

जयपुर विकास प्राधिकरण जयपुर

(राम किशोर व्यास भवन, कमरा नं. 110, प्रथम-तल, मुख्य भवन)
इन्दिरा सर्किल, जेएलएन मार्ग, जयपुर-302004

क्रमांक : जविप्रा/अधि.अभि. (सर्वे एण्ड रिकॉर्ड)/2025/डी-210

दिनांक: 18.06.2025

निविदा सूचना

क्रमांक : जविप्रा/अधि.अभि. (सर्वे एण्ड रिकॉर्ड)/01/2025-26

जयपुर विकास प्राधिकरण द्वारा "Survey work by T.S./DGPS in JDA Region, JDA, Jaipur (Rate Contract) (2025-2026)" जिसकी अनुमानित लागत राशि रु 3,05,000,00.00 के लिए ऑनलाईन बिड्स 19.06.2025 से 17.07.2025 को सायं 6:00 बजे तक आमन्त्रित की जाती है। निविदा बोली का ऑनलाईन आवेदन व भुगतान जविप्रा पोर्टल पर करने की अन्तिम तिथि 17.07.2025 को सायं 06.00 बजे तक है। निविदा बोली के दस्तावेजों का विस्तृत विवरण www.sppp.rajabasthan.gov.in, www.eproc.rajabasthan.gov.in and www.jda.rajabasthan.gov.in पर देखा जा सकता है।

(UBN No.)

निविदा में भाग लेने वालों को निम्न शर्तों की पूर्ति करनी होगी।

1. निविदादाता जयपुर विकास प्राधिकरण की वेबसाईट www.jda.rajabasthan.gov.in पर पंजीकृत हो एवं निविदा में भाग लेने के लिए बोलीदाता को आवेदन करने के लिए दस्तावेज शुल्क, अमानत राशि, आर.आई.एस.एल. प्रोसेसिंग शुल्क ऑनलाईन जमा करनी होगी।
2. ऑनलाईन निविदा प्रस्तुत करने के लिए निविदादाताओं का राजस्थान सरकार के ई-प्रोक्यूरमेंट www.eproc.rajabasthan.gov.in पर पंजीकृत होना अनिवार्य है।

अधिशायी अभियंता (सर्वे एण्ड रिकॉर्ड)
जविप्रा, जयपुर।

JAIPUR DEVELOPMENT AUTHORITY, JAIPUR

Room No. 110, Main Building, First Floor, Ram Kishore Vyas Bhavan, Indira Circle, JawaharLal Nehru Marg, Jaipur – 302 004

Telephone: +91-141-2569696 E.mail: rjip201019016439@rajasthan.gov.in

No.: JDA/EE/Survey & Record/2025/D-210

Dated: 17.06.2025

NOTICE INVITING BID

NIB No. : JDA/EE (Survey & Record)/01/2025-26

UBN No.....

Online Bids are invited up-to 06:00 PM of 17.07.2025 for **“Survey work by T.S./DGPS in JDA Region, JDA, Jaipur (Rate Contract) (2025-2026)”**

The last date for Applying Bid and making online payment on JDA portal is up-to 06:00 PM of 17.07.2025. The estimated cost of NIB is Rs. 3,05,000,00.00/- .

Details may be seen in the Bidding Document at our office or the State Public Procurement Portal website www.sppp.rajasthan.gov.in, www.eproc.rajasthan.gov.in and www.jda.rajasthan.gov.in/JDA

To participate in the bid, bidder must:

- A. Participate in Tender & Deposit Payment on ‘Online Tender Participation’ Portal of JDA at <https://jda.rajasthan.gov.in/jda> or by Single-Sign-On at <http://service.jaipurjda.org>.
- B. Submit e-Bid on ‘e-Procurement Portal’ of GOR at www.eproc.rajasthan.gov.in

Executive Engineer (Survey & Record)
JDA, Jaipur

JAIPUR DEVELOPMENT AUTHORITY, JAIPUR

Room No. 110, Main Building, First Floor, Ram Kishore Vyas Bhavan, Indira Circle, JawaharLal Nehru Marg, Jaipur – 302 004

Telephone: +91-141-2569696 E.mail: rjip201019016439@rajasthan.gov.in**NOTICE INVITING BID****NIB No. : JDA/EE(Survey & Record)/01/2025-26**

