

कार्यालय जिला निर्वाचन अधिकारी (कलक्टर) अजमेर

क्रमांक : प. ()/जिनिअ/2018/ 183

दिनांक :- 8/1/18

सीमित निविदा सूचना

लोकसभा उपचुनाव-2018 के लिए माईक व्यवस्था हेतु पंजीकृत प्रतिष्ठित एवं स्थापित फर्मों से दिनांक 10.01.2018 को दोपहर 3.00 बजे तक मुहरबन्द निविदाएं आमंत्रित की जाती है। उक्त कार्य की अनुमानित लागत 1.90 लाख है।

क्र. सं.	वस्तु का नाम	अनुमानित राशि
1.	एक माईक चार हॉर्न मय एम्पलिफायर	1.90 लाख
2.	एक माईक दो हॉर्न मय एम्पलिफायर	
3.	एक माईक एक हॉर्न मय एम्पलिफायर	
4.	एक माईक बारह हॉर्न मय एम्पलिफायर	
5.	अतिरिक्त स्पीकर-दो कॉलम	
6.	अतिरिक्त स्पीकर-एक कॉलम	
7.	अतिरिक्त हॉर्न	
8.	अतिरिक्त माईक	
9.	कॉर्ड लैस माईक	
10.	बल्ली का किराया	
11.	डी.वी.डी. प्लेयर	

प्राप्त निविदाएं निर्धारित कमेटी द्वारा उपस्थित निविदादाताओं अथवा उनके प्रतिनिधियों के समक्ष उसी दिनांक को सांय 4.00 बजे खोली जायेगी। निविदा प्रपत्र एवं शर्तों को वेबसाईट <http://ajmer.rajasthan.gov.in> व <http://sppp.rajasthan.gov.in> से डाउनलोड किया जा सकता है।

जिला निर्वाचन अधिकारी

(कलक्टर) अजमेर

दिनांक :- 8/1/18

क्रमांक : प. ()/जिनिअ/2017/ 183

प्रतिलिपि :-

1. उपजिला निर्वाचन अधिकारी (अति.कलक्टर), अजमेर
2. जिला रसद अधिकारी, अजमेर
3. कोषाधिकारी, अजमेर
4. वरिष्ठ लेखाधिकारी, कलक्ट्रेट, अजमेर
5. तहसीलदार, चुनाव अजमेर
6. डी.आई.ओ., एन.आई.सी., अजमेर
7. लेखाकार कार्यालय हाजा
8. सूचना पट्ट कार्यालय हाजा/सूचना केन्द्र अजमेर।

उप जिला निर्वाचन अधिकारी

(अति.कलक्टर) अजमेर

माईक व्यवस्था किराये लेने हेतु सामग्री की सूची

क्र.सं.	वस्तु का नाम	दर प्रतिदिन प्रतिनसा (समस्त करों व व्यय सहित)	दर एक दिन से ज्यादा लगे रहने पर (समस्त करों व व्यय सहित)
1.	एक माईक चार हॉर्न मय एम्पलिफायर		
2.	एक माईक दो हॉर्न मय एम्पलिफायर		
3.	एक माईक एक हॉर्न मय एम्पलिफायर		
4.	एक माईक बारह हॉर्न मय एम्पलिफायर		
5.	अतिरिक्त स्पीकर-दो कॉलम		
6.	अतिरिक्त स्पीकर-एक कॉलम		
7.	अतिरिक्त हॉर्न		
8.	अतिरिक्त माईक		
9.	कॉर्ड लैस माईक		
10.	बल्ली का किराया		
11.	डी.वी.डी. प्लेयर		

मैं/हम उक्त दरों पर निविदा शर्तों के अनुसार माईक व्यवस्था करने हेतु सहमति देता हूँ/देते हैं।

