



Rajasthan Medical Services Corporation Limited

Regd Office: D- Block, Swasthaya Bhawan, Tilak Marg, C-Scheme, Jaipur

Phone No: 0141-2228061-62, Fax No: 0141-2228065

Email: edf-rmsc-rj@nic.in

CIN: U24232RJ2011SGC035067

Website: <http://rmsc.health.rajasthan.gov.in>

F No. F. 3() RMSC/Finance/Internal Audit Services/2021-23/ 357

Date:- 24-05-2021

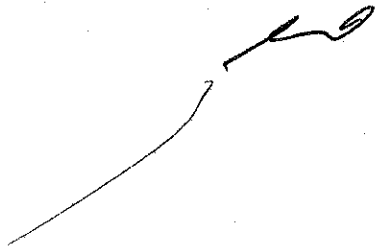
1. INVITATION FOR BID(IFB)& NOTICE INVITING BID(NIB)

RMSCL invites bid/proposal from eligible C.A. Firms for Providing Internal Audit Services of RMSCL at Group of District (Jodhpur Division) for FY-2021-22 & 2022-23(Jul 2021 to Mar 2023)

Name & Address of the procuring Entity	<ul style="list-style-type: none">Name: Rajasthan Medical Services Corporation LimitedAddress: D-Block, Swasthaya Bhawan, Tilak Marg, C-Scheme, Jaipur
Name & Address of the Project officer in-charge	<ul style="list-style-type: none">Name: Manoj ShandilyaDesignation: Executive Director FinanceAddress: D-Block, Swasthaya Bhawan, Tilak Marg, C-Scheme, Jaipur (Rajasthan)
Subject Matter of Procurement	<ul style="list-style-type: none">Hiring of Professional services for Internal Auditor of RMSCL for the Financial Year 2021-23(July 2021 to March 2023)
Bid Procedure	<ul style="list-style-type: none">Single stage two envelope open competitive bidding procedure
Estimated Annual Fees	<ul style="list-style-type: none">₹ 2,53,000(₹Two Lac Fifty three thousand only)
Bid Evaluation Criteria(Selection Method)	<ul style="list-style-type: none">Least cost Based Selection(LCBS)-L1
Websites for Downloading Bidding Document, Corrigendum's, Addendums etc.	<ul style="list-style-type: none">Websites: http://sppp.rajasthan.gov.in http://rmsc.health.rajasthan.gov.inBidding Document fee: ₹ 1000(₹ One thousand only) in Cash/Demand Draft in favour of 'MD RMSCL' payable at "Jaipur"
Bid security and Mode of Payment	<ul style="list-style-type: none">Amount(INR): 1% of Estimated Value(₹ 2530)However bidder needs to submit Bid Security Declaration forms as annexed instead of Bid Security amount at the time of submission of BID.
Period of Sale of Bidding Document(Start and End Date)	The Prospective bidder may download the bid document from: <ul style="list-style-type: none">Start Date: 25.05.2021End Date: 28.05.2021 (03.00 PM)
Manner, Start/End Date for the Submission of Bids	<ul style="list-style-type: none">Manner: Offline at RMSCL Office, JaipurStart Date: 25.05.2021End Date: 28.05.2021 (03.00 PM)
Date/Time/Place of Technical Bid opening	<ul style="list-style-type: none">Date/Time: 28.05.2021 (03.45 PM)

