



**RAJASTHAN STATE CO-OPERATIVE MARKETING FEDERATION LTD.**

**4 BHAWANI SINGH ROAD, JAIPUR**  
**(PHONE NO. 0141-2740231, FAX:- 0141-2740076, 2740081)**  
**(GSTIN NO. 08AAAR0279B1ZU)**

E-Bids are invited from Manufacturer & reputed suppliers, for supply of *New A- twill and B-Twill gunny bags* are invited separately, up to **05.00 P.M.** on **02.04.2019** respectively. Details may be seen in the e-Bids documents available at our official website [www.rajfed.gov.in](http://www.rajfed.gov.in) or the website of State Public Procurement Portal <http://sppp.rajasthan.gov.in> or e-procurement portal of Government of Rajasthan [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in).

**Managing Director**

## **Short-Term E-Bids Notice For Supply Of New A- Twill And B-Twill Gunny Bags**

### **PART-I (TECHNICAL BID)**

E- Bids are invited from reputed suppliers and manufacturers for supply A- twill new 30 Lacs Gunny Bags and B.Twill gunny bags 10 Lacs As per specification of BIS. Detailed specification and conditions are mentioned in the Bids Document.

e-Bids shall be accepted only on-line (e-procurement). EMD Rs. 5 Lacs along with e-Bids Form fee of Rs. 1000+GST 18% in the form of Demand Draft/Pay Order in favour of “**RAJASTHAN RAJYA SAHAKARI KRAYA VIKRAYA SANGH LTD.**”, Jaipur, shall have to be deposited at its H.O. Jaipur, till 02.04.2019 upto 4.00 P.M. as notified in the e-Bids document. Another D.D. for e-Bids processing Fee of Rs. 1000/- in favour of “MD, RISL”, Jaipur shall also have to be deposited at the Rajfed till 02.04.2019 upto 4.00 P.M. E-Bids without appropriate Fees & EMD as referred above, will not be accepted. The details of e-Bids schedule are as under :-

<b>Download</b>	<b>Submission</b>	<b>Opening Technical Bid :</b>
From <b>05.00</b> PM on 22.3.2019	Till 02.04.2019 upto 5.00 PM	On <b>03.04.2019</b> at 11.00 AM

Technical Bid and Financial Bid shall be uploaded separately. Financial Bid of Bidder, who qualifies in the Technical Bid would only be downloaded. Unqualified Bidders in the Technical Bid shall not be considered.

Managing Director reserves the right to reject any Bids or part without assigning any reason thereof. This Bid will be processed through e-procurement Portal of Govt. of Rajasthan.

You may visit our website [www.rajfed.gov.in](http://www.rajfed.gov.in) or [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in) or <http://sppp.rajasthan.gov.in> for further information regarding e-Bids and for any assistance contact helpdesk phone 0141-4022688 email [eproc@rajasthan.gov.in](mailto:eproc@rajasthan.gov.in)

**Managing Director**

**Cost of E-Bids Form : Rs. 1000/-  
+GST18%**

**Bids No. : ( 1 )**

1.	Download of Bids Form	From <b>05.00 PM</b> on 22.03.2019
2.	Submission of EMD / Fees	
i)	EMD as applicable	Till <b>02.04.2019</b> upto 4.00 PM
ii)	Bids document Fee Rs. 1000/- +18% GST	Till <b>02.04.2019</b> upto 4.00 PM
iii)	e-Bids Processing Fee Rs. 1000/-	Till <b>02.04.2019</b> upto 4.00 PM
3.	Last date and time of upload of the Bids	Till <b>02.04.2019</b> upto 5.00 PM
4.	Date & Time of opening of Bids	
i)	Technical Bid	On <b>03.04.2019</b> at 11.00 AM
ii)	Financial Bid	To be intimate
5.	Earnest Money to be submitted with Bids	Rs. 5 Lacs /-
6.	Approximate value of item	Rs 34 Crore.
7.	Validity of the offer	<b><u>60 days, from the date of opening of Financial Bid</u></b>

1- NAME OF BIDDER .....  
(IN CASE OF PARTNERSHIP FIRM .....

