

(A State Government undertaking)

Head Office: 5th floor, Kisan Bhawan,LalKothi, Tonk Road, Jaipur-302015 Phone: 0141- 2744692, 0141-2744649, General

Fax No. 0141-2741924, ,E-Mail: <u>rsfcsc@gmail.com</u> CIN No. : U63023RJ2010SGC033489

ई—बिड (e-bid)

Bid Document Form for Transportation of Foodgrains (Wheat & Rice) Under ICDS from FCI Depots and dal from dirstrict Godown to Aanganwari centers in . District for the period of 12 months

(Two Part Bids System)

Bid form Cost Rs. 2000/- (Non-Refundable)

RISL Processing Fees Rs. 1000/- (Non-Refundable)

Bid Security (EMD) Rs (Refundable)

S.	Subject	Date	Time
No			
1	Bid uploading date on e-proc portal	18.03.2021	5.30 PM
2	Documents Download Start Date	19.03.2021	9.30 AM
3	Pre bid Conference	22.03.2021	3.30 PM
4	Bid Submission Start Date	23.03.2021	9.30 AM
5	Documents Download End Date	07.04.2021	5.00 PM
6	Bid Submission End Date	08.04.2021	6.00 PM
7	Submission of Demand Draft/B.C. of bid	09.04.2021	11.30 AM
	cost, Processing Fees and Bid Security		
	(EMD) in physical form		
8	Technical Bid Opening Date	09.04.2021	3.00 PM



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e-Bid Notice

Transportation of Wheat. Rice & Dal to Aanganwari Centers in District ------

=

Single Stage, Two-envelopes, unconditional Bids are invited for the service of Transporter to deliver wheat, Rice & dal at Aanganwari Centers.

Name of District for which Bid is applied: ------

S. No	Name of Article	District	Qtl.)		Total (in Qtl)	Amount of Bid Security	Validity period of Bids	Place of Delivery	
			Wheat	Rice	Dal	Q.1.)	(EMD) (Rupees)	2140	
1.	Transportati on (wheat/rice & dal)						, , , , ,	As per bid condition	All Aanganwari centers of District / District Level under door step delivery system.

The Bid shall only be submitted through online bidding system of **www.eproc.rajasthan.gov.in.** The interested bidders shall have to be enrolled/registered with portal of **www.eproc.rajasthan.gov.in** for participating in the Bidding process.

- Bid Uploading Date on E-proc Portal 18.03.2021 at 5.30 PM.
- Bid Document Download Start Date 19.03.2021 at 9.30 AM
- Pre-Bid conference Date 22.03.2021 3.30 PM.
- Bid Submission Start Date 23.03.2021 at 9.30 AM
- Documents Download End Date 07.04.2021 at 5.00 PM
- Bid Submission End Date 08.04.2021 at 6.00 PM
- Submission of Demand Draft / B.C. of Bid Cost (including processing Fees) and Bid Security (EMD) in physical form Date 09.04.2021 at 11.30 AM.
- Technical Bid Opening Date 09.04.2021 at 03.00 PM

For details visit our website

www.rsfcsc.org/www.food.raj.nic.in/eproc.rajasthan.gov.in/http://sppp_rajasthan.gov.in. or contact Rajasthan State Food & Civil Supplies Corporation Ltd., 5th floor, Kisan Bhawan,LalKothi,Tonk Road,Jaipur or concern manager civil supply.



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Bid Terms & Conditions:-

- 1. The Bid Document is not transferable under any circumstances.
- 2. Bid shall be submitted online and will be opened by the committee at the district level. The interested bidders shall have to be enrolled/registered with portal of www.eproc.rajasthan.gov.in for participating in the Bidding process.
- 3. No. physical/offline Bid shall be accepted.
- 5. The Procurement Entity. reserves right to cancel the BID without assigning any reason to the Bidder or anyone else.
- 6. The GST & other taxes payable if any, under the contract shall be paid by the Bidder.
- 7. Conditional bids and casual letters sent by the Bidders will not be accepted.
- 8. The Bid will be submitted District wise. The Bidder will specify the District for which rate is Quoted.
- 9. One Transporter will be eligible for more than one district.
- 10. Bidders are requested to read the instructions in the Technical document / Bid before submitting the Bid online.
- 11. The terms & conditions of the Bid may be seen on the website http://eproc.rajasthan.gov.in. along with the BID invitation Notice.



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<u>Instruction to bidders for online submission of e-bid</u>

- 1. The bidders who are interested in bidding can download bid documents from http://eproc.rajasthan.gov.in. Downloading of document will start from the time and date mentioned in e-bid notice.
- 2. Bidders who wish to participate in this bid will have to be registered on E-Proc website. To participate in online bids, bidders will have to procure Digital Signature Certificate (type II or III) as per Information Technology Act-2000 using which they can sign their electronic bids. Bidders can procure the same from any CCA approved certifying agency i.e. TCS, safe-crypt, (n) code etc. or Government of Rajasthan e-procurement Cell, Department of IT&C. Bidders who already have a valid Digital Certificate need not to procure a new Digital Certificate. For further assistance Contact No. 0141-4022688 (Help Desk 10 AM to 6 PM on all working days) / email: eproc@rajasthan.gov.in.
- 3. Bidder shall submit their offer on-line in electronic formats both for technical and financial proposals; however DD/Banker's Cheque for Bid Fees, Processing Fees and Bid Security (EMD) should be submitted manually in the office of Bidding Authority i.e. MCS, . before scheduled date & time as mentioned in e-bid notice. Scanned copy of DD/Bankers Cheque should be uploaded along with the online Bid.
- 4. Before electronically submitting the bids, it should be ensured that all the bid papers including conditions of contract are digitally signed by the Bidder.
- 5. Bidders are also advised to refer "Bidders manual" available under "Download" section of eproc.rajasthan.gov.in for further details about the e-bidding process.
- 6. Bidders shall have to enter the documents in the "cover" as per the following order:-



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(A) Technical Cover

- (a) In the Fee Cover (in PDF/JPG format)

 - **b.** Scanned copy of DD/Banker's Cheque for Bid Security (EMD) in favour of "Manager Civil Supplies, Rajasthan State Food And Civil Supply Corporation, --------, payable at ------
 - Scanned copy of DD/Banker Cheque for Processing Fees in Favour of MD, RISL payable at Jaipur
- (b) In the Technical document cover (in PDF/JPG format)

Scanned copy (signed & sealed) as per check list alongwith Annexure and of the Technical Bid along with the supporting papers (except BoQ Sheet) for evaluation of Technical Bids.

(B) Financial Cover (.xls format)

The Bill of Quantity (BoQ) must be uploaded after entering the rate/percentage in following BoQ:-

S. No.	Schedule No.	Description of Work
1	BoQ	e-bid for Transportation of ICDS Wheat, rice & Dal

Bidders shall enter name of the firm on BOQ Only.

Bidders are requested not to edit or change any item or quantity. Rates are to be filled only on BOQ (in .xls format) sheet only.

Note: The financial Bids of only those Bidders would be opened and considered who meet the criteria of eligibility and Technically Qualified.

Special Note: All bidder are advised not to wait till last date and are advised to submit their bid at the earliest. The Manager Civil Supply or RSFCSC will not be responsible for any last minutes rush in website. No extension in deposition of bid will be allowed.



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TECHNICAL BID EVALUATION

Name of Firm:-....