Manoj Shandilya
Executive Director (F)
R.M.S.C.L., Jaipur

(Name) Shandhya
Executive Director (F)
R.M.S.C.L., Jaipur



<ul style="list-style-type: none"> Place: RMSCCL Room No. 104, D-Block, Swasthaya Bhawan, Tilak Marg, C-Scheme, Jaipur (Rajasthan) 	Date/Time/Place of Financial Bid opening 28.05.2021 (05.00 PM)
Bid Validity 90 days from the bid submission deadline	
<p>Note:</p> <ol style="list-style-type: none"> Bidder (authorized signatory) shall submit their offer offline in prescribed format at RMSCCL Head Office (Room No. 109). RMSCCL will not be responsible for delay in bid submission due to any reason. For this, bidders are requested to submit complete bid well advance in time so as to avoid issues or any other unforeseen problems. The procuring entity reserves the complete right to cancel the bid process and reject any or all of the Bids. If there is tie between the bidders, first preference will be given to bidders having maximum audit work experience at RMSCCL. Second preference will be given to bidders having maximum audit work experience at public sector undertaking/corporation of Government of Rajasthan. No contractual obligation whatsoever shall arise from the bidding document/bidding process unless and until a formal contract is signed and executed between the procuring entity and the successful bidder. Procurement entity disclaims any factual/or other errors in the bidding document (the onus is purely on the individual bidders to verify such information) and the information provided therein are intended only to help the bidders to prepare a logical bid-proposal. The provisions of RTPPA Act 2012 and Rules, 2013 and subsequent amendments thereto shall be applicable for this procurement. Furthermore, in case of any inconsistency in any of the provisions of this bidding document with the RTPPA Act 2012 and Rules, 2013 thereto, the later shall prevail. <p>Executive Director RMSCCL</p>	



Performa- "A"


Tender Technical Bid
Form Fee – ₹ 1000/-

Tender for Internal Audit Services (2021-22,2022-23)
(July, 2021 to March, 2023)

1. Name of Chartered Accountant firm:.....
2. Office address:
3. Fax No..... Telephone No/Mobile No.....
4. e-mail:.....PAN No.....
5. No. of full time Chartered Accountants engaged with firm giving details of experience:.....
6. Number of paid personnel employed by the firm with qualifications *etc*:

7. **Eligibility criteria:**

S. No.	Particulars	Minimum Criteria	Attach
1.	<p>The firm must be empanelled with C & AG for the any two between following previous year 2016-17, 2017-18, 2018-19, 2019-20 or 2020-21 and the particulars of the Firm's Head Office (HO) Branch Office (BO), Partners and paid articles should match with the certificate issued by ICAI not later than 1st January, 2021.</p> <p>The firms either having Head Office or Branch Office within the concerning Division (functional unit) for which the proposal is given. (Such head office should be existed within the Division (functional unit) for not less than two years as per the ICAI Certificate)</p>	<p>CAG empanelment</p> <p>Branch office or HO in respective Division</p>	ICAI Certificate
2.	Number of Full Time Fellow Partners associated with the firm for not less than 4 years (As per Certificate of ICAI as on 1.1.2021) i.e. such partners should continue to be a fellow member during their partnership for all the three years continuously.	5 Partners	ICAI Certificate for Partners Details
3.	Turnover (Receipts) of the firm (Average annual Turnover in last three financial years) 2017-18, 2018-19 & 2019-20 or 2018-19, 2019-20 & 2020-21	₹ 20 Lacs	Three financial years Turnover/Balance sheet
4.	No. of Years of Firm's Existence as per ICAI Certificate	5 Yrs.	ICAI Certificate with No. of Years


(Manoj Shandhya)
Executive Director (F)
R.M.S.C.L., Jalpur

(Name) Shandhya
Executive Director (F)
R.M.S.C.L., Jaipur

Signature of Tenderer
with seal

- 12. The Financial Bid as per Performa-"B"
- 13. Memorandum of Appeal under the Rajasthan Transparency in Public Procurement Act, 2012
- 14. Affidavit for non-Black listing (on Non-judicial stamp paper of ₹ 100/-) Performa -"E"

Sr. No.	Name of Division/HQ	Amount	DD/BC Sr. No./Date	Bank Name
1	JODHPUR	2530.00		

- 9. Cost of bid document : 1000/- (In favour of RMSCCL) DD/BC no..... Date
- 10. Bid security : Amount(INR): 1% of Estimated Value(₹ 2530) forms as annexed instead of Bid Security amount at the time of submission of BID. However bidder needs to submit Bid Security Declaration forms as annexed instead of Bid Security amount at the time of submission of BID.
- 11. The detail of enclosed DD/BC/Declaration form as per G&T Circular Date 23.12.2020 (Performa -"F") as per following:-

8. The Prospective bidder may download the bid document from:
 Start Date: 25.05.2021
 End date: 28.05.2021 at 03.00 PM
 Bid Submission Manner: Offline at RMSCCL Office, Jaipur
 Submission of Bids Start Date : 25.05.2021
 Submission of Bids End date: 28.05.2021 at 03.00 PM