बोलीदाता के हस्ताक्षर मय सील

नाम _____

पूर्ण पता _____

मोबाईल नंबर _____

दूरभाष नंबर _____

लोकसभा उपचुनाव-2018 हेतु माईक व्यवस्था (किराये पर करने) के लिये बोली शर्तें -

1. किराये की दर एक दिन की एवं एक दिन से ज्यादा लगे रहने पर दर अलग-अलग देनी होगी।
2. माईक व्यवस्था प्रशासन द्वारा अजमेर में निर्देशित विभिन्न स्थानों पर बोलीदाता के खर्च पर भेजकर लगानी होगी। इसमें टूट-फूट या विकृत होने, चोरी होने आदि की जिम्मेदारी बोलीदाता की होगी। टूट-फूट होने पर स्वयं के व्यय पर तुरन्त अन्य व्यवस्था करनी होगी।
3. दरों का इन्द्राज शब्दों एवं अंकों में स्पष्ट अंकित होना चाहिए।
4. बिजली व्यवस्था न होने पर अथवा बिजली चले जाने पर माईक की बैटरी सैट से चलाने की जिम्मेदारी बोलीदाता की होगी। इसका कोई अतिरिक्त भुगतान नहीं किया जायेगा।
5. माईक हॉर्न की मांग की मात्रा में कमी/बेशी हो सकती है।
6. आदेश प्राप्त होने पर निश्चित दिनांक एवं समय पर आदेश में अंकित सामान निर्दिष्ट स्थान पर एक घंटा पूर्व लगाकर देना होगा। माईक संचालन एवं देखरेख, सारसंभाल की जिम्मेदारी बोलीदाता की होगी।
7. उक्त दरें दिनांक 31-03-2018 तक के लिए वैध रहेंगी।
8. माईक, हॉर्न निर्दिष्ट स्थान पर लाने ले जाने एवं बल्ली को सुव्यवस्थित ढंग से लगाने की जिम्मेदारी बोलीदाता की होगी जिसके लिए अलग से कोई भुगतान नहीं किया जावेगा। सिर्फ बल्ली का किराया दिया जायेगा।
9. बिना कारण बताये न्यूनतम/ अधिकतम या अन्य किसी दर को स्वीकार करने का अधिकार अधोहस्ताक्षरकर्ता में निहित है।
10. बोली की शर्तों की पूर्ण पालना हेतु स्वीकृत निविदादाता बाध्य होगा। अन्य व्यवस्था पर राज्य सरकार को जो अधिक व्यय होगा उसे बोलीदाता से वसूल किया जायेगा।
11. बोलीदाता अपनी बोली अथवा उसके सारभूत किसी भी भाग को न हो किसी अन्य एजेन्सी को सौंप सकेगा न ही किसी को आगे बोली दे सकेगा।
12. अनुमोदित सप्लायर को कोई भी अग्रिम भुगतान नहीं किया जावेगा।
13. सशर्त बोली मान्य नहीं होगी।
14. माईक जिस दिन उपयोग होगा उसी दिन का भुगतान किया जावेगा। 24 घण्टे का एक दिन गिना जावेगा।
15. एम्पलीफायर एवं बैटरी लेने पर विभाग के स्पीकर से जोड़ना होगा। दी गई दरों के अतिरिक्त कोई भी मजदूरी अलग से नहीं दी जायेगी।

- 16 लिफाफे पर बोली बाबत "माईक व्यवस्था आदि लोकसभा उपचुनाव-2018" लिखा होना अनिवार्य है।
- 17 सभी करों की कटौती नियमानुसार की जायेगी।
- 18 सभी विवादों का न्याय क्षेत्र अजमेर होगा।
- 19 सुधारू रूप से माईक व्यवस्था बनाये रखने हेतु निविदादाता को पर्याप्त वाट का एम्पलीफायर एवम पर्याप्त वोल्टेज की बैटरी की व्यवस्था स्वयं को अपने स्तर पर करनी होगी। इस हेतु किसी प्रकार का अतिरिक्त भुगतान देय नहीं होगा।
- 20- संलग्न परिशिष्ट ए से डी की पूर्ति करनी होगी।
- 21 अन्य सभी शर्तें सामान्य वित्तीय एवं लेखा नियम तथा राजस्थान लोक उपापन में पारदर्शिता नियम 2013 एवं अधिनियम 2012 के अनुसार होगी।
- 22 अनुमोदित निविदादाता को 500/- के स्टाम्प पेपर पर अनुबन्ध भर कर प्रस्तुत करना होगा।