TECHNICAL BID CHECK LIST

Documents to be Uploaded

S. No.	Particulars	Enclose d	Page No
1	Scanned copy of D.D. (a) bid secury () (b) Processing fees (1000/-) (c) Bid form cost (2000/-) The Above Scanned Copy must be uploaded in (A). technical cover (a) in the fee		
2	Bid form alongwith bid terms and conditions with signature and seal on each page. All Uploded Documents must be singned by bidder on each page. All ducoments must be attested by notary public		
3	Annexure "A" (Declaration by the bidder regarding qualification)		
4	Annexure "B" (Affidavit regarding acceptance of terms and conditions)		
5	Annexure "C" (Agreement format)		
6	Annexure "D" (Technical Undertaking)		
7	Annexure "E"(Financial Undertaking)		
8	Annexure "F" (Identity Card signed by Gaggated Officer/Megistrate not older than 6 month)		
	Annexure "G" (Estimate Quantity, Calculation of Bid Security (EMD) and performance security)		
10	Last one year audited balance sheet alongwith profit and loss account (Attested by Notary public)		
11	Copy of PAN (Duly Attested by Notary Public).		
12	Attested copy of Registration Certificate issued by Competent Authority. Duly Attested by Notary Public. (If applicable referred sr. no. 5(b) and 5(c) of E-bid form)		
13	Certificates of GST /License/any document required should be complete and updated.		
14	Affidavit of Declaration Regarding not Black List/Debar etc. as per serial no. 1 and 2 of technical undertaking.		
15	Affidavit of undertaking of two transport agencies or registration certificate of two own vehicles.		
16	Affidavit of own/rented godown.		
17	Required Solvency Certificate min. 10 Lacs		
18	Required Turnover Certificate Min. 20 Lacs		
19	Affidavit of Working Capital Min. 10 Lacs		
20	Affidavit regarding bidder is not owner of flour, Rice, Dal mill or involved in the business of Wheat flour, Rice & Dal.		
21	Copy of income tax return		
22	Copy of Bank Passbook		
23	Affidavit of Undertaking Irrevocable (Mentioned on Point 40 (8) (ৰ)		



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E-BID FORM FOR Transportation of Wheat, Rice & Dal

e-Bid Notice No
Bid Security (EMD): Rs
Name of District for which rate is Quoted

, , , , , , , , , , , , , , , , , , , ,	or Biotilot for Willow rate to Quetou				
1.	Name of the Firm				
2.	Telephone No.	(Off.)_ (Fax.)_		<u> </u>	
3.	Mobile No. and Email ID				
4.	Office Address of the Firm				
5.	Constitution of the Firm whether Proprietorship/Partnership/ Company/ Cooperative Society/ Federation				
a)	In case of Proprietorship Firm				
	Name, Fathers Name and Residential Address of the Proprietor.	Name: Father's l Address :			
b)	In case of Partnership Firm				
	Name, Fathers Name and Residential Address of all the Partners.	Name: Father's I Address :			
	Note: (Enclose the Registration Certificate from the Recopy/photocopy of Partnership Deed (Attach separate				
c)	In case of Company				
i)	Regd. No. of the Company	•			
ii)	Name and Address of the Directors of the				
,	Company (Attach separate sheet if space is insufficient)				
6)	BANK DETAILS OF BIDDER				
	Banker's Name with Branch				
	Account Type				
	Account Number				
	Bank IFSC Code				
7)	GST No. of bidder (along with copy of certificate)				
8)	PAN No. of the Bidder (Enclose a certified copy of the same)				
9)		No.	Date	Bank	Amount
	Bid form fee DD/BC				
	Processing DD/BC				



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		(Desig	nation		
		Signatu (Nam		Bidder	with Seal
14	Working Capital in Rs. With name of evidence				
13	Turnover in Rs. with name of evidence				
12	Solvency certificate date, Authority name and amount				
11	Own / rented godown address and capicity				
10	Registration No. of two own Vehicles or name of two transport Agencies which undertaking is submitted.				
	Bid Security (EMD) DD/BC				

Attach separate sheet for details, where required.

*In case of authorized representative signing this document enclose copy of the Authority letter.



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General terms & conditions of Bid & Contract:-

Important Instruction: The Law relating to procurement "The Rajasthan Transparency in Public Procurement Act, 2012"[hereinafter called the Act] and the "Rajasthan Transparency in Public Procurement Rules, 2013"[hereinafter called the Rules] under the said Act are available on the website of State Public Procurement Portal http://sppp.raj.nic.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 and the Rules and this Bidding Document, the provisions of the Act and the Rules shall prevail. The Bidders have to comply with the provisions of the Act and the Rules as amended time to time.

E- bids are invited for transportation of Wheat & Rice from Food Corporation of India's Godowns and dal from District godowns to Aanganwari Centers of ----- District under ICDS.

Special Note:

All bidders are advised not to wait till last date and submit their bid at the earliest.

The MCS/Corporation shall not be responsible for any inconvenience in website and no extension in deposition of bid be allowed for any bidder.

- 1) Bidder should submit following documents/ certificated/ Affidavit:-
- I. Bidder shall submit last One year audited accounts (e.g. Balance Sheet & Profit & Loss Account) for verification of turnover.
- II. Bidder Should have to Produce a Solvency Certificate of Rs. 10 lakh (Rupees Ten lakh) issued by SDO or any competent Authority.
- **III.** Bidder shall submit copy of PAN CARD and GST registration.
- **IV.** (a). Bidder shall submit copy of Registration certificate of firm/Company (If applicable).
 - (b)Bidder Shall also submit affidavit of atleast **200 M.T.** or as per local need capacity godown at the time of Bid submission.
- V. Bidder shall submit affidavit that he is not blacklist/Debar by any government or any public sector undertaking.
- VI. Bidder shall submit declaration regarding turnover of the company.
- VII. Affidavit regarding bidder is not owner of flour, Rice & Dal mill or involved in business of wheat flour, Rice and Dal.
- VIII. Bidder should submit affidavit of undertaking two transport agencies or registration certificate of two own vehicles.
 - **IX.** Bidder should submit an affidavit regarding working capital.
 - X. Bidder should submit copy of Income Tax Return.



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- **XI.** Bidder should submit copy of Bank Passbook.
- XII. Bidder shall submit affidavit regarding acceptance of terms & conditions of bid documents.
- **XIII.** Bidder shall submit bid form with signature on each page.
 - 2) No Bid will be accepted after due date & time fixed for receiving of bid.
 - 3) If the last date fixed for receiving Bids in the office or is declared to be a holiday, the next working day will be deemed to be the last date for the purpose. The explanation will also apply in relaxation to other dates fixed for any purpose whatsoever.
 - 4) The Procurement Entity reserves the right to reject any or all the Bids without assigning any reason thereof.
 - 5) Validity of bid offer is 3 months (Three months) from the date of opening of Technical bid.
 - 6) Bids shall be submitted to the Concerned District RAJASTHAN STATE FOOD & CIVIL SUPPLIES CORPORATION LIMITED,----- through https://eproc.rajasthan.gov.in of Govt. of Rajasthan.
 - 7) Bidders shall file Bid duly furnishing the required information as per terms and conditions of Bid document.
 - 8) Bids shall be strictly in conformity with prescribed terms and conditions. Bids should not contain any conditions other than the prescribed terms & conditions. Biders, who deviate from these terms and conditions, are liable to be rejected.
 - 9) Before the last date for the receipt of bid, P.E./RSFCSC may amend any of the bid conditions, as may be desired and if such an amendment is absolutely necessary and the same shall be communicated to the Bidder and that will be made available on the website www.rsfcsc.org and http://eproc.rajasthan.gov.in / sppp.rajasthan.gov.in
 - **10)** Bidders who are blacklisted/Debarred by the Government of India/any State Government/ any union Territory/ State Agency are not entitled to file the bids.
 - 11) Minors/ Lunatic / Insolvent are not eligible to file bids.
 - **12)** Bid Form is not transferable. Bidders should sign with seal on each pages of the Bid Form.
 - 13) Bidder is not entitled to withdraw his offer once the bid is filed.
 - 14) (I) In event of Bid being submitted by proprietary firm bid must be signed by sole proprietor. In event of a partnership firm bid must be signed on its behalf by a person holding a power of attorney authorizing him to do so; and in the case of company, the bid must be signed by authorized signatory as the manner laid in the Articles of Association.



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deposited physically at the office of MCS, RAJASTHAN STATE FOOD & CIVIL SUPPLIES CORPORATION LIMITED, . before the last date and time of submission.

The concerned Person/company/firm which stand blacklisted/banned/debarred either by Bid Inviting Authority or Govt. of Rajasthan or by any other State/Central/UT Government on the date of bid submission shall not be eligible to participate in the bid.