5.	No. of audit assignments of Corporate/PSUs entities except Bank Branch Audit having a turnover of not less than ₹ 20 Crore for each of the year for which the audit has been done in the last 3 years. No. of assignments: Experience of audit of Externally Aided Projects/ Social Sector Projects of the State for which the application is being made (other than Audit of Charitable Institutions & NGOs) in the last 3 years.	10 (Assignments)	Letter of Corporate/PSUs entities except Bank Branch Audit copy attached
			Existence


Financial Bid as per Sheet

Tender Inviting Authority: ED RMSCL
 Name of Work: Chartered Accountant firms for Providing Internal audit services (Division wise)
 Contract No: F No. F. 3() RMSC/Finance/Internal Audit Services/2021-23/ Dated:

Bidder Name : _____								
PRICE SCHEDULE								
Note:								
1- In the above Sheet Internal Audit fees Rate for year 2021-22 is to be quoted in column no-4								
2- In the above Sheet Internal Audit fees Rate for year 2022-23 is to be quoted in column no-5								
3- In the above Sheet GST (as per applicable) of both years column no-4+5 to be mentioned column no-6								
NUMBER #	TEXT #	NUMBER #	NUMBER #	NUMBER	NUMBER	NUMBER #	NUMBER #	TEXT #
Sl. No.	Division Name	Minimum Fee for Internal Audit for 1 Year 8 months	BASIC RATE OF AUDIT (FOR ALL UNITS OF DIVISION) (YEAR 2021-22) (July 21- March 22) Rs. P	BASIC RATE OF AUDIT (FOR ALL UNITS OF DIVISION) (YEAR 2022-23) (April 22- March 23) Rs. P	GST AS APPLICABLE Rs. P	TOTAL AMOUNT Without Taxes FOR YEAR 2021-22 AND 2022-23	TOTAL AMOUNT With Taxes FOR YEAR 2021-22 AND 2022-23	TOTAL AMOUNT in Words
1	2	3	4	5	6	7	8	9
	JODHPUR (DDWS- Jodhpur, Jaisalmer, Jalore, Barmer, Sirohi, Pall & MCDW- Jodhpur)	253000						

Note:-

1. RMSCL will also accept tender for fees below minimum fee mentioned in Sheet Performa "B" in the bid.
2. If there is tie between the bidders, first preference will be given to bidders having maximum audit work experience at RMSCL.
3. Second preference will be given to bidders having maximum audit work experience at public sector undertaking/corporation of Government of Rajasthan.
4. In the above Sheet Internal Audit fees Rate for year 2021-22 (July 2021 to March 2022) is to be quoted in column no-4
5. In the above Sheet Internal Audit fees Rate for year 2022-23 is to be quoted in column no-5
6. In the above Sheet GST (as per current rate @ 18%) of both years column no-4+5 to be mentioned column no-6


(Manoj Shandhya)
 Executive Director (F)
 R.M.S.C.L., Jaipur

1. INTRODUCTION

Rajasthan Medical Services Corporation Ltd. (RMSC) has been constituted by Government of Rajasthan in order to procure most commonly used generic medicines including surgicals and sutures and to ensure free of cost supply thereof to every patient visiting Government Hospitals/Dispensaries throughout the state of Rajasthan. As of now, the current Essential Medicines List comprises about of 713 medicines, 181 surgical items and 77 sutures and 400 types of medical equipments are being purchased and other hospital supplies..

1.1 RMSC in order to meet its objectives has been registered under Companies Act 1956, as a fully Government of Rajasthan owned Company.

1.2 RMSC has commenced its business operation since June, 2011 and the free distribution of medicines has begun w.e.f. 2 October 2011, throughout the State of Rajasthan.

1.3 Corporation's head office is located at D-Block, Swasthya Bhawan, Tilak Marg, C-Scheme, Jaipur. The Medical College Drug Warehouses (MCDWs) & District Drug Warehouses (DDWs) are situated at Divisional headquarters and in every district Head Quarter of Rajasthan, respectively. Corporation is having 34 District Drug Warehouses (DDWs) and 6 Medical College Drug Warehouses (MCDWs) in the State of Rajasthan. Each DDW/MCDW is headed by OIC, DDW (District Drug Warehouse)/MCDW (Medical College Drug Warehouse) who is Medical Officer/Sr. Medical Officer, is assisted by two/four pharmacists and Informatics Assistants etc. The yearly turnover of corporation is expected to be over ₹ 840.00 Cr.