PLEASE MENTION THE NAME & .....  
ADDRESS OF EACH PARTNER & .....  
REGISTRATION & GSTIN.....  
NUMBER .....

(Enclose copy of Partnership deed)/ .....

IN CASE OF COMPANY PLEASE .....

PROVIDE NAME & ADDRESS OF .....  
EACH DIRECTOR (Enclose a copy of  
MOA/AOA/Certificate of Inspection)

2- AUTHORISED SIGNATORY WITH .....  
DESIGNATION. ....

- 3- REGISTRATION PROOF OF FIRM .....  
 .....  
 REGISTRAR OF COMPANIES/FIRMS .....  
 OR PROPRIETARY CONCERN .....  
 PROOF .....  
 PERMANENT ADDRESS .....
- 4. (REGISTERED .....  
 OFFICE) WITH TELEPHONE .....  
 NUMBER .....
- 5. i) PRESENT MAILING ADDRESS .....  
 .....  
 WITH TELEPHONE NUMBER .....
- ii) E-mail ID .....  
 .....
- 6. ADDRESS OF FACTORY/Office .....  
 .....  
 WITH TELEPHONE NUMBER .....
- 7. TELEPHONE/FAX NO. ....
- 8. GSTIN .....  
 (Self Certified Copy to be Uploaded  
 compulsorily)

- 9 . INCOME TAX PAN NO. ....  
 (Self Certified Copy to be Uploaded)
10. BANK ACCOUNT DETAILS .....
- a) NAME AND ADDRESS OF BANK .....
- b) ACCOUNT NO. (WITH ITS NATURE) .....
- c) TITLE OF ACCOUNT .....
- d) IFSC CODE .....
- e) NAME OF PERSON MAKING TRANSACTIONS .....
11. AMOUNT DEPOSITED AS EMD AGAINST THIS e-BIDS. ....  
 DETAILS OF PAYMENT (DD/PAY ORDER)
12. ....  
 (Numbers & Date of DDs/POs are to be mentioned here, whereas their scanned copies are to be uploaded).

	Amount (Rs.)	DD No.	Date
I) EMD	Rs. 5 Lacs/-	_____	___
II) BIDS DOCUMENT FEE E-BIDSING PROCESSING	Rs. 1,000/-+ GST18%	_____	___
III) FEE	Rs. 1,000/-	_____	___

Date : Signature of the Bidder : .....

Place : Name and Address of the Bidder : .....

Mobile No. : .....

Date: Signature of Bidders

Name of Signatory (In Block Letter) : \_\_\_\_\_

Designation : \_\_\_\_\_

**DECLARATION BY THE BIDDER**

I/We have read and understood all the terms and conditions of the e-Bids document, which are acceptable to me/us. No additional condition or point of difference has been given by me/us.

I/We have fulfilled all the obligations mentioned in the check-list at Annexure-“G”. Copy of all original documents, shall be produced by me/us, on demand, if I/We are declared successful Bidder

I am ..... (Proprietor/Director/Manager) of the Bidding firm and have been authorized to submit e-Bids. The authority letter in this regard is enclosed here with.

( Signature of bidder)

**INSTRUCTIONS FOR SUBMISSION OF E-BIDS FORM & DOCUMENTS**

1. The scanned copy of Bids form (Technical Bid, Part-I, in 2 pages) and other relevant documents, which are required, duly filled and signed by Bidder should be uploaded online.
2. The Bidder is required to fill up and upload their rate at proper place i.e. in financial bid (BOQ), Part-II of Bids, as per the link provided on the webpage.
3. If required by the Bidder, training may be given to them, for filling of online Bids, by the following department.

