schedule appended hereto in the manner set forth in the conditions of the tender and contract appended herewith and at the rates set forth in column_____ of the said schedule.

2. And whereas the approved supplier has deposited a sum of Rs._____ in_____.

(1) Cash/Bank Draft/ Bank Guarantee /Banker Cheque No._____ dated_____.

(2) Post Office Savings Bank Pass Book duly hypothecated to the Departmental authority.

(3) National Savings Certificates/Defence Savings Certificates, Kisan Vikas Patras, or any other script/instrument under National Saving Schemes for promotion of Small Savings, if the same can be pleased under the relevant rule. (The certificates being accepted at surrender value) as security for the due performance of the aforesaid agreement which has been formally transferred to the departmental authority.

3. Now these Presents witness:

(1) In consideration of the payment to be made by the Government through_____ at the rates set forth in the Schedule hereto appended the approved supplier will duly supply the said articles set forth in_____ and _____ thereof in the manner set forth in the conditions of the tender and contract.

(2) The conditions of the tender and contract for open tender enclosed to the tender notice No. dated_____ and also appended to this agreement will be deemed to be taken as part of this agreement and are binding on the parties executing this agreement.

(3) Letters Nos._____ received from tenderer and letters nos._____ issued by the Government and appended to this agreement shall also form part of this agreement.

(a) The RSGSM do hereby agree that if the approved supplier shall duly supply the said articles in the manner aforesaid observe and keep the said terms and conditions, the RSGSM will through_____ pay or cause to be paid to the approved supplier at the time and the manner set forth in the said conditions, the amount payable for each and every consignment.

(b) The mode of Payment will be as specified below:-

1. _____

2. _____

Signature of bidder with seal



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3. _____

4. The delivery shall be effected and completed within the period noted below from the date of supply order: -
- a) From to
5. (1)(i) In case of extension in the delivery period with liquidated damages, the recovery shall be made on the basis of following percentages of value of stores which the bidder has failed to supply :-

S. No.	Items Quantity	Delivery period
a)	Delay upto one fourth period of the prescribed delivery period.	2½% + 18% GST
b)	Delay exceeding one fourth but not exceeding half of the prescribed delivery period.	5% + 18% GST
c)	Delay exceeding one half but not exceeding three fourth of the prescribed delivery period.	7½% + 18% GST
d)	Delay exceeding three fourth of the prescribed delivery period.	10% + 18% GST

Note :

- (i) Fraction of a day in reckoning period of delay in supplies shall be eliminated if it is less than half a day.
- (ii) The maximum amount of agreed liquidated damages shall be 10% + 18% GST
- (iii) If the supplier requires an extension of time in completion of contractual supply on account of occurrence of any hindrances, he shall apply in writing to the authority which had placed the supply order, for the same immediately on occurrence of the hindrance but not after the stipulated date of completion of supply.
- (2) Delivery period may be extended with or without liquidated damages if the delay in the supply of goods is on account of hindrances beyond the control of the bidder.
6. All disputes arising out of this agreement and all questions relating to the interpretation of this agreement shall be decided by the Government and the decision of the Government shall be final.

In witness whereof the parties hereto have set their hands on the..... day of201.....

**Signature of the
approved supplier.**

**Signature for and on behalf of Rajasthan State
Ganganagar Sugar Mills Ltd.**
ACP, Dy. Director (IT-Cell)

Date:

Date:

Witness No. 1

Witness No. 1

Witness No.2

Witness No.2

Signature of bidder with seal



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डिपोज की लोकेशन , डेस्कटॉप कम्प्यूटर एवं मल्टीफंक्शन प्रिंटर की मात्रा