1.4 The flow chart of drugs, surgicals and sutures may be understood as under:-

- Corporation places Purchase Orders (POs) to suppliers for procuring drugs at Medical College Drug warehouses (MCDWs) and District Drug Warehouses (DDWs) located in each District of Rajasthan.
- Supplier delivers drugs to respective MCDWs/DDWs, for onward distribution to Government Hospitals/Institutes (PHCs, CHCs, District Hospitals, Medical College attached Hospital etc).
- MCDWs/DDWs distribute free medicines to District Hospitals /Community Health Centres (CHCs), Primary Health Centers (PHCs) as per their indent, requirement etc for onward distribution to patients.
- Thus, approximately 20347 Government Institutes (Government Hospitals, CHCs, PHCs etc) interface with 34 DDWs & 06 MCDWs of corporation throughout State. Patient directly interface to PHC, CHC, District Hospitals etc under the administrative control of Medical Education & Medical Health Department.

1.5 RMSC propose to outsource internal audit services of Chartered Accountant firms for auditing at DDW/MCDW in Jodhpur Division. The outsourcing of internal auditor services will be based keeping a Divisional Headquarters as a functional unit. The district names attached (Functional unit) for the purpose of internal Audit are given as under :-

1. Jodhpur Division :- DDWs- Jodhpur, Jaisalmer, Barmer, Sirohi, Pali & MCDW- Jodhpur

(Name) Shandhya
 Executive Director (P)
 H.M.S.C.T., Jaipur

2.0 Job Profile at MCDWs/DDWs for Internal Auditor

- 2.1 Verification of drugs inward from supplier i.e date wise checking of drugs received from various suppliers.
- 2.2 Verification of the drugs issued to various institutes and checking date wise ledger of each debtor (Hospitals/CHCs/PHCs etc.).
- 2.3 Monthly Stock Verification, Discrepancies, if any, in online and Physical stock, found to be reported clearly to bring to Notice of officer in charge of DDWs/ MCDWs and head Office, Jaipur immediately, difference if any in physical verification should be stated in abstract attached.
- 2.4 Checking breakages/ damages of drugs, if any and reporting thereof with reasons.
- 2.5 Imprest amount to ₹ 50,000 is sanctioned to each DDWs/ MCDWs to meet Petty expenses like electricity expenses, water expenses, courier expenses & other contingent expenses to run day to day activities at DDWs/ MCDWs. If Cash Book is found not to be maintained appropriately, Internal Auditor will educate the concerned DDW officials about maintenance of petty cash book and other contingent registers required to be maintained Compliance to Directions of Head office, Jaipur also ensuring that all imprest vouchers related to last month has been sent to Head Office for reimbursement
- 2.6 Checking petty book/vouchers maintenance & checking of other prescribed registers as required under Company Act, 1956 and Company Act, 2013. As to whether, they are maintained as per statutory requirement of Company's Act, Deficiency /discrepancy if any found, it should be reported and corrective action should be ensured.
- 2.7 Submission of Audit Report on monthly basis to concerned DDWs/ MCDWs & HQ also a copy by e-mail of the same to Head Office, Jaipur in PDF Format before 7th of next Month. The audit report of next month shall also contain the compliance status of the previous months audit report.
- 2.8 Internal auditor will not only point out the inconsistencies, but also suggest the corrective measures for non occurrence of discrepancies.
- 2.9 Visiting at least once a Month to DDWs/ MCDWs, stay at DDWs/ MCDWs till completion of Physical Verification of all Drugs, gets completed. Visit may be more than once, in case directions given by Head Office & in case meeting of committee for disposal of breakage etc takes place at DDWs/ MCDWs.
- 2.10 Details as to near expiry 90/180 days/excess drugs/NOSQ drugs/expired drugs
- 2.11 Ensuring that proper registers are maintained related to DG set, diesel consumption /vehicle logbook, Fixed Assets (SR-1 Format) etc.
- 2.12 The Internal auditor while checking all records will not only point out the inconsistencies but will also ensure rectification during his subsequent visit to concerned DDWs/ MCDWs.

