



JAIPUR DEVELOPMENT AUTHORITY

Room No. 101, 1st Floor, Main Building, Ram Kishore Vyas Bhavan, Indira Circle,
Jawahar Lal Nehru Marg, Jaipur - 302 004
Telephone: +91-141-2569696

Annexure: 2

No:- JDA/Sr.Hort./2018-19/D- 61

Dated: 21.12.18

NOTICE INVITING BID NIB No. : Sr. Horti./2018-19/61

Name & Address of the Procuring Entity	- Name: Sr. Horticulturist, Jaipur Development Authority - Address: Room No. NB-SF-205, IIIrd Floor, Bank Building, Ram Kishore Vyas Bhavan, Indira Circle, Jawahar Lal Nehru Marg, Jaipur - 302004 (Rajasthan) - Email: horticulturecell@gmail.com
Subject Matter of Procurement	Cleaning of main road and along path ways areas in Ramniwas Garden , Jaipur for 1 year. (A&F No. 194/2018-19) Amount Rs. 1389920.00
Time Period	12 Month
Bid Procedure	Single bid open competitive E bid procedure at eproc.rajasthan.gov.in
Bid Evaluation Criteria (Selection Method)	Least Cost Based Selection (LCBS)-L1
Websites for downloading Bidding Document, Corrigendum's, Addendums, etc.	Websites: www.sppp.rajasthan.gov.in, www.jda.urban.rajasthan.gov.in, http://eproc.rajasthan.gov.in
Website for online bid payment.	- Website: www.jda.urban.rajasthan.gov.in - For participating in the Bid, the Bidder has to apply for this Bid and pay the Bidding Document Fee, online only. - Bidding document fee: Rs. 500/- Rupees - Tender Processing Fee: Rs. 500/- Rupees
Estimated Procurement Cost	INR 13,90,000/- (Rupees Thirteen Lacs ninety thousand only)
*Bid Security Deposit	- Amount (INR): 2% (Rs.27800/-) of Estimated Procurement Cost (For A & AA class contractor registered in other department) - Amount (INR): 0.5% (Rs. 6950/-) of Estimated Procurement Cost for Contractor registered in JDA & 1% for sick industries other than S.S.I. of Rajasthan whose cases are pending with Board of Industrial & Financial Reconstruction (BIFR). - In case bidder opts to submit bid security through bank guarantee, the bank guarantee should valid up to 120 days from the date of opening of the bid.
Bid Procedure	Single stage open competitive bid (Financial Bid) through eBid procedure at http://eproc.rajasthan.gov.in
Publishing date on SPPP Portal	21.12.2018
Document sale/download/ Bid Participation amount deposit start date on JDA Portal	21.12.2018
Bid Submission Start Date on eProc Portal of GOR	21.12.2018
Document sale/download/ Bid Participation amount deposit End date on JDA Portal	31.12.2018 at 06:00 PM
Bid Submission End date on eProc Portal of GOR	31.12.2018 at 06:00 PM
Physical BG submission Start Date	01.01.2019 at 09:30 AM
Physical BG submission End Date	01.01.2019 at 02:00 PM
**Date/ Time/ Place of Bid Opening	01.01.2019 at 04:00 PM - NB-SF-205, IIIrd Floor, Bank Building, Ram Kishore Vyas Bhavan, Indira Circle, Jawahar Lal Nehru Marg, Jaipur - 302004 (Rajasthan)

Bid Validity

➤ 120 days from the bid submission deadline.

A. Payment Options:**Option-1: Bank Guarantee (BG) against EMD / Bid Security**

Bidder may opt Bank Guarantee (BG) against EMD (Bid Security), for which bidder requires to prepare BG before applying in the tender. The details of BG requires to be fed on JDA portal before paying balance amount (Tender Fee + RISL Processing Fee). This amount will be paid through Payment Gateway only, option to make balance payment through EFT (RTGS/NEFT) will not be available. If bidder does not opt for BG against EMD, options of making complete payment through Payment Gateway or through EFT (NEFT / RTGS) will be available.

Option-2: Electronic Fund Transfer (EFT: NEFT/RTGS)

If the bidder selects payment mode as EFT (NEFT/RTGS), "Paying Slip for EFT (NEFT/RTGS)" will be generated by the system for the complete amount. The payment can be made from any Bank any Branch using this Paying Slip through NEFT/RTGS (Claim against payment made through EFT in any other JDA bank account will not be acceptable and bidder stands disqualified from participation in the bid applied for). After successful transaction through NEFT/RTGS, as per the standard procedures it may take 4 to 24 hours in process of confirmation of EFT through Auto-Process depending on the time of EFT done. Therefore, option to make payment through EFT (NEFT/RTGS) will be available till 48 hours prior to closing date of bid participation.

Option-3: Payment Gateway (Aggregator)

The facility to make payment through Debit Card, Credit Card, Net banking etc., will be available. User can use this facility from anywhere any time till the closing date & time of bid participation.

B. Bid Participation Receipt

After confirming payment, the bidder will get Bid Participation Receipt on the basis of which user will get the payment details along with other details for bidding on e-Procurement portal of GOR.

- In case of BG as the remaining payment will be done through Payment Gateway, on successful transaction the "Bid Participation Receipt" will be generated on real time basis.
- In case complete payment is done through Payment Gateway, on successful transaction the "Bid Participation Receipt" will be generated on real time basis.
- In case complete payment is done through EFT (NEFT/RTGS), on confirmation of payment from ICICI Bank (Auto Process) "Bid Participation Receipt" will be available on Login of Bidder on JDA portal.

