



महिला अभियान्त्रिकी महाविद्यालय, अजमेर

(बीकानेर तकनीकी विश्वविद्यालय का संघटक महाविद्यालय)

MAHILA ENGINEERING COLLEGE, AJMER

(A Constituent College of Bikaner Technical University, Bikaner)

Nasirabad Road, Makhupura, Ajmer - 305002

Website: www.gweca.ac.in

Ph. No.: 0145-2695535

Email : principal@gweca.ac.in

Fax No.: 0145-2695102

Reference No. 2025-26/218

Date: 27.03.2026

Notice Inviting Open Tender and Bidding Process

BID REFERENCE NO.: 2026-GWEC-548801-1, NIB NO - WEA252610026
 NAME: SUPPLY OF MAN POWER SERVICES (CAMPUS SECURITY) UBY NO - WEA25265L
 0300024

Tender Type: Open Tender

Table -1

| BID REFERENCE NO. | | | | Bid Security (2% of estimated bid value) | Bid Price Rs. (Non-Refundable) | RISL processing Fee Rs. (Non-Refundable) | Performance security deposit amount (5% of estimated bid value) | Duration of Work |
|-------------------|--|---------------------------|----------------|--|--------------------------------|--|---|------------------|
| S.No. | Name of work/services | Specifications | Estimated Cost | | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 1 | OPEN TENDER FOR SUPPLY OF MAN POWER SERVICES (CAMPUS SECURITY) AT MEC, AJMER | As per Bid Section 1 to 6 | 20 lacs# | 0.4 lac | 1000/- | 1500/- | 1 lac | 01 Year* |

*May be extended up to 01 year.

#Government taxes. EPF, ESI are over and above this cost.

Important dates for all above works:-

Table- 2

| S.No. | Events | Date | Time |
|-------|---|--|---------|
| 1. | Bid Document Online Publish | 27/3/2026 | 5:00PM |
| 2. | Document Download/ Sale Start | 27/3/2026 | 9:00PM |
| 3. | Bid Submission Start | 28/3/2026 | 9:00AM |
| 4. | Pre-Bid Meeting | 8/4/2026 | 3:30PM |
| 5. | Document Download/ Sale End | 23/4/2026 | 9:00AM |
| 6. | Bid Submission End | 23/4/2026 | 11:00AM |
| 7. | Last date for physical submission of Bid security, Bid Price and RISL processing fee, Document in support of concessional Bid Security under rules, if applicable | 23/4/2026 | 2:00PM |
| 8. | Online opening of Technical Bid | 7/5/26 | 2:30PM |
| 9. | Online opening of Price Bids | Qualified bidders shall be informed separately | |

* DD of Bid security, bid price and RISL amount must reach by the last date till 2:00 pm in sealed envelope addressed to Principal, MEC, Ajmer nothing else other than this.

[Handwritten signatures and initials]



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Mahila Engineering College Ajmer is issuing this online request for proposal and the accompanying documents for inviting bids comprising Technical Proposals (Technical Bid) and Financial Proposal (Financial Bid/BOQ) from experienced, technically and financially sound and reputed bidders as to select a firm for the supply of Manpower services (CAMPUS SECURITY) at Mahila Engineering College (MEC), Ajmer.

Single stage two envelope selection procedure shall be adopted that will proceed as follows:

- The single stage two envelope proposal will consist of:
 - i. one envelope consisting of Technical Bid and
 - ii. second envelope consisting of Financial Bid.
- Financial Bid of only Technically qualified bidders based on the evaluation of Technical Bids, shall be opened. A decision as to whether or not a bidder will be technically qualified will be based on the evaluation made by the technical evaluation committee based on Bidders' eligibility, experience, reputation and scrutiny of documents submitted by the-bidder in support thereof.
- Bid security deposit will be as described in this document.
- Each bidder shall submit only one bid and bid must be delivered according to schedule.

Instructions to bidders: -

The bidders must note the following points carefully before submitting the bids: -

1. The e-Bid document is available on the e-procurement portal www.eproc.rajasthan.gov.in, www.sppp.rajasthan.gov.in and college website www.gweca.ac.in. Interested bidders may download the E-bid document, corrigendum and clarifications from the e tender portal.
2. The interested bidders may submit their e-bids along with separate Demand Drafts towards the cost of:
 - a. Bid price (non-refundable) drawn in favor of Principal, Mahila Engineering College Ajmer payable at Ajmer
 - b. Bid security (EMD) drawn in favor of Principal, Mahila Engineering College Ajmer payable at Ajmer
 - c. RISL processing fee (non-refundable) drawn in favor of Managing Director, RISL payable at Jaipur from any scheduled commercial bank duly put in sealed envelope.
3. Bidders shall submit their offer **online in electronic formats** both for technical and financial proposals however, original D.D for tender fees (bid price), RISL Processing fees and Bid security money (After having submitted scan copies online as per online bidding process) must reach physically in the office Principal, Mahila Engineering College Ajmer on or before last date and time as mentioned in Table 2, point no 4, failing which bids shall not be considered.
4. It is the sole responsibility of the bidders to ensure uploading of clear copies of all the documents. Blurred/unclear/ improperly scanned/ empty/ non readable on screen, documents will be rejected. Such documents if essential for decision of technical responsiveness, then the bid will also be rejected due to not able to qualify technical bid.
5. Interested bidders are required to get Digital Signature Certificate & password under the IT Act 2000 to sign and submit their proposal online on the website www.eproc.rajasthan.gov.in on or before the scheduled dates mentioned in NIB.



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6. In the event of specified dates being a holiday, the activities assigned on that day may be carried out on the next working day at the same time excluding online submission of the bid.
7. Security Deposit (EMD) of the unsuccessful bidders will be returned/refunded after opening the Price bids (Financial Bids) and EMD of the successful bidders will be adjusted towards Performance security.
8. Bids and relevant documents received after the prescribed time and date will not be considered.
9. Mahila Engineering College Ajmer reserve the right to accept any bid or reject any bid without assigning any reason thereof and without incurring any liability, whatsoever in favor of the bidder(s).
10. Validity of the rates and bid document terms & conditions (T&C) shall be 150 days from the date of opening of financial bid.
11. The contract period for the work shall be one year which may be extended to another year as per the RTPP rules 2013 with mutual consent.
12. Technical and Financial bids should be submitted separately in the prescribed forms online on the website as mentioned in NIB within the scheduled date and time. It is the sole responsibility of bidder to do so.
13. Firms may be asked for a technical presentation on the date of opening of technical bid in-presence of technical committee of the college.
14. Financial Bids of only those bidders, found responsive in Technical Bids shall be opened as per scheduled date and time for which qualified bidders shall be informed separately.
15. Signed, Stamped and Certified Documents: Any information provided in support of the bids must be properly annexed, numbered and duly signed. Any information misplaced/not-identifiable/non-readable/non-certified will be considered as invalid and liable to be rejected.
16. Terms & conditions Acceptance: Bidders are advised to submit the bids strictly based on the T&C and specifications contained in the Bid Document. Conditional Bids or any ammendments in the bid document language will be summarily rejected. It is clarified that the information required in bidding document must be submitted only in enclosed format without any change or modification of the formats (except placing bidder's letter head). Bids submitted with changed or modified formats/annexure may be rejected at any stage of the tender process and service providing.
17. Bidders are required to read the tender document carefully before filling the bids. At the time of submission, every page, duly numbered, must be signed and stamped by the authorized signatory of the firm. This affirms that each of the conditions of this tender has been read and the firm agrees to abide by them.
18. Bidding process shall be subject to the provisions of Rajasthan Transparency in Public Procurement Act 2012 and Rules 2013 made there under. These rules shall also govern the concession/exemption in Bid Security, Performance Security, etc.
19. RTPP Act 2012 also provides redressal of grievances or complaints of bidders/prospective bidders against any decision, action or omission of the procuring entity through mechanism of appeals under section 38 of the Act. Therefore, such complaints/grievance shall be entertained as per this mechanism.



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20. In case any query/ dispute arises regarding the interpretation of the scope of work, T&C in the bid document, Principal MEC Ajmer will be the final authority to make the decision. The Principal MEC Ajmer may be contacted at 0145-2695535 or mail to principal@gweca.ac.in
21. All bids should be submitted strictly in the online mode on the portal. Hard copy/ offline documents other than those mentioned in Table 2, point no 7 shall be rejected.
22. Any issues on behalf of vendor while uploading / non-visibility of document(s) shall not be the responsibility of MEC, Ajmer.

PT. I. Bedi
27/3/2026
Principal

Mahila Engineering College Ajmer (MECA)

Copy to following for information and necessary action

1. Principal, Mahila Engineering College Ajmer
2. Webmaster, for uploading bid document on college website in conjugation with committee convener and NOP
3. Nodal officer Procurement for uploading bid document on www.sppp.rajasthan.gov.in,
www.eproc.rajasthan.gov.in
4. Notice Board

Coordinator Contractual Staff Committee

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To be submitted online only (Online Env No. 01)

BIDDING DOCUMENT (GOODS/SERVICES/WORK)

BID REFERENCE NO.:

NAME: SUPPLY OF MAN POWER SERVICES (CAMPUS SECURITY)

In support of the Notice Inviting Tender/Bid indicated above and in the Bid Data Sheet (BDS), the Procuring Entity, as indicated in the BDS, issues this Bidding Document for the supply of Goods/ equipment & Related Services incidental thereto/ Services as specified in Section-3, Schedule of Supply/Services (SS).

The Bidding Document consists of all the Sections indicated below, and should be read in conjunction with any Addenda issued:

Section 1. Bid Data Sheet [BDS]

Section 2. Instructions to Bidders [ITB]

Section 3. Schedule of Supply (Specifications/conformance to standards, etc., installation/ commissioning, Mandatory operation, training, etc.) / Services with Bidding Forms

Section 4. Special Conditions of Contract [SCC]

Section 5. General Conditions of Contract [GCC]

Section 6. Annexures

Important Instruction:- The Law relating to procurement "The Rajasthan Transparency in Public Procurement Act, 2012" [hereinafter called the Act] and the "Rajasthan Public Procurement Rules, 2013" [hereinafter called the Rules] under the said Act have come into force which are available on the website of State Public Procurement Portal <http://sppp.rajasthan.gov.in>. Therefore, the Bidders are advised to acquaint themselves with the provisions of the Act and the Rules before participating in the Bidding process. If there is any discrepancy between the provisions of the Act and the Rules and this Bidding Document, the provisions of the Act and the Rules shall prevail.

The bidders are advised to read and fully understand all the terms and conditions of the tender/bid provided in the bidding document before submitting their bids. This document is primarily in English. Certain portions of the bidding document are given in Hindi also. However, in case of any difference of meaning between the Hindi and English versions, the English version shall prevail.

महत्वपूर्ण अनुदेश: उपापन के संबंध में कानून "राजस्थान लोक उपापन में पारदर्शिता अधिनियम, 2012" (इसके बाद) और उक्त अधिनियम के तहत "राजस्थान लोक उपापन में पारदर्शिता नियम 2013" लागू हो चुके हैं तथा राज्य लोक उपापन पोर्टल <http://sppp.rajasthan.gov.in> पर उपलब्ध हैं। अतः बोलीदाताओं को सलाह दी जाती है कि बोली प्रक्रिया में भाग लेने से पूर्व अधिनियम व नियम के प्रावधानों से परिचित हो जाएँ। यदि अधिनियम व नियम के प्रावधानों और इस बोली दस्तावेज़ के प्रावधानों में कोई विसंगति है तो अधिनियम व नियम के प्रावधान अभिभावी होंगे।

बोलीदाताओं को सलाह दी जाती है की वे अपनी बोली जमा करने से पूर्व बोली दस्तावेज़ की सारे नियम और शर्तें पढ़ कर अच्छी तरह समझ लें। यह दस्तावेज़ मुख्यतया अंग्रेजी में है। बोली दस्तावेज़ के कतिपय हिस्से हिन्दी में भी दिये गए हैं। हिन्दी व अंग्रेजी रूपों में अंतर होने पर अंग्रेजी रूप अभिभावी माना जाएगा।

Name and Signature of Bidder with Seal



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Section 1

BID DATA SHEET [BDS]

**OPEN TENDER FOR SUPPLY OF MAN POWER SERVICES (CAMPUS SECURITY) AT MEC,
AJMER**

Mahila Engineering College Ajmer (MECA) invites online bids under Rajasthan Transparency in Public Procurement Act 2012 and Rules 2013 for supplying of following services from experienced, technically and financially sound and reputed bidders fulfilling eligibility criteria and terms and conditions as described in the bid document. **Manual Bids shall not be accepted.** The ebids shall be submitted online on the procurement portal www.eproc.rajasthan.gov.in upto the date and time mentioned below:

| | |
|---------------------------------|--|
| Tender Inviting Authority (TIA) | Principal, Mahila Engineering College Ajmer (MECA) Nasirabad Road, Makhupura, Ajmer Rajasthan Email: principal@gweca.ac.in Tel: 01452695535 Fax 01452695102 |
| Project officer incharge | Nodal officer Procurement Mahila Engineering College Ajmer Nasirabad Road, Makhupura, Ajmer Rajasthan Email: procurement@gweca.ac.in |
| Bidder Information | Name of the Firm: _____ Address _____ Contact Person (Authorized Bid Signatory) Tel No. _____ Mobile No _____ Fax No. _____ Email Address _____ Website _____ |
| Mode of bidding | Online |
| | 1. Technical Bid (Packet-1 consisting of complete bid document along with all necessary documents mentioned with Technical Bid) 2. Price Bid (Financial Bid/BOQ) (Packet 2 consisting Price Bid only) * All bids related documents will be accepted online, offline documents will not be entertained, |



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Table -1

| BID REFERENCE NO. | | | | | | | | |
|-------------------|--|---------------------------|----------------|--|--------------------------------|--|---|------------------|
| S.No. | Name of work/services | Specifications | Estimated Cost | Bid Security (2% of estimated bid value) | Bid Price Rs. (Non-Refundable) | RISL processing Fee Rs. (Non-Refundable) | Performance security deposit amount (5% of estimated bid value) | Duration of Work |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 1 | OPEN TENDER FOR SUPPLY OF MAN POWER SERVICES (CAMPUS SECURITY) AT MEC, AJMER | As per Bid Section 1 to 6 | 20 lacs# | 0.4 lac | 1000/- | 1500/- | 1 lac | 01 Year* |

*May be extended up to 01 year.

#Government taxes. EPF, ESI are over and above this cost.

Important dates for all above works:-

Table- 2

| S.No. | Events | Date | Time |
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| 7. | Last date for physical submission of Bid security, Bid Price and RISL processing fee, Document in support of concessional Bid Security under rules, if applicable | 23/4/2026 | 2:00PM |
| 8. | Online opening of Technical Bid | 7/5/26 | 2:30PM |
| 9. | Online opening of Price Bids | Qualified bidders shall be informed separately | |

* DD of Bid security, bid price and RISL amount must reach by the last date till 2:00 pm in sealed envelope addressed to Principal, MEC, Ajmer nothing else other than this.

(Name) Signature of Bidder with Seal



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Section-2:

INSTRUCTIONS TO BIDDERS (ITB)

These are general instructions as per RTPP, in case of any conflict, T&C mentioned in Section 4 and Annexure X will be considered. Also, only the relevant rules applicable to this mode of procurement will only be considered. Bidders may ignore other conditions.

1. GENERAL

- 1.1 The Bidder shall submit the Bid using the appropriate Bid Submission Sheets/forms provided in this bidding document. These forms must be completed without any alterations to their format, and no substitutes shall be accepted. All blank spaces shall be filled in ink or typed with the information requested.
- 1.2 The original (and all copies, if asked) of the Bid shall be typed or written in ink, properly bound, all pages shall be serially numbered and signed by the Bidder or a person duly authorized to sign on behalf of the Bidder. **In cases other than a sole proprietor entity, this authorization shall consist of a written confirmation as specified in the bidding documents and shall be attached to the Bid.**
- 1.3 Any amendments such as interlineations, erasures, or overwriting shall be valid only if they are signed by the person signing the Bid.

2. BIDDING COST AND FEES

If the Bid Document has been downloaded from the website and not purchased from the procuring entity, then the bidder has to pay the cost, as indicated in the BDS, of bidding document.

Every bidder has to pay the Bid Security (Earnest Money) in the manner and of the amount as indicated in the BDS. In case a concessional Bid Security under the provisions of Rules and the Bidding document, a proof of eligibility for the same must also be enclosed.

In case of e-Procurement, a RISEL Processing Fee in the manner and of the amount as indicated in the BDS shall also be payable.

3. DOCUMENTS AND THE PROCEDURE FOR SUBMISSION OF BIDS IN MANUAL / PHYSICAL OR OFFLINE BIDDING

3.1 Two-Envelope or Two-Cover Bidding:

- 3.1.1 **Technical Bid:** The Technical Bid or Proposal document shall be prepared consisting of the all the forms/annexures indicated in the **Technical Evaluation Checklist**. These documents should be sealed in an envelope and the envelope must be marked "**TECHNICAL BID**". **Finance/Price bid/schedule and any other document containing price information should not be put in this envelope.**
- 3.1.2 **Financial Bid:** The bidder should prepare Price Schedules for each item using appropriate forms and any other document mentioned in the Bidding Document and seal in a separate envelope and mark the envelope as "**PRICE BID**" and write the NAME OF ITEM/ GOODS on it.