4.0 Eligibility criteria:-

- 4.1 The firm must be empanelled with C & AG for the any two between following previous year **2016-17, 2017-18, 2018-19, 2019-20 or 2020-21** and the particulars of the Firm's Head Office (HO) Branch Office (BO), Partners and paid articles should match with the certificate issued by ICAI not later than **1st January, 2021**, without which the application of the firm would not be considered.
- 4.2 The firms either having Head Office or Branch Office within the concerning Division (functional unit) for which the proposal is given. (Such head office should be existed within the Division (functional unit) for not less than two years as per the ICAI Certificate).

(Rajoo Shandhyal)
Executive Director (F)
R.M.S.G.L., Jaipur

5.2 Financial offer should only be submitted offline at head office as per Sheet Performa-“B”. To elaborate it further, the offer to a division (a functional unit) should consist of districts attached to division as a one unit. The offer should be including all kinds of charges.

5.1 Offer should be submitted offline containing Technical Bid part first consisting the details of the firm regarding tender fee and demand draft or declaration form of EMD and eligibility documents etc as per Performa -A.

5.0 TECHNICAL AND FINANCIAL BIDS

4.6 The firm or any partners of the firm should not be black listed by any PSUs or Govt. Co. or any other organization in respect of any assignment or behavior. (attested by Notary Public affidavit on ₹ 100/- non-judicial stamp paper is to be given in this regard by the authorized person of the firm). Performa -“E”

i. For S. No. 1 & 3 of 4.3 as above, the firm must submit an attested copy of Certificate of ICAI as on 1.1.2021.

ii. For S. No. 2 of the 4.3 as above, the firm must submit, a copy of the Audited Balance Sheet & Profit & Loss Account for the last three years otherwise a Certificate issued by any C.A. Firm may also be provided in this regard giving the break-up of Fees (Audit Fee, Taxation and Others).

iii. For S. No. 4 of 4.3 as above, the firm must submit a copy of the appointment letters from the audit organizations. Branch Audit of any Bank shall not be considered while taking into account the total number of assignments.

4.5 Supporting Documents for Eligibility Criteria: Following supporting documents must be submitted by the firm along with the technical proposal:-

4.4 Any firm not qualifying on these minimum criteria need not to apply as its proposal shall be summarily rejected.

S. No.	Particulars	Minimum Criteria
1.	Number of Full Time Fellow Partners associated with the firm for not less than 4 years (As per Certificate of ICAI as on 1.1.2021) i.e. such partners should continue to be a fellow member during their partnership for all the four years continuously.	5 Partners
2.	Turnover (Receipts) of the firm (Average annual Turnover in last three financial years.) 2016-17, 2017-18 & 2018-19 or 2017-18, 2018-19 & 2019-20	₹ 20 Lacs
3.	No. of Years of Firm's Existence as per ICAI Certificate	5 Yrs.
4.	No. of audit assignments of Corporate/PSUs entities except Bank Branch Audit having a turnover of not less than ₹ 20 Crore for each of the year for which the audit has been done in the last 3 years. No. of assignments: Experience of audit of Externally Aided Projects/ Social Sector Projects of the State for which the application is being made (other than Audit of Charitable Institutions & NGOs) in the last 3 years.	10 (Assignments)

4.3 Firms must qualify following minimum criteria:

Corporation will not bear any charges towards travelling lodging, boarding etc. Corporation will pay only the fee approved.

- 5.3 **Financial bid (Performa "B")** only of those tenderers shall be opened, who fulfill the conditions of the technical bid and eligibility criterion.

6.0 BID SECURITY

- 6.1 Furnishing incorrect information by the firm shall attract forfeiture of bid security. The bid security of unsuccessful bidders will be returned after the finalization of tender. The bid security of successful bidders will be adjusted towards performance security.