Name & Address of the Procuring Entity	Name:- Executive Engineer (Survey & Record), Jaipur Development Authority, Address: Room No. 110, Main Building, First Floor, Ram Kishore Vyas Bhavan, Indira Circle, Jawahar Lal Nehru Marg, Jaipur – 302 004, Telephone: + 91-141-2569696 E.mail: rjip201019016439@rajasthan.gov.in
Name of work	“Survey work by T.S./DGPS in JDA Region, JDA, Jaipur (Rate Contract) (2025-2026)”
Bid Procedure	[Like Two part open competitive eBid procedure at http://eproc.rajasthan.gov.in]
Bid Evaluation Criteria (Selection Method)	L1 (eg. Least Cost based Selection (LCBS)-L1)
Websites for downloading Bidding Document, Corrigendum's, Addendums, etc.	Websites: www.sppp.rajasthan.gov.in , www.eproc.rajasthan.gov.in , www.jda.rajasthan.gov.in
Estimated Procurement Cost	INR 3,05,000,00.00 (Three Crore Five Lakh only)
Website for online Bid application and payment *	➤ Website: www.jda.rajasthan.gov.in ➤ For participating in the Bid, the Bidder has to apply for this Bid and pay the Bidding Document Fee, RISL Processing Fee and Bid Security Deposit, online only. Bidding document fee: Rs. 1000/- (Rupees One Thousand only) RISL Processing Fee: Rs. 2000/- (Rupees Two Thousand only) Requisite Bid Security Deposit. The Bidders are required to submit Bid security, cost of Bidding documents, and Bid processing fees through online payment after registering with JDA on www.jaipurjda.org/e-services/e-tender portal. There should be a gap of 3 working days between the End date for Bid Applying, Online Payment & Bid Submission and Bid Opening date. In the absence of the requisite fee, the bid of the concerned bidder will be considered as non-responsive and shall be liable for rejection

Bid Security Deposit (in favor of Secretary, JDA, Jaipur)	➤ Amount (INR: 2% i.e. Rs 6,10,000) for bidder Who is registered as civil contractors in class AA, A, B, C, D with CPWD, Postal, Telegram, Railway, MES, Other State Government/Central Government undertakings/ organizations or Nagar Mitras (registered vide order no. 1000:102/Project/P.S.K.S./9105-9344 Dated 10 Sep 2021 issued by CTP, Rajasthan) of Estimated Procurement Cost. (The bidder must capable to bid in the bid as per their enlistment). ➤ Amount (INR: 0.5% i.e. Rs 1,52,000) for Bidder registered as a consultancy contractor in the appropriate class (C-I,C-II,C-III) or as civil contractors in class AA, A, B, C, D in JDA. ➤ No exemption for MSME in Bid security amount. ➤ Bid security amount In case of Departments of the State Government and undertakings, Corporations, Autonomous bodies, Registered Societies, Cooperative Societies which are owned or controlled or managed by the State Government and Government undertakings of the Central Government shall submit a bid securing declaration in lieu of bid security.
Start/ End Date for Bid Applying Bid and making Online Payment on JDA portal*	➤ Start Date 19.06.2025 at 11:00 AM onwards ➤ End Date: 17.07.2025 at 06:00 PM ➤ In case EMD in form BG Original Bank Guarantee is to be submitted in Room No 215N, Extension Building, Jaipur Development Authority, JLN Marg, Jaipur by 18.07.2025 from 9:30 AM to 22.07.2025 up to 3.30 PM (within three working days from the last date of submission of bid.)
Bid Submission on e-Procurement Portal of GOR**	➤ Start Date: 19.06.2025 at 11:00 AM onwards ➤ End Date: 17.07.2025 at 06:00 PM
Date/Time/Place of pre-Bid	24.06.2025 at 11:00 AM in “Manthan Hall” of JDA. Jaipur
Date/ Time/ Place of Technical Bid Opening	23.07.2025 at 01:00 PM
Date/ Time/ Place of Financial Bid Opening	Will be intimated later to the Technically qualified bidders
Bid Validity	➤ 120 days from the bid submission deadline
Time Period	24 Months
A&F/Job No.	JDA/EE-Survey-Rec/A & F/2025-2026/Apr/034

Important notes:-

1. Documents submitted by the bidders in reference to the mentioned Schedules, should be attached in proper sequence. Either numbering should be done correctly in related Schedules or documents should be attached just after the related schedule.
2. If Schedules are not filled properly or language of Schedule is tempered by the bidder, then bid will not be accepted.
3. Index should be attached at the starting of documents by the bidder as per attached format.