Note:

1. Bidder (authorised signatory) shall submit their offer on-line in Electronic formats both for technical and financial proposal.
2. In case, any of the bidders fails to pay the Tender Fee, BSD, and RISL Processing Fee, online (subject to confirmation), its Bid shall not be accepted.
3. To participate in online bidding process, Bidders must procure a Digital Signature Certificate (Type III) as per Information Technology Act-2000 using which they can digitally sign their electronic bids. Bidders can procure the same from any CCA approved certifying agency, i.e. TCS, Safecrypt, Ncode etc. Bidders who already have a valid Digital Signature Certificate (DSC) need not procure a new DSC. Also, bidders must register on <http://eproc.rajasthan.gov.in> before 30-09-2011 must register again).
4. JDA will not be responsible for delay in online submission due to any reason. For this, bidders are requested to upload the complete bid well advance in time so as to avoid 11th hour issues like slow speed; choking of web site due to heavy load or any other unforeseen problems.
5. Bidders are also advised to refer "Bidders Manual Kit" available at eProc website for further details about the e-Tendering process.
6. Training for the bidders on the usage of e-Tendering System (eProcurement) is also being arranged by DoI T&C, GoR on a regular basis. Bidders interested for training may contact e-Procurement Cell, DoIT&C for booking the training slot. Contact No: 0141-4022688 (Help desk 10 am to 6 pm on all working days) e-mail: eproc@rajasthan.gov.in Address : e-Procurement Cell, JDA, Yojana Bhawan, Tilak Marg, C-Scheme, Jaipur
7. The procuring entity reserves the complete right to cancel the bid process and reject any or all of the Bids.
8. 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.
9. 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.
10. The provisions of RTPPA Act 2012 and Rules 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 thereto, the later shall prevail.


Sr. Horticulturist
JDA, Jaipur
Procuring Entity

Process for Participation & Depositing Payment Online

JAIPUR DEVELOPMENT AUTHORITY, has decided to receive Bidding document fee, RISL Processing Fee and Bid Security Deposit (BSD) through online mode only for which the bidder has to get registered himself on JDA portal

www.jda.urban.rajasthan.gov.in.

To participate in the bid, bidder has to be:

1. Registered on JDA website www.jda.urban.rajasthan.gov.in (by depositing Rs. 500.00 online, the validity of which remains 3 (three) years).
For participating in the Bid, the Bidder has to apply for this Bid and pay the Bid Document Fee, RISL Processing Fee and Bid Security Deposit, online only.
2. Registered on e-Procurement Portal of Government of Rajasthan www.eproc.rajasthan.gov.in for online e-Bid submission.

Methods for depositing on line amount

Option-1: Bank Guarantee (BG) against EMD / Bid Security

Bidder may opt Bank Guarantee (BG) against EMD (Bid Security), for which bidder requires to prepare BG before applying in the tender. The details of BG requires to be fed on JDA portal before paying balance amount (Tender Fee + RISL Processing Fee). This amount will be paid through Payment Gateway only, option to make balance payment through EFT (RTGS/NEFT) will not be available.

If bidder does not opt for BG against EMD, options of making complete payment through Payment Gateway or through EFT (NEFT / RTGS) will be available.

Option-2: Electronic Fund Transfer (EFT: NEFT/RTGS)

If the bidder selects payment mode as EFT (NEFT/RTGS), "Paying Slip for EFT (NEFT/RTGS)" will be generated by the system for the complete amount. The payment can be made from any Bank any Branch using this Paying Slip through NEFT/RTGS (Claim against payment made through EFT in any other JDA bank account will not be acceptable and bidder stands disqualified from participation in the bid applied for). After successful transaction through NEFT/RTGS, as per the standard procedures it may take 4 to 24 hours in process of confirmation of EFT through Auto-Process depending on the time of EFT done. Therefore, option to make payment through EFT (NEFT/RTGS) will be available till 48 hours prior to closing date of bid participation.

Option-3: Payment Gateway (Aggregator)

The facility to make payment through Debit Card, Credit Card, Net banking etc., will be available. User can use this facility from anywhere any time till the closing date & time of bid participation.

C. Bid Participation Receipt

After confirming payment, the bidder will get Bid Participation Receipt on the basis of which user will get the payment details along with other details for bidding on e-Procurement portal of GOR.

- In case of BG as the remaining payment will be done through Payment Gateway, on successful transaction the "Bid Participation Receipt" will be generated on real time basis.
- In case complete payment is done through Payment Gateway, on successful transaction the "Bid Participation Receipt" will be generated on real time basis.

In case complete payment is done through EFT (NEFT/RTGS), on confirmation of payment from ICICI Bank (Auto Process) "Bid Participation Receipt" will be available on Login of Bidder on JDA portal.

Bidder has to submitted as proof of deposited amount against the Bid on eProcurement Portal

Jaipur Development Authority, Jaipur. Bid Participation Receipt	
Bid Detail	Date & Time:-
Bid ID:	Procurement Entity:-
Bid Title:	
Bid Value:	Bid Opening Place:
Bidder Detail	
Name of Entity:	Mobile No.:
Registration Type:	Instrument Amount:
Payment Mode:	Payment Channel:
Instrument No.:	Instrument Date:

Dates Detail		
Sr. No.	Event Name	Event Date
1	Publishing Date	
2	Bid Opening Date	

Specific Instrument for eProc Rajasthan			
Instrument Type			
Instrument Number	Head Name	Amount	Date
	Tender Fee		
	RISL Processing Fee		
	Bid Security Deposit		
Issuer Detail: Jaipur Development Authority		Challan Number:	

JAIPUR DEVELOPMENT AUTHORITY, JAIPUR

SCHEDULE AND SPECIFICATIONS

Name of work: Cleaning of main road and along path ways areas in Ramniwas Garden, Jaipur for 1 year.

SCHEDULE 'A' : INFORMATION USEFUL FOR THE CONTRACTORS :

The tenderer should see the site and fully understand the condition of the site before tending & should include all leads, lifts etc. for the material in his item rate for the items as given in the Schedule-G. Then work shall be carried out in accordance with the B.I.S./ IRC/ MORT&H/ IS/ Rajasthan PWD/ JDA detailed specification and to the entire satisfaction of Engineer-in-charge of the work.