7.0 CONTRACT PERIOD

- 7.1 Initial period of contract will be for Two financial year 2021-22 & 2022-23 (July, 2021 to March, 2023) for division. However, the contract period may be further extended for another three months, if the services are found to be satisfactory.
- 7.2 Notwithstanding as above, corporation will be at liberty to terminate the contract at any time, if the services are found unsatisfactory by giving 10 day's prior notice.
- 7.3 Corporation further reserves its right to terminate the contract by giving one month prior notice on administrative & other grounds.

8.0 PERFORMANCE SECURITY

- 8.1 The value of performance security will be 2.5% of the value of order.
- 8.2 Bid security will be adjusted towards Performance Security.
- 8.3 The successful firm has to deposit the performance security either through demand draft drawn in favour of Rajasthan Medical Services Cor. Ltd, Jaipur or alternatively, the 2.5% value of performance security will be deducted by RMSCL from the first payment bill as per tender terms.
- 8.4 The performance security of firm will be refunded to firm after 60 Days on successful completion of all contractual obligation as per terms of tender and agreement executed.

9.0 OPENING OF TENDER/BID AND TECHNICAL EVALUATION

- a) **Technical Evaluation:-** Technical Evaluation of the Bid will be done in two stages. (i) Technical Evaluation on the basis of documents. This is to examine whether the bidder qualifies as per given eligibility and other prescribed conditions. Bidders not found technically fit in such evaluation will be declared rejected /non-responsive.
- b) **OPENING OF THE FINANCIAL BID -** The Bidders found responsive will be scrutinized by Bid evaluation committee. Price Bid of the Bidder found eligible on satisfying the criteria for technical evaluation and inspection, will only be opened.

10.0 RIGHT OF ACCEPTANCE AND REJECTION OF TENDER

- 10.1 Managing Director, RMSCL, Jaipur reserves the right to reject or accept any tender without assigning any reason.

11.0 PAYMENT TERMS

- 11.1 On quarterly basis if assignment is carried out satisfactorily as per the agreed and stipulated terms and conditions. Payment will be subject to the statutory deduction of taxes of State/ Central Government.
- 11.2 If the work is not carried out as per the time schedule given, corporation shall be free to levy flat penalty of ₹ 1000/- per month and take other recourses and other available legal remedies.

(Name) Shandhya
Executive Director (E)
R.M.S.C.L., Jharkar

Signature of tender
with seal

I have understood and read all the details, terms & condition of the tender and as a token of acceptance. I have initialized all the pages.

14.0 OTHER PROVISIONS OF RTPP ACT, 2012 & RTPP RULES, 2013 WILL BE APPLICABLE WHEREVER REQUIRED

- 13.1 The tenderer should sign the tender as acceptance of terms & conditions. Unsigned offers shall be rejected.
- 13.2 Subletting of assigned work by successful tenderer shall not be permitted.

13.0 ACCEPTANCE OF TENDER CONDITIONS

- 12.1 The successful firm will have to execute an agreement within 10 days from the date of acceptance of offer on non judicial stamp of required denomination The out sourcing initially will be for Two Financial Year 2021-22 to 2022-23 (July 2021 to March 2023) which may be further extended for another three months, if the services are found to be satisfactory.

12.0 AGREEMENT

Enclose- "C"

CAUTION : USE "PCMBR" MENU OPTION IN FINACLE INSTEAD OF "TM"
Bank Copy

punjab national bank

DIST. NO.

Branch

Institute Name

Rajasthan Medical Services Corporation, Jaipur

Institute ID

RMSCJ - A/c No. 2246002100024414

Date of Deposit

DD MM YY

DETAILS OF THE SUPPLIER

Supplier Name _____
Tender Ref. No. _____
Type of Deposit: Select any one out of - Tender Fees/EMD/SID/Tender Processing fees/Others
Mobile No. _____

Cash Deposit:

Denomination	₹	Ps
1000 *		
500 *		
100 *		
50 *		
20 *		
10 *		
5 *		
Coin *		
Total		

Cheque Deposit:

Chq No	Date of Chq	Name of Bank	₹	Ps

Total fee payable ₹ _____
Commission ₹ _____
Total amount ₹ _____

Amount (in words) ₹ _____

Name of the Depositor

Signature

Address for communication

For Bank use only

Acknowledgement

[Signature]

Cashier/Officer

Customer Copy

punjab national bank

DIST. NO.