INDEX

S. No.	CONTENTS		PAGE NO.
1.	SCHEDULE-I	Information regarding financial resources and capability	
2.	SCHEDULE-II	Information regarding works executed in the last seven years	
3.	SCHEDULE-III	Self-declaration regarding machinery and equipment required for deployment	
4.	SCHEDULE - IV	Information regarding details of maximum value of Survey works executed in any one year during the last seven years taking into account the completed as well as works in progress	
5.	SCHEDULE-V	Information regarding existing commitments and ongoing works to be completed	
6.	SCHEDULE -VI	Information regarding details of litigation or arbitration contracts to be furnished	
7.	SCHEDULE -VII	Technical Staff Detail	
8.	SCHEDULE -VIII	Details regarding evaluation criteria	
9.	Annexure-2A	Specified Bank Guarantee Performa for Bid Security	
10.	Annexure-2B	Specified Bank Guarantee Performa for Performance Security	
11.	Annexure-A	Compliance with the Code of Integrity and No Conflict of Interest	
12.	Annexure-B	Declaration by the Bidder regarding Qualifications	
13.	Annexure-C	Grievance Redressal during Procurement Process	
14.	Annexure-D	Additional Conditions of Contract	
15.	Annexure-E	Process for Tender Participation & Depositing Payment on 'Online Tender Participation' Portal of JDA & Bid Submission on 'e-Procurement Portal' of Government of Rajasthan: -	
16.	Annexure- I	Self-declaration	

Procedure for bidding:**Single part bid system:**

Single part (Two-envelope) (2 docket) system would be adopted, Docket-1 being for Documents and Docket-2 being for Financial Bid.

Docket-1:- is for proof of deposition of Bid Security, cost of bidding document and bid processing fee along with copy of GST registration, signed Annexure “B” and copy of enlistment as contractor/ bidder in required category.

Docket-2:- is for financial bid.

The financial bid will be opened only for bidders whose proper Bid Security, copy of GST registration, proof for deposition of bidding document fee, RISL processing fee, copy of enlistment of contractor in the required category and signed Annexure “B” are found to be in order. Bid Security will be accepted only in the form of online deposition or in the form of Bank Guarantee.

1. Two part bid system:

Two part (Two-envelope) (2 docket) system would be adopted, Docket-1 being for Technical Bid and Docket-2 being for Financial Bid.

Docket-1:- There will be three separate folders- Folder-1 is for proof of deposition of Bid Security, cost of bidding document and bid processing fee along with copy of GST registration, signed Annexure “B” and copy of enlistment as contractor/ bidder in required category. Folder-II is for bid document and folder-III is for technical bid.

Docket-2:- There will two separate folders-1 is for financial bid and 2 is for bill of quantities.

The technical bid will be opened only for bidders whose proper Bid Security, copy of GST registration, proof for deposition of bidding document fee, RISL processing fee, copy of enlistment of contractor in the required category and signed Annexure “B” are found to be in order. Bid Security will be accepted only in the form of online deposition or in the form of Bank Guarantee

SCHEDULE AND SPECIFICATIONS

SCHEDULE – A: INFORMATION USEFUL FOR THE CONTRACTORS:

The bidder should see the site and fully understand the conditions of the site before bidding and include all leads, lift etc for the material in his item rate/percentage to be quoted on the rates given in Schedule 'G'. The work shall be carried out in accordance with the Rajasthan PWD detailed specification and to the entire satisfaction of the Engineer – In – Charge of the work.

SCHEDULE – B: LIST OF THE DRAWING TO BE SUPPLIED BY THE DEPARTMENT: NIL

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

- a) Agency have to submit soft copy of the survey in SHP, KML/KMZ, DWG and Tiff format files in three sets of Compact Disks(CD) as per requirement of JDA.
- b) Agency have to submit minimum three colored hard copy with time and date stamp of the agency of survey work in a proper scale as per requirement of JDA.
- c) Complete Survey shall be uploaded on Server (designed by JDA for the purpose) by Master Plan Cell as per the requirement of JDA.
- d) Any extra Soft or Hard Copy, as and when required by JDA, No extra payments will be made for the same.

SCHEDULE - D: TEST OF THE MATERIALS: NIL

SCHEDULE – E: SAMPLES OF THE MATERIALS: NIL

SCHEDULE - F: TIME OF COMPLETION:

The work should start within 24 hrs of the issue of the work order and complete within time limits.

SCHEDULE – G: ATTACHED SEPARATELY BASED ON APPLICABLE BSRs IN JDA.

SCHEDULE – H: SPECIAL CONDITION: Attached Separately.

SCHEDULE – I: COST OF TENDER DOCUMENTS, PROCESSING FEES & BID SECURITY.