DO IT : E-Procurement Cell, 1<sup>st</sup> Floor, Yojna Bhawan, Jaipur.  
Help Desk Phone : 0141-4022688  
Email : eproc@rajasthan.gov.in

4. Bids form & handwritten rates shall not be accepted in Bids Box, although all the 3 DDs/Pay Orders towards Bids form fee, RISL processing fee and EMD are to be submitted in this office within the scheduled time, as per e-Bids notice and technical bid.
5. Please read the instructions carefully before submitting the Bids online.
6. In case of any query, please call on 0141-4022688/E-procurement Cell/ Rajfed Office 0141-2744910

**CHECK LIST FOR FILLING UP THE TECHNICAL BID**

In order to qualify the technical bid, the scanned copies of following documents are to be uploaded **compulsorily**, by the Bidder, at the time of filling the e-Bids, **in lack of any of which, the technical bid shall be rejected.**

1. Fees & EMD
  - a) DD/Pay order for Rs. 1000/-+18% GST towards Bids document fee.
  - b) DD/Pay order for Rs. 1000/-, towards RISL processing fee.
  - c) DD/Pay order for Rs. 5 Lacs /-, towards EMD (Bids Security).
2. Part -I (Technical Bid) of Bids document (in 2 pages, no. 3 and 4) duly filled and signed with seal by the Bidder
3. The enclosed “Declaration by the Bidder” at annexure-B of the Bids document, duly filled and signed with seal, required under rules 2013 of Rajasthan Transparency in Public Procurement act 2012.
4. The enclosed “Declaration by the Bidder” at annexure-E of the Bids document duly filled and signed with seal, towards reading and acceptance of all the terms and conditions of Bids document.
5. Self certified copy of registration under GSTIN.
6. Self certified copy of PAN.



**Detailed Terms and conditions of the BID****A. SCOPE OF SUPPLY :**

- A.) New A-Twill gunny bags, as per BIS specifications (size 91.5 cm X 67.5 cm, Weight 989 gm ). Gunny bags should be fully fit and appropriate for filling 50 Kg of Mustard Seed. There should be no spillage from the filled bag during the normal handling/ transit etc.
- B.) New B-twill Gunny bags as per BIS specification ( 94 cm X 57 cm, Weight 580 gms) for Gram Packing of 50 Kg. There should be no spillage from the filled bag during the normal handling/ transit etc.

(Note: BIS test methods shall be applicable. )

**B. Quantity and Specification:**

- 1) A-Twill : 30 Lacs Nos.  
Size : 91.5 cm X 67.5 cm, Weight 989 gms /Bag & (1 bale= 400 bags) as per BIS specification.
- 2) B-Twill : 10 Lacs Nos.
- 3) Size : 94 cmX57 cms, weight: 580 gms per bag (1 bale= 500 bags) as per BIS specification.

**The quantity indicated above is purely indicative and not guarantee of purchase and quantity can be decreased/ increased/ abolished by the purchaser.**

**C. Delivery Period**

The gunny bags are to be supplied **within** prescribed time period from the date of placement of purchase order for supply by Rajfed.

**D. SUBMISSION OF RATE :**

- i) The rates are to be filled and uploaded at proper place i.e. in financial bid (BOQ), Part-II of Bids, as per the link provided in the webpage.
- ii) The bags are required to be delivered FOR at **All purchase centers in Rajasthan**, as mentioned under the head **Delivery Destination**.
- iii) The basic rate quoted by the Bidder, in the column (5) under the head **“Basic Rate per Bag FOR at all purchase center in Rajasthan”** should be **inclusive of inspection, Loading & supervision charges freight and loading etc.** Only GST is to be quoted separately under the respective head.

#### **E. e-BIDS FEE AND e-BIDS PROCESSING FEE :**

e-Bids form fee of **Rs. 1000/-+18% GST** in the form of **DD/Pay Order** in favour of **“Rajasthan Rajya Sahakari Kraya Vikray Sangh Ltd.”**, payable at **H.O., Jaipur** and e-Bids processing fee of **Rs. 1000/-** in the form of **DD/Pay Order** in favour of **“MD, RISL”**, payable at **Jaipur**, shall have to be deposited in this office within the scheduled time, as mentioned in the e-Bids notice and the technical bid. e-Bids without appropriate fees as referred above, shall not be accepted. The scanned copies of DDs/Pay Orders are also required to be uploaded at the time of online filling of the technical bid, as mentioned in the check list.

#### **F E.M.D**

An EMD Rs. 500000/- is to be deposited in the form of DD/ Pay order in favour of “RAJFED”.