(Name) Signature of Bidder with Seal

Handwritten signature and stamp of the bidder, including a circular stamp with the number 7.

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However, a single price schedule for all items must be used, if so indicated in the form.

All the envelopes of price bids for all the items quoted by bidder (if required to be quoted item-wise) must be put in one single envelope. This envelope must be marked "FINANCIAL BID"

3.1.3 The envelopes for Technical Bid and Financial Bid must be put in an outer envelope and must be sealed properly.

3.2 **Single Envelope Bidding:** In case of single envelope bidding, all the documents described above for Two-Envelope bidding, including the price schedules, must be put in a single envelope.

3.3 SEALING AND MARKING OF BIDS

The outer and inner (if any) envelopes shall, additionally and compulsorily –

- bear the complete address of the Procuring Entity and the name and complete address along with telephone/ mobile number of Bidder;
- bear the specific identification of the Bidding process (**Bid Reference No.**) and the date and time of submission of Bid. In case there are many categories in the NIB, the specific **CATEGORY** for which the bid is being submitted must also be indicated; and
- The outer envelopes and the inner envelopes (if any) containing the Technical Bids shall bear a warning not to be opened before the time and date for the opening of Technical Bids, as specified in the NIB/NIT and BDS.
- The inner envelopes (if any) containing the Financial Bid and/or Price proposals shall bear a warning not to be opened until advised by the Procuring Entity.

3.4 **If all envelopes are not sealed and marked as required, the Procuring Entity shall assume no responsibility about its consequences including misplacement and premature opening of the Bid.**

3.5 Alternative Bids, if permissible, shall be prepared, sealed, marked, and delivered with the inner envelopes marked in addition "ALTERNATIVE BID No:", as appropriate.

3.6 **Submission of Bids:** Bidders may submit their Bids by post or by hand to the address specified in BDS or directly dropped in the Bid Box, where provided upto the time and date specified.

3.7 **Late Bids:** The Procuring Entity shall not consider any Bid that arrives after the deadline for submission of Bids for whatsoever reason, including postal delay. Such Bids shall be declared late, rejected, and returned unopened to the Bidder.

4. PROCEDURE OF SUBMISSION OF E-TENDERS IN E-PROCUREMENT PROCESS

4.1 Bidders who wish to participate in this tender will have to be registered on <http://eproc.rajasthan.gov.in>. To participate in-online tenders, 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 or may contact Government of Rajasthan e-procurement Cell, Department of IT&C for further assistance. Bidders who already have a valid Digital Certificate need not to procure a new Digital Certificate.

(Name) Signature of Bidder with Seal

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Fax No.: 0145-2695102

Contact details of Government of Rajasthan e-procurement Cell, Department of IT&C are:

Telephone No.: 1800 3070 2232, 0141-4022688, 07878007972, 07878007973, 0141-4022688 (Help Desk 10.00 AM to 6.00 PM on all working days), Toll Free No.: 8002337315 email: eproc@rajasthan.gov.in. Address: e-procurement cell, RISL. Yojana Bhawan, Tilak Marg, C-Scheme, Jaipur. Latest may be taken from its website also. *note latest addresses and contacts may be referred from official websites.

- 4.2 Training for the bidders on the usage of e-Tendering system is also being arranged by RISL on regular basis. Interested bidders may contact e- Procurement Cell, RISL.
- 4.3 Bidders are also advised to refer "Bidders manual" available under "Download" section on the e-procurement website for further details about the e-tendering process.
- 4.4 Tender shall be submitted online only through e-procurement portal of GoR i.e. www.eproc.rajasthan.gov.in.
- 4.5 The documents to be uploaded in Technical Bid under the Cover-1 or "Fee/PreQual/Technical" cover are same as shown in Technical Evaluation Checklist.
- 4.6 Legible/readable scanned copies of signed & sealed (stamped) documents (as a single file in PDF format) to be uploaded under different "Description" heads by the bidders are as mentioned in the Technical Evaluation Checklist.
- 4.7 In case of Two -Cover bidding, the Price Bid in xls format (BOQ) must be uploaded under the "Cover 2" or "Finance" Cover.
- 4.8 In case of single cover bid, the BOQ or Price bid has to be uploaded in "Cover 1" only.
- 4.9 The bidder has to send the following document by post to the address of the procuring entity so as to reach before the schedule date and time as indicated in the BDS:
 - (a) Original fee receipts/instruments of (i) Bid Document Cost, (ii) Bid Security (along with the document for concessional Bid Security, if entitled for and applicable), and (iii) Processing Fee.

If the above are not received within due date and time, the online bids will not be opened

- 4.10 Bidders should note that they will not be able to submit their tenders online after the specified/scheduled date & time of submission of bid document.
- 4.11 All bidders are advised not to wait for last date and submit their tender/bid at earliest. The procurement entity shall not be responsible for any interruption/technical snag in website and No extension in deposition of Tender/bid shall be allowed unless otherwise the procurement entity extends the dates.
- 4.12 No physical/offline Tender/bid shall be accepted in case of e-Procurement process.

(Name) Signature of Bidder with Seal

Handwritten signatures and initials in blue ink, including a date '9' and a circular stamp.

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महिला अभियान्त्रिकी महाविद्यालय, अजमेर

(बीकानेर तकनीकी विश्वविद्यालय का संघटक महाविद्यालय)

MAHILA ENGINEERING COLLEGE, AJMER

(A Constituent College of Bikaner Technical University, Bikaner)

Nasirabad Road, Makhupura, Ajmer - 305002

Website: www.gweca.ac.in

Email : principal@gweca.ac.in

Ph. No.: 0145-2695535

Fax No.: 0145-2695102

To be submitted online only (Online Env No. 01)

BIDDING FORMS CHECKLIST

| Cover No | Cover | Document Type | Description | Checklist Submitted (Yes/No) |
|----------|--------------------------------------|---------------|---|------------------------------|
| 1 | Fee/ PreQual/ Technical BID | .pdf | Fee Details: Scanned Copies of various fees, it is compulsory to submit all types of fees without fail, there is no concession allowed on RISL and BID Price for any bidder of any category. Other concession only applicable if required documents are submitted by bidder | |
| | | .pdf | Scanned copies of filled and self attested BIDDING DOCUMENT, BID DATA SHEET [BDS], INSTRUCTIONS TO BIDDERS (ITB), BIDDING FORMS CHECKLIST, TECHNICAL BID SUBMISSION SHEET, Schedule of Supply/Service, Special Conditions of Contract [SCC], GENERAL CONDITIONS OF CONTRACT [GCC] | |
| | | .pdf | Table-3a: Technical BID Details | |
| | | .pdf | Table-3b: Technical BID Evaluation Sheet Checklist | |
| | | .pdf | All Annexures, declarations and tender terms and conditions filled and self attested | |
| 2 | Finance BID | .xls | BOQ – Finance Bid (online only) | |
| | | .pdf | Financial/Price Bid Submission Sheet | |

(Name) Signature of Bidder with Seal

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(To be submitted on Letter head of Firm/Company)

TECHNICAL BID SUBMISSION SHEET

To
Principal,
Mahila Engineering College Ajmer

We/I the undersigned declare that:

1. I/We have examined and have no reservations to the Bidding document including Addenda No. _____
2. I / We have submitted all the compulsory items listed in the technical bid details, and technical bid evaluation sheet, In-case if any compulsory document is not submitted by us then we may be disqualified in technical bid and we will not claim candidature for this tender.
3. I/We declare that we fulfil the eligibility and qualification criteria in conformity with the Bidding document and offer to supply in accordance with the specifications, the delivery schedule and other requirements of the following related services.
4. Our Bid shall be valid for a period of 150 days for the date fixed for the Bid submission deadline in accordance with the Bidding document and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
5. If Bid is accepted, I/We commit to obtain a performance security in the amount of 05% of the Contract Price or shall submit the performance security declaration, as the case may be, for the due performance of the contract.
6. I/We are not participating as Bidder in more than one bid for supply of the subject matter of procurement in this bidding process.
7. Firm including our suppliers have not been debarred by the state government or the Procuring entity or a regulatory authority under any applicable law.
8. I/We understand that this bid together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us until a formal contract is prepared and executed.
9. I/We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.
10. I/We agree to permit Government of Rajasthan or the Procuring Entity or their representatives to inspect our accounts and records and other documents relating to the bid submission and to have them audited by auditors appointed by them.
11. I/We declare that I/we have complied with and shall continue to comply with the provisions of the Code of integrity including conflict of interest as specified for bidders in Rajasthan Transparency in Public Procurement Act 2012, the Rajasthan Transparency in Public Procurement Rules 2013 and this bidding document during the procurement process and execution of the contract till completion of all our obligations under the contract.
12. Other comments, if any:

Name _____

In the capacity of _____

Signed _____

Date _____

Duly authorized to sign the bid for and on behalf of: _____

Complete address _____

Tel _____ Fax _____ Email _____

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महिला अभियान्त्रिकी महाविद्यालय, अजमेर

(बीकानेर तकनीकी विश्वविद्यालय का संघटक महाविद्यालय)

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Section-3:

Schedule of Supply/Service

SUPPLY OF MAN POWER SERVICES (Security Guards)

(Specifications/ Conformance to standards, designs and drawings, etc., Installation/Commissioning, Mandatory operation & maintenance, Training, etc. (Scope of Services)

As per ongoing campus security arrangements following check posts are being continued:

| Sr. No. | Check Post Name | No. of Guards | | |
|---------|---|----------------------|----------------------|------------------------|
| | | Shift I 6 AM- 2PM | Shift II 2PM-10PM | Shift III 10PM- 6AM |
| | | A | B | C |
| 1. | Main Gate | 1 | 1 | 1 |
| 2. | Administrative and Himalaya Bhawan Building | 1 | 1 | 1 |
| 3. | Shivalik Bhawan and Mechanical Block | 1 | 1 | 1 |
| 4. | Library Residence and Keys Check Post | 1 | 1 | 1 |
| 5. | Hostel Gate | 1 | 1 | 1 |
| 6. | Boundary Walls | 1 | 1 | 1 |
| 7. | Lady Guard | 1 (College timings) | - | - |

Total 19 Duties Per day of security guards on shift basis.

| Sl. No. | Item Description | Quantity |
|---------|---|----------|
| 1 | अकुशल श्रमिक तुल्य कार्य सम्पादन हेतु (राज्य सरकार के नियमानुसार) | 19 |
| | TOTAL | 19 |

* Other specifications are mentioned in Section 4, 5 and 6

Name and Signature of Bidder with Seal

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महिला अभियान्त्रिकी महाविद्यालय, अजमेर

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TECHNICAL BID

(SR FORM 15, RULE 68 OF GF&AR)

Tender Evaluation Checklist for SUPPLY OF MANPOWER SERVICES (SECURITY SERVICES)

The bidder should provide the following particulars along with relevant supporting documentation:

Table-3a: Technical BID Details

| | | |
|----|---|--|
| 1 | NIB Number and Date | |
| 2 | Bid for (name of goods/services for which the bid is submitted) | |
| 3 | Name of the bidder/Firm | |
| 4 | Name of Authorized Signature and Designation | |
| 5 | Address of the firm submitting the bid (Photo ID Proof shall be attached) | Address: Contact No..... Email Id..... |
| 6 | Address of the procurement Entity | Mahila Engineering College Ajmer Nasirabad Road, Makhupura, Ajmer Pin: 305002 |
| 7 | PAN No.(Copy of PAN card shall be attached) | |
| 8 | GST No.(Copy of GST registration certificate shall be attached) | |
| 9 | The Bid security amounting to Rs 0.4 Lacs has been deposited vide | Demand Draft No..... Bank Name..... Date..... |
| 10 | The Bid price (Tender Fee) amounting to Rs. 1000/-has been deposited vide | Demand Draft No..... Bank Name..... Date..... |
| 11 | RISL Processing Fee Rs 1500/- | Demand Draft No..... Bank Name..... Date..... |

Date: -

Place: -

Name & Signature of Bidder with date & seal



To be submitted online only (Online Env No. 01)

CHECKLIST

Table-3b: Technical BID Evaluation Sheet

1. Legal & Registration Requirements

| Condition | Description | Compulsory (Yes/No) | Documents Required | Submission Checklist (Yes/No) |
|--|---|---------------------|--|-------------------------------|
| Company Registration with year and type | Registered entity under Companies Act/Partnership/Proprietorship/LLP Registration certificate of Business establishment should be more than 5 years. | Yes | Certificate of Incorporation/Registration and relevant documents | |
| GST Registration | Valid GSTIN required | Yes | Copy of GST certificate | |
| PAN Number TIN | Permanent Account Number for tax compliance TIN if applicable | Yes | Copy of PAN card and TIN | |
| EPF & ESI Registration | Mandatory for manpower deployment | Yes | EPF & ESI registration certificates | |
| Labor License | Valid license under Contract Labour Act, 1970 | Yes | Copy of Labour license of minimum 200 Labour | |
| Security Service License | Licence to engage in private security services by office of DG Police, Home Guard and Controlling Authority, Rajasthan, Jaipur as applicable Private Securities Agencies Regulation Act | Yes | Copy of registration Certificates | |
| Shops & Establishment Registration with year | Required as per State rules राजस्थान दुकान एवं वाणिज्य संस्थान अधिनियम 1958 के नियम-4 (प्रपत्र-3) की पंजीकरण की सत्यापित प्रतिलिपि | Yes | Registration certificate | |
| Bank Account | Photo copy of bank passbook | Yes | Self attested copy | |

Date: -

Place: -

Name & Signature of Bidder with date & seal



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Email : principal@gweca.ac.in

Fax No.: 0145-2695102

2. Financial Eligibility

| Condition | Description | Compulsory (Yes/No) | Documents Required | Submission Checklist (Yes/No) |
|---|---|---------------------|---|-------------------------------|
| Minimum Turnover | Average turnover requirement for last 3 Financial years (2022-23, 2023-24, 2024-25) must be minimum ₹10 crore Annexure E | Yes | Audited balance sheet and CA certificate both mentioning UDIN Number of the CA | |
| Profitability | No losses in more than any one of the last 3 FY (2022-23, 2023-24, 2024-25) Annexure E | Yes | CA-certified financials / Audited Balance Sheets mentioning UDIN Number of the CA | |
| Performance/ BID security Exemption/ concession | Performance/BID Security exemption/ concession certificate with proof of rules. All MSME participating in this tender must comply RTPP rules. | No* | *Compulsory of claiming exemption/concession MSME certificate in absence of rules and proof, exemption/ concession may not be considered. | |
| Solvency Certificate | Issued by scheduled bank of minimum 50 Lacs Certificate must not be older than 6 months from the date of tender publishing | Yes | Copy of Bank solvency certificate from any Nationalized bank Name of Bank: _____ Amount: _____ Date: _____ | |
| Bid Document fee (Original DD) | Original DD | Yes | NA | |
| Bid Security (Original DD) | Original DD | Yes | NA | |
| RISL Processing Fee | Original DD | Yes | NA | |

Date: -

Place: -

Name & Signature of Bidder with date & seal

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(Handwritten signatures and initials)



3. Experience & Technical Capability

| Condition | Description | Compulsory (Yes/No) | Documents Required | Submission Checklist (Yes/No) |
|--|---|---------------------|------------------------------------|-------------------------------|
| Bid submission sheet & General Profile of bidder | As per format | Yes | Self-attested with sign and seal | |
| Acceptance of Terms & Conditions | As per format | Yes | Self-attested with sign and seal | |
| Copies of all document proofs | Self-certified/ certified by CA/ Bank as applicable | Yes | Self-attested with sign and seal | |
| ITB, SCC, GCC and all tender documents with Annexures signed | As per format | Yes | Self-attested with sign and seal # | |
| Annexure-A Compliance with the code of Integrity and No Conflict of Interest | As per format | Yes | Self-attested with sign and seal | |
| Annexure B Declaration by the Bidder regarding Qualifications | As per format | Yes | Self-attested with sign and seal | |
| Annexure-C Grievance Redressal during Procurement Process | As per format | Yes | Self-attested with sign and seal | |
| Annexure-D Additional Conditions of Contract | As per format | Yes | Self-attested with sign and seal | |
| Annexure -E (Statement of annual turnover) | As per format | Yes | Self-attested with sign and seal | |

sign should be of the owner/authorized person of the firm with seal of the firm

Date: -

Place: -

Name & Signature of Bidder with date & seal



महिला अभियान्त्रिकी महाविद्यालय, अजमेर

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Fax No.: 0145-2695102

| | | | |
|--|---------------|-----|---|
| Annexure-F (Statement of past work of same nature and performance last 5 years 2020-21 to 2024-25) | As per format | Yes | Self-attested with sign and seal Enclose work orders of all organizations (Except Private) and satisfactory performance certificate from minimum two organizations of repute. Minimum 100 labour per year in total is necessary for minimum 3 years |
| Annexure-G (Authorization of bidder by the firm) | As per format | Yes | Self-attested with sign and seal |
| Annexure-H (Affidavit (on Rs. 100 Non-Judicial stamp) duly notarized regarding compliance of Bid Terms and Conditions) | As per format | Yes | Self-attested with sign and seal |
| Annexure- I | As per format | Yes | Self-attested with sign and seal |
| Annexure- J (Undertaking) | As per format | Yes | Self-attested with sign and seal |
| Annexure- K (Declaration by tenderers) | As per format | Yes | Self-attested with sign and seal |
| Annexure- L (Draft of Agreement) | As per format | Yes | Self-attested with sign and seal on format Actual agreement will be done after tender allotment |
| ANNEXURE X | As per format | Yes | Self-attested with sign and seal |