SCHEDULE - 'B' : LIST OF THE DRAWING TO BE SUPPLIED BY THE DEPARTMENT:

The drawings may be seen in the office of under signed.

SCHEDULE - 'C' : LIST OF THE DRAWING TO BE SUPPLIED BY THE CONTRACTOR:

List of the drawing to be supplied by the contractor is Nil.

SCHEDULE - 'D' : TEST OF THE MATERIALS :

The test of the material and working and workmanship shall be conducted by the Engineer-in-charge of work and quality control cell as per norms. The result of such tests should confirm to the standard laid down in the Indian Standard, the detailed specification of the B.I.S./ IRC/MORT&H/IS/ Public Works Department, Rajasthan. Proper quality control is required to be maintained by the Contractor. Qualified personnel as required under the contractor enlistment's rules shall have to be engaged at site by the Contractor. In case of failure, the department reserves the right to engage such staff and to recover wages from the Contractor. The contractor shall provide facility of each test at site. The expenses shall be recovered from the contractor in case of his failure to do so.

SCHEDULE - 'E' : SAMPLES OF THE MATERIALS :

The samples of the material to be used by the contractor shall be deposited 15 days in advance with the Engineer In-charge and should be got approved by him before use.

SCHEDULE - 'F' : TIME OF COMPLETION :

The work should start within 7 days of issue of work order and complete within the prescribed time period. In case of failure, the contractor shall be liable for action under the conditions of agreement and special conditions of the tender.

SCHEDULE - 'G' : BILL OF QUANTITIES : Attached separately.

SCHEDULE - 'H' : SPECIAL CONDITON : Attached separately.

SCHEDULE - 'I' : LIST OF THE MATERIAL TO BE SUPPLIED BY THE DEPTT :

No material will be supplied by the JDA. Contractor has to arrange all the materials at his own cost.

SCHEDULE - 'J' : COST OF BID DOCUMENTS, PROCESSING FEES & BID SECURITY:

As per details given in Annexure -2

SCHEDULE - 'K' : OTHER SPECIAL CONDITON : Attached separately

Signature of the Bidder
With full address


Sr. Horticulturist
JDA, Jaipur

SPECIAL CONDITIONS

SCHEDULE 'H'

01. Use of Bitumen mixture Tar mechanical lime grinder, cement concrete mixer & vibrator is essential for the work. Which shall have to be arranged by the contractor at his own level/cost?
02. If there is any typographical error or otherwise in the 'G' Schedule the rates given in the relevant BSR on which schedule 'G' has been prepared, shall prevail.
03. The contractor shall follow the contractor labour regulation and abolition Act 1970 & Rule 1971.
04. The JDA shall have right to cause on audit and technical examination of the work and the final bills of the contractor including all supporting vouchers, abstract etc. to be made within two years after payment of the final bills and if as a result such audit any amount is found to have been over paid/excess in respect of any work done by the contractor under the contract or any work claimed by him to have been done under this contract and found not to have been executed the contractor shall be liable to refund such amount and it shall be lawful ;for the JDA to recover such sum from him in ;the manner prescribed in special condition no. 8 or any other manner ,legally permissible and if it is found that the contractor was paid less then that was due to him under the contract in respect of any work executed by him under it, the amount of such under payment shall be paid bay the JDA to the contractor.
05. The contractor shall not work after the sunset and before sunrise without specific permission of the authority Engineer.
06. Whenever any claim against the contractor for the payment of a sum of money arises out or under the contracts, the JDA shall be entered to recover the sum by appropriating in part or whole of the security deposit of the contractor. In the event of the security being insufficient or if no security has been taken from the contractor then the balance of the total sum recoverable as the case may shall be deducted from any sum then due or which a any time there contract with the JDA should this sum be sufficient to recover the full amount recoverable, the contractor shall pay to JDA on demand the balance remaining due. The JDA shall further have the right to effect such recoveries under P.D.R. Act.
07. The rate quoted by the contractor shall remain valid for a period of 4(four) months from the date of opening of the tenders.
08. By submission of this tender the contractor agree to abide with all printed conditions provided in the PWD manual from 64 (Chapter 3-para 36) and subsequent modification.
09. No conditions are to be added by the contractor and conditional tender is liable to be rejected.
10. All transaction in the execution of this work and this tender will be liable to sale-tax vide section 2(B) read with sub clause (4) Sale-tax Rule, 1954.
11. If any tenderer withdraws his tender prior to expiry of said validity period given at S.No. 9 or mutually extended prior or makes modifications in the rates, terms and conditions of the tender within the said period which are not acceptable to the department or fails to commence the work in the specified period, fails to execute the agreement the department shall without prejudice to any, other right or remedy, be at liberty to forfeit the amount of earnest money given in any form absolutely. If any contractor, who having submitted a tender does not execute the agreement or start the work or dose not complete the work and the work has to be put to retendering, he shall stand debarred for six months from participating of tendering in JDA in addition to forfeiture of Earnest Money / Security Deposit/Performance guarantee and other action under agreement
12. The contractor shall arrange his own machinery required for the work such as Bitumen Mixer, Hot Mix plants and paver road roller, Tarboiler, sprayer etc.
13. The contractor shall arrange his own storage tanks upto 10 Tones capacity for storing bulk bitumen wherever supplied by the department.
14. Rules regarding enlistment of contractors provide that work ;upto five times limit for which they are qualified for tendering can be allotted to them Therefore, before tender the contractors will keep this in mind, and submit the details of work. Tenders with incomplete or incorrect information are liable to be rejected.
15. Any material not conforming to the specifications collected at site shall have to be removed by the contractor within a period of 3 days of the instructions, issued by the Engineer-Incharge in writing.