REFUND of EMD: The EMD of unsuccessful Bidder shall be refunded after final acceptance of Bids of successful bidder. EMD so deposited shall not accrued any interest. In case of the successful bidder the amount of the Bid security may be adjusted in arriving at the amount of the performance security or refund if the successful bidder furnish the full amount of performance security.

#### **G. Inspection:**

The inspection of goods shall be carried out by the recognized inspection house to ascertain the quality of material primarily. The inspection shall be carried out before loading into trucks. The report of inspection so carried out shall form the part of dispatch intimation, in lack of which the consignment may be rejected. It may please be noted that the basis of release of payment, shall be the approval of quality by Rajfed authorities as per the required specification and not the inspection note, referred above.

#### **H. PAYMENT TERM :**

95% payment shall be released after receipt of quantity material, required documents and bill subject to approval of quality quantity weight and satisfactory supply report by concern R.O. If the payment of the bill made through DD/RTGS, the bank charges shall be borne by the supplier. Remaining 5% shall be deposited as security deposit and will be refund after adjustment of the all the invoices and reconciliation of GSTR-2A with parties. There is no interest payable on such security deposit. If the supplier fails to supply the quantity as per order, the security deposit shall be liable to be forfeited.

## **I. PROCEDURE FOR EVALUATING THE BIDS :**

- i) The rates are to be filled and uploaded at proper place i.e. in financial bid (BOQ), Part-II of Bids, as per the link provided in the webpage. For the purpose of comparative evaluation of financial bid, **Total Rate** per bag, FOR all purchase center in Rajasthan, **inclusive of GST** shall be considered.
- ii) In case, any bidder quotes non applicable rate of GST, which is more than applicable rate of GST then comparison shall be made (by preparing a manual comparative chart) by taking into account the applicable rate of GST and keeping the basic rate (mentioned in Column No. 5) intact, subject to applicability of criterion mentioned above at Sr. No. i) and the payment shall also be made with applicable rate of GST, if Bids is awarded to that bidder.
- iii) In case, any bidder quotes non applicable rate of GST, which is less than applicable rate of GST then comparison shall be made (by preparing a manual comparative chart) after converting **basic + quoted rate of GST** into **basic + applicable rate of GST** (so that the total of both is same) and hence reducing the basic rate (mentioned at Column No. 5), subject to applicability of criterion mentioned above at Sr. No. i) and the payment shall also be made with the new basic arrived and applicable rate of GST, if Bids is awarded to that bidder.
- iv) If because of faulty nature of BOQ, the Comparative chart generated by the system doesn't compare the rate as mentioned at point no. (i), shows any other ambiguity or in any case, as mentioned at Sr. No. ii) or iii) etc., **manually prepared Comparative chart shall be final and binding on the bidders.**

**Note :** Applicable rate of GST shall be taken as the rate prevailing at the time of closing of submission of bids for comparison and award of contract however in case of any change after closing of submission of bids, award of contract or payment shall be made at actual rate of tax prevailing at the time of dispatch.

## **J. VALIDITY OF OFFER :**

Your offer (Bid) shall be valid for a period of 60 days from the date of opening of financial bid.

## **K. RIGHT TO PROCURE THE QUANTITY :**

Although we require the quantity of bags as mentioned above, under the head "The scope of supply" but we are not bound to procure the above stated quantity. We shall finalize the quantity, to be procured, at the time of placing the purchase orders, based on prevailing situation at that time. We reserve the right for purchase of lesser quantities as tendered or no purchase, in accordance to the rule no. 73 of Rajasthan Transparency in Public Procurement rules. The Bidders shall have no claim with regard to the quantity to be purchased.

## **L. ESSENTIAL CONDITION:**

The Bidder should necessarily be registered under GSTIN, for which he is required to upload a self certified copy of valid registration with the technical bid, as mentioned in the check list, failing which the technical bid shall be rejected.