BIDDER SHOULD READ THESE TERMS & CONDITIONS CAREFULLY AND COMPLY TO IT STRICTLY WHILE SUBMITTING THEIR BIDS. IF A BIDDER HAS ANY DOUBT REGARDING THE TERMS & CONDITIONS AND SPECIFICATIONS MENTIONED IN THE BID NOTICE; HE SHOULD REFER THESE TO THE MCS, RAJASTHAN STATE FOOD & CIVIL SUPPLIES CORPORATION LIMITED, . BEFORE SUBMITTING BIDS AND OBTAIN CLARIFICATIONS. THE DECISION OF THE M.D., RAJASTHAN STATE FOOD & CIVIL SUPPLIES CORPORATION LIMITED, JAIPUR SHALL BE FINAL AND BINDING ON THE BIDDER.:-

PLEASE NOTE THAT: -

- (A) All desired documents duly attested by Notary public must be submitted. Un-attested copies of such document will not be considered valid.
- (B) All attested document must be submitted in Hindi or English language. If the documents are not in Hindi or English, they should be translated in Hindi or English & attested by authorized translator. Translated copy along with copy of original document must be submitted.
- (C) Bid will be liable for outright rejection if:-
 - (i) Any rates are disclosed in cover-A.
 - (ii) Any discounts/ special offers are made in cover-A.
- (D) If the required documents as per check list are not uploaded, the bid will not be considered responsive:-
- 15) Financial Bid duly filled as per Part II giving the rates for Quoted items should be submitted through portal https:// eproc.rajasthan.gov.in only in BOQ Format. It should not be disclosed in Technical bid.
- The required Documents (Bid form Fee, Bid Security (EMD) & RISL Processing Fee) shall be submitted physically in the form of DD/Banker's cheque before the last date & time given into Bid document. The bidders shall submit scanned copy of the DD/BC in technical bid (Cover-A). All received bids will be opened in the presence of bidders who choose to be present. Financial bid will be opened only for those bidders who satisfy the standard criteria laid down by the Corporation on the details furnished by the bidder in technical bid, in compliance of the terms & conditions of the bid.
- 17) The hard copy of bid documents shall be filled with ink or typed. The Bidder shall



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sign the bid form at each page and at the end in token of acceptance of all the terms and conditions of the Bid and then scanned copy shall be uploaded on e-portal **except BoQ**.

18) WITHDRAWAL, SUBSITIUTION AND MODIFICATION OF BIDS

No bid shall be withdrawn, substituted or modified after the last date and time fixed for receipt of bids as prescribed in www.eproc.rajasthan.gov.in

19) BID SECURTIY (EMD)

- (a) Every Bid should be accompanied by Bid Security (EMD) which is 1% of the cost of bid in favour of MCS, Rajasthan State Food and Civil Supplies Corporation Ltd., ------ The Bid Security (EMD) may be given in the form of a banker's cheque or demand draft, of a scheduled bank. The Bid Security (EMD) must remain valid 90 days from the last date of submission of bid. In case of unsuccessful bidder, bid Security (EMD) will be returned after the successful bidder executes the agreement. Bid Security (EMD) will not carry any interest.
- (b) The amount of Bid Security (EMD) 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.
- (c) The Bid Security (EMD) of unsuccessful Bidder shall be refunded soon after finalization of the bid.
- (d) The Bid Security (EMD) deposit lying with the MCS in respect of other bids awaiting approval or rejected or on account of contracts being completed will not be adjusted towards Bid Security (EMD) for the fresh bids. The Bid Security (EMD) may, however, be taken into consideration in case bids are re-invited for the same item.
- (e) No interest will be paid on Bid Security (EMD) by the Corporation.

20) FORFEITURE OF BID SECURITY (EMD)

The Bid Security (EMD) 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



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specified in the Act and Chapter VI of these rules.

21) PERFORMANCE SECURITY (P.S.)

- a) Successful Bidder should submit Performance Security of 2.5% value of bid document mentioned in Annexure "G". Performance security shall be deposite within seven days from the date of acceptance of Bid in the form of
 - (i) Demand Draft in favour of Manager(Civil Supply), Rajasthan State Food & Civil Supplies Corporation Limited, ----- payable at ----- from any Scheduled Bank.
- **b)** Bid Security (EMD) deposited earlier will be adjustable towards Performance Security as per norms.
- c) If the successful Bidder fails to furnish the performance security Deposit within the time specified, the Bid Security (EMD) shall stand forfeited besides recovery of consequential losses, if any, sustained by the Corporation apart from cancellation of award of supply contract and debarring of the Bidder.
- d) The Performance Security Deposit shall be refunded to the Supplier upon successful completion of the agreement and on production of "No Demand Certificate" from the Civil Supplies Managers of the District concerned.
- e) No interest will be paid on the performance security by the corporation.

22) FORFEITURE OF PERFORMANCE SECURITY

Performance Security amount in full or part may be forfeited in the following cases: -

- (a) When any terms and conditions of the contract are breached.
- (b) When the Bidder fails to make complete supply satisfactorily.

 Notice of reasonable time will be given in case of forfeiture of performance security. The decision of the Managing Director, RAJASTHAN STATE FOOD & CIVIL SUPPLIES CORPORATION LIMITED, JAIPUR in this regard shall be final.

23) PROCURING ENTITY'S RIGHT TO VARY QUANTITY:

Bidder should offer required services at the contracted rate. Corporation will place orders for supply to the approved/successful Bidder/Bidders.

24) (i) At the time of award of contract, the quantity of Wheat/Rice and dal, originally specified in the bidding documents may be increased or decreased.



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There will not be any minimum quantity guaranted against bid quantity. The bid quantity is only indicative. Actual services can be more or less than the bid quantity based on actual consumption during the Contract period. The supplier shall submit the supply commitment quantity, which will be used for the cases where the actual service quantity tends to increase substantially from the bid quantity.

(ii) 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 conditions of contract.

P.E./Corporation does not guarantee any volume of quantity at any given time and the decision in this regard would be final, binding on the bidders and shall not be called into question by any bidder. MCS/Corporation reserves sole discretion in the matter.

25) 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 even more Bidders accepted and the second lowest Bidder or order. transparent in fair. and equitable manner at the rates of the Bidder, whose Bid is accepted.

26) OPENING OF BIDS.

Technical Bids filled will be opened on scheduled date and time mentioned in e-bid notice.

The Financial Bids of the bidder qualified Technically will only be considered. Only the successful Bidders in Technical Bids are eligible to participate in further proceedings.

Rate offered by the qualified Technical Bidders will be taken into consideration to arrive at lowest rate offered by the Bidders viz. L1, L2 and so on.

I. The rate accepted is for the supply of contracted quantity in all respects for the Quantity Bidded. Any request for revision of the rate due to price fluctuations in International and Domestic Markets or for any other reason



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- during the contract period will not be entertained and stand rejected.
- II. After deciding the Lowest Rate by the Bid Committee, the Corporation reserves the right to place order on one or more Bidder (s) at the lowest rate for any quantity as may be agreed to be transported by the Bidders on the same terms and conditions for transportation of Wheat/Rice and dal within the time stipulated by the Corporation.
- III. If the date fixed for opening of Bids happens to be Govt. holiday, the bids filled online will be opened on the next working day at the same time specified above.
- IV. Corporation reserves the right to award the bid in full or in part to one or several parties. The decision of the Managing Director is final and binding on the Bidders.
- V. Corporation reserves the right to reject any or all the bids without assigning any reasons whatsoever and the decision of the Managing Director in this regard is final and Binding on the Bidder and cannot be called into question.

27) TERMINATION OF CONTRACT ON BREACH OF CONDITION:

- a) In case the Supplier fails or neglects or refuses to faithfully perform any of the Covenants on his part herein contained, it shall be lawful for the Procuring entity to forfeit the amount deposited by the Transporter as Performance Security and cancel the Contract.
- B) The Procuring entity reserves the right to terminate without assigning any reasons therefore the Contract/Agreement either wholly or in part without any notice to the Transporter. The Transporter will not be entitled for any compensation whatsoever in respect of such termination of the Contract/Agreement by the Procuring entity.

28) AGREEMENT

All Successful Bidder should execute agreement by furnishing the Performance Security as prescribed in RTPP Act from the date of Award Of Contract of the terms & conditions on Rs.1000/- non judicial stamp paper. In the event of failure to execute the agreement, the Performance security or Bid Security (EMD) as the case may be stand forfeited apart from cancellation of supply contract besides debarring of the Bidder and MCS is empowered to collect liquidated damages if any from the Bidder for his failure to comply with the terms and conditions of the Bid.

29) CORRECTION OF ARITHMETIC 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:



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- a) 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;
- b) 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.
- c) 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 clause (a) and (b) above.
- d) the Bidder that submitted the lowest evaluated bid does not accept the correction of errors, its Bid shall be disqualified and its Bid Security (EMD) shall be forfeited or its Bid Securing Declaration shall be executed.

30) BLACKLISTING AND RECOVERY OF LOSSES

In the event of failure by the Bidder at any stage of bid process the Bid Security (EMD) or Performance Security or Bills of supply will be forfeited apart from cancellation of award of contract and blacklisting/Debar of the firm/Bidder.