Date: -

Place: -

Name & Signature of Bidder with date & seal

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महिला अभियान्त्रिकी महाविद्यालय, अजमेर

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Fax No.:0145-2695102

| | | | | |
|---|---|-----|--|--|
| Financial Price bid submission sheet (In BOQ) | BOQ online submission | Yes | BOQ online submission | |
| Local Office Presence | Local or regional office presence near MECA with 50KM | Yes | Address proof / lease deed / utility bill / registration certificate | |

4. Statutory Compliance & Ethical Requirements

| Condition | Description | Compulsory (Yes/No) | Documents Required | Submission Checklist (Yes/No) |
|--|--|---------------------|---|-------------------------------|
| Labour Law Compliance | Adherence to all labour laws and wage acts | Yes | Declaration & compliance proof self attested Annexure B and X | |
| No Blacklisting | Firm not blacklisted by Govt/PSU | Yes | Self-declaration affidavit Annexure I on non-judicial stamp of Rs 500 & J | |
| Tax Compliance | Filed IT returns for last 3 financial years (2022-23, 2023-24, 2024-25) | Yes | ITR acknowledgements self-attested | |
| Minimum Wage Adherence | Wages as per latest government rates | Yes | Wage structure sheet enclose rules | |
| PF, ESI Contributions Submission proof | Employer's share as per law for last FY (2024-25) and Apr to December 2025 | Yes | Challans / proof of remittance of at least 200 contract labour on average per month | |
| GST return submission proof | For last FY (2024-25) and Apr to Sep 2025 (FY 2025-26) GST-9/GST-3 etc. | Yes | GST return Acknowledgements/ etc. | |

A. We/ I confirm that we/I shall abide by all the terms and conditions contained in the technical bid evaluation sheet. In-case if any compulsory document is not submitted by us then we may be disqualified in technical bid and we will not claim candidature for this tender.

B. All the details mentioned above are true and correct and if MECA observes any misrepresentation of facts on any matter at any stage, MECA has the right to reject the proposal and disqualify us from the process.

Date: -
Place: -

Name & Signature of Bidder with date & seal

[Handwritten signatures and marks]

(To be submitted on Letter head of Firm/Company)

Financial/Price Bid Submission Sheet

To
Principal,
Mahila Engineering College Ajmer

I/We the undersigned declare that:

1. We/I have examined and have no reservations to the Bidding document including Addenda No. _____
2. I/We offer to supply _____ as per bidding documents and in accordance with the specifications, the delivery schedule and other requirements as specified in section V Schedule of supply, the following Goods and related services.
3. I/We understand that this bid together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us until a formal contract is prepared and executed.
4. I/We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.
5. Other comments, if any:

Name _____

In the capacity of _____

Signed _____

Date _____

Duly authorized to sign the bid for and on behalf of: _____

Complete address _____

Tel _____ Fax _____ Email _____

Handwritten signatures and initials at the bottom of the page, including a large signature and the number 19.

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महिला अभियान्त्रिकी महाविद्यालय, अजमेर

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Email : principal@gweca.ac.in

Ph. No.: 0145-2695535

Fax No.:0145-2695102

To be submitted online only (Online Env No. 02)

(Use BOQ Excel format provided online)

(वित्तीय निविदा) Financial-Bid/BOQ

SUPPLY OF MAN POWER SERVICES (CAMPUS SECURITY)

मैंने उपरोक्त शर्तों एवं इस प्रपत्र के साथ संलग्न विशिष्ट शर्तों का पढ़ एवं समझ लिया है, और इन सबकी पालना करने हेतु आप से वचनबद्ध हूँ। हमारे द्वारा श्रमिकों को प्रतिमाह / वास्तविक कार्य दिवस / अधिकतम 26 कार्य दिवस की दर राज्य सरकार के नियमानुसार भुगतान किया जायेगा BOQ में केवल एजेन्सी चार्ज या कमीशन ही अंकित करना है। सर्विस चार्ज % शून्य/NIL/ऋणात्मक राशि के रूप में मान्य नहीं होंगे तथा सर्विस चार्ज % दशमलव के पश्चात प्रथम अंक शून्य मान्य नहीं होगा किन्तु पूर्ण अंक प्रतिशत स्वीकार किया जायेगा जैसे कि 1.0, 2.0: मान्य होंगे परन्तु 1.001, 1.04: ये अमान्य होंगे अर्थात ये नहीं भरने हैं अतः सर्विस चार्ज इस प्रकार भरे जावें जैसे कि 0.5, 1.3 आदि के रूप में भरना होगा।

(To be filed in Excel online)

| NUMBER # | | TEXT # | | NUMBER # | | TEXT # | |
|-------------------------------|---|----------|-------|-------------------------|-------------------------------------|--|--|
| Sl. No. | Item Description | Quantity | Units | Estimated Rate In Rs. P | TOTAL AMOUNT Without Taxes In Rs. P | TOTAL AMOUNT In Words | |
| 1 | प्रति जम्मा कर वार्षिक सुरक्षा कार्य सम्पन्न हेतु (राज्य सरकार के नियमानुसार) | 19,000 | Nos | 285.00 | 5415.00 | INR Five Thousand Four Hundred & Fifteen Only | |
| Total in Figures | | | | | 5415.00 | INR Five Thousand Four Hundred & Fifteen Only | |
| Quoted Rate in Figures | | | | Select | 0.00 | INR Zero Only | |
| Quoted Rate in Words | | | | | INR Zero Only | | |

नोट:- श्रमिकों को मानदेय, ई.पी.एफ एवं ई.एस.आई आदि का भुगतान राज्य सरकार द्वारा निर्धारित दरों के अनुसार किया जायेगा। उक्त प्रपत्र में केवल फर्म एजेन्सी चार्ज अथवा कमीशन जो महाविद्यालय से लिया जाना है वह ही चार्ज अंकित करें। यह प्रति सेवा प्रति व्यक्ति रूपये के रूप में उक्त सारणी में अंकित करना होगा। इसके अतिरिक्त महाविद्यालय किसी प्रकार की राशि देय नहीं होगी।

दिनांक.....

बोलीदाता के हस्ताक्षर मय रबर सील

Handwritten signatures and marks at the bottom of the page.



To be submitted online only (Online Env No. 01)

Section 4.

**Special Conditions of Contract [SCC]
Including Annexure X**

1. Qualifying and Evaluation Criteria:

Technical Bid: The bidder must have all the necessary techno-commercial and financial competence as judged by several criteria like turnover, similar contracts executed in past, etc. Specific criteria to be employed in this bidding are listed in the bidding forms.

निविदादाता के पास विधि द्वारा सामान्यतया आवश्यक विभिन्न सरकारी विभागों से अनुमिति, रजिस्ट्रेशन, इत्यादि के अतिरिक्त बताई गई सभी आवश्यक योग्यताएं रजिस्टर्ड होना चाहिए।

Besides financial, commercial qualification as above, the technical suitability of goods/services/work offered in view of specifications, standards, samples, etc. / scope of work service, as provided in the Schedule of Supply and Biding document shall determine the qualification of the bidder. These details must be provided by the bidder in specific forms, if asked in the bidding forms.

Evaluation Criteria: The substantially responsive bids shall be evaluated financially on the basis of the net price to the Procuring Entity.

वित्तीय निविदा: वित्तीय निविदा स्वीकार करने का आधार, तकनीकी मूल्यांकन में अर्हताप्राप्त बोलियों में, कार्य के अनुसार पर्याप्त श्रम-संसाधन उपलब्ध कराने, न्यूनतम मजदूरी दरों का अनुपालन होने का आकलन होगा। यदि किसी श्रेणी के कामगारों के लिए सरकार द्वारा न्यूनतम मजदूरी तय नहीं है तो उस परिस्थिति में न्यूनतम मजदूरी का आकलन बोली दस्तावेज में अंकित दरों के अनुपालन के आधार पर किया जाएगा।

- निविदाकर्ता को निविदा भरने से पूर्व सभी संबंधित विभागों की लैब/शॉप का निरीक्षण कर कार्य के विस्तार की जानकारी प्राप्त कर कार्य को संतोषजनक ढंग से संपन्न करने में लगने वाले मानव संसाधन की संख्या का सही-सही अनुमान लगा लेना चाहिए। एक बार निविदा भर देने के बाद कोई भी आपत्ति स्वीकार नहीं की जाएगी, परंतु किसी भी स्थिति में यदि एक या एकाधिक व्यक्ति कार्य करने हेतु अनुपलब्ध हो जाएं तो ठेकेदार को शीघ्र ही उचित प्रतिस्थापन (Substitute) व्यक्ति/ब्लॉक (Shift) प्रस्तुत करना होगा।
- अनुबन्धकता के द्वारा लगाए जाने वाले समस्त व्यक्तियों की शैक्षिक योग्यताएं व अन्य अर्हताएं, इत्यादि मय दस्तावेज सक्षम अधिकारी से स्वीकृत करानी होगी।
- यद्यपि अनुबन्धकता द्वारा सेवाएं प्रदत्त करने हेतु रखे हुए व्यक्ति अनुबन्धकर्ता के ही कर्मचारी माने जायेंगे, परन्तु किसी भी तरह के विवाद की स्थिति से बचने, सेवाएं प्रदान करने हेतु रखे हुए व्यक्तियों के शोषण को रोकने तथा न्यूनतम मजदूरी व श्रम कानूनों की पालना सुनिश्चित करने हेतु अनुबन्धकता के कार्य पर रखे व्यक्ति को विगत माह किए गए भुगतान का विवरण साक्ष्य सहित देना होगा। न्यूनतम मजदूरी, श्रम कानून व अन्य मानकों की उल्लंघन की शिकायत मिलने पर संबंधित विभाग को तुरन्त कार्यवाही हेतु सूचित कर दिया जायेगा।
- माह के अंत में बिल के साथ सभी संबंधित अधिकारी से संतोषजनक सेवाओं का प्रमाण पत्र प्रस्तुत करना होगा।
- यह अनुबंध एक वर्ष के लिए किया जायेगा। अनुबंध की शर्तों के अनुसार संतोषप्रद सेवाएं देने पर नियमानुसार अवधि एक वर्ष के लिए नवीनीकरण किया जा सकेगा, जो निविदादाता को स्वीकार्य होगा।
- यदि सफल निविदादाता निविदा शर्तों के अनुसार समय पर व संतोषप्रद कार्य नहीं कर पाता है तो MEC, Ajmer परिस्थिति अनुसार एक सप्ताह / पखवाड़ा का नोटिस देकर अनुबंध समाप्त करने का पूर्ण अधिकार होगा। ऐसी स्थिति में अमानत धरोहर राशि जब्त की जा सकेगी एवं अन्य दंड राशि देय बिल में से काट ली जाएगी।
- अनुबन्धकर्ता को केंद्र व राज्य सरकार के श्रम नियोजन के नियमों द्वारा अधिकृत बने रहने पर ही अनुबंध मान्य होगा। श्रम विभाग द्वारा राजस्थान दुकान एवं वाणिज्य संस्थान अधिनियम 1958 के नियम-4 (प्रपत्र-3) की पंजीकरण की सत्यापित प्रतिलिपि संलग्न करना आवश्यक है। सेवा कार्य में प्रदत्त व्यक्तियों पर श्रम कानूनों की अक्षरसः पालना अनुबन्धकर्ता को करनी होगी।
- आयकर अधिनियम के अनुसार निविदादाता को देय भुगतान में से आयकर स्रोत पर ही काट कर आयकर विभाग को जमा कर दिया जाएगा।

(हस्ताक्षर निविदादाता मय मोहर)

(Handwritten signatures and initials)

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10. अनुबन्धकर्ता द्वारा अनुबन्ध की राशि में सेवाकर्ता को भविष्यनिधि अथवा अन्य भत्ते की राशि सम्मिलित रहेगी तथा महाविद्यालय अलग से किसी भी मद में निविदाकर्ता द्वारा उद्धृत (quoted) राशि के अतिरिक्त कोई भुगतान अदायगी नहीं करेगा।
11. ठेकाकर्मियों के पास फर्म द्वारा प्रदत्त पहचान पत्र (फोटो पर सील व हस्ताक्षर सहित) रखना अनिवार्य होगा। सभी सिविलियरी ठेकाकर्मियों, सुपरवाइजर सुसज्जित यूनिफॉर्म, डंडा, टॉच, रेनकोट, छतरी, जैकेट इत्यादि निर्विघ्न लगातार हर मौसम में ड्यूटी करने हेतु आवश्यक उपकरण से उक्त रहेंगे। जिसका सम्पूर्ण खर्च ठेका फर्म को ही वहन करना है, अलग से इसके लिए महाविद्यालय द्वारा कोई भुगतान नहीं किया जाएगा।
12. बोलिदाता/एजेंसी उनके द्वारा नियुक्त व्यक्तियों की सेवा के दौरान यदि कोई चोट/चोटें और दुर्घटना घटित होती है तो उसके लिए पूरी जिम्मेदारी बोलिदाता/एजेंसी की होगी और किसी भी परिस्थिति में MEC, Ajmer किसी भी तरह से क्षतिपूर्ति के लिए उत्तरदायी नहीं होगा।
13. सेवा केन्द्रों पर तैनात व्यक्तियों के अच्छे आचरण और व्यवहार के लिए बोलिदाता/एजेंसी जिम्मेदार होगी।
14. बोलिदाता/एजेंसी अनुबन्ध के तहत किसी भी व्यक्ति को पूरा करने के लिए किसी उप-एजेंसी की नियुक्ति नहीं करेगा।
15. इस अनुबन्ध से उत्पन्न होने वाले किसी भी विवाद को केवल अजमेर, राजस्थान के अधिकार क्षेत्र में ही निपटाया जायेगा।
16. सेवादाता द्वारा सेवा प्रदान किए जाने संबंधित तथा संपर्क नंबर की सूचना महाविद्यालय में बैनर के रूप में चस्पा अपने खर्च पर करनी होगी जहां से सेवादाता की जानकारी आम हो सके।
17. शर्त निविदा स्वीकार योग्य नहीं होगी।
18. बोलिदाता ने उपरोक्त शर्तों एवं इस प्रपत्र के साथ संलग्न विशिष्ट शर्तों का पढ़ एवं समझ लिया है, और इन सबकी पालना करने हेतु आप से वचनबद्ध है। हमारे द्वारा श्रमिकों को प्रतिमाह / वास्तविक कार्य दिवस / अधिकतम 26 कार्य दिवस की दर राज्य सरकार के नियमानुसार भुगतान किया जायेगा ठक्का में केवल एजेन्सी चार्ज या कमीशन ही अंकित करना है।
19. एक से अधिक बोलिदाताओं द्वारा समान सर्विस चार्ज दर प्रस्तुत किए जाने पर उपापन समिति सफल बोलिदाता का निर्णय अपने विवेक से लेगी। जिसमें अपने विवेकानुसार अधिक टर्न ओवर, स्थायित्व, समान प्रकृति के किए गए कार्य के आधार पर अथवा लॉटरी आदि पर विचार कर निर्णय करेगी, जो सभी को मान्य होगा।
20. सम्पूर्ण सेवा प्रदायी/कायदेश एक ही बोलिदाता को ही दिया जाएगा। उपापन संस्था/सेवाप्रदाता एजेंसी के माध्यम से अपने वांछित कार्य/सेवा को विभाजित नहीं करेगी। कायदेश एक ही फर्म/एजेंसी/कांटेक्टर को दिया जाएगा।
21. सरकार/विभाग/विश्वविद्यालय द्वारा नियुक्ति/पदस्थापना/स्थानांतरण या सेवानिवृत्त कर्मचारियों की नियुक्ति से मानव संसाधन उपलब्ध होने अथवा किसी कारणों से आवश्यक नहीं होने पर तत्संबंधी सेवाएं समाप्त होंगी/समाप्त कर दी जाएगी। सेवेदक द्वारा तत्काल समाप्त करनी होगी।
22. सेवा प्रदाता से ली जाने वाली ये सेवाएं पूर्णतः अस्थाई हैं। सेवा हेतु उपलब्ध कराए गए मानव संसाधन को श्रम मजदूरी के अलावा अन्य किसी भी प्रकार के वित्तीय लाभ/सेवा नियमितकरण/सेवा स्थायिककरण/भत्ते/बोनस आदि स्वीकार नहीं किए जाएंगे। अर्थात् ये लाभ देय नहीं होंगे।
23. किसी प्रकार का उपदान नहीं दिया जाएगा तथा किसी भी प्रकार के शेष एवं अनुपयोगित अवकाशों के नकदीकरण का लाभ देय नहीं होगा।
24. EPF, ESI, TDS, GST अथवा और कोई कर सरकार द्वारा जारी आदेशों अनुसार लागू होंगे। कार्मिकों के पारिश्रमिक से EPF, ESI कार्मिक अंशदान की कटौती प्रतिमाह सरकार द्वारा जारी आदेशों अनुसार की जाएगी।
25. सर्विस चार्ज % शून्य/NIL/ऋणात्मक राशि के रूप में मान्य नहीं होंगे तथा सर्विस चार्ज % दशमलव के पश्चात प्रथम अंक शून्य मान्य नहीं होगा किन्तु पूर्ण अंक प्रतिशत स्वीकार किया जायेगा जैसे कि 1.0, 2.0% मान्य होंगे परन्तु 1.001, 1.04% ये अमान्य होंगे अर्थात् ये नहीं भरने है अतः सर्विस चार्ज इस प्रकार भरे जावें जैसे कि 0.5, 1.3 आदि के रूप में भरना होगा।
26. कायदेश जारी होने से 07 दिवस में सेवा प्रदाता एजेंसी को वांछित मानव संसाधन अकुशल/अर्धकुशल/कुशल/उच्च कुशल सेवाएं उपलब्ध कराने होंगे अन्यथा जी. एफ. एण्ड ए.आर. अनुसार पेनल्टी वसूली जायेगी तथा खुले बाजार से सेवा कर्मी/सेवा लिये जाने पर निर्धारित दर से अधिक भुगतान की राशि सेवेदक से वसूल की जायेगी।
27. सेवा कर्मी की महाविद्यालय में समय पर उपस्थिति एवं ठहराव सुनिश्चित कराना होगा। अन्यथा आनुपातिक रूप से राशि की कटौती की जायेगी। महाविद्यालय में आवश्यकतानुसार अन्य सेवा कर्मी जिनकी दरें निर्धारित नहीं हैं, या निर्धारित अनुभव नहीं है या प्रथम बार नियुक्ति है तो उन्हें श्रम विभाग द्वारा निर्धारित दरों पर उपलब्ध करवाना होगा।