Failing which, such material shall be removed by the Engineer-Incharge at risk and the contractor after expiry of 3 days period.

16. The material collected at site and paid provisionally shall remain under the watch and ward of the contractor till it is consumed, fully on the work.
17. The rates provided in tender documents are inclusive of all Taxes royalty.
18. For paver work at least 3 road rollers shall be simultaneously deployed.
19. Bitumen for tack coat or any other purposes, shall be applied only by a bitumen sprayer of a mechanical pressure.
20. No extra lead of earth/material shall be paid over and above as specified in 'G' schedule. Source/borrow pit area for earth shall have to be arranged by the Contractor at his own cost.
21. Undersigned has full right to reject any or all tenders without given any reasons.
22. Mortar of Masonry work and lean concrete will be permitted mixer with hopper.
23. As per Supreme Court decision "All contracts with Governments shall require registration of workers under the building and other construction workers (Regulation of Employment and Conditions of Service) Act, 1996 and extension of benefits to such workers under the act."
24. Special Conditions of Contract regarding Defect Liability Period (DLP) for Roads works costing Rs. 25.00 lacs and more shall be applicable.
25. The tenderer are required to submit copy of their enlistment as contractor.
26. Conditions of RPWA-100 will be mandatory & acceptable to the contractor.
27. Any tender received with unattested cutting/overwriting in rates shall be rejected and such bidder will be debarred from tendering for three months in JDA.
28. All the provisions of THE RAJASTHAN TRANSPARENCY IN PUBLIC PROCUREMENT ACT, 2012 and RULES, 2013, will be applicable. if there is any contradictions in existing special conditions and provisions of THE RAJASTHAN TRANSPARENCY IN PUBLIC PROCUREMENT ACT, 2012 and RULES, 2013, provisions of THE RAJASTHAN TRANSPARENCY IN PUBLIC PROCUREMENT ACT, 2012 and RULES, 2013 shall be applicable.

**Signature of Contractor
with full address & Mobile No.**


**Sr. Horticulturist
JDA, Jaipur**

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

Any person participating in a procurement process shall-

- (a) Not offer any bribe, reward or gift or any material benefit either directly or indirectly in exchange for an unfair advantage in procurement process or to otherwise influence the procurement process;
- (b) Not misrepresent or omit that misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation;
- (c) Not indulge in any collusion, Bid rigging or anticompetitive behavior to impair the transparency, fairness and progress of the procurement process;
- (d) Not misuse any information shared between the procuring entity and the bidders with an intent to gain unfair advantage in the procurement process;
- (e) Not indulge in any coercion including impairing or harming or threatening to do the same, directly or indirectly, to any party or to its property to influence the procurement process;
- (f) Not obstruct any investigation or audit of a procurement process;
- (g) Disclose conflict of interest, if any; and
- (h) Disclose any previous transgressions with any entity in India or any other country during the last three years or any debarment by any other procuring entity.

Conflict of interest.-

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

A Conflict of interest is considered to be a situation in which a party has 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 the bidding process if, including but not limited to:
 - (a) Have controlling partners/shareholders in common; or
 - (b) Receive or have received any direct or indirect subsidy from any of them; or
 - (c) Have the same legal representative for purposes of the bid; or
 - (d) have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the bid of another bidder, or influence the decisions of the procuring Entity regarding the bidding process; or
 - (e) The bidder participates in more than one bid in a bidding process. Participation by a bidder in more than one bid will result in the disqualification of all bids in which the bidder is involved. However, this does not limit the inclusion of the same subcontractor, not otherwise participating as a bidder, in more than one bid; or
 - (f) the bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the goods, works or services that are the subject of the Bid; or
 - (g) Bidder or any of its affiliates has been hired (or proposed to be hired) by the procuring entity as engineer-in-charge/consultant for the contract.

Annexure B: Declaration by the Bidder regarding Qualifications

Declaration by the Bidder

In relation to my/our Bid submitted tofor procurement ofin response to their Notice inviting Bids No.....Dated.....I/wehereby declare under Section 7 of Rajasthan Transparency in Public Procurement Act, 2012 that :

1. I/we possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Document issued by the Procuring Entry;
2. I/we have fulfilled my/our obligation to pay such of the taxes payable to the union and the state government or any local authority as specified in the Bidding Document.
3. I/we are not insolvent, in receivership, bankrupt or being wound up, not have my/our affairs administered by a court or a judicial officer, not have my/our business activities suspended and not the subject of legal proceedings for any of the foregoing reasons;
4. I/we do not have, and our directors and officers not have, been convicted of any criminal offence related to my/our professional conduct or the making of false statements or misrepresentations as to my/our qualifications to enter into a procurement contract within a period of three years preceding the commencement of this procurement process, or not have been otherwise disqualified pursuant to debarment proceedings;
5. I/we do not have a conflict of interest as specified in the Act, Rules and the Bidding Document, which materially affects fair competition;

Date :

Signature of bidder

Place :

Name :

Designation :

Address :



Annexure C : Grievance Redressal during Procurement Process

The designation and address of the First Appellate Authority is **JDC, JDA, Jaipur**

The designation and address of the Second Appellate Authority is **EC, JDA, Jaipur**

(1) Filing an appeal:-

if any bidder or prospective bidder is aggrieved that any decision, action or omission of the procuring entity is in contravention to the provisions of the Act or the rules or the guidelines issued there under, he may file an appeal to First Appellate authority, as specified in the Bidding document within a period of ten days from the date of such decision or action, omission, as the case may be, clearly giving the specific ground or grounds on which he feels aggrieved:

Provided that after the declaration of a bidder as successful the appeal may be filed only by a bidder who has participated in procurement proceedings:

Provided further that in case a procuring entity evaluates the technical bids before the opening of the financial bids, an appeal related to the matter of financial bids may be filed only by a bidder whose technical bid is found to be acceptable.