31) RECOVERIES CLAUSE

- a. Recoveries of liquidated damages, short supplies, rejected/substandard goods shall ordinarily be made from the bills. Such amount may also be recovered from any other untied dues & security deposits available with department. In case recovery is not possible, recourse will be taken under Rajasthan PDR Act or any other law in force.
- b. Any recovery on account of L.D. charges/risk & cost charges in respect of previous rate contracts/supply orders placed on them by the MCS/corporation can also be recovered from any sum accrued against this bid after accounting for untied sum or due payment sum lying with corporation against previous rate contract/supply orders. Firm shall submit details of pending amount lying with corporation but decision of MCS/M.D., RSFCSCL regarding authenticity of sum payable shall be final as the case may be.

32) SUBLETING

The supply contract awarded should be executed by the successful Bidder only. The subletting of supplies from any other Transporter is not permitted.



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33) GRIEVANCE REDRESSAL DURING PROCUREMENT PROCESS:

The Designation and address of the First Appellate Authority:- M.D. RSFCSC Jaipur.

The Designation and address of the Second Appellate Authority:- Chairman, RSFCSC, Jaipur.

i. 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 there-under, he may file an appeal to First Appellate Authority, (M.D. RSFCSC Jaipur) 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.

- ii. 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 off within thirty days from the date of the appeal.
- iii. If the officer designated under Para (1) fails to dispose off 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 (Chairman) 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.

iv. 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) Provision 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.



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v. Form of Appeal

- (a) An appeal under Para (1) or (3) above shall be annexed 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.
- (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 authorized representative.

vi. Fee for filling 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.

vii. 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 free of cost.
- (d) The order passed under sub-clause (c) above shall be placed on the State Public procurement Portal.\

34) 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 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 any-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



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the same, directly or indirectly, to any part 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.

35) 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.

A Bidder may be considered to be in Conflict of interest with one or more parties in 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-incharge/consultant for the contract.

36) PACKING & INSURANCE

The goods will be delivered at the destination in perfect condition. The firm if so desires may insure valuable goods against loss by theft, destruction or damages by fire, floods, under exposure to weather or otherwise in any situation. The insurance charges will have to be borne by the transporter and the MCS/Corporation shall not be required to pay any such charges, if incurred.



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37) SAVING CLAUSE

No suit, prosecution or any legal proceedings shall lie against Bid Inviting Authority or any person for anything that is done in good faith or intended to be done in pursuance of Bid.

Any dispute arising regarding the interpretation of any clause /conditions of the bid documents and clarification shall be resolved by the M.D. of the Corporation and his/her decision will be final for such interpretation or clarification.

39) JURISDICTION

In the event of any dispute arising out of the Bid or orders such dispute would be subject to the jurisdiction of the Courts of the concerned district and the concerned Bench of High court at Jaipur / Jodhpur.

Signature of Bidder with Seal



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40) बिड की विशेष शर्ते एवं निर्देश

- 1. निर्धारित दिनांक एवं समय के पश्चात् कोई बिड स्वीकार नही की जावेगी।
- 2. बिडदाता के द्वारा सम्पूर्ण जिले हेतु बिड प्रस्तुत की जावेगी।
- 3. बिडदाता को निगम को आवंटित क्षेत्र के कार्य हेतु नियुक्त किया जा सकेगा।
- 4. प्रत्येक बिड के साथ 1 प्रतिशत बोली अमानत राशि का बैंक ड्राफ्ट प्रबंधक नागरिक आपूर्ति, राजस्थान राज्य खाद्य एवं नागरिक आपूर्ति निगम लि. के नाम से संलग्न करना होगा। इसके अभाव में बिड विचारणीय नहीं होगी।
- 5. सफल बिडदाता को अनुबंध के समय नियमानुसार कार्य सम्पादन प्रतिभूति राशि जमा करानी होगी।
- 6. किसी भी सशर्त बिड को स्वीकार नहीं किया जावेगा।
- 7. सामान्यतः खाद्यान्न का उठाव भारतीय खाद्य निगम के गोदाम से एवं जिले में स्थित गोदाम से किया जावेगा, किन्तु आवश्यकता होने पर जिले के अन्दर या जिले के बाहर के किसी भी स्थान से खाद्यान्न का उठाव कर वितरण करना होगा।
- 8. बिड प्रपत्र के साथ सभी वांछित दस्तावेज प्रस्तुत करना अनिवार्य है अन्यथा बिड स्वीकार नहीं की जायेगी।
- (अ) कार्यशील पूंजी न्यूनतम 10.00 लाख होने संबंधी शपथ पत्र तथा बिडदाता के स्वयं के नाम बैंक खाते की पास बुक की प्रति।
- (ब) बिडदाता व्यक्ति होने की स्थिति में न्यूनतम 10 लाख का हैसियत संबंधी प्रमाण-पत्र जो सक्षम अधिकारी (कलक्टर / उप खण्ड अधिकारी / सहायक कलक्टर / तहसीलदार अथवा बैंक) द्वारा जारी हो। बिडदाता फर्म / संस्था होने की स्थिति में स्वयं संस्था अथवा उसके भागीदार / सदस्य / पदाधिकारी / सचिव की हैसीयत 10 लाख की हो तथा संस्था की ओर से अण्डरटेकिंग इस आशय का प्रस्तुत करें कि संस्था से वसूल न होने वाली राशियाँ उसकी स्वयं की चल / अचल सम्पत्तियों से हो सकेगी। ऐसी Undertaking irrevocable (अप्रतिसंहरणीय) होगी।
- (स) परिवहन क्षमता संबंधी 9 टन क्षमता के कम से कम दो ट्रक होने संबंधी दस्तावेजो की प्रमाणित प्रतिं अथवा दो परिवहनकर्ता ऐजन्सी की नोटरी द्वारा प्रमाणित अंडरटेकिंग।
- (द) बिडदाता द्वारा निर्धारित स्थान पर किसी राजपत्रित अधिकारी / मजिस्ट्रेट के द्वारा प्रमाणित फोटो संलग्न किया जावे, जो 6 माह से अधिक पुराना न हो। सलंग्न प्रपत्र (Annexure F)
- 9. बिड स्वीकार होने पर बिडदाता को अनुबंध राजस्थान राज्य खाद्य एवं नागरिक आपूर्ति निगम लि. के एमसीएस के साथ करना होगा।



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- 10. कार्यादेश एवं कार्यालय द्वारा जारी अन्य सभी आदेशों व आर.टी.पी.पी. एक्ट 2012 एवं नियम 2013 एवं तत्समय प्रचलित सभी नियमों / कानूनों तथा विभागीय निर्देशो की पालना की जावेगी।
- 11. खाद्यान्न के परिवहन व्यय के अतिरिक्त कोई राशि देय नहीं होगी तथा आगनबाडी केन्द्रों पर खाद्यान्न उतराई भी स्वीकृत दरों में सम्मिलित होगी।
- 12. खाद्यान्न का भारतीय खाद्य निगम /एमसीएस के जिला स्तरीय गोदाम/ परिवहनकर्ता द्वारा उपलब्ध कराये गये गोदाम से उठाव कर वितरण करने की अविध में किसी भी प्रकार की हानि/गबन व चोरी हेतु परिवहनकर्ता स्वयं जिम्मेदार होगा।
- 13. खाद्यान्न परिवहनकर्त्ता वितरित की गई खाद्य सामग्री यथा गेहूँ , चावल एवं दाल की सूचना अगले दिन एमसीएस को देगा।
- 14. बकाया राशि पर कार्यालय द्वारा कोई ब्याज नही दिया जायेगा एवं भुगतान उपलब्ध बजट के अनुसार किया जायेगा।कार्यालय आदेश / निर्देशों की अवहेलना दण्डनीय अपराध माना जायेगा तथा प्रचलित नियमों के तहत कार्यवाही की जायेगी।
- 15. बिड को बिना कारण बताये निरस्त करने का अधिकार कार्यालय को होगा।
- 16. विवाद की स्थिति में न्याय का क्षेत्र जिला मुख्यालय होगा।
- 17. संविदाकर्त्ता को वित्त / ICDS एवं राजस्थान राज्य खाद्य आपूर्ति निगम लि. के द्वारा समय—समय पर जारी निर्देशों की पालना करना आवश्यक होगा।
- 18. बिडदाता का कम से कम 20 लाख रूपये का वार्षिक टर्नओवर होना चाहिए, इसके प्रमाणस्वरूप गत वित्तीय वर्ष का चार्टेड एकाउन्टेंट का प्रमाण-पत्र मय बैलेन्सशीट की प्रति बिडदाता द्वारा प्रस्तुत की जावेगी।
- 19. परिवहनकर्त्ता की जॉच में यदि कोई वसूली पाई जाती है, तो तुरन्त जमा करानी होगी अन्यथा नियमानुसार ब्याज देना होगा।
- 20. बिडदाता द्वारा प्रस्तुत दरों में राज्य सरकार/केन्द्र सरकार द्वारा अधिरोपित सभी करो की राशि सम्मलित होगी। परिवहनकर्त्ता को नियमानुसार सभी कर की राशि राज्य सरकार/केन्द्र सरकार में जमा करवाकर नियमानुसार निगम को सूचित करेगा।
- 21. सफल बिड में चयनित परिवहनकर्त्ता को अनुबंध के समय प्रतिमाह आवंटित खाद्यान्न के अनुसार संलग्न करार पत्र रू० 1000 के नोन ज्यूडिसियल स्टाम्प पर उपस्थित होकर निष्पादित करना आवश्यक होगा। निर्दिष्ट समयाविध में अनुबंध हेतु कार्यवाही नहीं करने की स्थिति में सफल प्रथम न्यूनतम बिडदाता का अनुबंध करने का अवसर समाप्त कर दिया जावेगा।
- 22. यदि अनुमोदित परिवहनकर्त्ता, आदेश दिये जाने से निर्धारित अविध के भीतर अनुबंध निष्पादित नहीं करता है अथवा टालमटोल करता है तो बिड के साथ जमा बोली अमानत राशि, बिड कॉस्ट की 1