निविदा की उपरोक्त सभी शर्तें स्वीकार है।

(हस्ताक्षर निविदादाता मय मोहर)



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Annexure - X

निविदा एवं संविदा की अन्य शर्तें एवं निर्देश

नोट:—बोली दाता को बोली प्रपत्र भरने से पूर्व निम्न शर्तों व नियमों को ध्यानपूर्वक पढ़ना चाहिए।

निविदा भरना—

1. निविदा श्रम विभाग, राजस्थान में पंजीकृत संस्थाएँ ही प्रस्तुत कर सकेंगी। अपंजीकृत संस्था/निविदाकार की निविदा स्वीकार नहीं की जायेगी। निविदा के साथ पंजीकरण के प्रमाणपत्र की स्व प्रमाणित प्रति संलग्न करना अनिवार्य होगा। समस्त पंजीकरण ठेके की अवधि या उससे ज्यादा समय के लिए वैध होने चाहिए नहीं तो आवेदन स्वीकार नहीं किया जाएगा।
2. निविदा दाता को PF व विभिन्न श्रम अधिनियम के नियमों का स्वयं के स्तर पर पालन करना अनिवार्य होगा। PF तथा ESI का निविदा में अंकित दर के अलावा अलग से भुगतान नहीं किया जावेगा इस हेतु रजिस्ट्रेशन कराया जाना ठेकेदार के स्तर पर अनिवार्य होगा।
3. बोली प्रपत्र को जारी सूचना में दिए गए निर्देशों के अनुसार यथोचित रूप से (Online) जमा कराया जाना है। निर्धारित दिनांक व समय के पश्चात प्राप्त निविदा स्वीकार नहीं की जावेगी।
4. अनुमोदित सेवा प्रदाता के संबंध में यह समझा जावेगा कि उसने कार्य से संबंधित समस्त शर्तें एवं विस्तृत विवरण की जानकारी प्राप्त कर ली है। कार्य आदि के क्रम में या किसी अर्थ के संबंध में कोई संदेह हो तो सेवा प्रदाता को निविदा पर हस्ताक्षर करने से पूर्व सक्षम अधिकारी से इस क्रम में पूछताछ निर्धारित अवधि में कर स्पष्टीकरण प्राप्त कर लेना चाहिए।
5. बोली दाता अपनी बोली अथवा उसका सारभूत किसी भाग को न तो किसी उप ठेकेदार/एजेन्सी को सौंप सकेगा और न ही किसी को आगे सबलेट कर सकेगा। ऐसा करने पर संविदा भंग मानी जावेगी एवं आवश्यक वैधानिक कार्यवाही की जा सकेगी तथा सिक्क्यूरटी राशि जब्त कर ली जायेगी।
6. बोली दाता को बोली की शर्तों और प्रविष्टियों की स्वीकृति के प्रतीक स्वरूप (Online) निविदा प्रपत्र के प्रत्येक पृष्ठ के अन्त में हस्ताक्षर करने होंगे।
7. बोली प्रपत्र के साथ स्वयं प्रमाणित सेवाकर पंजीयन प्रमाणपत्र पेनकार्ड, श्रम विभाग में पंजीयन तथा बैंक खाता पासबुक की प्रति (Online) संलग्न की जावे।
8. स्वीकृत बोली दाता को उनकी निविदा स्वीकृत होने पर कॉन्ट्रैक्ट लेबर (रेगुलेशन एवं एबोलिशन) एक्ट 1970 की धारा 7 की उप धारा (2) तथा (3) ए के अधीन बनाए गये नियमों के अधीन सक्षम पंजीयन अधिकारी से पंजीयन प्रमाण पत्र प्राप्त कर MEC Ajmer में 07 दिवस में प्रस्तुत करना होगा। निर्धारित मूल्य के नॉन ज्यूडिशियल स्टाम्प पेपर पर करार का निष्पादन करना होगा। उसके पश्चात ही कार्यादेश जारी किया जावेगा।
9. फर्म/प्रोपराईटर का शहर/जिला के कार्यालय में पंजीकरण/आधारकार्ड/मतदाता पहचान पत्र/राशन कार्ड इत्यादि की प्रति (Online) संलग्न करें।
10. भारत सरकार/राज्य सरकार के निर्देशानुसार कौशल प्रक्रिया के अन्तर्गत फर्म के श्रमिकों को भुगतान करना होगा एवं अन्य निर्देशानुसार कार्यवाही की जावेगी।
11. निविदा की किसी भी शर्त में conflict होने की स्थिति में शर्त की उचित विवेचना Principal, MEC Ajmer के क्षेत्राधिकार में होगा।

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कार्य सम्पादन बाबत निर्देश

12. अनुमानत मानवीय श्रम उच्च/कुशल/अर्द्ध/अकुशल के तुल्य कार्यों के सम्पादन का ठेका दिया जाना है। कार्य में 50 प्रतिशत तक की वृद्धि अथवा कमी की जा सकती है। तदनुसार भुगतान में अनुपातिक वृद्धि/कमी की जा सकेगी।
13. कार्य की मात्रा अनुमानित है, इसमें आवश्यकतानुसार कमी/वृद्धि की जा सकेगी।
14. ठेका मात्र आवंटित कार्यों के सम्पादन का होगा न कि श्रमिकों के उपलब्ध कराए जाने का। श्रमिकों को दिए जाने वाले कार्य के अनुसार शैक्षणिक योग्यता तथा कार्यानुभव होना आवश्यक होगा। शिकायत मिलने पर उचित कार्मिक उपलब्ध कराया जाना होगा।
15. कार्यों का सम्पादन सामान्यतः कार्यालय समय में कराया जाना है। परन्तु आवश्यकता के अनुसार शाखा प्रभारियों की मांग पर कार्यालय समय से पूर्व/पश्चात तथा/अथवा अवकाश के दिनों में भी कार्यों के सम्पादन कराए जाने की व्यवस्था करनी होगी। इस हेतु पृथक से कोई भुगतान देय नहीं होगा या नियमानुसार किया जाएगा।
16. कार्य पर लगाए जाने वाले श्रमिकों की आयु 18 वर्ष से कम तथा 60 वर्ष से अधिक की नहीं होगी।
17. संवेदक के लिए यह बाध्यता होगी कि अपराधिक चरित्र/अपराधिक प्रकृति/न्यायालय द्वारा अपराध सिद्ध दोषी, सजायापता श्रमिकों को कामपर नहीं लगाये। इस हेतु सभी कर्मकारों के पुलिस सत्यापन एवं मेडिकल फिटनेस सत्यापन करवाने की सम्पूर्ण जिम्मेदारी संवेदक की होगी जिसकी MEC Ajmer द्वारा जाँच की जा सकेगी। अर्थात् कर्मकारों के आचरण की जिम्मेदारी संवेदक की होगी। संवेदक द्वारा कर्मकारों के चरित्र प्रमाण पत्र, स्थायी पता, माबाईल नम्बर एवं पहचान पत्र मय फोटो की प्रति कार्मिक के महाविद्यालय में कार्य कराने से पूर्व महाविद्यालय को जमा कराना अनिवार्य होगा।
18. ठेके के तहत कार्य कराने के लिए संवेदक द्वारा नियोजित किए जाने वाले कर्मकार किसी भी प्रकार से महाविद्यालय के लिए देयता (LIABILITY) नहीं होगी। महाविद्यालय द्वारा किसी प्रकार का प्रमाण पत्र/अनुभव प्रमाण पत्र/परिचय पत्र आदि जारी नहीं किया जावेगा।
19. ठेके के तहत कार्यों के सम्पादन हेतु लगाए गए श्रमिकों को श्रम विभाग के दिशा निर्देशों के तहत देय मजदूरी तथा अन्य सुविधाएँ आदि संवेदक द्वारा दी जावेगी। इसमें किसी प्रकार की कमी का उत्तरदायित्व पूर्णतया संवेदक का ही होगा तथा कोई आर्थिक दण्ड लगाया जाता है तो उसकी वसूली संवेदक को देय किसी भी प्रकार के भुगतान में से की जावेगी।
20. संवेदक के कर्मकारों द्वारा यदि महाविद्यालय की या सार्वजनिक सम्पत्ति को कोई क्षति पहुँचाई जाती है तो उसकी क्षति पूर्ति ठेकेदार द्वारा की जावेगी।

बोली प्रतिभूति तथा कार्य सम्पादन प्रतिभूति

21. बोली दाता को ठेके की कुल वार्षिक लागत का 5 प्रतिशत कार्य सम्पादन प्रतिभूति के रूप में ड्राफ्ट/बैंकर्स चैक/बैंक गारंटी, जो प्राचार्य, महिला अभियांत्रिकी महाविद्यालय, अजमेर के पक्ष में देय हो, जमा करानी होगी। इसमें पूर्व में जमा ई.एम.डी. का समायोजन किया जायेगा।
22. बिड सिक्यूरिटी घोषणा पत्र निविदा प्रपत्र के साथ जमा न कराने पर बोली को अस्वीकृत कर दिया जावेगा।
23. निविदा निष्पादन व अनुबन्ध के पश्चात असफल बोली दाताओं को बोली प्रतिभूति की राशि लौटा दी जावेगी। जबकि चयनित/सफल बोली दाता की प्रतिभूति राशि को कार्य सम्पादन प्रतिभूति राशि में समायोजित किया जा सकेगा।

(हस्ताक्षर निविदादाता मय मोहर)

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महिला अभियान्त्रिकी महाविद्यालय, अजमेर

(बीकानेर तकनीकी विश्वविद्यालय का संघटक महाविद्यालय)

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24. सफल बोलीदाता को दर स्वीकृति जारी होने पर ठेके की कुल वार्षिक लागत का 5 प्रतिशत कार्य सम्पादन प्रतिभूति के रूप में आदेश जारी करने के 03 दिवस में जमा कराकर करार का निष्पादन करना होगा।
25. राज्य के लघु उद्योगों को सक्षम अधिकारी का पंजीयन प्रमाण पत्र तथा सक्षमता प्रमाण पत्र की प्रतियां प्रस्तुत करने पर नियमानुसार बोली प्रतिभूति 0.5 प्रतिशत या तय मानक ही जमा कराने की छूट होगी।
26. समस्त ठेकाकर्मों आवंटित कार्य की वंचित गोपनीयता बनाए रखेंगे, शिकायत मिलने पर संबंधित ठेकाकर्मों को हटाया जाएगा तथा फर्म पर उचित पनेलटी अथवा अन्य कार्यवाही करने हेतु महाविद्यालय स्वतंत्र होगा।
27. बोली प्रतिभूति तथा कार्य सम्पादन प्रतिभूति पर ब्याज अथवा अन्य कोई परिलाभ नहीं दिया जावेगा।
28. कार्य सम्पादन प्रतिभूति राशि जमा न कराने पर बोली प्रतिभूति राशि को जब्त कर नियमानुसार कार्यवाही की जावेगी।
29. कार्य अवधि पूर्ण होने पर, कार्य संतोषजनक होने पर एवं महाविद्यालय द्वारा अवधि वृद्धि नहीं करने पर प्रतिभूति राशि को लौटा दिया जावेगा।
30. महाविद्यालय को संवेदक से किसी भी प्रकार की बकाया राशि होने पर शास्ति की राशि कार्य सम्पादन राशि/ प्रतिभूति में से समायोजित करने का अधिकार होगा।

दर स्वीकृत एवं करार

31. सफल बोली दाता को अपने खर्च पर, बोली स्वीकृति की सूचना मिलने के 02 दिवस में निर्धारित प्रारूप में रु० 500/- के नॉन ज्यूडिशियल स्टाम्प पेपर पर क़रार का निष्पादन करना होगा।

दर, कर व प्रभार

32. दर अनुसूची में समस्त ठेका कार्य की एक मुश्त मासिक दर का उल्लेख किया जाना है।
33. दर अनुसूची में वर्तमान में लागू एवं देय करों, प्रभारों की दरों का पृथक से, यथा प्रावधानी निधि (EPF) बीमा (ESI) तथा सेवा कर (Service Tax), GST आदि का उल्लेख किया जाना है।
34. दरें स्पष्ट रूप से अंकों व शब्दों में भरी जावें। दोनों दरों में भिन्नता की स्थिति में शब्दों में अंकित दर मान्य होगी।
35. केन्द्र/राज्य सरकार द्वारा निर्धारित वर्ग की दर तथा समय-समय पर संशोधित दर से केवल सेवाकर/ जी.एस.टी. भुगतान पृथक से किया जावेगा।
36. संवेदक द्वारा श्रमिकों को देय राशि पर वस्तु एवं सेवा कर(GST) की राशि अतिरिक्त रूप से देय होगी। सभी प्रकार के करों को जमा करवाने की जिम्मेदारी संवेदक की ही होगी। संवेदक द्वारा गत माह में जमा कराये गये वस्तु एवं सेवा कर(GST) के चालान की प्रति आगामी माह के बिल के साथ अनिवार्य रूप से संलग्न की जायेगी। वस्तु एवं सेवा कर(GST) की राशि जमा कराने के प्रमाण स्वरूप चालान की प्रति प्रस्तुत नहीं किये जाने पर आगामी माह के बिल में वस्तु एवं सेवा कर(GST) का भुगतान नहीं किया जायेगा। उक्त स्थिति में वस्तु एवं सेवा कर(GST) के सम्बन्ध में उत्पन्न होने वाले किसी भी प्रकार के दायित्वों के निर्वहन का उत्तरदायित्व संवेदक का होगा।

दरों की वैधता

37. बोली प्रपत्र में दी गई दर बोली खुलने की दिनांक से 150 दिवस तक मान्य रहेगी।
38. स्वीकृत दर करार की दिनांक से एक वर्ष के लिए वैध होगी तथा आपसी सहमति से इन दरों को एक और वर्ष की अवधि तक के लिए मान्य किया जा सकेगा।
39. महाविद्यालय में नियमित प्रक्रिया से पदों के भरे जाने पर करार की अवधि के दौरान एक माह के नोटिस पर ठेके को कभी भी समाप्त किया जावेगा।

(हस्ताक्षर निविदादाता मय मोहर)

(Handwritten signatures and marks)