(2) The officer to whom an appeal is filed under Para (1) shall deal with the appeal as expeditiously as possible and shall endeavour to dispose it of within thirty days from the date of the appeal.

(3) If the officer designated under Para (1) fails to dispose of the appeal filed within the period specified in Para (2), or if the bidder or prospective bidder or the procuring entity is aggrieved by the order passed by the first appellate authority, the bidder or prospective bidder or the procuring entity, as the case may be, may file a second appeal to second appellate authority specified in the bidding document in this behalf within fifteen days from the expiry of the period specified in Para (2) or of the date of receipt of the order passed by the first appellate authority, as the case may be.

(4) Appeals 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 Appeals:-

- (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 authorised representative.

(6) Fee for filing Appeal:-

- (a) Fee for first appeal shall be rupees two thousand five hundred and for second appeal shall be rupees ten thousand, which shall be non-refundable.
- (b) The fee shall be paid in the form of bank demand draft or banker's cheque of a scheduled bank in India payable in the name of appellate authority concerned.

(7) Procedure for disposal of Appeal:-

- (a) The first appellate authority or second appellate authority as the case may be, upon filing of appeal, shall issue notice accompanied by copy of appeal, affidavit and documents, if any, to the respondents and fix date of hearing
- (b) On the date fixed for hearing, the first appellate authority or second appellate authority, as the case may be shall-
 - (i) hear all the parties to appeal present before him; and
 - (ii) peruse or inspect documents, relevant records or copies thereof relating to the 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.



Annexure D :Additional Conditions of Contract

1. Correction of arithmetical errors

Provided that a financial bid is substantially responsive, the procuring entity will correct arithmetical errors during evaluation of financial Bids on the following basis:

- (i) if there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the procuring entity there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;
- (ii) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- (iii) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (i) and (ii) above.

If the Bidder that submitted the lowest evaluated bid does not accept the correction of errors, its bid shall be disqualified and its bid security shall be forfeited or its bid securing declaration 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 documents 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 documents. It shall be without any change in the unit prices or other terms and conditions of the bid and the conditions of contract.
- (ii) If the Procuring entity does not procure any subject matter of procurement or procures less than the quantity specified in the bidding document due to change circumstances, the bidder shall not be entitled to any claim or compensation except otherwise provide 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 procuring entity shall be free to arrange for the balance supply by limited bidding or otherwise and the extra cost incurred shall be recovered from the supplier.

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

As a general rule all the quantities of the subject matter of procurement shall be procured from the Bidder, whose Bid 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, then in such cases, the quantity may be divided between the Bidder, whose Bid is accepted and the second lowest Bidder or even more Bidder in that order, in a fair, transparent and equitable manner at the rates of the Bidder, whose Bid is accepted.

SCHEDULE 'H': CONDITION OF CONTRACT

FORM No. 1

[see rule 83]

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

Appeal No.....ofBefore
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 office/ authority who passed the order (enclose copy), or a statement of a decision, action or omission of the procuring Entity in contravention to the provisions of the Act by which the appellant is aggrieved:
4. If the Appellant propose to be represented by a representative the name and postal address of the representative:
5. Number of affidavits and documents enclosed with the appeal:
6. Grounds of appeal :
(Supported by an affidavit)
7. Prayer :

Place :.....

Date :

Appellant's Signature

Format of (Bank Guarantee) -Encashable at branch of the bank in Jaipur City.

To
Secretary,
Jaipur Development Authority,
Jaipur

Sub:

Bank Guarantee No. _____ dated _____ for [amount of Security in figures] [in words] on behalf of _____ [Name of the Bidder] against the Security Deposit for the work of "_____
_____" (Name of work)"

WHEREAS, _____ [name of Bidder with address] (hereinafter called "the Bidder") has submitted his Bid dated _____ for the work of "_____
_____" (Name of Work) (hereinafter called "the Bid").

KNOW ALL PEOPLE by these presents that we _____
_____ (Name of Bank) of having our registered office at _____
_____ [name of country] having our registered office at _____
(hereinafter called "the Bank") are bound unto Secretary, Jaipur Development Authority. (Hereinafter called "the Employer") in the sum of Rupees _____ [Amount of Security in figures] _____ (in words) only for which payment will and truly to be made to the said Employer, the Bank binds itself, its successors, and assigns by these presents.

That on demand of JDA, this Bank Guarantee is encashable at following branch in Jaipur City.

1. Name of Bank:
2. Name of the branch with branch code:
3. Address:
4. E-Mail Id:
5. Telephone No.
6. Fax No.:

SEALED with the Common Seal of the said Bank this _____ day of _____ of 20____.

THE CONDITIONS of this obligation are:

- (1) if the Bidder withdraws his Bid during the period of Bid validity specified in the Form of Bid;
- (2) if the Bidder refuses to accept the correction of errors in his bid;
- (3) If the Bidder, having been notified of the acceptance of his Bid by the Employer during the period of Bid validity;
 - (a) fails or refuses to execute the Form of Agreement in accordance with the Instructions to Bidders, or
 - (b) fails or refuses to furnish the Performance Security, in accordance with the Instructions to Bidders;

We undertake to pay to the Employer up to the above amount upon receipt of his first written demand, without the Employer having to substantiate his demand, provided that in his demand the Employer will note that the amount claimed by him is due to him owing to the occurrence of one or more of the above conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force up to and including the date 30 days after the date of expiration of the Bid Validity, as stated in the Instructions to Bidders, or any such extension thereto as may be agreed by the Bidder, notice of which extension(s) to the Bank is hereby waived. Any demand in respect of this Guarantee should reach the Bank not later than the above date.

The amount covered under the above Bank Guarantee shall be automatically be credited in the accounts of JDA in ICICI Bank, JDA Campus, Jaipur through ISFC code No ICICI 006754. Bank Account No. 675401700518 on the date of expiry or its validity, unless the agencies get it re-validated well before its expiry date or produce NOC from JDA in written for its release.