Managing Director

## **GENERAL TERMS & CONDITIONS**

- 1 The Bidder shall have to carefully study and understand the conditions, specification and technical requirements of the **material** to be supplied. If he has any doubt about the meaning of any term, condition or specification etc., he should refer to the General Manager and get clarification. The decision of the Rajfed regarding interpretation of the conditions shall be final and binding on the Bidders.
- 2 Financial Bid, of only those bidders, who qualify the technical bid i.e. who have uploaded the scanned copies of required DDs/Pay Orders and other relevant documents required as per the check list (Annexure-G) and have deposited the DDs/Pay Orders in this office up to the scheduled time, shall be opened.
- 3- This Bids shall be governed by the rules of Rajasthan Transparency in Public Procurement Act 2012 & Rajasthan Transparency public Procurement rules, 2013.
- 4- **GST Registration** : The manufacturer/supplier should necessarily be registered under GST, the registration no. of which shall be quoted in the Bids document, wherever applicable.  
Self certified copy of registration under GSTIN is also required to be uploaded with the other documents of technical bids, in lack of which the technical bid shall be rejected.
- 5- The Bidder shall not sublet the supply awarded to him.  
The Bidder shall be responsible for packing & forwarding, loading/handling and transportation of material to all purchase centers in Rajasthan. All losses occurred, in this process, shall be in supplier's account.
- 6- The successful Bidder shall have to supply the material within the specified time schedule as mentioned in the Bids document/Purchase order. In case, he fails to do so, the project shall be at liberty to get the supply from any other agency at the risk and cost of the Bidder.
- 7- In case the supply of the material is found to be sub standard or not as per the norms/specification, it shall be rejected and the purchase order shall be cancelled by forfeiting SD (Security Deposit), which shall be acceptable to successful bidder.

- 8- Prior to loading the scanned copies of technical bid at the time of filling the online Bids it is to be ensured by the Bidder that each page has been signed by them, towards its acceptance.
- 9- If the successful Bidder fails to supply the material as per technical bid, the Managing Director shall be at liberty to arrange the same either by inviting fresh Bids or by any other alternative means, at the risk and cost of the successful Bidder.
- 10- The Managing Director reserves the right to accept any Bids. It is not necessary that lowest quoted rate be accepted. The Purchase Order may be awarded in part or full, as per our requirement.
- 11 In case, the legal proceedings are felt to be required by the Bidder or the RAJFED, the same shall be dealt at the Jaipur jurisdiction only.
- 12 In case, the supply is delayed due to some reason or the other, the liquidated damages for delay shall be imposed, that shall be acceptable to Bidder
- 13 In case of extension in the delivery period with liquidated damages, the recovery shall be made on the basis of the following percentages of value of the stores which the Bidder has failed to supply.
 

(i)	Delay up to one fourth period of the prescribed delivery period	2.5%
(ii)	Delay exceeding one fourth but not exceeding half of the prescribed period	5%
(iii)	Delay exceeding half but not exceeding three fourth of the prescribed period	7.5%
(iv)	Delay exceeding three fourth of the prescribed period	10%

  - a) Fraction of a day in reckoning period of delay in supplies shall be eliminated, if it is less than half a day.
  - b) The maximum amount of liquidated damages shall be 10%.
  - c) If the supplier requires extension in 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.
  - d) Delivery period may be extended with or without liquidated damages if the delay in supply of goods is on account of hindrances beyond the control of the Bidder
- 15 If a Bidder imposes conditions, which is in addition to or in conflict with the conditions mentioned herein, his Bids is liable to summarily rejection. In any case, none of such conditions will be deemed to have been accepted, unless specifically

mentioned in the letter of acceptance of Bids issued by the General Manager.

- 16 The M.D. Rajfed, Jaipur, reserves the right to accept or reject any or all Bids partially or fully without assigning any reason thereof.
- 17 If deemed fit, the RAJFED shall depute its representative for inspection of material at Bidder's site prior to its dispatch for which the Bidder should have no objection.
- 18 In case of any dispute, the decision of Managing Director, Rajfed, Jaipur shall be final and binding on both the parties.
- 19 Imported gunny bags are not accepted.

**Managing Director**

**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 interest 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 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 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.



**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 & Rajasthan Transparency public Procurement Rules 2013.

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 Rajfed 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 .....