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भुगतान प्रक्रिया

40. प्रति माह स्वीकृत दर पर संवेदक द्वारा करार की शर्तों के अनुसार देय भुगतान का बिल Principal, MEC Ajmer को दो प्रतियों में प्रस्तुत किया जावेगा।
41. बिल के साथ संवेदक को गत बिल में भुगतान किए गए सेवा कर/जी.एस.टी. सहित समस्त करों/प्रभारों की राशि को जमा कराए जाने संबंधी चालान की प्रति संलग्न करानी होगी। इसके अभाव में आगे के भुगतान में इन करों का भुगतान जमा की रसीदें प्रस्तुत करने पर ही किया जावेगा। इस प्रति में MEC Ajmer में लगे हुए सभी ठेकेकर्मियों को चिन्हित करके दिया जाएगा। हर वित्तीय वर्ष के समाप्त होने पर उस वर्ष ठेकेकर्मियों के कुल जमा कराए गए EPF/ESI/etc. के स्टैटमन्ट ठेकेदार द्वारा उपलब्ध कराए जाएंगे जिनकी जाँच MEC Ajmer कर सकता है।
42. भुगतान प्रतिमाह सम्पादन कराए गए वास्तविक कार्यों के अनुरूप अनुपातिक किया जावेगा।
43. किसी स्थान विशेष पर कार्य नहीं कराने अथवा निरीक्षण के दौरान कार्य में किसी प्रकार की कमी पाए जाने अथवा किसी अधिकारी/शाखा से प्राप्त शिकायत पर प्रति कर्मकार प्रतिदिन राशि रु. 500/- की शास्ति आरोपित की जावेगी, जो बिल में से अथवा संवेदक को महाविद्यालय से देय किसी भी भुगतान/ प्रतिभूति में से कर ली जावेगी।
44. किसी शाखा अथवा कार्यस्थल के आवंटित कार्य का संवेदक द्वारा सम्पादन न कराने पर परिस्थिति वश कार्य को अन्य स्रोत/माध्यम से कराया जाना आवश्यक हुआ तो उस पर व्यय होने वाली राशि संवेदक के भुगतान में से काट ली जावेगी। इसके अतिरिक्त आर्थिक दण्ड के रूप में जोखिम पर करवाये गए कार्य पर व्यय की गई राशि का दो गुणा तक दण्ड के रूप में आरोपित किया जा सकता है।
45. भुगतान में से नियमानुसार स्रोत पर आयकर :(TDS, GST) व अन्य कर की कटौती की जावेगी तथा इसका प्रमाण पत्र जारी किया जावेगा।
46. बिल की जांच एवं आवश्यक कटौतियों पश्चात देय राशि का भुगतान चैक/NEFT / RTGS के माध्यम से संवेदक को किया जावेगा। किसी प्रकार का अग्रिम भुगतान नहीं किया जावेगा।
47. निविदा दाता द्वारा अपने श्रमिकों को बैंक खाते में भुगतान किया जायेगा। नगद भुगतान किसी भी परिस्थिति में मान्य नहीं होगा। **समस्त श्रमिकों को फर्म द्वारा समय पर भुगतान किया जायेगा।** चाहे उसे महाविद्यालय द्वारा किसी कारण वश निश्चित समय पर संवेदक को भुगतान नहीं किया गया हो। महाविद्यालय को इस संबंध में किसी भी प्रकार की शिकायत प्राप्त होने पर जमा प्रतिभूति राशि में से संबंधित श्रमिकों को भुगतान किया जा सकता है। इस प्रकार का भुगतान दो बार से अधिक होने पर निविदा किसी भी समय समाप्त की जा सकेगी जिसकी समस्त जिम्मेदारी फर्म की होगी।
48. श्रमिकों की उपस्थिति/अनुपस्थिति (बायोमैट्रिक) की सत्यापित प्रति भुगतान बिल के साथ संलग्न करनी होगी। बायोमैट्रिक मशीन निविदाकर्ता को स्वयं महाविद्यालय में स्थापित करनी होगी, जिसका समय-समय पर महाविद्यालय द्वारा अवलोकन किया जा सकेगा। कार्य पर लगाये गये कार्मिकों को महाविद्यालय द्वारा निर्धारित प्रक्रिया / बायोमैट्रिक व अन्य निर्देशों के अनुसार सक्षम अधिकारी/प्रभारी के पास संवेदक स्वयं के स्तर पर उपस्थिति रजिस्टर संधारित करना होगा। जिनमें प्रतिदिन प्रातः/सायं आने व जाने की नियमित उपस्थिति दर्ज होगी एवं कार्मिकों को दैनिक उपस्थिति पंजिकरण में शिथिलता का अधिकार प्राचार्य, महिला अभियान्त्रिकी महाविद्यालय, अजमेर के अधिकारिक लिखित आदेश पर ही मान्य होगा। इस उपस्थिति की फोटो प्रति संवेदक द्वारा प्रमाणित कर बिल के साथ प्रस्तुत करनी होगी।

(हस्ताक्षर निविदादाता मय मोहर)

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अन्य शर्तें

49. संवेदक द्वारा श्रम विनियम एवं उन्मूलन अधिनियम 1970 व उसके अतिरिक्त अद्यतनों के अन्तर्गत अपेक्षित अनुज्ञा पत्र (लाईसेंस) संबंधित प्राधिकारी से प्राप्त कर सम्पदा शाखा में जमा कराने के पश्चात ही कार्य प्रारम्भ किया जावेगा।
50. जितनी संख्या में कर्मकारों के लिए लाईसेंस होगा उतनी संख्या में कर्मकारों का सामुहिक बीमा कराना होगा।
51. कार्य के दौरान किसी कर्मकार के साथ कोई दुर्घटना होती है तो उसकी सम्पूर्ण जिम्मेदारी (क्षतिपूर्ति आदि) संवेदक की होगी। इसके लिए महाविद्यालय किसी भी प्रकार से सहयोगी अथवा जिम्मेदार नहीं होगा।
52. प्रभावी श्रम कानूनों के तहत प्रावधानी निधि (EPF) बीमा (ESI) और सेवाकर (Service Tax)/जी.एस.टी. आदि की राशि जमा करवाने एवं अन्य वित्तीय अथवा कानूनी दायित्व की पालना ठेकेदार को करनी होगी। प्रति माह बिल के साथ इस आशय का प्रमाणपत्र लेटर पेड पर देना होगा कि किसी भी प्रकार की देयता (LIABILITY) बाकी नहीं है।
53. बोलीदाताओं या उनके प्रतिनिधियों की ओर से प्रत्यक्ष या परोक्ष रूप से की जाने वाली किसी सिफारिश के कारण बोली अमान्य की जावेगी।
54. श्रमिकों को राज्य सरकार/केन्द्र सरकार द्वारा न्यूनतम मजदूरी दर व PF, ESI की वृद्धि/कमी की जाने पर फर्म को बढ़ी/घटी दर पर भुगतान किया जायेगा एवं फर्म द्वारा श्रमिक को उपरोक्तानुसार बढ़ी/घटी दर के अनुरूप भुगतान किया जायेगा। इसी प्रकार सर्विस टैक्स/जीएसटी की दरों में वृद्धि/कमी होने पर तदानुसार ही भुगतान किया जायेगा। फर्म द्वारा प्राप्त राशि सर्विस टैक्स/जीएसटी की दरों /न्यूनतम मजदूरी दरों में वृद्धि होने पर फर्म द्वारा निविदा के साथ संलग्न प्रपत्र में संशोधित दरों को अंकित कर बढ़ी/कमी की गई दरों का स्वीकार करने हेतु प्रस्ताव प्रस्तुत किया जायेगा। जिसको प्रशिक्षण किया जाकर संशोधित दरें नियमानुसार लागू की जायेगी।
55. निविदा दाता द्वारा संबंधित श्रमिकों की काटी गई PF, ESI एवं सर्विस टैक्स/जीएसटी या अन्य कोई कर जो लागू होता है। इस संबंध में संबंधित विभाग/श्रमिक के खाते जमा करा दिया जायेगा का 500/- रु. के नॉन ज्यूडिशल स्टॉम्प पेपर पर शपथ कार्य प्रारम्भ करने से पूर्व प्रस्तुत करना होगा।
56. ठेके से संबंधित प्राप्त किसी बोली/बोलियों को बिना कारण बताये अस्वीकृत करने का अधिकार प्राचार्य, महिला अभियांत्रिकी महाविद्यालय, अजमेर को होगा।
57. बोली के संबंध में अथवा इस के तहत निष्पादित किए जाने वाले अनुबंध की शर्तों की व्याख्या अथवा अनुबंध से संबंधित किसी भी मामले में यदि कोई विवाद होता है तो इस विवाद पर प्राचार्य महिला अभियांत्रिकी महाविद्यालय, अजमेर का निर्णय अंतिम एवं संवेदक को मान्य होगा।
58. किसी भी प्रकार के न्यायिक विवाद का क्षेत्राधिकार अजमेर होगा।
59. बोलीदाता की किसी भी शर्त पर विचार नहीं किया जावेगा।
60. सामान्य वित्तीय लेखा नियम में वर्णित सभी शर्तें लागू होंगी एवं राज्य में राजस्थान लोक उपापन में पारदर्शिता नियम, 2012- 2013 में लागू व उसके अद्यतनों में वर्णित सभी शर्तें एवं प्रावधान उक्त निविदा में लागू होंगे।
61. जिन प्लेसमेंट एजेन्सी/निविदादाता की सेवाएँ पूर्व में संतोषजनक नहीं रही उन पर विचार नहीं किया जायेगा।
62. निविदा की लागत, एक अनुमानित लागत है जिसका तात्पर्य यह नहीं की इतनी ही राशि का भुगतान किया जाना है। असल में भुगतान की जाने वाली राशि सम्पन्न किए गए कार्य के आनुपातिक होगी जो की इससे कम अथवा ज्यादा हो सकती है।

(हस्ताक्षर निविदादाता मय मोहर)

(Handwritten signatures and marks)



63. बोलीदाता/संवेदक द्वारा विभिन्न पंजीकरण इत्यादि का विवरण निम्नानुसार प्रस्तुत किया जावेगा : -

| क्र.सं. | विवरण | रजि. सं. | वर्ष | पंजीकरण दिनांक तथा वैधयता | संलग्नक क्रमांक |
|---------|--|----------|------|---------------------------|-----------------|
| 1. | राजस्थान अनुबंधित श्रमिक (नियमन एवं उन्मूलन) अधिनियम, 1970 | | | | |
| 2. | कर्मचारी भविष्य निधि अधिनियम, 1952 | | | | |
| 3. | कर्मचारी राज्य बीमा अधिनियम, 1948 | | | | |
| 4. | वस्तु एवं सेवाकर (GST) | | | | |
| 5. | आय कर (पैन नम्बर) | | | | |
| 6. | राजस्थान दुकान एवं वाणिज्यिक संस्थान अधिनियम, 1958 या इण्डियन पार्टनरशिप एक्ट 1932 के अन्तर्गत या इण्डियन कम्पनी एक्ट 1958 के अन्तर्गत | | | | |
| 7. | Licence to engage in private security services by office of DG Police, Home Guard and Controlling Authority, Rajasthan, Jaipur Private Securities Agencies Regulation Act | | | | |
| 8. | Any other (if applicable) | | | | |

64. महाविद्यालय द्वारा प्रशासनिक/अन्य कारणों से संवेदक द्वारा प्रस्तुत बिल के भुगतान में विलम्ब हो सकता है लेकिन निविदा दाता को प्रतिमाह की दिनांक 01 से 07 तारीख तक का उसके अधीन कार्यरत समस्त श्रमिकों को भुगतान स्वयं के स्तर पर करना आवश्यक है। इस संबंध में महाविद्यालय को किसी भी तरह की शिकायत प्राप्त होने पर निविदा निरस्त की जा सकती है।

65. न्यूनतम मजदूरी अधिनियम 1948 (केन्द्रीय अधिनियम 11, वर्ष 1948) के वैधानिक प्रावधानों की अनुपालना का दायित्व सम्बन्धित संवेदक का होगा।

66. राजस्थान अनुबंधित श्रमिक (नियमन एवं उन्मूलन) अधिनियम 1970, कर्मचारी भविष्य निधि अधिनियम 1952 एवं कर्मचारी राज्य बीमा अधिनियम 1948 के अन्तर्गत नियमानुसार पंजीकृत संवेदक ही उक्त प्रकार की बोली में भाग लेने हेतु अर्हत होंगे। पंजीकरण प्रमाण-पत्र की सत्यापित प्रतिलिपि पूर्ण रूप से भरे हुए बोली दस्तावेज के साथ सम्बन्धित उपापन संस्था को प्रस्तुत की जायेगी।

(हस्ताक्षर निविदादाता मय मोहर)



महिला अभियान्त्रिकी महाविद्यालय, अजमेर

(बीकानेर तकनीकी विश्वविद्यालय का संघटक महाविद्यालय)

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67. राजस्थान सरकार के श्रम विभाग की समय - समय पर जारी अधिसूचनाओं वर्तमान में जारी सूचना क्रमांक एफ.5 (6) न्यू.म./श्रम/2000/पार्ट/7182 दिनांक 06.03.2019 एवं राजस्थान सरकार के वित्त (G&T) विभाग के परिपत्र क्रमांक एफ.2(1)वित्त/एसपीएफसी/2017 जयपुर दिनांक 30.04.2018 व उसके अद्यतनों की पालना करना अनिवार्य है।
68. यदि अंशकालिक (Part time) मानव संसाधन की सेवाओं की 4 घण्टे व इससे कम अवधि के लिये आवश्यकता हो तो उन्हें उनकी सेवाओं के विरुद्ध न्यूनतम मजदूरी की गणना श्रम विभाग द्वारा समय - समय पर निर्धारित न्यूनतम मजदूरी की 50 प्रतिशत राशि पर या नवीनतम नियमों से की जायेगी।
69. अंशकालिक कार्यों के लिए उपस्थिति अलग से संधारित की जायेगी। किन्तु भुगतान उस माह के बिल के साथ ही किया जाएगा।
70. संवेदक द्वारा नियोजित श्रमिकों को मजदूरी का भुगतान अनिवार्य रूप से उनके बैंक खातों में ही किया जायेगा। सम्बन्धित संवेदक द्वारा नियोजित श्रमिकों के बैंक खाते में जमा कराई गई राशि का विवरण सम्बन्धित उपापन संस्था को आगामी माह के मासिक बिल के साथ अनिवार्य रूप से प्रस्तुत किया जायेगा। इस प्रति में MEC Ajmer में लगे हुए सभी ठेकेकर्मियों को चिन्हित करके दिया जाएगा। श्रमिकों के बैंक खातों में जमा कराई गई राशि के विवरण बाबत उपापन संस्था की संतुष्टि होने पर ही संवेदक को आगामी माह के बिल के भुगतान किया जायेगा।
71. श्रमिकों को निर्धारित न्यूनतम मजदूरी का भुगतान सुनिश्चित करने के लिये संविदा अवधि के दौरान न्यूनतम मजदूरी दर में श्रम विभाग की अधिसूचना से समय-समय पर वृद्धि होने पर उपापन संस्था द्वारा संवेदक को बढ़ी हुई न्यूनतम मजदूरी की सीमा तक अन्तर राशि का भुगतान किया जा सकेगा।
72. संवेदक को राज्य/केन्द्र सरकार की नवीनतम दरों के अनुसार अपने समस्त श्रमिकों का नियमानुसार ई.पी.एफ. एवं ई.एस.आई. जमा करना होगा, जिसमें नियोजित श्रमिकों की मजदूरी राशि से कटौती और संवेदक का अंशदान शामिल होगा। संवेदक द्वारा अपने आगामी माह के बिल के साथ गत माह के पेटे श्रमिकों के ई.पी.एफ. और ई.एस.आई. के अंशदान की राशि नियमानुसार जमा कराये जाने की पुष्टि में सम्बन्धित चालान की प्रति प्रस्तुत किए जाने पर ही संवेदक को आगामी माह के बिल/बिलों का भुगतान किया जायेगा।
73. राज्य में लागू श्रम नियमों के अन्तर्गत अपने समस्त श्रमिकों का नियमानुसार ई.पी.एफ. एवं ई.एस.आई. की राशि जमा कराने का दायित्व संवेदक का होगा।
74. श्रम विधि के अन्तर्गत निर्धारित नियमों, उपनियमों व अधिसूचनाओं तथा केन्द्र/राज्य सरकार द्वारा समय-समय पर जारी किये गये दिशा निर्देशों की पालना करने का दायित्व संवेदक का ही होगा। श्रम विधि के अन्तर्गत निर्धारित नियमों, उपनियमों, अधिसूचनाओं, दिशा-निर्देशों आदि की पालना नहीं करने की स्थिति में उसके परिणामों/दायित्वों के लिये संवेदक स्वयं उत्तरदायी होगा।
75. यदि संवेदक एवं कार्य पर लगाये गये श्रमिकों के मध्य कोई विवाद उत्पन्न होता है तो उसकी प्रबन्धकीय जिम्मेदारी संवेदक की होगी। इसके लिये उपापन संस्था का सक्षम प्राधिकारी न्यूनतम मजदूरी अधिनियम, 1948 एवं राजस्थान अनुबन्धित श्रमिक (नियमन एवं उन्मूलन) अधिनियम, 1970 का उचित प्रकार से तथा निष्ठा पूर्वक पालन करने के लिए उत्तरदायी होगी।
76. एक सशस्त्र गनमैन/सुवरवाईजर जो की महाविद्यालय के मुख्य द्वार पर सुरक्षा सेवा प्रदान करेगा तथा समस्त गाड़ों के सुचारु संचालन का प्रबंधन करेगा (दैनिक दर नियमानुसार)।