Annexure-G

S.No.	Name of Depots	Desktop Computer	Multifunction printer
		Qty	Qty
1	Jagatpura (Goner road)	1	1
2	Jhotwara	1	1
3	Jhunjhunu	1	1
4	Dholpur	1	0
5	Kota	1	1
6	Ajmer	1	1
7	Baran	1	0
8	Dausa	1	1
9	Pali	1	1
10	Shri madhopur	1	1
11	Barmer	1	1
12	Jalore	1	1
13	Nagour	1	1
14	Banswara	1	1
15	Dungarpur	1	1
16	Karoli	0	1
17	Rajsamand	1	1
18	Pratapgarh	0	1
19	Sriganganagar	1	1
20	Churu	1	1
21	Tonk	1	1
22	Sahpura (jpr)	1	0
23	Sujangarh	1	1
24	Behror	1	0
25	Rajgarh	1	1
26	Khetri	1	0
27	Phalodi	1	1
28	Beawar	0	1
29	Parbatsar	1	0
30	Taranagar	1	1
31	Balotra	1	1
32	Bhinmal	1	1
33	Didwana	1	1
34	Nohar	1	1
Total Qty		31	28

Signature of bidder with seal



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ANNEXURE-H

BIDDER'S AUTHORIZATION CERTIFICATE

To,
{Tendering Authority},

_____,

I/ We {Name/ Designation} hereby declare/ certify that {Name/ Designation} is hereby authorized to sign relevant documents on behalf of the company/ firm in dealing with Tender/ NIB reference No. ____ dated _____. He/ She is also authorized to attend meetings & submit technical & commercial information/ clarifications as may be required by you in the course of Processing the Bid. For the purpose of validation, his/ her verified signatures are as under.

Thanking you,

Name of the Bidder: -

Verified Signature

Authorised Signatory (Having Power of Attorney): -

Seal of the Organization: -

Date: _____

Place: _____

Signature of bidder with seal



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ANNEXURE-I

SELF-DECLARATION – NO BLACKLISTING

To,
{Tendering Authority},

_____,

In response to the Tender/ NIB Ref. No. _____ dated _____ for
{Project Title}, as an Owner/ Partner/ Director of _____, I/
We hereby declare that presently our Company/ firm _____, at the time of bidding, is
having unblemished record and is not declared ineligible for corrupt & fraudulent practices either
indefinitely or for a particular period of time by any State/ Central government/ PSU/ UT.

If this declaration is found to be incorrect then without prejudice to any other action that may be
taken, my/ our security may be forfeited in full and our bid, to the extent accepted, may be cancelled.

Thanking you,

Name of the Bidder: -

Authorized Signatory: -

Seal of the Organization: -

Date:

Place:

Signature of bidder with seal



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ANNEXURE-J:

CERTIFICATE OF CONFORMITY/ NO DEVIATION

To,
{Tendering Authority},

_____,

This is to certify that, the specifications of Hardware & Software which I/ We have mentioned in the Technical bid, and which I/ We shall supply if I/ We am/ are awarded with the work, are in conformity with the minimum specifications of the Tender/ bidding document and that there are no deviations of any kind from the requirement specifications.

Also, I/ we have thoroughly read the tender/ bidding document and by signing this certificate, we hereby submit our token of acceptance to all the tender terms & conditions without any deviations.

I/ We also certify that the price I/ we have quoted is inclusive of all the cost factors involved in the end-to-end implementation and execution of the project, to meet the desired Standards set out in the Tender/ bidding Document.

Thanking you,

Name of the Bidder: -

Authorized Signatory: -

Seal of the Organization: -

Date:

Place:

Signature of bidder with seal



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ANNEXURE-K:

MANUFACTURER'S AUTHORIZATION FORM (MAF){to be filled by the OEMs} (Indicative Format)

To,
{Tendering Authority},

Subject: Issue of the Manufacturer's Authorization Form (MAF)

Reference: NIB/ RFP Ref. No. _____ dated _____

Sir,

We {name and address of the OEM} who are established and reputed original equipment manufacturers (OEMs) having factories at {addresses of manufacturing location} do hereby authorize {M/s _____} who is our {Distributor/ Channel Partner/ Retailer/ Others <please specify>} to bid, negotiate and conclude the contract with you against the aforementioned tender reference for the following Hardware manufactured by us: -

{OEM will mention the details of all the proposed product(s) with their make/ model.}

RFP Item No.	Name of Item	Make & Model offered	OEM onsite Warranty
*Item No 1	Desktop		
*Item No 2	MFP		

If contract awarded to {M/s _____}, We undertake to provide OEM onsite warranty for the offered Hardware/ Software, as mentioned above.