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प्रतिशत बगैर किसी सुनवाई का अवसर दिये स्वतः ही जप्त हो जायेगी तथा उसकी बिड निरस्त मानी जावेगी।

- 23. परिवहनकर्त्ता द्वारा ट्रक से खाद्यान्न निर्धारित आंगनबाडी केन्द्रो तक पहुँचाने पर बिल एवं गेट पास की एक प्रति आंगनबाडी संचालक को देकर दूसरी प्रति पर सही मात्रा की प्राप्ति मय हस्ताक्षर एवं मोहर के प्राप्त कर प्रत्येक दिन प्रबन्धक नागरिक आपूर्ति को प्रस्तुत करेगा एवं एक प्रति बिल के साथ भी प्रस्तुत करनी होगी।
- 24. निर्धारित समय में कार्य सम्पन्न नहीं करने पर निम्नानुसार लिक्विडेटेड डेमेजेज वसूल किया जायेगा :
- (अ) निर्धारित अवधि से चौथाई अवधि तक विलम्ब होने पर परिवहन की जा रही खाद्य सामग्री के मूल्य का 2.5%
- (ब) 1/4 अवधि से अधिक तथा 1/2 अवधि तक विलम्ब होने पर परिवहन की जा रही खाद्य सामग्री के मूल्य का 5%
- (स) 1/2 अविध से अधिक तथा 3/4 अविध तक विलम्ब होने पर परिवहन की जा रही खाद्य सामग्री के मूल्य का 7.5%
- (द) 3/4 अवधि से अधिक तथा अधिक विलम्ब होने पर परिवहन की जा रही खाद्य सामग्री के मूल्य का 10%
- 25. परिवहन के दौरान वाहन दुर्घटनाग्रस्त होने तथा जान अथवा माल की होनि के लिए विभाग/निगम/थोक विक्रेता का कोई उत्तरदायित्व नही होगा। किन्तु दुर्घटना में विभाग/निगम/थोक विक्रेता को कोई हानि होती है तो उसके लिए सफल बिडदाता उत्तरदायी होगा व उस नुकसान की भरपाई नियमानुसार होगी।
- 26. परिवहनकर्त्ता को सौंपे गये निर्धारित मात्रा अनुसार एवं समान गुणवत्ता का खाद्यान गंतव्य स्थान पर समय पर पहुंचाना आवश्यक है। स्कंध की मात्रा एवं गुणवत्ता में किसी भी तरह की यदि हेराफेरी या गडबड़ी की जाती है तो हानि की वसूली हेतु हर संभव वैधानिक कार्यवाही की जाएगी। साथ ही परिवहनकर्त्ता के विरूद्ध दंडात्मक कार्यवाही करते हुए संबंधित वाहन को जब्त करा दिया जावेगा एवं परिवहनकर्त्ता की चल अचल सम्पित से भरपाई के लिए निगम स्वतंत्र रहेगा एवं भू—राजस्व संहिता अन्तर्गत वसूली की कार्यवाही की जाएगी। अमानत में खयानत करने पर भारतीय दंड संहिता के अनुसार परिवहनकर्त्ता के विरूद्ध पुलिस में प्रकरण दर्ज कर ऐसे परिवहनकर्त्ता को राज्य शासन / केन्द्र शासन के निगमों में भी कार्य नही करने देने हेतु काली सूची में डाला जावेगा। इस आशय की सूचना का प्रकाशन समाचार पत्रों में भी निगम द्वारा कराया जावेगा।
- 27. परिवहनकर्ता द्वारा भारतीय खाद्य निगम/एमसीएस के जिला स्तरीय गोदाम/परिवहनकर्ता द्वारा उपलब्ध कराये गये गोदाम से खाद्यान्न उठाकर संबंधित आगनबाडी केन्द्र तक परिवहन कार्य (तौल/अनलोडिंग एवं समस्त प्रकार के हैण्डलिंग चार्जेज सिहत) स्वीकृत दर पर किया जावेगा। लोंडिंग/अनलोडिंग अथवा अन्य कार्यो से सम्बन्धित विभाग/निगम द्वारा जारी निर्देशों की पालना परिवहनकर्ता द्वारा सुनिश्चित किया जाना अनिवार्य होगा।



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- 28. प्रत्येक माह में खाद्यान्न की मात्रा लगभग निर्धारित है। जिसमें कमी / बढ़ोतरी भी हो सकती है। निर्धारित मात्रा को प्रति माह भारतीय खाद्य निगम के डिपो या अन्य डिपो से उठाकर जिले के परिक्षेत्र में स्थित आंगनबाडी केन्द्रों पर पहुंचाना होगा। सुपुर्दगी की रसीद निर्धारित प्रपत्र में संबंधित आगंनबाडी केन्द्र से तीन प्रतियों में प्राप्त करनी होगी।
- 29. अनुमोदित परिवहनकर्त्ता द्वारा भारतीय खाद्य निगम से गेहूं/चावल का उठाव कर सीधे आंगनबाडी केन्द्रों पर आपूर्ति की जावेगी। विशेष परिस्थितियों में प्रबन्धक नागरिक आपूर्ति/जिला रसद अधिकारी से पूर्व अनुमित प्राप्त कर ही गोदाम में रखाया जा सकता है।
- 30. यदि परिवहनकर्ता कार्य संपादित करने हेतु अपना प्रतिनिधि नियुक्त करता है तो ऐसी स्थिति में रु. 100 / के स्टाम्प पेपर पर पॉवर ऑफ एटॉर्नी जारी करना अनिवार्य होगा जो नोटरी से प्रमाणित हो। परिवहनकर्ता का इस कार्य में नियोजित स्टॉफ के पहचान पत्र प्रबन्धक नागरिक आपूर्ति से प्रमाणित करवाकर ही कार्य में संलग्न किया जायेगा।
- 31. अनुबन्ध में वर्णित शर्तो /विभाग / निगम द्वारा जारी निर्देशों की अवहेलना किये जाने पर परिवहनकर्ता द्वारा जमा बोली प्रतिभूति / कार्य सम्पादन प्रतिभूति राशि आंशिक या पूर्णरुपेण जब्त की जा सकेगी।
- 32. भारतीय खाद्य निगम से आंगनबाडी केन्द्रों तक खाद्यान्न की आपूर्ति उपआवंटन अनुसार निर्धारित मात्रा में किये जाने की सम्पूर्ण जिम्मेदारी परिवहनकर्ता की होगी। यदि किसी प्रकार का गबन/विपथन या चोरी किया जाना पाया जाता है तो परिवहनकर्ता के विरुद्ध सक्षम प्राधिकारी द्वारा तत् समय प्रचलित सभी नियमों/कानूनों तथा भारतीय दण्ड़ संहिता के तहत कार्यवाही अमल में लाई जावेगी।
- 33. बिडदाता को यदि कोई आपित्त / समस्या हुई तो उसका समाधान गठित समिति के द्वारा किया जावेगा तथा गठित समिति के निर्णय को बिडदाता को मानना होगा।
- 34. परिवहनकर्ता प्रतिदिन आपूर्ति किये गये खाद्यान्न यथा गेहूँ चावल एवं दाल की रिपोर्ट आंगनबाडी केन्द्रवार प्रबन्धक नागरिक आपूर्ति / ICDS को प्रस्तुत करेगा।
- 35. परिवहनकर्ता प्रतिदिन आपूर्ति हेतु भेजे गये वाहनों की नियमानुसार बिल्टी जारी करेगा, जिसकी एक प्रति प्रबन्धक नागरिक आपूर्ति को दैनिक रूप से प्रस्तुत करेगा।
- 36. परिवहनकर्ता आपूर्ति की सूचना दैनिक रूप से निर्धारित प्रपत्र में समस्त औपचारिकता पूर्ण कराते हुये प्रबन्धक नागरिक आपूर्ति को प्रस्तुत करेगा।
- 37. परिवहनकर्ता भारतीय खाद्य निगम के गोदाम/परिवहनकर्ता द्वारा उपलब्ध कराये गये गोदाम से खाद्यान्न का उठाव कर सम्पूर्ण मात्रा एवं सही गुणवत्ता में आपूर्ति करने हेतु उत्तरदायी होगा तथा किसी प्रकार के अपमिश्रण एवं विपथन हेतु परिवहनकर्ता पूर्णतया जिम्मेदार होगा।
- 38. परिवहनकर्ता के द्वारा प्रबन्धक नागरिक आपूर्ति के निर्देशानुसार प्रतिदिन की आवश्यकता के अनुरूप वाहन उपलब्ध कराया जाना अनिवार्य होगा। यदि पालना नहीं की जाती है तो प्रबन्धक नागरिक आपूर्ति द्वारा उनके विरूद्ध शास्ती लगाये जाने हेतु सक्षम अधिकारी को अनुशंषा की जावेगी।