(हस्ताक्षर निविदादाता मय मोहर)

(Handwritten signatures and marks)

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महिला अभियांत्रिकी महाविद्यालय, अजमेर

(बीकानेर तकनीकी विश्वविद्यालय का संघटक महाविद्यालय)



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77. नियोजित श्रमिकों को 240 दिवस पूर्ण कर लिये जाने पर औद्योगिक विवाद अधिनियम, 1974 में निहित प्रावधानों के अनुसार श्रम नियोजित श्रमिकों को हटाने, कार्यमुक्त करने, नोटिस वेतन, छंटनी, मुआवजा आदि देने का समस्त उत्तर दायित्व संवेदक का होगा।
78. कार्य सम्पादन अवधि के दौरान कार्य के संबंध/संदर्भ में किसी भी प्रकार की क्षतिपूर्ति का मुआवजा देने/ई. एस. आई. करवाने/सामूहिक दुर्घटना बीमा कराने इत्यादि की जिम्मेदारी एवं दायित्व संवेदक का होगा, इसके लिये उपापन संस्था की कोई जिम्मेदारी नहीं होगी।
79. यदि संवेदक द्वारा नियमानुसार निर्धारित न्यूनतम मजदूरी का भुगतान नहीं किए जाने की शिकायत उपापन संस्था को प्राप्त होती है तो उपापन संस्था इस संबंध में श्रम विभाग को अनिवार्य रूप से सूचित करेगी और नियमानुसार आवश्यक होने की स्थिति में संवेदक को Debar कराने की कार्यवाही करेगी।
80. राज्य सरकार/भारत सरकार के नियमानुसार न्यूनतम मजदूरी भुगतान की पालना करना अनिवार्य है। श्रम विभाग द्वारा निर्धारित न्यूनतम मजदूरी दर के अनुसार श्रमिकों को मजदूरी के भुगतान करने का दायित्व सम्बन्धित संवेदक का होगा।
81. उपापन संस्था द्वारा संवेदक को कार्य आदेश जारी करने के पश्चात् कार्यादेश की प्रति श्रम विभाग को सम्बन्धित जिला स्तरीय अधिकारी एवं श्रम विभाग मुख्यालय की अनिवार्य रूप से प्रेषित की जायेगी।
82. अन्य समय-समय पर केन्द्रसरकार/राज्य सरकार के दिशानिर्देशों का पालन करना भी अनिवार्य होगा।
83. किसी भी निविदा को स्वीकार करने एवं बिना कारण बताए निरस्त करने के समस्त अधिकार अधोहस्ताक्षरकर्ता के पास सुरक्षित हैं।
84. निविदा में भाग लेने वाले निविदा दाताओं को इन्टरनेट साईट www.eproc.rajasthan.gov.in पर इनफोर्मेशन टेक्नोलोजी एक्ट-2000 के तहत डिजिटल सिग्नेचर सर्टिफिकेट प्राप्त करना होगा, जो इलेक्ट्रॉनिक निविदा में हस्ताक्षर करने हेतु काम आएगी। निविदा दाता उपरोक्त डिजिटल सिग्नेचर सर्टिफिकेट डी.एस.सी. (DSC) स्वीकृत एजेन्सी से प्राप्त कर सकते हैं। जिन निविदा दाताओं के पास पूर्व में वैध डिजिटल सर्टिफिकेट है, नया डिजिटल सर्टिफिकेट लेने की आवश्यकता नहीं है।
85. निविदा दाताओं को निविदा प्रपत्र इलेक्ट्रॉनिक फॉर्मेट में उपरोक्त वेबसाईट पर डिजिटल साईन के साथ प्रस्तुत करना होगा। जिसके प्रस्ताव डिजिटल साईन के साथ नहीं होंगे, उनके प्रस्ताव स्वीकार नहीं किये जाएंगे। कोई भी प्रस्ताव online ही स्वीकार होगा।
86. महिला अभियांत्रिकी महाविद्यालय, अजमेर बीकानेर तकनीकी विश्वविद्यालय, बीकानेर का संघटक महाविद्यालय है जिसके दिशा निर्देश भी लागू होंगे।
87. ठेकेदार एवं श्रमिकों के मध्य पारिश्रमिक अथवा अन्य किसी भी प्रकार का विवाद होने पर समस्त दायित्व ठेकेदार का स्वयं का होगा। महाविद्यालय इसमें किसी भी प्रकार से पक्षकार नहीं बनेगा।
88. निविदा में फर्म द्वारा एजेन्सी चार्ज/कमीशन की राशि शून्य अथवा Nil अंकित करने पर निविदा पर विचार नहीं किया जायेगा।
89. यदि समान दरें प्राप्त होती हैं तो निविदा को नियमानुसार निरस्त किया जा सकता है अथवा वरीयता अजमेर में स्थापित फर्म को प्राथमिकता दी जावेगी।
90. संवेदक द्वारा प्रत्येक कार्य स्थल पर अपने खर्च पर Display Boards लगाये जायेंगे, जिन पर संवेदक का नाम, निविदा अवधि, कार्य की प्रगति, श्रमिकों हेतु Helpline नम्बर एवं संवेदक द्वारा न्यूनतम मजदूरी भुगतान नहीं करने की शिकायत करने सम्बन्धी प्रावधान का विवरण अंकित किया जाये।

(हस्ताक्षर निविदादाता मय मोहर)

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(To be submitted on Letter head of Firm/Company)

To be submitted online only (Online Env No. 01)

प्राचार्य
महिला अभियांत्रिकी महाविद्यालय
अजमेर

घोषणा(ए)

निविदा सूचना संख्या/मअमअ/संस्थापन/2024/..... दिनांक में वर्णित समस्त शर्तों का पालन करने के लिए मैं/हम सहमत हैं तथा उक्त निविदा सूचना की अन्य शर्तों जो संलग्न प्रपत्र में दी गई हैं (जिनके समस्त पृष्ठों पर उनमें वर्णित शर्तों को मेरे/हमारे द्वारा स्वीकार किए जाने के प्रतीकस्वरूप मैंने/हमने हस्ताक्षर कर दिये हैं) का भी पालन करने के लिए मैं/हम सहमत हैं।

दिनांक.....

हस्ताक्षर बोलीदाता मय सील

घोषणा(बी)

यह प्रमाणित कर वचन बद्ध है कि मेरे/हमारे द्वारा महाविद्यालय में विभिन्न कार्यों के सम्पादन हेतु उपलब्ध कराये गये श्रमिकों को लेबर एक्ट के तहत न्यूनतम वेतन चुकाने एवं अन्य सभी शर्तों की पूर्ति करेंगे। इसमें किसी तरह की कमी होने पर महाविद्यालय प्रशासन द्वारा की जाने वाली कार्यवाही हेतु हम/मैं/प्लेसमेन्ट एजेन्सी/ सेवा प्रदाता को स्वीकार्य होगा।

दिनांक.....

हस्ताक्षर बोलीदाता मय सील

घोषणा(सी)

उपरोक्त समस्त दरें मैंने/हमने निविदा शर्तों का अच्छी तरह अध्ययन कर ध्यान पूर्वक भरी है। मुझे/हमें यह भी स्वीकार है कि प्राचार्य, महिला अभियांत्रिकी महाविद्यालय, अजमेर का निर्णय हमारे लिए सर्वोपरि होगा। यह भी प्रमाणित किया जाता है कि हमारी फर्म/संस्था उक्त कार्य हेतु रजिस्टर्ड है तथा फर्म द्वारा वास्तव में उक्त व्यवसाय/कार्य किया जाता है तथा वांछित श्रम शक्ति/मशीन/उपकरण/तकनीकी जानकारी आदि उपलब्ध है। केन्द्र सरकार या किसी राज्य सरकार या इनके अधीन किसी बोर्ड/स्वायत्त शासी संस्थान/निगम आदि के द्वारा हमारी फर्म ब्लैक लिस्ट नहीं किया हुआ है।

दिनांक.....

बोलीदाता के हस्ताक्षर मय सील

घोषणा(डी)

उपरोक्त समस्त दरें मैंने/हमने निविदा शर्तों का अच्छी तरह अध्ययन कर ध्यान पूर्वक भरी हैं। मुझे/हमें यह भी स्वीकार है कि प्राचार्य, महिला अभियांत्रिकी महाविद्यालय, अजमेर का निर्णय हमारे लिए सर्वोपरि होगा। यह भी प्रमाणित किया जाता है कि हमारी फर्म/संस्था उक्त कार्य हेतु रजिस्टर्ड है तथा फर्म द्वारा वास्तव में उक्त व्यवसाय/कार्य किया जाता है तथा वांछित श्रम शक्ति/मशीन/उपकरण/तकनीकी जानकारी आदि उपलब्ध हैं। केन्द्र सरकार या किसी राज्य सरकार या इनके अधीन किसी बोर्ड/स्वायत शासी संस्थान/निगम आदि के द्वारा हमारी फर्म ब्लैक लिस्ट नहीं किया हुआ है।

दिनांक.....

बोलीदाता के हस्ताक्षर मय सील

घोषणा(ई)

यह प्रमाणित किया जाता है कि मैंने/हमने उक्त सभी शर्तों का अच्छी तरह अध्ययन कर लिया है। मैं/हम इन शर्तों की पालना की सहमति स्वरूप इसके प्रत्येक पृष्ठ पर हस्ताक्षर कर बोली प्रपत्र के साथ संलग्न कर दि- है। निर्धारित प्रपत्र "ए. बी. सी. व डी." में घोषणा हस्ताक्षर कर पृथक से संलग्न कर दिया गया है। इस निविदा के तहत अनुबन्ध होने पर निविदा अधीन कार्य कराने के लिये मेरे/हमारे नियोजित किये जाने वाले कर्मकार की किसी भी प्रकार से देयता (Liability) हमारी होगी, महाविद्यालय की किसी भी प्रकार से नहीं होगी।

दिनांक.....

हस्ताक्षर बोलीदाता मय सील



महिला अभियान्त्रिकी महाविद्यालय, अजमेर

(बीकानेर तकनीकी विश्वविद्यालय का संघटक महाविद्यालय)

MAHILA ENGINEERING COLLEGE, AJMER

(A Constituent College of Bikaner Technical University, Bikaner)

Nasirabad Road, Makhupura, Ajmer - 305002

Website: www.gweca.ac.in

Email : principal@gweca.ac.in

Ph. No.: 0145-2695535

Fax No.: 0145-2695102

To be submitted online only (Online Env No. 01)

Section 5

GENERAL CONDITIONS OF CONTRACT [GCC]

(SR FORM-16 RULE 68 OF GFAR-II)

(Only those which are applicable for procurement of services)

Note: Bidders should read the conditions carefully and comply strictly while sending their Bids.

Important Instruction:- The law relating to procurement "The Rajasthan Transparency in Public Procurement Act 2012" (herein after called the Act) and "The Rajasthan Transparency in Public Procurement Rules 2013" (herein after called the Rules) under the said act have come into force which are available on the website of Sate Public Procurement Portal (<https://sppp.rajasthan.gov.in>). Therefore, the bidders are adviced to acquaint themselves with the provisions of the act and the rules before participating in the bidding process.

1. Remuneration will be changed on the basis of time-to-time notification provided by Govt. of Rajasthan.
2. (i) Any change in the constitution of the firm, etc., shall be notified forth with by the contractor in writing to the purchase officer and such change shall not relieve any former member of the firm, etc., from any liability under the contract.
(ii) No new partner/partners shall be accepted in the firm by the contract or in respect of the contract unless he/they agree to avoid by all its terms, conditions and deposit with the purchase officer a written agreement to this effect. The contractors receipt for acknowledgement or that of any partners subsequently accepted as above shall bind all of them and will be sufficient discharge for any of the purpose of the contract.
3. **GST Registration and Clearance Certificate:-**No Dealer who is not registered under the GST prevalent in the State where his business is located shall Bid. The GST Registration Number/TIN No. should be quoted and a GST clearance certificate from the Commercial Taxes Officer of the Circle concerned shall be submitted without which the Bid is liable or ejection.
4. **Purchase Preference:-**Purchase preference will be given to the goods produced or manufactured by Industries of Rajasthan over goods produced or manufactured by Industries outside Rajasthan as per Purchase of Stores (Preference to Industries of Rajasthan) Rules, 1995.
5. Rate shall be filled both in words and figures. There should not be errors and/or over writings. Corrections if any should be made clearly and initialled with dates. The rates should mention element of the GST separately.
6. **Validity:-**Bids shall be valid for a period of 150 days from the date of opening of Technical Bid.
7. The approved Supplier shall be deemed to have carefully examined the conditions, scope of work, etc., of the services to be provided. If he has any doubts as to the meaning of any portion of these conditions or of the specification, drawing, etc., he shall, before submitting the bid, refer the same to MEC, Ajmer and get clarifications.

Signature of Bidder with Seal

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8. The contractor shall not assign or sub-let his contract or any substantial part thereof to any other agency.
9. The contract for the supply/services can be repudiated at any time by the Purchase Officer, if the supplies/services are not made to his satisfaction after giving an opportunity to the Bidder of being heard and recording of the reasons for repudiation.
10. Direct or indirect canvassing on the part of the Bidder or his representative will be a disqualification.
11. **Specifications (If applicable) :-**
 - (i) All article supplied shall strictly conform to the Specifications, trade mark laid down in the BID form and wherever articles have been required according to ISI specifications, those articles should conform strictly to those specifications and should bear such marks.
 - (ii) The supply of articles marked with asterisk/at serial number, shall in addition, conform strictly to the approved samples and in case of other material where there are no standard or approved samples, the supplier shall be of the very best quality and description. The decision of the purchase committee whether the articles supplied conform to the specifications and are in accordance with the samples, if any, shall be final and binding on the bidders.
 - (iii) **Warranty/Guarantee Clause(If applicable) :-** The bidder would give guarantee that the goods/stores/articles would continue to conform to the description, make and : quality as specified for a period of one year from the date of delivery of the said goods/stores/articles to be purchased and that notwithstanding the fact that the purchaser may have inspected and/or approved the said goods/stores/articles, if during the aforesaid period of one year the said goods/stores/articles be discovered not to conform to the description, make and quality aforesaid or have determined (and the decision of the purchase committee in that behalf will be final and conclusive), the purchaser will be entitled to reject the said goods/stores/articles or such portion thereof as may be discovered not to conform to the said description and quality on such rejection the goods/stores/articles will be at the sellers risk and all the provisions relating to rejection of goods, etc., shall apply. The bidder shall if so called upon to do, replace the goods, etc. or such portion thereof as is rejection by the purchase committee, otherwise the bidder shall pay damage as may arise by reason of the breach of the conditions.
 - (iv) In case of machinery and equipment also, guarantee will be given as mentioned in Clause (iii) above and the bidder shall during the guarantee period replace the parts if any and remove any manufacturing defect if found during the above period so as to make machinery and equipment's operative. The bidder shall also replace machinery and equipment's in case it is found defective which cannot be put to operation due to manufacturing defect, etc.

Signature of Bidder with Seal

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12. Inspection (If applicable):-

- (a) The College inspection committee /CPC authorized shall have power to inspect and examine the materials and workmanship of the goods/equipment/machineries during manufacturing process or afterwards as may be desired.
- (b) The bidder shall furnish complete address of the premises of his office, godown and workshop where inspection can be made together with name & address of the person who is to be contacted for the purpose. The firm's main office/branch office must be within 50 Km range of MEC Ajmer.

13. **Samples(If applicable):-** The articles marked within the schedule for samples shall be accompanied by two set of samples of the articles properly packed & signed. Such samples should be submitted personally in the office. A receipt will be given for each sample by the officer receiving the samples.

14. Each sample shall be marked suitably either by written on the sample or on a slip of durable paper securely fastened to the sample, the name of the bidder and serial number of the item, of which it is a sample in the schedule.

15. Approved samples will be retained free of cost and shall not be returned. The Mahila Engineering College Ajmer shall not be responsible for any damage, wear and tear or loss during testing, examination, etc. during the period these samples are retained. The MEC, Ajmer shall in no way make arrangements to return the samples.

16. Samples not approved, shall be collected by the unsuccessful bidder. The MEC, Ajmer will not be responsible for any damage, wear and tear, or loss during testing, examination, etc., during the period these samples are retained. The uncollected samples shall be forfeited and no claim for their cost, etc., shall be entertained.

17. Supplies when received shall be subject to inspection to ensure whether they conform to the specifications or with the approved samples. Where necessary or prescribed or practical, tests shall be carried out in MEC, Ajmer and in reputed testing house like MSME Testing Station, Jaipur and the like and the supplies will be accepted only where the articles conform to the standard of prescribed specifications as a result of such test.

18. **Draw of samples(If applicable):** - In case of tests, samples shall be drawn in four sets in the presence of bidder or his authorized representative and properly sealed in their presence. One such set shall be given to them, one or two will be sent to the laboratories and/or testing house and the third or fourth will be retained in the officer for reference and record.