Date _____ Signature of the Bank _____

Witness _____ Seal _____

[Signature, Name and Address]

[Note: To be furnished on appropriate non-judicial stamps.]

जयपुर विकास प्राधिकरण, जयपुर

रामनिवास बाग की मुख्य सड़कों एवं फुटपाथों पर साफ-सफाई का कार्य संबंधी नियम एवं शर्तें

पात्रता :-

1. अन्य राजकीय विभागों/बोर्डों/निगमों/प्राधिकरणों में उद्यानिकी श्रेणी 'ए' एवं 'एए' में पंजीकृत एवं जयपुर विकास प्राधिकरण में प्राधिकरण के आदेश क्रमांक जविप्रा/तसनिअ-1/2014-15/डी-753 दिनांक 16.02.15 के अनुसार उद्यानिकी कार्यों (Horticultural work) हेतु निम्नानुसार निर्धारित श्रेणी में पंजीकृत संवेदक ही निविदा में भाग लेने के पात्र होंगे।

श्रेणी	कार्य की अनुमानित लागत राशि
H-I	कोई सीमा नहीं
H-II	रु. 100 लाख तक के कार्यों के लिये
H-III	रु. 50 लाख तक के कार्यों के लिये
H-IV	रु. 30 लाख तक के कार्यों के लिये

कार्य की शर्तें :-

1. रामनिवास बाग स्थित जयपुर विकास प्राधिकरण कार्यालय में संवेदक द्वारा एक सुझाव/शिकायत पुस्तिका संधारित की जावेगी।
2. संवेदक द्वारा सड़क सफाई का कार्य आवश्यकतानुसार मैन्युअली किया जायेगा।
3. निविदा में आमंत्रित रामनिवास बाग में दर्शायी गई सभी सड़कों के साथ-2 समस्त फुटपाथों (संलग्न स्कैचमेप अनुसार) के लिए साफ-सफाई हेतु अपनी न्यूनतम दरें प्रस्तुत करनी होगी।
4. यह कार्य प्रातः 7 बजे से प्रारंभ कर कार्य पूर्ण होने तक करना होगा। इसके अतिरिक्त दिन के समय भी कार्य जारी रहेगा। वर्ष के सभी दिन कार्य करना होगा। कार्य समय में समय-2 पर प्राधिकरण द्वारा परिवर्तन किया जा सकता है।
5. इस कार्य के लिए टेण्डर में सफाई श्रमिक, ब्रश, खड़ी झाड़ू, आड़ी झाड़ू, डिब्बा, फावड़ा, परात, हाथ गाड़ियो (व्हील बैराज) इत्यादि जरूरी संसाधनों की व्यवस्था संवेदक को करनी होगी।
6. इस कार्य में तमाम प्रकार के कचरे जैसे सूखी घास, कादा, कीचड़ और पत्ते वगैरह तमाम प्रकार का कचरा संवेदक को उठाना होगा और झाड़ू/पत्ती, स्क्रेपिंग करनी होगी।
7. निविदा में दर्शाई गई रोड पर यदि छोटे कचरा पात्र लगे हुये हो या भविष्य में लगाये जाये तो इनमें से कचरा निकालकर निगम द्वारा कचरा डालने हेतु स्वीकृत किये गये कचरा डिपों में इस प्रकार डालना होगा कि बाहर नहीं गिरे। डिपो नहीं होने की स्थिति में संवेदक को अपने स्तर से कचरे को पार्क से बाहर निस्तारण करना होगा।
8. सफाई के दौरान सड़कों एवं फुटपाथ पर मौजूदा घास को उखाड़कर सफाई करनी होगी तथा अन्य सभी चीजें यथा प्लास्टिक, बोतल, कागज, सभी तरह की गंदगी, गुटखें का पाउच, फलों के छिलके, मूंगफली के छिलके, पत्तल दोने, बिडी-सिगरेट के अवशेष, अन्य ठोस पदार्थ इत्यादि को एकत्रित कर कचरा पात्र में डालना होगा। फुटपाथ के साथ किनारे पर किसी भी प्रकार की मिट्टी इत्यादि नजर नहीं आनी चाहिये।
9. आवश्यकता पडने पर टेण्डर में स्वीकृत दर पर संविदाकार से अन्य स्थानों की सफाई का कार्य भी दिया जा सकता है जिसके लिये कोई क्षतिपूर्ति देय नहीं होगी।

10. संवेदक को रामनिवास बाग में स्थित विभिन्न कार्यालयों/संस्थानों द्वारा अस्थाई कचरा संग्रहण केन्द्रों पर विसर्जित किये जाने वाले विभिन्न प्रकार के कचरे को उठाकर अन्य कचरे के साथ पार्क से बाहर निस्तारित करना होगा।