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- 39. परिवहनकर्ता का भुगतान निगम मुख्यालय से जिला निगम कार्यालय को राशि प्राप्त होने के उपरान्त किया जायेगा। विलम्ब की दशा में आगामी माह का खाद्यान्न का उठाव प्रभावित नहीं होगा। आवश्यक धन राशि की व्यवस्था करना परिवहनकर्ता की स्वयं की जिम्मेदारी होगी।
- 40. खाद्यान्न का आवंटन जिस माह के लिए किया जायेगा, उस हेतु निर्धारित समयाविध में सम्पूर्ण खाद्यान्न का उठाव करना होगा। परिवहनकर्ता के द्वारा किये गये विलम्ब के कारण यदि खाद्यान्न उठाव की वैधता अविध बढाई जाकर उठाव किया जाता है तो नियमानुसार परिवहनकर्ता पर परिनिर्धारित क्षति अधिरोपित की जायेगी।
- 41. खाद्यान्न उठाव की अवधि के दौरान राजकीय अवकाशों में भी गोदाम खुलवाकर खाद्यान्न का उठाव परिवहनकर्ता को करना होगा तथा निर्धारित राशि भी परिवहनकर्ता के द्वारा नियोजित की जायेगी।
- 42. परिवहनकर्ता को निर्धारित अंतिम तिथी तक उठाव पूर्ण करना होगा।
- 43. अनुमोदित परिवहनकर्ता द्वारा भारतीय खाद्य निगम के गोदामों से खाद्यान्नों, गेहूं एवं चावल का उठाव कर सीधे आंगनबाडी केन्द्रों पर आपूर्ति की जावेगी। यदि किसी कारण वश खाद्यान्न का भंडारण करना पडता है, तो उसके रख रखाव की सम्पूर्ण जिम्मेदारी परिवहनकर्ता की होगी। साथ ही भंडारण का खर्चा भी परिवहनकर्ता के द्वारा ही वहन करना होगा। इस बाबत परिवहनकर्ता के पास 200 M.T या स्थानीय आवश्यकता अनुसार भण्डारण क्षमता का स्वयं अथवा किराये का गोदाम होना आवश्यक है, ताकि गेहूँ/चावल एवं दाल का भंडारण किया जा सकें जिससे सम्बन्धित शपथ पत्र बिड के साथ अपलोड किया जाना अनिवार्य होगा।
- 44. परिवहनकर्ता के साथ किये गये अनुंबध की वैधता एक वर्ष के लिए होगी। एक वर्ष के पश्चात् आर.टी. पी.पी. एक्ट 2012 एवं नियम, 2013 के नियम 29 (आई) के अनुसार 3 माह बढायी जा सकेगी।
- 45. चयनित परिवहनकर्ता द्वारा यदि सम्पूर्ण तहसीलों / डिविजन्स हेतु कार्य करने में असमर्थता जाहिर किया जाता हे, तो अन्य परिवहनकर्ताओं द्वारा Parallel Rate Contract किया जा सकेगा।
- 46. खाद्यान्न परिवहनकर्ता से भिन्न कोई व्यक्ति, ट्रक / वाहन चालक, वाहन मालिक या उनके समूह के द्वारा खाद्यान्न उठाव / परिवहन कार्य में कोई अवरोध (बाधा) उत्पन्न किया जाता है, तो उनके विरूद्ध प्रचलित नियमों / कानूनों के अन्तर्गत कार्यवाही अमल में लायी जायेगी तथा उनको ब्लैक लिस्ट / डिवार भी कर दिया जायेगा। यदि उक्त कार्य में खाद्यान्न परिवहनकर्ता की भी सहभागिता पायी जाती है, तो उनके अनुबन्ध को निरस्त कर, निविदा की शर्तो तथा प्रचलित नियम / कानूनों के तहत कार्यवाही अमल में लायी जायेगी।
- 47. अन्य शर्ते राजस्थान लोक उपापन में पारदर्शिता अधिनियम 2012 एवं नियम 2013 के तहत रहेगी।
- 48. आंगनबाडी केन्द्रों पर खाद्यान्न का अनलोडिंग चार्जेज परिवहनकर्ता द्वारा देय होगा।
- 49. आटा, दाल एवं चावल मिल मालिक निविदा (बोली) में भाग लेने योग्य नहीं होगें, वे अपात्र माने जायेगें इस हेतु शपथ पत्र बिड के साथ प्रस्तुत करना होगा।

Signature of Bidder with Seal

RCSC

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CIN No.: U63023RJ2010SGC033489

Annexure 'A'

<u>Declaration by the Bidder regarding Qualifications</u> <u>Declaration by the Bidder</u>

(On Rs.100/- non judicial stamp paper duly attested by Notary public)

	In relation to my/our Bid submitted to
	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;
Da	e: Signature of bidder
Pla	
	Designation:
	Address:

RESE

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ANNEXURE 'B'

Affidavit regarding acceptance to Terms & Condition of Bid (On Rs.100/- non judicial stamp paper duly attested by Notary public)

Bidder Name: -----

I/We confirm that I/We are authorized to submit bid on behalf of the firm participating in the bid and have perused the entire Bid document including all its amendments till date.

Having perused the subject bid with all amendments (wherever applicable). I/We hereby confirm unconditional acceptance and compliance to abide by all its terms & conditions as mentioned in Bid document including technical particulars, Detailed technical specifications of the product, Special Terms & Conditions and General Terms & Conditions wherever indicated , offer validity , terms of delivery without any deviations whatsoever:

I/We also confirm acceptance of the all General Terms & Conditions of bid document

I/We certify that the prices quoted against the bid are competitive and without adopting any unfair / unethical means in including cartelization.

I/We certified that bidding firm has not been banned by any Government Department of the State / PSU from business dealings.

We are enclosing Balance Sheet, profit and loss account of last financial year.we undertake that our Turnover was Rs. 20 Lacs.

I/We also certified that the information given above is factually correct, true and nothing material has been concealed.