The Bid Processing fee is payable in favor of M.D. RISL & Cost of bid document & Bid Security is payable in Favour of the Secretary, JDA, Jaipur. Bidders have to pay bid processing fees, cost of bidding documents, and Bid Security through Online. **If a bidder opts to deposit the bid security through bank guarantee, the bank guarantee should be valid for the next seven months after the bid opening date. A copy of the such bank guarantee will be required to be attached with the bid submission documents uploaded on the E-procurement portal of GOR. The bank guarantee will be physically handed over upto prescribed time to Nodal officer of the on-line tendering system of JDA i.e. D.D(E&B) in room No. 215N Extension building, JDA, JLN marg, Jaipur, as per specified in bidding documents.**

Annexure-2A. Bank guarantee will be in specified Performa enclosed with this bidding document for Bid Security.

Annexure-2B. Bank guarantee will be in specified Performa enclosed with this bidding document for Performance Security.

Annexure-A. Compliance with the code of integrity and no conflict of interest (RTPP Act/Rules).

Annexure-B. Declaration by the bidder regarding qualifications (RTPP Act/Rules).{ Attached _____ in Technical BID }

Annexure-C. Grievance Redressal during the procurement process (RTPP Act/Rules).

Annexure-D. Additional Conditions of Contract (RTPP Act/Rules).

Annexure-E. Process for Tender Participation & Depositing Payment on ‘Online Tender Participation’ Portal of JDA & Bid Submission on ‘e-Procurement Portal’ of Government of Rajasthan.

Executive Engineer (Survey & Record)
JDA, Jaipur

SPECIAL CONDITIONS

SCHEDULE 'H'

01. 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.
02. The bidder shall follow the provisions of the builder labour regulation and abolition Act, 1970 & Rule, 1971.
03. The JDA shall have the right to cause an audit for technical examination of the work and the final bills of the bidder including all supporting vouchers, abstracts etc. to be made within two years after payment of the final bills and if as a result of such audit, any amount is found to have been overpaid / excess in respect of any work done by the bidder under the contract or any work claimed by him to have been done under this contract and found not to have been executed, the bidder shall be liable to refund such amount and it shall be lawful for the JDA to recover the 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 bidder was paid less than that was due to him under the contract in respect of work executed by him under it, the amount of such underpayment shall be paid by the JDA to the bidder.
04. Wherever any claim against the bidder for the payment of a sum of money arises out of under the contracts, the JDA shall be entitled to recover the sum by appropriating in part or whole of the performance security of the bidder, In the event of the security being insufficient or if no security has been taken from the bidder then the balance of the total sum recoverable as the case may be deducted from any sum then due or which at any time their contract with the JDA should this sum be sufficient to recover the full amount recoverable. The bidder shall pay to JDA on demand the balance remaining due. The JDA shall further have the right to affect such recoveries under P.D.R. Act.
05. The rate quoted by the bidder shall remain valid for a period of 120 days from the date of opening of the bids.
06. By submission of the Bid the bidder agrees to abide by all printed conditions provided in the PWD manual from 64 (Chapter 3-para 36) and subsequent modification.
07. No conditions are to be added by the bidder and the conditional Bid is liable to be rejected.
08. If any bidder withdraws his Bid prior to the expiry of said validity period given at S. No. 5 or mutually extended prior or makes modifications in the rate, terms and conditions of the Bid within the said period which are not acceptable to the authority or fails to commence the work in the specified period, fails to execute the agreement the authority shall without prejudice to any, other right or remedy, be at liberty to forfeit the amount of bid security given in any form absolutely. If any bidder, who has submitted a Bid does not execute the agreement or start the work or does not complete the work and the work has to be put to rebidding he will stand debarred for six months from participating of Bidding in JDA in addition to forfeiture of bid security/ Performance Security and other action under agreement.
09. The rates provided in the Bidding documents are inclusive of all Taxes and royalties otherwise specified.

10. Undersigned has full right to reject any or all Bids without giving any reasons.
11. As per the 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 etc.”
12. The Bidder is required to submit a copy of their enlistment as a contractor.
13. Conditions of RPWA-100 will be mandatory & acceptable to the bidder.
14. The bidder will have to install display boards at the site of work as directed by Engineer in charge.
15. All the provisions of THE RAJASTHAN TRANSPARENCY IN PUBLIC PROCUREMENT ACT, 2012 and Rules, 2013 and amendments issued from time to time by the Finance Department, GOR shall be applicable. If there are 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 prevail.
16. In case the rate received in the bid is below than BSR rate, additional Performance security shall be deposited by the bidder as per Rule 75 (A) of RTPP Rules. Work performance security shall be deposited by the bidder as per RTPP Rules 2013 Rule 75.
17. The Annexure “B” (RTPP Act/Rules) is mandatory to be fulfilled & signed with seal by the bidder failing which the bid shall summarily be rejected without asking for any clarification.
18. Contractors enlisted in JDA, should be get reviewed periodically. The registered bidder who has not been reviewed within a period of 5 years 3 months, shall not be allowed to participate in the bid. Contractors enlisted in other departments shall be as per the provision of PWF&AR

Executive Engineer (Survey & Record)
JDA, Jaipur

Specified Bank Guarantee Performa for Bid Security**Section - 6**Form of (Bank Guarantee) -En cashable at the 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 Bid Security for the.....