19. **Testing Charges:** - Testing Charges shall be borne by the MEC, Ajmer. In case urgent testing is desired to be arranged by the bidder or in case of test result showing that supplies are not up to the prescribed standards or specifications, the testing charges shall be payable by the bidder.

20. Rejection (If applicable):-

(i) Art Articles not approved during inspection or testing shall be rejected and will have to be replaced by the bidder at his own cost within the time fixed by the procurement committee.

(ii) If, however, due to exigencies of MEC, Ajmer, such replacement either in whole or in part, is not considered feasible, the procurement committee after giving an opportunity to the bidder of being heard shall for reasons to be recorded, deduct a suitable amount from the approved rates. The deduction so made shall be final.

Signature of Bidder with Seal



21. The rejected articles shall be removed by the bidder within 15 days of intimation of rejection, after which Registrar shall not be responsible for any loss, shortage or damage and shall have the right to dispose off such articles as he thinks fit, at the bidder's risk and on his account.
22. The bidder shall be responsible for the proper packing so as to avoid damage under normal conditions of transport by sea, rail, road and air delivery of the material in good condition to the consignee at destination. In the event of loss, damage, breakage or leakage or any shortage the bidder shall be liable to make goods such loss and shortage found at the checking/inspection of the materials by the consignee. No extra cost on such account shall be admissible.
23. The contract for the supply can be repudiated at any time by the Principal, if the Supplies are not made to his satisfaction after giving an opportunity to the bidder of being heard and recording of the reasons for repudiation.
24. Direct & indirect canvassing on the part of the bidder or his representative will be a disqualification.
25. (i) **Delivery Period:-** The bidder whose BID IS accepted shall arrange supplies within a period of 15 days from the date of supply order issued by the College authorized Head of offices/ DDO, MEC, Ajmer from time to time under ARC.
- (ii) **Extent of Qty.-** Repeat orders:- If the orders are placed in excess of the quantities shown in the BID notice, the bidder shall be bound to meet the required supply. Repeat orders may also be placed on the rate and conditions given in the tender as per provisions of procurement rules.
- (iii) If the purchase officer does not purchase any of the Bided articles or purchase less than the quantity indicated in the BID form, the bidder shall not be entitled to claim any compensation.
26. **Agreement and Performance Security (P.S.): -**
- (i) Successful Bidder will have to execute an agreement in the Form SR- 17 on Non -Judicial stamp of Rs 500/- at his own expenses and deposit performance security equal to 5% of the value of the contract for which Bids are accepted within 15 days from the date of dispatch on which the acceptance of the Bid is communicated to him.
- (ii) The B.S. deposited at the time of Bid will be adjusted towards P.S. and the P.S. amount shall in no case be less than earnest money.
- (iii) No interest will be paid by the department on the security money.
- (iv) The forms of P.S. shall be as below: —
- (a) Bank Draft or Banker's Cheque of a scheduled bank;
- (b) National Savings Certificates and any other script/instrument under National Savings Schemes for promotion of small saving issued by a Post office in Rajasthan. If the same can be pledged under the relevant rules. They shall be accepted at their surrender value at the time of bid and formally transferred in the name of procuring entity with the approval of Head Post Master.
- (c) Bank Guarantee/s of a scheduled bank; It shall be got verified from the issuing bank. Other conditions regarding bank guarantee shall be same as mentioned in the rule 42 for bid security.

Signature of Bidder with Seal



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- (d) Fixed Deposit Receipt (FDR) of a scheduled bank, it shall be in the name of procuring entity on account of bidder and discharged by the bidder in advance. The procuring entity shall ensure before accepting the Fixed Deposit Receipt that the bidder furnishes an undertaking from the bank to make payment/premature payment of the Fixed Deposit Receipt on demand to the procuring entity without requirement of consent of the bidder concerned. In the event of forfeiture of the performance security, the Fixed Deposit shall be forfeited along with interest earned on such Fixed Deposit. Performance security furnished in the form specified in clause (b) to (d) shall remain valid for a period of 60 days beyond the date of completion of all contractual obligation of the bidder.
- (v) The P.S. shall be refunded after one month of the expiry of contract on satisfaction completion of the same or after the expiry of the period of guarantee if any, whichever is later and after satisfied there are no dues outstanding against the Bidder.
27. **Forfeiture of P.S.:-**Security amount in full or part may be forfeited in the following cases
- When any terms and conditions of the contract are breached.
 - When the Bidder fails to provide services or execute work satisfactorily.
 - Notice of reasonable time (Maximum 15 days' notice) will be given in case of forfeiture of P.S. The decision of the MEC, Ajmer in this regard shall be final.
28. The expenses of completing and stamping the agreement shall be paid by the Bidder and the department shall be furnished free of charge with one executed stamped counterpart of the agreement.
29. The time specified for delivery in the Bid form shall be deemed to be the essence of the contract and the successful Bidder shall arrange providing services within the period on receipt of the order from the Purchase Officer.
30. **Insurance:-**
- (1) The goods will be delivered at the destination in perfect condition. The supplier, if he so desires, may be insured the valuable goods against loss by theft, destruction or damage, by fire, flood, under exposure to whether or otherwise viz. (war, rebellion, riot etc.) The insurance charges will be borne by the supplier and state will not be required to pay such charges incurred.
31. **Payments:-**
- (i) Unless otherwise agreed between the parties, payment for the delivery of the stores will be made on completion of supply satisfactorily and on submission of bill in proper form by the bidder to the concern Head of offices/DDO, MEC, Ajmer by which the supply order was issued. All remittance charges will be borne by the bidder.

Signature of Bidder with Seal

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(ii) In case of disputed items, the amount pertains to disputed items shall be withheld and will be paid on settlement of the dispute.

(iii) Payments in case of those goods which need testing shall made only when such tests have been carried out, test results received conforming to the prescribed specification.

32. The time specified for delivery in the BID form shall be deemed to be the essence of the contract and the successful bidder shall arrange supplies within the period on receipt of the supply order from the Head of office / DDO of MEC, Ajmer

33. **Liquidated Damages(If applicable):-** In case of extension in the delivery period with liquidated damage the recovery shall be made as per provision of financial rules.

I

| | | |
|---|---|------|
| 1 | Delay upto one fourth period of the prescribed delivery period | 2.5% |
| 2 | Delay exceeding one fourth but not exceeding half of the prescribed delivery period | 5% |
| 3 | Delay exceeding half but not exceeding three fourth of the prescribed delivery period | 7.5% |
| 4 | Delay exceeding three fourth of the prescribed delivery period | 10% |

II Fraction of a day in reckoning period of delay in supplies shall be eliminated if it is less than half a day.

III. The maximum amount of liquidated damage shall be 10%.

IV. If the supplier requires an extension of time in completion of contractual supply on account of occurrence of any hindrance; he shall apply in writing to the authority, which has placed the supply order, for the same immediately on occurrence of the hindrance but not after the stipulated date of completion of supply.

V. Delivery period may be extended with or without liquidated damages if the delay in the supply of goods is on account of hindrances beyond the control of the bidder.

34. **Risk & Cost clause :-**

The competent authority of MEC, Ajmer without prejudice to his right against the approved supplies in respect of any delay or inferior performance of otherwise or claims for delay in respect of any breaches of the contract and without prejudice to any rights or remedies under any of the provisions of the contract or otherwise, by notice in writing absolutely determined the contract in any of the cases.

(i) A notice in writing to rectify, or otherwise that the work being performed is inefficient or otherwise implemented in improper manner, shall omit to comply with the requirement of such notice within a period of 07 days or for prescribed time, thereafter of if the supplier shall delay or suspended the execution of the work so that either in the judgment of the competent authority, he will be unable to perform the work by the satisfaction of MEC, Ajmer or has already failed to complete the work by the time.

Signature of Bidder with Seal



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- (ii) If the supplier commits breach of the terms & conditions of the contract.
- (iii) When the supplier has made himself liable for action under any of the cases aforesaid, the competent authority, shall exercise power : -
- (a) To determine or rescind the contract, as aforesaid, upon such determination or rescission, the bid security, performance security shall be liable to be forfeited and shall be absolutely at the disposal of MEC, Ajmer.
- (b) To get the work done through other service provider and in such case any expenses which may be incurred in excess, of the sum which would have been paid to the original SP, if the whole work had been executed by him of the amount of which excess, the decision of the Principal/ MEC, Ajmer shall be final and conclusive and shall be borne and paid by the original SP that may be deducted from any money due to him by the MEC, Ajmer or from his bid security, performance security. However the original SP shall have no claim to compensation for any loss sustained by him or reason for having purchased or procured any material, equipment's or entered into any engagements or made advances on account of execution/performance of contract.
35. **Recoveries:** Recoveries of liquidated damages, risk & cost, shall ordinary be made from bills. Amount may also be withheld to the extent of L.D./risk & cost and in case of failure in satisfactory completion of the work assigned; an amount of risk & cost along with amount of liquidated damages shall be recovered from his dues and P.S. available with the department. In case recovery is not possible recourse will be taken under Rajasthan PDR Act or any other law in force.
36. Bidders must make their own arrangement to obtain import license, if necessary.
37. If a Bidder imposes conditions, which is in addition to or in conflict with the conditions mentioned herein, his Bid is liable to summary rejection. In any case none of such conditions will be deemed to have been accepted unless specifically mentioned in the letter of acceptance of Bid issued by the MEC, Ajmer
38. The MEC, Ajmer reserves the right to accept any Bid not necessarily the lowest, reject any Bid without assigning any reasons and accept Bid for all or any one or more of the articles for which Bidder has been given or distribute items of works to more than one bidder.
39. The Bidder shall furnish the following documents at the time of execution of agreement: -
- Attested copy of partnership Deed in case of Partnership Firms.
 - Registration Number, registration certificate and year of registration in case Partnership firm is registered with Registrar of Firms.
 - Address of residence and office, telephone numbers in case of Sole Proprietorship and R/C of firm.
 - Registration issued by Registrar of Companies in case of Company.
 - Power of Attorney if any
40. If any dispute arise out of the contract with regard to the interpretation meaning and breach of the terms of the contract, the matter shall be referred to by the Parties to the Principal, MEC who will appoint this representative as the sole Arbitrator of the dispute who will not be related to this contract and whose decision shall be final and abide.

Signature of Bidder with Seal

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41. All legal proceeding, if necessary, arise to institute may by any of the parties (MEC, Ajmer or Contractor) shall have to be lodged in courts situated in Ajmer, Rajasthan and not elsewhere.
 42. All other/remaining general terms & conditions shall apply as laid down in Rajasthan Transparency in Public Procurement Rule-2013 and RTPP Act 2012.
 43. The prices under rate contact shall be subject to price fall clause as per RTPP rules.
 44. a) Contract for the subject matter of procurement shall be made for one year from the date of agreement made. However, the contract period may be extended for further one year as per provisions laid down in RTPP Rules, 2013
b) Successful bidder should supply the ordered man-power services (SECURITY SERVICES) in requisite quantity placed by MEC, Ajmer within the stipulated period issued time to time.
 45. Additional conditions are also applicable as per Annexure X.
 46. A pre-bid meeting will be held as per RTPP rules on the given schedule. The bidders can submit their doubts/grievances regarding tender during this meeting which will be resolved at the best. The decision on the issues by Principal, MEC Ajmer will be final and abiding by all. After the pre-bid meeting and its minutes, no further grievances/doubts/etc. may be entertained regarding this tender.
- Declaration: - I have read the above terms and conditions of contract carefully and I shall abide by the same in the event of successful bidder.

Place:

Signature of Bidder with Seal

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**Section 6:
ANNEXURES**

To be submitted online only (Online Env No. 01)
Annexure-A

Compliance with the code of Integrity and No Conflict of Interest (by the Bidder on letter head)

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 withan intent to gain unfair advantage in the procurement process;
- (e) Not indulge in any correction including impairing or harming or threatening to do the same, directly or indirectly, to any party or to its property to influence the procurement process;
- (f) Not obstruct any investigation or audit of a procurement process;
- (g) Disclose conflict of interest, if any; and
- (h) Disclose any previous transgressions with any Entity in India or any other country during the last three years or any debarment by any other procuring entity.

Conflict of Interest : -

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

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

- i. A Bidder may be considered to be in Conflict of interest with one or more parties in a bidding process if, including but not limited to;
 - a. Have controlling partners/shareholders in common; or
 - b. Receive or have received any direct or indirect subsidy from any of them; or c. Have the same legal representative for purpose of the Bid; or
 - d. Have the relationship with each other, directly or through common third parties, that puts them in a position to have access have to information about or influence on the bid of another Bidder, or influence the decision 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 specification of the Goods, Works or Service 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.

Date:
Place:

Signature of bidder
Name:
Designation
Address:

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Declaration by the Bidder regarding Qualifications (on letter head)

In relation to my/our Bid submitted to for procurement ofin response to their Notice Inviting Bid 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 Biding 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 specification in the Bidding Document;
3. I/We have are not insolvent in receivership, bankrupt or being wound up, not have my/our affairs administrated by a court or a judicial officer, not have my/our business activities suspended and not the subject of legal proceeding 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 conducted or the making of false statement 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 proceeding;
5. I/We do not have a conflict of interest as specification in the Act, Rules and the bidding Document, which material affects fair competition;
6. I/ we declare that we will adhere to all labour laws and wage acts as per the Government and MECA norms.

Date:
Place:

Signature of bidder
Name:
Designation:
Address:

Handwritten signatures and initials at the bottom of the page, including a signature with the number 42.

Grievance Redressal during Procurement Process

The designation and the address of the first Appellate Authority is **Principal, MEC, Ajmer**. The designation and the address of the Second Appellate Authority is Registrar, Bikaner Technical University, Bikaner.

(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:

Providing that after the declaration of a Bidder as successful the appeal may be filled only by a Bidder who has participated in procurement proceeding:

Providing 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 filled 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 off within thirty days from the date of the appeal.

(3) 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 Procuring Entity, as the case may be, may file a second appeal to Second Appellate Authority specified in the Bidder 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 Filling Appeal

- (a) Fee for first appeal shall be 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

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[Handwritten signatures and initials]

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- (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 fixed date of 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.

Date:

Signature of bidder Place:

Name:

Designation:

Address:

[Handwritten signatures and initials]

Additional Conditions of Contract

1. Correction of arithmetical errors

Provided that a Financial Bid is substantially responsive, that 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 quality, the unit price shall prevail and the total price shall be corrected, unless in the opinion in 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 in the amount in figures shall prevail subject to (i) and (ii) above.

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

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 price or other terms & 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 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 Procurement 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 cases, the quantity may be divided between the Bidders, whose Bid is accepted and the second lowest Bidder or even more Bidders in that order, in a fair, transparent and equitable manner at the rates of the Bidder, whose Bid is accepted.

Date:

Signature of bidder

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(To be submitted on Letter head of Firm/Company)

STATEMENT OF ANNUAL TURNOVER

The average annual Turnover of M/s _____
address _____ for the past three years is as
follows and it is certified that the statement is true and correct.

| S.No. | Financial Year | Turnover (in Crores) | Profit/Loss |
|-------|----------------|----------------------|-------------|
| 1 | 2022-23 | | |
| 2 | 2023-24 | | |
| 3 | 2024-25 | | |

Enclose Audited balance sheet certified by mentioning UDIN Number of the CA

Average Turnover per annum _____

Signature of Chartered Accountant & seal with UIDN

(Name & Address)

Handwritten signatures and initials, including the name "Bharat" and a checkmark.

(To be submitted on Letter head of Firm/Company)

STATEMENT OF PAST SUPPLIES AND PERFORMANCE

I/We _____ (name of the firm) do hereby undertake that we have performed the supply of _____ as per the details given below.

| S. No. | Financial Year | Order Placed by (full address of procuring entity with telephone No.) | Order No. and date (Enclose Proof) | Previous Procuring entity type Government/ Semi-Govt./ Autonomous/ others | Number of contract labour supplied | Performance Satisfactory YES/NO (Enclose proof) |
|--------|----------------|---|------------------------------------|---|------------------------------------|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 1 | 2020-2021 | | | | | |
| 2 | 2021-2022 | | | | | |
| 3 | 2022-2023 | | | | | |
| 4 | 2023-2024 | | | | | |
| 5 | 2024-2025 | | | | | |

1. It should be submitted with technical bid.
2. The past work must of of same nature to supply labour/ man power on contract.
3. The above information may be verified from relevant documents of bidder.
4. Submit as enclosures: work orders of all, satisfactory performance certificate from minimum two organizations of repute.
5. Experience of Private organizations will not be counted.

Signature of bidder

Name of bidder

Designation

Address

Handwritten signatures and initials in blue ink at the bottom of the page, including a large signature and several initials.

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(To be submitted on Letter head of Firm/Company & Notarized)
AUTHORIZATION OF BIDDER BY THE FIRM

To,
The Principal,
Mahila Engineering College Ajmer
Ajmer(Raj.)

Subject: Regarding Authorization of Bidder by the Firm.
Ref. Your NIB no.....