Name of Bidder with Signature and Seal



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Annexure – C

अनुबन्ध पत्र

1	१. यह अनुबन्ध पत्र आज दिनाक का म का म
	जिसे आगे अनुमोदित परिवहनकर्ता कहा
	जावेगा, तथा इस अभिव्यक्ति में जहां संदर्भ द्वारा ऐसा स्वीकार किया जावेगा, उसके
	उत्तराधिकारियों / निष्पादकों को शामिल किया हुआ समझा जावेगा तथा प्रबन्धक नागरिक आपूर्ति, राजस्थान राज्य खाद्य एवं नागरिक आपूर्ति निगम लिमिटेड़, जिला .
	आगे निगम या (प्रथम पक्ष) कहा जावेगा, इस अभिव्यक्ति में जहां संदर्भ द्वारा ऐसा स्वीकार किया जावेगा, उसके उत्तराधिकारियों एवं अनुमोदितों को शामिल किया
	हुआ समझा जावेगा, के मध्य निष्पादित किया गया।
2.	
	दाल वितरण हेतु (अवधि) के लिए नियुक्त किया गया है, कार्यादेश संख्या
	के अनुसारकी कार्य सम्पादन प्रतिभूति प्रबन्धक नागरिक आपूर्ति
	कार्यालय में जमा करवा दिया गया है।
3.	, , , , , , , , , , , , , , , , , , , ,
	(क) परिवहनकर्त्ता उनके द्वारा हस्ताक्षरित बिड की शर्तो की पूर्ण पालना करेगा।
	(ख) परिवहनकर्त्ता प्रचलित नियम/अधिनियम में उल्लेखित समस्त शर्तो की पालना करेगा।
	(ग) परिवहनकर्त्ता ICDS / निगम एवं उसके अधिकारियों द्वारा जारी निर्देशो की पालना करेगा।
	(घ) बिड की किसी भी शर्त का उल्लंघन करने पर परिवहनकर्ता द्वारा जमा कार्य सम्पादन प्रतिभूति राशि आंशिक अथवा पूर्णरूप से जब्त की जा सकेगी।
4.	आर.टी.पी.पी. एक्ट 2012 नियम, 2013 एवं तत्समय प्रवृत्त सभी नियमों / कानूनों के तहत नियमानुसार विधिक कार्यवाही की जा सकेगी।
5.	
	प्राप्तियों स्थानीय निगमों तथा गोदाम के भीतर के कार्यों के संबंध में
	उतराई / उठाई / लदाई एवं रखाई तथा परिवहन संविदाकार के संबंध में निगम की
	सभी शर्तो और उसके अनुबंधो, निर्देशों तथा परिशिष्टों (ए से आई तक) का परीक्षण
	कर लिया गया है और उन्हें समझ लिया है, उन्हें स्वीकार करता हूँ तथा उनसे आबद्ध

रहने का करार करता हूँ।



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- 6. प्रत्येक माह में खाद्यान्न की मात्रा लगभग निर्धारित है। जिसमें कमी / बढ़ोतरी भी हो सकती है। निर्धारित मात्रा के गेहूं तथा चावल को प्रति माह भारतीय खाद्य निगम के डिपोया अन्य डिपो से उठाकर एवं जिला स्थित गोदाम से दाल प्राप्त कर जिले के परिक्षेत्र में स्थित आंगनबाडी केन्द्रों को पहुंचाना होगा। सुपुर्दगी की रसीद संबंधित आंगनबाडी केन्द्रों से प्राप्त करेगा। सुपुर्दगी की रसीद बिल प्रेषित करते समय बिल के साथ संलग्न की जावेगी।
- 7. अनुमोदित परिवहनकर्ता द्वारा नियमानुसार निर्धारित कार्य सम्पादन प्रतिभूति राशि MCS कार्यालय में जमा करानी होगी, जिस पर कोई ब्याज देय नहीं होगा।
- ४. परिवहन कार्य से सम्बन्धित सभी चार्जेज यदि कोई हो तो परिवहनकर्ता द्वारा ही वहन किये जायेंगे तथा परिवहन कार्य से सम्बन्धित विभाग / निगम द्वारा समय समय पर जारी निर्देशों की पालना परिवहनकर्ता द्वारा सुनिश्चित किया जावेगा।
- 9. प्रस्तुत परिवहन दरों में GST एवं शासन द्वारा अधिरोपित सभी करों की राशि सम्मिलित रहेगी, परिवहनकर्ता टैक्स आदि की राशि राजकोष में जमा करवायेगा।
- 10. अनुबन्ध में वर्णित शर्तो / विभाग / निगम द्वारा जारी निर्देशों की अवहेलना किये जाने पर परिवहनकर्ता द्वारा जमा कार्य सम्पादन प्रतिभूति राशि आंशिक या पूर्णरुपेण जब्त की जा सकेगी।
- 11. परिवहन के दौरान वाहन दुर्घटनाग्रस्त होने तथा जान अथवा माल की हानि के लिए निगम का कोई उत्तरदायित्व नहीं होगा। किन्तु दुर्घटना में निगम को कोई हानि होती है तो उसके लिए परिवहनकर्ता उत्तरदायी होगा व उसे नुकसान की भरपाई नियमानुसार करनी होगी।
- 12. परिवहनकर्ता को सौपे गये निर्धारित मात्रा अनुसार एवं समान गुणवत्ता का खाद्यान गंतव्य स्थान पर समय पर पहुंचाना आवश्यक है। स्कंघ की मात्रा एवं गुणवत्ता में किसी भी तरह की यदि हेराफेरी या गड़बड़ी की जाती है तो हानि की वसूली हेतु हर संभव वैधानिक कार्यवाही की जायेगी। साथ ही परिवहनकर्ता के विरुद्ध दण्डात्मक कार्यवाही करते हुये संबंधित वाहन को जप्त करा दिया जावेगा एवं परिवहनकर्ता की चल अचल संपत्ति से भरपाई के लिए निगम स्वतंत्र रहेगा एवं भू—राजस्व संहिता अंतर्गत वसूली की कार्यवाही की जावेगी। अमानत में खयानत करने पर भारतीय दंड संहिता के अनुसार परिवहनकर्ता के विरुद्ध पुलिस में प्रकरण दर्ज कर ऐसे परिवहनकर्ता को इस निगम एवं राज्य शासन/केन्द्र शासन के निगमों में भी कार्य नहीं करने देने हेतु काली सूची (डिवार) में डाला जावेगा। इस आशय की सूचना का प्रकाशन समाचार पत्रों में भी निगम द्वारा कराया जावेगा।
- 13. भारतीय खाद्य निगम से गेहूं व चावल तथा जिला स्थित गोदाम से दाल आंगनबाडी केन्द्रों तक आपूर्ति आवंटन अनुसार निर्धारित मात्रा में किये जाने की सम्पूर्ण जिम्मेदारी परिवहनकर्ता की होगी। यदि किसी प्रकार का गबन/विपथन/अपिमश्रण किया जाना पाया जाता है तो परिवहनकर्ता के विरुद्ध सक्षम प्राधिकारी द्वारा भारतीय दण्ड़ संहिता एवं प्रचलित नियमों एवं कानुनों के तहत कार्यवाही अमल में लाई जावेगी।



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- 14. स्वीकृत की गई अनुबन्ध अविध तक किसी भी प्रकार की दरों में वृद्धि नहीं की जावेगी।
- 15. ट्रान्सपोर्टर को परिवहन किये जाने वाले साधनों के रजिस्ट्रेशन, बीमा, चालक का नाम मय ड्राईविग लाईसेन्स की प्रति एवं मोबाईल नम्बर आवश्यकता पड़ने पर निगम को प्रस्तुत करने होंगे।
- 16. परिवहनकर्ता बिड की शर्तो के अनुसार कार्य करने को बाध्य होगा। इसमें किसी भी प्रकार का उल्लंघन करने में परिवहनकर्ता की पूर्ण जिम्मेदारी होगी।
- 17. यदि परिवहनकर्ता निगम द्वारा दिये गये परिवहन कार्यक्रम के अनुसार कार्य नहीं करता है तो इस स्थिति में निगम द्वारा निविदा को रद्द किये बिना निगम द्वारा वर्णित हैंडलिंग एवं परिवहन का कार्य अन्य परिवहनकर्ता से अनुमोदित परिवहनकर्ता की रिस्क एवं कॉस्ट (Risk and cost) पर कराया जा सकता है तथा अन्तर राशि परिवहनकर्ता से वसूल की जावेगी।
- 18. परिवहनकर्ता कार्य प्रारम्भ करने के उपरान्त कूटरचित/असत्य दस्तावेज पाये जाने की दशा में परिवहनकर्ता से किया गया अनुबन्ध निरस्त किया जा सकता है तथा अनुबन्ध के साथ जमा कार्य सम्पादन प्रतिभूति राशि निगम हित में जब्त कर ली जावेगी तथा कानूनी कार्यवाही की जावेगी।
- 19. बिंड में अंकित नियम एवं शर्ते अनुबंध का भाग माना जायेगा जिसकी परिवहनकर्त्ता को पालना करनी होगी।
- 20. किसी भी स्तर पर कालाबाजारी, चोरी, गबन्, अपिमश्रण, विपथन आदि करना पाया जाता है तो संबंधि परिवहनकर्ता से उपलब्ध करवाई गई वस्तु की दुगनी कीमत की वसूली की जायेगी।
- 21. परिवहन में आई गेहूं, चावल एवं दाल की कमी का दायित्व परिवहनकर्ता का होगा तथा मार्ग में खाद्यान्न की बोरियों के फटने एवं कम होने पर या अन्य किसी प्रकार से क्षति ग्रस्त होने की जिम्मेदारी परिवहनकर्ता की होगी और वह उस हानि की क्षतिपूर्ति निगम को करेगा।
- 22. परिवहन चार्जेज का भुगतान अनुमोदित परिवहनकर्ता द्वारा बिल प्रस्तुत करने पर टी. डी.एस. की कटौती करते हुये किया जावेगा परन्तु भुगतान माल प्राप्ति के मिलान के पश्चात् ही किया जा सकेगा। जीएसटी की राशि अनुमोदित परिवहनकर्ता द्वारा जमा कराई जावेगी।
- 23. अनुमोदित परिवहनकर्ता के द्वारा बिड में उल्लेखित सभी निर्देशों / शर्तों, परिशिष्टों, उपबन्धों एवं नियम व अनुबन्धों का भिलभांति अध्ययन कर स्वीकार कर लिया गया है। मैं (परिवहनकर्त्ता) जिला उपापन समिति द्वारा निर्धारित दरों पर निगम द्वारा समय—समय पर जारी निर्देशों / शर्तों के अनुसार उक्त कार्य स्वेच्छा से हाथ में ले रहा हूँ। मैं निगम को यह आश्वासन देता हूँ कि उक्त कार्य को इस कार्य की अवधि पर्यन्त सभी अवस्थाओं पर मेरी / हमारी सर्वोत्तम योग्यता से करुंगा।