Yours faithfully,
For and on behalf of M/s (Name of the manufacturer)

(Authorized Signatory)

Name, Designation & Contact No.:

Address: _____

Seal:

Signature of bidder with seal



Rajasthan State Ganganagar Sugar Mills Limited

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ANNEXURE-L:

UNDERTAKING ON AUTHENTICITY OF COMPUTER EQUIPMENTS

{to be filled by the bidder}

To,

{Tendering Authority},

Reference: NIB No. : _____ Dated: _____

This has reference to the items being supplied/ quoted to you vide bid ref. no. _____ dated _____.

We hereby undertake that all the components/ parts/ assembly used in the equipment shall be genuine, original and new components /parts/ assembly from respective OEMs of the products and that no refurbished/ duplicate/ second hand components/ parts/ assembly are being used or shall be used. In respect of licensed operating system/system software, we undertake that the same shall be supplied along with the authorized license certificate with our name/logo. Also, that it shall be sourced from the authorized source for use in India.

In case, we are found not complying with above at the time of delivery or during installation, for the equipment already billed, we agree to take back the equipment already supplied at our cost and return any amount paid to us by you in this regard and that you will have the right to forfeit our EMD/ SD/ PSD for this bid or debar/ black list us or take suitable action against us.

Authorized Signatory

Name:

Designation:

Signature of bidder with seal



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DECLARATION BY BIDDER

ANNEXURE-M:

I/ We declare that I am/we are bonafide/ Manufacturers/ Whole Sellers/ Sole distributor/ Authorized dealer/ dealers/ sole selling/ Marketing agent in the goods/ stores/ equipments for which I/ We have tendered.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the tender, if any, to the extent accepted may be cancelled.

Signature of the Bidder



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Annexure- N

UNDERTAKING ON COMPLIANCE TO LAND BOARDER POLICY

{to be filled by the bidder }

To,

{Tendering Authority},

In response to the NIB Reference No. : _____ Dated: _____ for { Project Title}, as an Owner/ Partner/ Director/ Auth. Sign of I/We hereby declare that presently our company/ firm..... , at the time of bidding comply with subrule 4 under rule 13 of RTPP 2013 and order no. F.No. 6/18/2019-PPD dated 23.07.2020 issued by Ministry of Finance Department of Expenditure Public Procurement Division regarding the restriction under rule 144(xi) of GFP 2017.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken as per the provisions of the applicable Act and Rules thereto prescribed by GoR, my/our security may be forfeited in full and our bid, to the extent accepted, may be cancelled.

Thanking you,

Name of the bidder:-

Authorized Signatory:-

Seal of the organization:-

Registered officer address:-

Date:-.....

Place:-.....

Signature of bidder with seal



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Annexure-O

BIDDERS'S QUERIES FOR PRE BID MEETING

To,

General Manager,
Rajasthan State Ganganagar Sugar Mills Ltd,
4th Floor, Nehru sahkar bhawan , 22-godam Jaipur-302006.

Subject:- Pre bid meeting queries.

S.No.	Reference of bidding document			Bidder's Query
	Sec. No.	Clause No.	Subject	

Note:- The Pre- Bid queries may be sent by e-mail (itcell.rsgsm@rajasthan.gov.in) before or on due date of pre-bid meeting. Queries after pre-bid meeting will not be considered.

Signature of bidder.....

Name of bidder.....

Signature of Authorized

Signatory full name:-

Date:-

Signature of bidder with seal