**Grievance Redressal during Procurement Process:-**

The designation and address of the Second Appellate Authority is The Administrator, Rajfed , Jaipur.

The designation and address of the First Appellate Authority is the Managing Director, Rajfed Jaipur.

**(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 there under, 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.
- (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.

**(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.

FORM No. 1  
[See Rule 83]

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

Appeal No. .... of .....  
Before the .....

1. Particular of the 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 propose to be represented by a representative, the name and postal address of the representative :

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

6. Ground of appeal :

.....  
.....  
..... (Support by an affidavit)

7. Prayer :

.....

Place .....

Date .....

Appellant's Signature

**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.

**2. Procuring Entity's Right to Vary quantities :**

- (i) At the time of award of contract, the quantity of Goods, works or services originally specified in the Bidding Document may be increased or decreased by a specified percentage, but such increase or decrease shall not exceed twenty percent, of the quantity specified in the Bidding Document. It shall be without any change in the unit prices or other terms and conditions of the Bid and the conditions of contract.
- (ii) 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.
- (iii) 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 and shall be within one month from the date of expiry of last supply. If the Supplier fails to do so, the Procuring Entity shall be free to arrange for the balance supply by limited Bidding or otherwise and the extra cost incurred shall be recovered from the Supplier.

3. Dividing quantities among more than one Bidder at the time of award (In case of procurement of Goods)

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 case the quantity may be divided between the bidder, whose Bid is accepted and the second lowest Bidder or even more Bidders in **Annexure D** that order, in a fair, transparent and equitable manner at the rates of the Bidder, whose Bid is accepted.

Managing Director  
Rajfed

( To be submitted on letter head of Party )

Ref:

Date:

To

**Managing Director,  
Rajfed, jaipur.**

Sub: Submission of offer for supply of newA-Twill gunny bags and new B twill  
Gunny bags as per BIS specification –reg.

With reference to your advertisement appeared on \_\_\_\_\_ in \_\_\_\_\_ for purchase of new B-Twill gunny bags as per BIS specification, we are submitting our offer, and agree as under:-

1. We are submitting this offer (Proposal) on our own.
2. We agree to abide by the terms and conditions of the Bids.
3. We agree to abide this offer for a period of 90 days from the due date \_\_\_\_\_ fixed for submitting the same and it shall remain binding upon us and may be accepted at any time before the expiry of that period.
4. In the event of our offer being accepted, we are agreed to deposit 5% of value of purchase order as Security Deposit within 03 working days from the date of issuance of purchase order.
5. We understand that RAJFED is not bound to accept any or all offer it may receive.
6. We are enclosing the following :
  - i. We enclosed herewith P.O./DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_,.....( Bank Name) for Rs. \_\_\_\_\_/- ( Rupees \_\_\_\_\_) on account of Earnest Money Deposit, as per terms and condition of offer.
  - ii. Attested copy of PAN / TIN No. of the firm / company.
  - iii. Letter of Authority issued by Firm / Company in favour of the person signing the documents.
  - iv. Brief profile of the establishment.

Signature

Name :

Designation :

Seal /Rubber Stamp of the Firm / Company:

Date :

( To be submitted on letter head of Party )

**BIDS FORM**

Bids Form = Rs. \_\_\_\_\_  
(Non-refundable)

Bids Form No.

Ref:

Date:

To

**Managing Director,**

Rajfed, jaipur.

Sub: Submission of offer for supply of new A-Twill and B-twill gunny bags as per BIS specification.

Dear Sir,

With reference to your advertisement appeared on \_\_\_\_\_ in \_\_\_\_\_ for purchase of new A-Twill and Btwill gunny bags as per BIS specification, we are submitting our offer, and agree as under:-

No.	Gunny Bags	Qty. to be supplied (No. of bags)	( rate FOR per 100 bags Including all Taxes)
	A Twill	..... lacs pieces	
	New B-Twill	..... lacs pieces	

Enclosed please find herewith P.O./DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_,.....( Bank Name) for Rs. -----/- ( Rupees ----- only) towards cost of Bids Form.

Thanking you,

Yours faithfully,

Signature

Name :

Designation :

Seal / Rubber Stamp of the Firm/  
Company