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यह अनुबन्ध होश—हवाश में बिना किसी असम्यक असर, कपट एवं अनुचित प्रभाव के निष्पादित कर दिया है।

हस्ताक्षर संविदाकार / निगम की ओर से वह हैसियत, जिसमें वह हस्ताक्षर कर रहा है।

अधिकृत अधिकारी के हस्ताक्षर (प्रथम पक्ष)	परिवहनकर्ता के हस्ताक्षर (द्वितीय पक्ष)
साक्षी :-	साक्षी :–
(1) हस्ताक्षर :	(1) हस्ताक्षर :
नाम :	नाम :
पता :	पता :
टेलीफोन नं :	टेलीफोन नं :
(2) हस्ताक्षर :	(2) हस्ताक्षर :
नाम :	नाम :
पता :	पता :
देलीफोन नं :─	ਟੇਕੀफੀਜ਼ ਜ਼ੁਂ :



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Fax No. 0141-2741924, ,E-Mail: rsfcsc@gmail.com
CIN No.: U63023RJ2010SGC033489

Annexure - D

TECHNICAL UNDERTAKING

I/We have clearly understood all the terms and conditions of the bid and agreement etc. and agree to undertake the Transportation of wheat, Rice & Dal upto Aanganwari Centers in district at the rate quoted by me/us at the destinations specified by corporation and as per the annexure of bid document specifications prescribed by the corporation.

I/We shall assure that I/We shall strictly by the terms and conditions of the Bid etc. and the instructions issued by the MCS concerned/Managing Director, Rajasthan State Food & Civil Supplies Corporation Limited from time to time.

I am/we are enclosing all the desired documents as per technical bid (check list) with the following documents as per the terms and Conditions of the Bid:

- 1. The affidavit will be submitted by the bidder that he/she has not been convicted in any criminal case under the rules / laws of the State Government or Government of India, nor criminal charges have been framed against him in any court
- 2. Affidavit stating that the bidder or any of the partners or Representatives were never black listed the civil supplies Corporation/Central Government/ any State Govt./ any union Territory/ State Agency at time or involved In diversion of stocks or involved in case under Any Act/Law or Convicted by Court of law in a criminal case.

I/We hereby affirm that Corporation is at liberty to take action against me/ us as per the terms and conditions of Bid Document, if the above said statement proves to be wrong at any point of time.

SIGNATURE OF THE BIDDER NAME:
ADDRESS:

RESE

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Annexure-E

FINANCIAL UNDERTAKING

(On Rs.100/- non judicial stamp paper duly attested by Notary public)

I/We have clearly understand all the terms and conditions of the bid and agreement etc. and agree to undertake the transportation of wheat, Rice & Dal destination specified by Corporation.

I/We shall assure that I/We shall strictly abide by the terms and conditions of the Bid, Agreement and the Manager Civil Supply of Rajasthan State Food & CivilSupplies Corporation Limited from time to time.

I/We shall furnish the prescribed performance Security amount of 2.5% on the total value of the cost of the quantity for supply, within seven (7) days of the acceptance of my/our bid and enter into agreement. I/We are well aware of the forfeiture clause in the terms and conditions of the bid and my/our Bid Security (EMD) stand forfeited if

I/we fail to furnish the prescribed Performance Security and also enter into agreement within seven (7) days of acceptance of my/our bid and I/we will strictly abide by the terms and conditions etc. as per the agreement. In the event of non-fulfillment of contract by me/us, my/our Performance Security or any amount available with the MCS/Corporation are liable to be forfeited, award of supply contract stand cancelled besides blacklisting me/us

SIGNATURE OF THE BIDDER NAME: ADDRESS: Date:



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CIN No.: U63023RJ2010SGC033489

Annexure - F

परिचय - पत्र

नाम		फोटो
पिता का नाम		मजिस्ट्रेट या राजपत्रित अधिकारी के द्वारा प्रमाणित
पता		
मोबाइल नं.		
ई-मेल आईडी		
पैनकार्ड नं.		
आधार कार्ड नं.		
वोटर आईडी क	गर्ड नं	
		हस्ताक्षर मय सील
		II राजपत्रित अधिकारी)
	िप्पाक	

AJASTHAN STATE FOOD & CIVIL SUPPLIES CORPORATION LTD. (A State Government undertaking) Head Office: 5th floor, Kisan Bhawan Lalkothi, Took Road, Jainur-302015

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Annexure - G

आईसीडीएस योजना के तहत भारतीय खाद्य निगम से गेहूं एवं चावल तथा जिला स्थित गोदाम से दाल का उठाव आंगनबाडी केन्द्रों पर पहुंचाने के लिए परिवहनकर्ता की नियुक्ति हेतु आवंटित मात्रा/बिड सिक्योरिटी/कार्य सम्पादन प्रतिभूति राशि का विवरण

Detailed Calculation of Transportation Work Bid Security (EMD), Performance Security and Total Cost of Bid

क्र. स.	नाम जिला	कार्य हेतु चयनित स्थान	सामग्री प्रतिमाह (क्विंटल में) गेहूं, चावल व दाल	सामग्री प्रति वर्ष (क्विंटल में)	एक वर्ष की औसत परिवहन लागत $($ कॉलन 5 X औसत परिवहन दर प्रति किंवंटल $)$	सिक्योरिडी (कॉलन 6	कार्य सम्पादन प्रतिभूति राशि (कॉलन 6 X 2.5 प्रतिशत)
1	2	3	4	5	6	7	8
1		समस्त आंगनबाड़ी केन्द्र					

AJASTHA

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CIN No.: U63023RJ2010SGC033489

ANNEXURE-H

Financial Bid Format

- 1. Name of Firm :-
- 2. Address:-
- 3. Phone No.:-

क्र0 सं0	खाद्यान्न परिवहन क्षेत्र	परिवहन फ्लैट रेट	हेतु	देय	बिडदाता द्वारा प्रतिशत में कम या	प्रस्तुत अधिक	दरें
					अंकों में	शब्दों में	
1	सम्पूर्ण जिला	55 /- क्विंटल	रूपये	प्रति			

बिडदाता के हस्ताक्षरः फर्म का नाम एवं सीलः

नोट : उक्त वित्तीय बिड के फॉरमेट को तकनीकी दस्तावेजों के साथ प्रस्तुत नहीं किया जावें अपितु उक्तानुसार दरें ऑनलाईन वित्तीय कवर वाले लिफाफे में प्रस्तुत की जावें।

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Annexure "I"

FORM No. I

[See rule 83]

	orandum of Appeal under the Rajasthan Transparency in Public
rocu	rement Act, 2012
	peal No of
Bef	(
App	pellate Authority)
	Particulars of appellant: (i) Name of the appellant: (ii) Official address, if any: (iii) Residential address:
	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:
	If the Appellant proposes to be represented by a representative, the name and postal of the representative:
5.	Number of Affidavits and documents enclosed with the appeal:
6.	Grounds of appeal:
	affidavit)
7.	Prayer:
•••••	
Plac	ce
Dat	