गैनें निविदा सूचना एवं उपरोक्त निविदा की वर्णित शर्तें 1 से 22 तक की समस्त शर्तों को अच्छी तरह पढ लिया है जिससे मानने हेतु फर्म/बोलीदाता सहमत है।

बोलीदाता के हस्ताक्षर मय सील

नाम -----

पूर्ण पता-----

मोबाईल नंबर-----

दूरभाष नंबर-----

क्रिया योजना सुनिश्चित क्रिया जारी -

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

Annexure B : Declaration by Bidders regarding Qualifications

Annexure C : Grievance Redressed during Procurement Process

Annexure D : Additional Conditions of Contract

ये उक्त निर्देशों की कठोरता से पालना सुनिश्चित करावे।

संदर्भ: Annexure A to D

R. / -

(अखिल अर्थी)

शरणा राशिद, वित्त (बजट)

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

Any person participating in a procurement process shall -

- (a) not offer any bribe, reward or gift or any material benefit either directly or indirectly in exchange for an unfair advantage in procurement process or to otherwise influence the procurement process;
- (b) not misrepresent or omit that misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation;
- (c) not indulge in any collusion, Bid rigging or anti-competitive behaviour 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 intimidating or harassing 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 debatement 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's interests that could improperly influence that party's performance of its contractual duties or responsibilities, contractual obligations, or compliance with applicable laws and regulations.

- i. A Bidder may be considered to be in Conflict of Interest with one or more parties in a bidding process if, including but not limited to:
 - a. have controlling Partners/ shareholders in common or
 - b. receive or have received any direct or indirect substantial benefit from any of them; or
 - c. have the same legal representative for purposes of the contract;
 - d. have a relationship with each other, directly or through a common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder that could 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 subcontractors, not otherwise participating as a Bidder in more than one Bid, or
 - f. the Bidder or any of its affiliates participated as a contractor in the preparation of the design or technical specifications for the Goods, Works or Services that are the subject of the Bid.
 - g. Bidder or any of its affiliates has been (and party could be hired) by the Procuring Entity as engineer, architect, cost consultant for the contract.

Annexure B : Declaration by the Bidder regarding Qualifications

Declaration by the Bidder

In relation to my/our bid submitted to in response to their Notice Inviting Procurement of I/we hereby declare under Section 10(1) of the Public Procurement Act 2012 that:

1. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
2. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
3. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
4. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
5. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
6. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
7. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
8. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
9. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
10. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
11. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
12. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
13. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
14. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
15. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
16. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
17. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
18. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
19. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;
20. I/we have not been a party to any criminal offence related to my/our professional conduct in the preceding five (5) years prior to the date of the Bidding Document, which is specified in the Bidding Document;

Name: _____
 Signature of Bidder: _____
 Designation: _____
 Address: _____

Annexure C : Grievance Redressal during Procurement Process

The designation and address of the First Appellate Authority is _____
 The designation and address of the Second Appellate Authority is _____

(1) Filing an appeal

If any Bidder or prospective bidder is aggrieved that any decision taken or omission of the Procuring Entity is in contravention to the provisions of the Act or the Regulations, the Bidder may file an appeal to the 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 Technical 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 is aggrieved by the decision of the Procuring Entity, the Bidder or prospective bidder or the Procuring Entity, as the case may be, may file an appeal to Second Appellate Authority specified in the Bidding Document in the bid set 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 be in certain cases