Dear Sir,

I/We.....(Name) forM/s.....(Name of firm.....who are proven and reputable manufacturers firm/company/proprietor of(Name of Item).....having office at.....(Address of office).....hereby authorize Mr.....(Name & Designation of Bidder),to submit a Bid, process the same further and enter into a contract with you against your requirement as contained in the above referred Bid document/NIB for the above.

I/We obtain the approval of Board of Directors of our firm in the meeting no.....held on datedat agenda no.....

I/We further confirm that no individual other than Mr.....(Name & Designation of Bidder).....is authorized to submit a bid process the same further and enter into a contract with you against your requirement as contained in the above referred Bid document/NIB for the above goods manufactured by our firm.

I/We also hereby extend our full guarantee as applicable as per Bid conditions of contract, read with modifications/addendum, if any in the General/special conditions of contract for the Goods and services offered for supply by the authorized Bidder/signatory against this bid document.

I/We also hereby confirm that we shall also be responsible for the satisfactory execution of the contract placed on the authorized firm.

This authorization shall be valid till the completion of the rate contract period and related services. The attested copy of Photo ID /Voter ID/ Driving Licence /any other equivalent document for authorized person is enclosed here.

Yours faithfully,

(Name & Signature of Chairman)

For M/s.....

Handwritten signatures and initials in blue ink at the bottom of the page.

AUTHORIZED SIGNATORY OF FIRM

Affidavit(on Rs. 100 Non Judicial stamp) duly notarized regarding compliance of Bid Terms and Conditions

Bidder Name.....

I / We confirm that I/We are authorized to submit bid on behalf of the firm participating in the bid No.....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 and conditions and General terms & conditions wherever indicated, offer validity, terms of delivery without any deviations whatsoever:

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

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

I/We certify that the bidder has not been banned by any Government department of the State/PSU from business dealings.

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

Signature of bidder

Name of bidder

Designation

Address

Handwritten signatures and initials in blue ink at the bottom of the page.

बोलीदाता/सेवाप्रदाता द्वारा घोषणा

मैं/हम घोषणा करता हूँ/ करते हैं कि मैंने/हमने जहाँ कही भी SUPPLY OF MANPOWER SERVICES (SECURITY SERVICES) कार्य किया है उस कार्य हेतु विगत 3 वर्षों में कार्य करते समय पूर्ण न करने के कारण हमें किसी भी सरकारी विभाग/उपक्रम/कम्पनी द्वारा ब्लैकलिस्ट नहीं किया गया है।

हम यह घोषणा करते हैं कि हमारा किसी भी न्यायालय में SUPPLY OF MANPOWER SERVICES (SECURITY SERVICES) कार्य के संदर्भ में कोई वाद लम्बित नहीं है तथा इस विषयान्तर्गत हमें किसी भी न्यायालय द्वारा दण्डित नहीं किया गया है।

हस्ताक्षर

फर्म का नाम

पता

UNDERTAKING

1. I/We the undersigned certify that I have gone through the terms and conditions mentioned in the bid document and undertake to comply with all the terms and conditions mentioned in the bid document.
2. The rates/discount quoted will be valid and binding upon me for the entire period of contract/validity.
3. I/We hereby undertake to supply the items/render the services as per specifications /scope of work given in the bid document /purchase order within stipulated period, if I qualify in the bidding process.
4. I /We give the rights to the Mahila Engineering College Ajmer to forfeit the security deposit paid by me if any delay occurs on my part or if I fail to comply with the terms and conditions mentioned in the bid document.
5. I/We hereby declare that my Company is neither blacklisted by Central Government / State Government or instrumentalities thereof nor any criminal case against the Bidder / Its Partners / Directors / Agents is pending before any court of Law.
6. I /We further certify that I am competent officer in my firm/company to make this declaration.
7. Further I am aware that if any of the information given by me is found to be wrong in future then legal action can be taken against me and my bid will be considered as canceled.

(Signature of the Bidder)

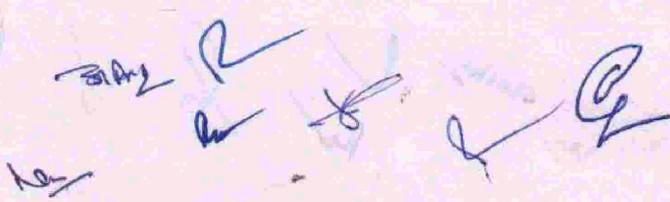
Name

Designation

Seal

Date:

Address:



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(To be submitted on Letter head of Firm/Company & Notarized)

SR 11

DECLARATION BY TENDERERS

I/We declare that I am /we are bonafide Manufacturer/Whole seller//Sole distributor/Authorized dealer/ sole selling/service provider/contractor in the goods/stores/equipments for which I/we have tendered. I/we are enclosing proof of above declaration.

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

Signature of the Tenderer

[Handwritten signatures and initials in blue ink]

DRAFT OF AGREEMENT
(SR FORM-17 RULE 68 OF GFAR-II)

(to be executed by the successful bidder on a non-judicial stamp of appropriate value)

THIS AGREEMENT made on this _____ day of _____, _____, between _____ of _____ (hereinafter "the Procuring Entity"), of the one part, and _____ of hereinafter "the Supplier", of the other part:

WHEREAS the Procuring Entity invited Bids for certain Goods and Related Services, viz., _____ and has accepted a Bid by the Supplier for the supply of those Goods and Related Services for the sum of _____ (herein after "the Contract Price").

WHEREAS the approved Service Provider has agreed with the MECA to provide services to the MECA, Ajmer at its head office as well as branch offices throughout Rajasthan, all those articles set for the schedule appended here to in the manner set for thin the conditions of the Bid and contract appended herewith and at the rates set forth in column.....of the said schedule.

AND WHEREAS the approved Service Provider has deposited a sum of Rs.....in.....

1. Cash/Bank Draft/Challan No./Banker Cheque No.....dated.....
2. Bank guarantee of any of the scheduled banks in the prescribed format.

NOW THIS AGREEMENT WITNESS AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Contract referred to.
2. In consideration of the payment to be made by the MEC, Ajmer through.....at the rates set forth in the schedule hereto appended approved Service Provider will duly perform the said services set forth in.....and.....thereof in the manner set forth in the conditions of the bid and contract.
3. The conditions of the bid and contract for open Bid enclosed to the Bid notice number.....dated.....and also appended to this agreement will be deemed to be taken as part of this agreement and are binding on the parties executing this agreement.
4. Letter nos.....received from the bidder and letters nos.....received by the MEC, Ajmer and appended to this agreement shall also form part of this agreement.
5. The MEC, Ajmer do hereby agree that if the approved Service Provider shall duly perform the said services in the manner aforesaid observe and keep the said terms and conditions, the MEC, Ajmer will through.....pay or cause to be paid, to the approved Service Provider at the time and the manner set forth in the said conditions, the amount payable for the work. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) The Procuring Entity's Notification to the Supplier of Award of Contract;
 - (b) The Bid documents submitted by the Service Provider including Price schedules/ financial bids and any supplementary documents/ annexures submitted by the Service Provider and accepted by the Procuring Entity;

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- (c) The Special Conditions of Contract;
- (d) The General Conditions of Contract;
- (e) The Schedule of Services and Scope of Work;
- (f) Instructions to Bidders;
- (g) Detailed Notice Inviting Bids including addendums, if any;

This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, the documents shall prevail in the order listed above.

6. In consideration of the payments to be made by the Procuring Entity to the Supplier as indicated in this Agreement, the Supplier hereby covenants with the Procuring Entity to provide the Goods and Related Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
7. The Procuring Entity hereby covenants to pay the Supplier in consideration of the provision of the Goods and Related Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.
8. If the supplier requires an extension of time in completion of contractual supply on account of occurrence of any hindrance, he shall apply in writing to the authority, which has placed the supply order, for the same immediately on occurrence of the hindrance but not after the stipulated date of completion of supply.
9. All disputes arising out of this agreement and all questions relating to the interpretation of this agreement shall be decided by the Principal, MEC, Ajmer and the decision of the Principal, MEC, Ajmer shall be final and binding for both the parties.
10. For all legal disputes the jurisdiction shall be Ajmer only.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of India and Rajasthan on the day, month and year indicated above.

Signed by
Witness 1
Witness 2

for the Supplier

Name: _____
Designation: _____
Address: _____

for the Procuring Entity (On behalf of the Procuring Entity)

Name: _____
Designation: _____
Address: _____



**Rajasthan
Tenders**

eProcurement System Government of Rajasthan

Tender Details

Date : 27-Mar-2026 04:50 PM

Print

Basic Details

| | | | |
|---|---|--|------------|
| Organisation Chain | GOVT. WOMEN ENGINEERING COLLEGE- AJMER PRINCIPAL | | |
| Tender Reference Number | 2025-26/218 | | |
| Tender ID | 2026_GWEC_548801_1 | Withdrawal Allowed | Yes |
| Tender Type | Open Tender | Form of contract | Percentage |
| Tender Category | Services | No. of Covers | 2 |
| General Technical Evaluation Allowed | No | ItemWise Technical Evaluation Allowed | No |
| Payment Mode | Offline | Is Multi Currency Allowed For BOQ | No |
| Is Multi Currency Allowed For Fee | No | Allow Two Stage Bidding | No |

Payment Instruments

| Offline | S.No | Instrument Type |
|---------|------|------------------------|
| | 1 | DD |
| | 2 | BG |
| | 3 | BC |
| | 4 | Bankers Pay Order(BPO) |

Cover Details, No. Of Covers - 2

| Cover No | Cover | Document Type | Description |
|----------|-----------------------|---------------|-------------------------------------|
| 1 | Fee/PreQual/Technical | .pdf | SEAL AND SIGNED FILLED BID DOCUMENT |
| | | .pdf | CHECKLIST |
| | | .pdf | TECHNICAL BID |
| 2 | Finance | .pdf | SCANNED COPIES OF FEES |
| | | .xls | BOQ |

Tender Fee Details, [Total Fee in ₹ * - 1,500]

| | | | |
|-------------------------------------|--|-----------------------|-------|
| Tender Fee in ₹ | 1,000 | | |
| Processing Fee in ₹ | 500 | | |
| Fee Payable To | PRINCIPAL MAHILA ENGINEERING COLLEGE AJMER | Fee Payable At | AJMER |
| Tender Fee Exemption Allowed | Yes | | |

EMD Fee Details

| | | | |
|------------------------|--|------------------------------|-------|
| EMD Amount in ₹ | 40,000 | EMD Exemption Allowed | Yes |
| EMD Fee Type | fixed | EMD Percentage | NA |
| EMD Payable To | PRINCIPAL MAHILA ENGINEERING COLLEGE AJMER | EMD Payable At | AJMER |

[Click to view modification history](#)

Work /Item(s)

| | | | | | |
|---|--|---------------------------|-----------------|-----------------------------|-------------------|
| Title | SUPPLY OF MAN POWER SERVICES (CAMPUS SECURITY) | | | | |
| Work Description | SUPPLY OF MAN POWER SERVICES (CAMPUS SECURITY) | | | | |
| Pre Qualification Details | Please refer Tender documents. | | | | |
| Independent External Monitor/Remarks | NA | | | | |
| Show Tender Value in Public Domain | Yes | | | | |
| Tender Value in ₹ | 20,00,000 | Product Category | Manpower Supply | Sub category | SECURITY SERVICES |
| Contract Type | Tender | Bid Validity(Days) | 150 | Period Of Work(Days) | NA |

| | | | | | |
|--------------------------------|---|----------------------------------|----------------------|------------------------------|----------------------------------|
| Location | MAHILA ENGINEERING COLLEGE AJMER | Pincode | 305002 | Pre Bid Meeting Place | MAHILA ENGINEERING COLLEGE AJMER |
| Pre Bid Meeting Address | MAHILA ENGINEERING COLLEGE AJMER,NASIRABAD ROAD AJMER | Pre Bid Meeting Date | 08-Apr-2026 03:30 PM | Bid Opening Place | MAHILA ENGINEERING COLLEGE AJMER |
| Should Allow NDA Tender | No | Allow Preferential Bidder | No | | |

Critical Dates

| | | | |
|--|----------------------|--|----------------------|
| Publish Date | 27-Mar-2026 05:00 PM | Bid Opening Date | 07-May-2026 02:30 PM |
| Document Download / Sale Start Date | 27-Mar-2026 06:00 PM | Document Download / Sale End Date | 23-Apr-2026 11:00 AM |
| Clarification Start Date | NA | Clarification End Date | NA |
| Bid Submission Start Date | 28-Mar-2026 09:00 AM | Bid Submission End Date | 23-Apr-2026 11:00 AM |

Tender Documents

| NIT Document | S.No | Document Name | Description | Document Size (in KB) |
|---------------------|-------------|----------------------|------------------------|------------------------------|
| | 1 | Tendernotice_1.pdf | NOTICE INVITING TENDER | 7563.57 |

| Work Item Documents | S.No | Document Type | Document Name | Description | Document Size (in KB) |
|----------------------------|-------------|----------------------|----------------------|-------------------------------------|------------------------------|
| | 1 | Other Document | CHECKLIST.pdf | CHECKLIST | 13544.56 |
| | 2 | Tender Documents | BIDDOCUMENT.pdf | SEAL AND SIGNED FILLED BID DOCUMENT | 13535.37 |
| | 3 | Additional Documents | TECHNICALBID.pdf | TECHNICAL BID | 2506.50 |
| | 4 | BOQ | BOQ_978392.xls | BOQ | 317.50 |

Bid Openers List

| S.No | Bid Opener Login Id | Bid Opener Name | Certificate Name |
|-------------|--------------------------------|------------------------|-------------------------|
| 1. | snjoshi@gweca.ac.in | Satya Narayan Joshi | SATYANARAYAN JOSHI |
| 2. | chauhan@gweca.ac.in | RAVINDRA SINGH CHAUHAN | RAVINDRA SINGH CHAUHAN |
| 3. | rakeshagarwal77@rediffmail.com | Rakesh Agarwal | RAKESH AGARWAL |

Tender Properties

| | | | |
|--|--------|---|-----------------------|
| Auto Tendering Process allowed | No | Show Technical bid status | Yes |
| Show Finance bid status | Yes | Stage to disclose Bid Details in Public Domain | Technical Bid Opening |
| BoQ Comparative Chart model | Normal | BoQ Compative chart decimal places | 2 |
| BoQ Comparative Chart Rank Type | L | Form Based BoQ | No |

Tender Inviting Authority

| | |
|----------------|---|
| Name | PRINCIPAL,MAHILA ENGINEERING COLLEGE AJMER |
| Address | MAHILA ENGINEERING COLLEGE AJMER,NASIRABAD ROAD AJMER |

Tender Creator Details

| | |
|---------------------|----------------------|
| Created By | Satya Narayan Joshi |
| Designation | Assistant Professor |
| Created Date | 27-Mar-2026 04:35 PM |

| | |
|----------------------------|--|
| Department Details: | |
| Department Name | Government Women Engineering College Ajmer |
| Department Type | State Government Department |
| Procuring Entity Name: | Dr. Ravindra Chauhan |
| Procuring Entity Contact: | Email: rjaj200801057386[at]rajasthan[dot]in, Mobile: 9414980292 |
| Office Address: | GOVT. WOMEN ENGINEERING COLLEGE AJMER, NASIRABAD ROAD,MAKHUPURA, Ajmer, (Ajmer), PIN:305002, Landline No.:01452695535, Fax No.:01452695102 |

| | |
|---------------------|---------------------|
| NIB Details: | |
| NIB Code | WEA2526A0026 |
| NIB Reference no. | 2025-26/218 |

| Document | Financial Year | Publish Date | Uploaded on | Published Bids |
|---|----------------|--------------|-------------|----------------|
|  [English] 482.15 KB | 2025 - 2026 | 27/03/2026 | 27/03/2026 | 1 / 1 |

| Publish Bid Details: | | | | | | | |
|--|----------|---|---|--------------|----------|------------|------------|
| | Cover(s) | Document | Bid Title / (UBN) | Amount(₹) | Bid Type | Open Date | End Date |
|  | 2 |  [English n हिन्दी] 13.22 MB | SUPPLY OF MANPOWER SERVICES(CAMPUS SECURITY) (WEA2526SLOB00024) | ₹ 2000000.00 | Services | 07/05/2026 | 23/04/2026 |
| Bid Details: | | | | | | | |
| Bid Title | | | SUPPLY OF MANPOWER SERVICES(CAMPUS SECURITY) | | | | |
| Bid Type | | | Services | | | | |
| Bid Sub Type | | | Security | | | | |
| Bid Pattern | | | Open Competitive Bidding | | | | |
| Bid Amount | | | ₹ 2000000.00 | | | | |
| Bid Required in Cover(s) | | | 2 | | | | |
| First Appeal Hearing Authority | | | Principal | | | | |
| Second Appeal Hearing Authority | | | Finance Comptroller | | | | |
| Critical Dates: | | | | | | | |
| Bid Upload Date | | | 27/03/2026 | | | | |
| Bid Publish Date | | | 27/03/2026 | | | | |
| Bid Submission End Date | | | 23/04/2026 | | | | |
| Bid Open Date | | | 07/05/2026 | | | | |