Branch

Institute Name

Rajasthan Medical Services Corporation, Jaipur

Institute ID

RMSCJ - A/c No. 2246002100024414

Date of Deposit

DD MM YY

DETAILS OF THE SUPPLIER

Supplier Name _____
Tender Ref. No. _____
Type of Deposit: Select any one out of - Tender Fees/EMD/SID/Tender Processing fees/Others
Mobile No. _____

Cash Deposit:

Denomination	₹	Ps
1000 *		
500 *		
100 *		
50 *		
20 *		
10 *		
5 *		
Coin *		
Total		

Cheque Deposit:

Chq No	Date of Chq	Name of Bank	₹	Ps

Total fee payable ₹ _____
Commission ₹ _____
Total amount ₹ _____

Amount (in words) ₹ _____

Name of the Depositor

Signature

Address for communication

For Bank use only

Acknowledgement

[Signature]

Cashier/Officer

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

Appeal No. of

Before the (First/Second Appellate Authority)

1. Particulars of appellant:

(i) Name of the appellant:

(ii) Official Address, if any:

(iii) Residential address:

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

(i)

(ii) (iii)

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

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

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

6. Ground of appeal:

7. Prayer: (Supported by an affidavit)

.....

.....

Place.....

Date..... Appellant's

Signature

(Signature)
Executive Director (P)
R.M.S.C.T., Jaipur

Declaration & Undertaking
(On Non-Judicial Stamp Paper of Rs 100/- Attested by Notary Public)

I, Name.....S/o.....Age.....Prop./Partner/Director/Power of attorney holder of firm M/s.....situated at (Complete address).....do here by declare on oath as follows:-

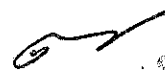
That our Firm/Company has not been blacklisted or banned by any State or Central Government, PSU or any business entity for providing professional services in India.

(Name of Deponent & Signature)

Verification

I.....S/o.....(Designation)..... Affirm on oath that the contents/information as mentioned above, are true & correct to the best of my knowledge and nothing is hidden. I also declare on oath, that if any information furnish by me as above is found wrong, false, forged or fabricated; the department will be at liberty to cancel the tender for which I shall be solely responsible and the firm may be banned/black listed prosecuted for the same

(Name of Deponent & Signature)


(Manoj Shandhya)
Executive Director (F)
R.M.S.C.L., Jharpur

Form of Bid-Securing Declaration
(50% stamp duty and 30% Surcharge is payable on this amount of stamp duty as per Circular Dated 23.12.2020 of Finance (GF&AR) Department)

Date:
Bid No.:
Alternative No.:

To:

.....
.....

We, the undersigned, declare that:

We understand that, according to your conditions, bids must be supported by a Bid-Securing

Declaration.

We accept that we are required to pay the bid security amount specified in the Term and Condition of Bid, in the following cases, namely:-

- (a) When we withdraw or modify our bid after opening of bids;
- (b) When we do not execute the agreement, if any, after placement of supply/work order within the specified period;
- (c) When we fail to commence the supply of the goods or services or execute work as per supply/work order within the time specified;
- (d) When we do not deposit the performance security within specified period after the supply/work order is placed; and
- (e) If we breach any provision of code of integrity prescribed for bidding specified in the Act and Chapter VI of these rules.

In addition to above, the State Government shall debar us from participating in any procurement process undertaken for period not exceeding three years in case where the entire bid security or any part thereof is required to be forfeited by procuring entity.

We understand this Bid Securing Declaration shall expire if :-

- i. We are not the successful Bidder;
- ii. The execution of agreement for procurement and performance security is furnished by us in case we are successful bidder;
- iii. Thirty days after the expiration of our Bid.
- iv. The cancellation of the procurement process; or
- v. The withdrawal of bid prior to the deadline for presenting bids, unless the bidding documents stipulate that no such withdrawal is permitted.

Signed:

Name:

In the capacity of:

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

Dated on _____ day of _____

Corporate Seal-----

[Note : In case of Joint Venture, the Bid Securing Declaration must be signed in name of all partners of the Joint Venture that is submitting the Bid.]

(Handwritten Signature)
Executive Director (P)
M.S.C.I., Jaipur