No appeal shall be against any decision of the Procuring Entity relating to the following matters, namely:-
 (a) determination of need of procurement;

5. Number of affidavits and documents enclosed with the appeal:
6. Grounds of appeal (supported by an affidavit)
7. Prayer for relief sought

Appellant's Signature

Annexure D - Additional Conditions of Contract

1. Correction of arithmetical errors
 Provided that arithmetical errors do not materially implicate the Procuring Entity with respect to the essential terms of the Bid, the Procuring Entity shall correct the following errors:

- A. If the unit price and the unit price and quantity are correct, the unit price shall be corrected by multiplying the unit price and quantity by the unit price and quantity of the corresponding corrected unit price in the corresponding item in the Bill of Materials and the corrected unit price shall be the unit price of the corresponding item in the Bill of Materials.
- B. If the unit price and the unit price and quantity are correct, the unit price shall be corrected by dividing the unit price and quantity by the unit price and quantity of the corresponding corrected unit price in the Bill of Materials.
- C. If the unit price and the unit price and quantity are correct, the unit price shall be corrected by multiplying the unit price and quantity by the unit price and quantity of the corresponding corrected unit price in the Bill of Materials.
- D. If the unit price and the unit price and quantity are correct, the unit price shall be corrected by dividing the unit price and quantity by the unit price and quantity of the corresponding corrected unit price in the Bill of Materials.

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 effect in the unit prices or other terms and conditions of the Bid and in no condition of contract.

If the Procuring Entity does not provide any subject matter of the Bid, the Bidder shall be deemed to have accepted the price for any other or compensation or other goods provided in the conditions of Contract.

In case of procurement of Goods or services of fixed quantity to be procured by placing a repeat order on the rates and conditions of original order. However, the additional quantity shall not be more than 25% 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)
 In special situations, the Procuring Entity may award a Procurement to more than one Bidder when the Bidder who is accepted. However, when it is considered that the award of the contract to one Bidder is not in the interest of the Procuring Entity, the Procuring Entity may award the contract to more than one Bidder. In such cases, the Procuring Entity shall be free to divide the quantities among more than one Bidder. The Procuring Entity shall be free to accept or reject any or all of the quantities of the contract awarded to any Bidder. The Procuring Entity shall be free to accept or reject any or all of the quantities of the contract awarded to any Bidder. The Procuring Entity shall be free to accept or reject any or all of the quantities of the contract awarded to any Bidder. The Procuring Entity shall be free to accept or reject any or all of the quantities of the contract awarded to any Bidder.

- (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 part (1) or (2) 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 authorised representative.

(6) Fee for filing appeal

(a) Fee for first appeal shall be rupees two thousand five hundred and for second appeal shall be rupees ten thousand, which shall be non-refundable.

(b) The fee shall be paid in the form of bank demand draft or banker's cheque of a Scheduled Bank in India payable in the name of Appellate Authority concerned.

(7) Procedure for disposal of appeal

(a) The First Appellate Authority or Second Appellate Authority, as the case may be, upon filing of appeal, shall issue notice accompanied by copy of appeal, affidavit and documents, if any, to the respondents and fix date of hearing.

(b) On the date fixed for hearing, the First Appellate Authority or Second Appellate Authority, as the case may be, shall -

- (i) hear all the parties to appeal present before him, and
- (ii) peruse or inspect documents, relevant records or copies thereof relating to the appeal.

(c) After hearing the parties, power of inspection of documents and relevant records or copies thereof shall be given to 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. _____

[See rule for _____]

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

Appeal No. _____ of _____

Before the _____ (First/ Second Appellate Authority)

I. A Bid

1. Particulars of appellant:

- (i) Name of the appellant
- (ii) Official address, if any
- (iii) Residential address
- 2. Name and address of the respondent(s):
- (i) _____
- (ii) _____
- (iii) _____

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

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