विशेष शर्त :-

1. नगर निगम जयपुर द्वारा रामनिवास बाग से संबंधित साफ-सफाई का कार्य का चार्ज इस ठेके की समयावधि पूरी होने से पहले भी लिया जा सकता है। यदि ऐसा होता है तो निविदा की अवधि को पूर्व में ही समाप्त करके ठेका निरस्त कर दिया जायेगा।
2. संवेदक द्वारा रामनिवास बाग में अपना एक जिम्मेदार प्रतिनिधि निर्धारित वर्दी में प्रातः 6:00 बजे से रात्रि 9.00 बजे तक तैनात किया जायेगा जो यथा संभव रामनिवास बाग स्थित जयपुर विकास प्राधिकरण कार्यालय में उपलब्ध रहेगा।
3. इस निविदा की अवधि कार्य प्रारंभ करने से एक वर्ष की होगी, कार्यादेश जारी करते ही कार्य प्रारंभ करना होगा। निविदा पूरी होने पर जविप्रा चाहे तो आगामी 6 माह तक आपसी सहमति से स्वीकृत दर पर कार्य करवा सकता है। इस समयावृद्धि में जविप्रा अन्य कोई व्यवस्था या नये संसाधन लगाकर कार्य करवाता है तो 30 दिवस के नोटिस पर कॉन्ट्रैक्ट समाप्त किया जा सकेगा।
4. संधारण हेतु एक ट्रेक्टर मय ट्रौली/टैंकर की आवश्यकता होगी जिसके रजिस्ट्रेशन एवं बीमा संबंधी सभी दस्तावेजों की प्रति निविदा के साथ संलग्न करने होंगे। प्रत्येक टैंकर पर पीछे की तरफ 3 फीट व्यास का पीले रंग का एक गोला बना हुआ होना चाहिये जिसमें लाल रंग का तीर का निशान हो तथा "On JDA Duty" लिखा हो।
5. कार्य के दौरान कॉन्ट्रेक्टर के संसाधनों के द्वारा राह चलते आदमी की कोई दुर्घटना या मृत्यु हो जाती है तो उसकी तमाम जिम्मेदारी संवेदक की होगी। इसमें जविप्रा जयपुर की कोई भी तरह की जवाबदेही नहीं होगी। फिर भी कार्य के दौरान कोई भी व्यक्ति को चोट या मृत्यु हो तथा जविप्रा जयपुर के उपर कोई क्लेम एवं केस बनता है और जवाबदेही बनती है तो वह क्लेम एवं केस बनता है और जवाबदेही बनती है तो वह क्लेम एवं केस की मांग की रकम संवेदक के बिल में से काट ली जावेगी तथा डिपोजिट में जमा करली जावेगी और क्लेम पूरा होने पर राशि उस व्यक्ति को दे दी जायेगी। अगर बिल से काटी गई राशि अधिक होने पर संवेदक को लौटा दी जावेगी और रकम कम होने पर संवेदक की जमा एस.डी. राशि में से काट ली जावेगी।
6. निविदा की शर्तों के आधार पर किसी प्रकार का विवाद होने पर जविप्रा के वरिष्ठ उद्यानविज्ञ का निर्णय अंतिम होगा एवं संवेदक को मान्य होगा। निविदा की शर्तों में किसी प्रकार के संशोधन करने का अधिकार, जविप्रा के व. उद्यानविज्ञ को रहेगा।
7. निविदा के तमाम कार्य पर रामनिवास बाग में कार्यरत प्राधिकरण के अधिकारी/कर्मचारी द्वारा समय-2 पर दिये गये निर्देशों की पालना करनी होगी।
8. निविदा को सबलेट नहीं किया जा सकेगा। यानि कि जिस संवेदक को यह कार्य दिया गया है, उसी को यह कार्य करना होगा। यदि किसी ओर से कार्य करवाते हुये पाये जाने पर निविदा समाप्त कर दी जावेगी एवं जमानत राशि जब्त कर ली जावेगी।
9. किसी प्रकार के विवाद होने पर अंतिम निर्णय प्राधिकरण प्रशासन का होगा और वह दोनों पक्षों के लिए मान्य होगा। न्यायिक विवाद क्षेत्र जयपुर होगा।

10. निविदा में बीएसआर दरों से कम दरें अंकित करने पर संवेदक द्वारा बैंक गारंटी कार्यकारी समिति की 215 वीं बैठक दिनांक 06.11.17 के एजेण्डा सं. 215.31 के निर्णय अनुसार मुख्य अभियंता, सार्वजनिक निर्माण विभाग के परिपत्र क्रं. CE/PWD/D&T/Cir./D-123 दिनांक 27.09.17 में दिये गये प्रावधानों के अनुसार प्रस्तुत करना आवश्यक होगा। बैंक गारंटी जयपुर ब्रांच की च्लंइसम होनी चाहिये।
11. संवेदक के द्वारा अनुबंध की शर्तों का उल्लंघन अथवा निम्न गुणवत्ता के कार्य कराये जाने पर अमानत राशि के साथ बैंक गारंटी भी जब्त कर संवेदक को एक वर्ष के लिए टेण्डर में भाग लेने से डी-बार किया जा सकेगा।

मोनिटरिंग :-

1. रामनिवास बाग की मुख्य सड़कों, वॉक-वे एवं फुटपाथों पर सफाई कार्य निम्न प्रकार होगा :-
प्रातः 7 बजे से कार्य समाप्ति तक।
सांयकाल 5 बजे से कार्य समाप्ति तक।
आपातकालीन स्थिति यथा रैली, यात्रा आदि के पश्चात।
2. कार्य के सुपरविजन के लिए जरूरी सुपरवाइजर संवेदक को रखना होगा, उसके पास मोबाईल फोन रखना जरूरी होगा। श्रमिकों एवं सुपरवाइजर को रेडियम लगा हुआ लाल रंग का एप्रेन पहनना होगा, जो कि संवेदक द्वारा अपने खर्च से उपलब्ध कराना होगा। कचरा उठाने तथा स्क्रेपिंग कार्य के दौरान एप्रेम पहनना होगा। कचरा परिवहन हेतु उपयोग किये जाने वाले वाहनों पर भी आवश्यक रिफ्लेक्टिव शीट/ब्लिंकर्स लगाने होंगे। कार्य के लिए संवेदक द्वारा नियुक्त सभी कर्मचारियों को फोटो पहचान पत्र संवेदक द्वारा जारी किया जावेगा तथा उनका विवरण जविप्रा में आवश्यक रूप से देना होगा।
3. संवेदक को पार्क में साफ-सफाई हेतु न्यूनतम 07 एवं कार्य की आवश्यकतानुसार अधिक सफाई कर्मी रखने होंगे। सफाई कर्मी निर्धारित मात्रा से कम पाये जाने पर 500 रु. प्रतिदिन पेनेल्टी लगाई जावेगी।
4. बाल मजदूरों से कार्य नहीं करवाया जावेगा। बाल मजदूरों से कार्य करवाये जाने पर निविदा निरस्त कर दी जावेगी।
5. संवेदक को उनके श्रमिकों को छुट्टी तथा वेतन इत्यादि तमाम लाभ नियमों के अनुसार उनके जोखिम व खर्च पर देना पड़ेगा। इस संबंध में कोई भी कानून का उल्लंघन हुआ तो समस्त जिम्मेदारी संवेदक की होगी।
6. निविदाकार द्वारा सफाई कार्य में लगाये गये श्रमिकों को राज्य सरकार द्वारा निर्धारित न्यूनतम मजदूरी का भुगतान करना अनिवार्य होगा। न्यूनतम मजदूरी का भुगतान नहीं करने की शिकायत पाये जाने पर निविदा निरस्त करने की कार्यवाही की जावेगी।
7. संवेदक के पास कम से कम दो ट्रेक्टर मय ट्रौली, एक जेसीबी, एक डम्पर लीज पर अथवा स्वयं के स्वामित्व का होना आवश्यक है। इस संबंध में संवेदक रु. 50 रु. का नॉन ज्यूडिशियल स्टाम्प पर वांछित शपथ पत्र प्रस्तुत करेगा जो नोटरी पब्लिक से प्रमाणित होगा।
8. निविदा में दर्शायी गई सभी सड़कों के साथ-2 समस्त फुटपाथों (संलग्न स्कैचमेप अनुसार) पर स्क्रेपिंग, ब्रशिंग तथा तमाम प्रकार के कचरे को संवेदकों के श्रमिकों द्वारा हाथ गाडी के माध्यम से कचरा उठाकर कचरा पात्र/कचरा डिपों पर डालना होगा। कचरा पात्र में कचरा इस प्रकार डालना होगा कि कचरा बाहर नजर नहीं आये। कचरा पात्र के अलावा अन्य कहीं भी कचरा नहीं डाला जावेगा। कचरे

को प्रतिदिन उनके प्रकार के अनुसार यथा प्लास्टिक, मिट्टी या अन्य इत्यादि संग्रहण कर नगर निगम द्वारा निर्देशित/चिन्हीत स्थान पर पार्क से बाहर निस्तारित किया जावेगा।

9. किसी भी रोड साइड मीडियन एवं ग्रीनबेल्ट के विकास/सौन्दर्यकरण कार्य का निरीक्षण वरिष्ठ उद्यानविज्ञ अथवा उद्यान शाखा के प्रतिनिधि द्वारा किसी भी समय किया जा सकता है। कार्य की प्रत्येक बार के लिये संधारण में कमी पाये जाने पर बी.एस.आर. 2016 की दुगुनी दर से वसूली की जावेगी।

भुगतान की शर्त :-

1. प्रत्येक माह की 5 तारीख तक संवेदक को कार्य बिल इस कार्यालय में प्रस्तुत करना होगा। संवेदक द्वारा प्रत्येक माह की 5 तारीख के पश्चात् बिल प्रस्तुत करने पर उस बिल राशि की 5 प्रतिशत राशि पेनल्टी के रूप में बिल से काट ली जावेगी।
2. संवेदक को भुगतान किये जाने वाले बिलों में CGST/GST, आयकर एवं अन्य राशि की कटौती सरकार द्वारा समय-2 पर जारी नियमों के अनुसार देय होगी।
3. मासिक भुगतान दैनिक विवरणिका कार्यप्रभारी/क्षेत्रीय वन अधिकारी द्वारा भरी हुई एवं वरिष्ठ अधीक्षक उद्यान द्वारा समय-समय पर चैक की हुई प्रविष्टियों के आधार पर किया जायेगा।
4. जितने वर्गमीटर की सफाई नहीं की गई है या कार्य में कमी पायी गयी तो उसकी कटौती स्वीकृत की गई दर की दुगुनी दरों से की जायेगी।
5. एप्रेन नहीं पहनने पर 10 रु. प्रतिदिन प्रति श्रमिक की शास्ती लगाई जावेगी।
6. दर स्वीकृत करने के बाद नियत समय में संवेदक द्वारा एग्रीमेंट करार नहीं करने पर ईएमडी जब्त कर ली जावेगी एवं जविप्रा जयपुर में अन्य कोई भी कार्य करने के लिए ब्लैक लिस्ट कर दिया जावेगा।
7. कार्य के दौरान संवेदक द्वारा आर्थिक नुकसान के अतिरिक्त अन्य अनियमितता पर बाग में आने वाले नागरिकों के स्वास्थ्य से खिलवाड़ करेगा तो उसकी जमानत राशि जब्त कर ली जावेगी एवं संवेदक की फर्म को ब्लैक लिस्ट कर दी जावेगी।
8. जमा की गई Performance security राशि उक्त ठेके के सफलतापूर्वक समाप्त होने के 3 माह पश्चात ही लौटाई जावेगी।


वरिष्ठ उद्यान विज्ञ
जयपुर विकास प्राधिकरण, जयपुर।

संवेदक के हस्ताक्षर
संवेदक का नाम व
पूर्ण पता मय दूरभाष नम्बर

Jaipur Development Authority, Jaipur

G-Schedule

Name of work - Cleaning of main road and along path ways areas in Ramniwas Garden, Jaipur for 1 year

BSR 2016

S. N.	Particulars	Unit	Qty	Rate	Amount
1	Sweeping / Cleaning of Garden roads. Lawns & paths & disposal of all rubbish.	Per 100 Sqm	58400000	2.38	1389920.00
	Total				1389920.00

Tender percentage in figurs ----- above/below

Tender percentage in words ----- above/below

Signature of the Contractor


Sr. Horticulturist