.....
.....**JDA** **Jaipur** WHEREAS,
_____ [name of Bidder with address] (**hereinafter called “the Bidder”**) has submitted his Bid dated for the work of(here in after 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 cashable at the 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, a notice of which extension(s) to the Bank is hereby waived. Any demand in respect of this Guarantee should reach the Bank no later than the above date.

The amount covered under the above Bank Guarantee shall be automatically 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 writing for its release.

Date _____ Signature of the Bank _____

Witness _____ Seal _____

[Signature, Name, and Address]

[Note: To be furnished on appropriate non-judicial stamps & should be valid for the next 7 months from the bid opening date]

Specified Bank Guarantee Performa for Performance Security

Section - 6

Form of (Bank Guarantee) -En cashable at the 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 Performance _____ Security _____ for the.....

.....**JDA Jaipur** WHEREAS, _____ [name of Bidder with address] (**hereinafter called “the Bidder”**) has submitted his Bid dated for the work of (herein after 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 cashable at the 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_____.

We undertake to pay to the Employer up to the above amount upon receipt of his first written demand within valid period of this guarantee.

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, a notice of which extension(s) to the Bank is hereby waived. Any demand in respect of this Guarantee should reach the Bank no later than the above date.

The amount covered under the above Bank Guarantee shall be automatically credited to 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 writing for its release.

Date _____ Signature of the Bank _____

Witness _____ Seal _____

[Signature, Name and Address]

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

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 the procurement process or to otherwise influence the procurement process;
- (b) Not misrepresent or omit that misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation;
- (c) Not indulge in any collusion, Bid-rigging or anti-competitive behavior to impair the transparency, fairness and progress of the procurement process;
- (d) Not misuse any information shared between the procuring entity and the bidders with an intent to gain an 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.

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 C

Grievance Redressal during Procurement Process

The designation and address of the First Appellate Authority :

For works costing up to Rs. 300.00Lakhs - Jaipur Development Commissioner, JDA, Jaipur.

For works costing above Rs. 300.00Lakhs - Executive Committee, JDA, Jaipur.

The designation and address of the Second Appellate Authority:

For works costing up to Rs. 300.00Lakhs - Executive Committee, JDA, Jaipur.

For works costing above Rs. 300.00Lakhs - Principle Secretary/ACS, Urban Development & Housing Department, GOR, 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 the 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 the need of procurement
- (b) Provisions limiting the 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 the first appellate authority or second The appellate authority, as the case may be, in person or through registered post or authorized representative.

(6) Fee for filing Appeal: -

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

(7) Procedure for disposal of Appeal: -

- (a) The first appellate authority or second appellate authority as the case may be, upon the filing of the appeal, shall issue notice accompanied by a copy of the appeal, affidavit and documents, if any, to the respondents and fix a date of hearing
- (b) On the date fixed for hearing, the first appellate authority of the second appellate authority, as the case may be shall-
 - (i) Hear all the parties appeal presenting 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 a copy of the 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.

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 the 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 the 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 fifty 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 the 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 provided in the conditions of the 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 the last supply. If the supplier fails to do so, the procuring entity shall be free to arrange for the balance supply by limited bidding or otherwise and the extra cost incurred shall be recovered from the supplier.

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

As a general rule, all the quantities of the subject matter of procurement shall be procured from the Bidder, whose Bid is accepted. However, when it is considered that the quantity of the subject matter of procurement to be procured is very large and it may not be in the capacity of the Bidder, whose Bid is accepted, to deliver the entire quantity or when it is considered that the subject matter of procurement to be procured is of critical and vital nature, 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.

Process for Tender Participation & Depositing Payment on ‘Online Tender Participation’ Portal of JDA & Bid Submission on ‘e-Procurement Portal’ of Government of Rajasthan: -

A*Process for Tender Participation & Depositing Payment on ‘Online Tender Participation’ Portal of JDA

1-Participate in tender

- a) Bidder can access ‘Online Tender Participation’ Portal of JDA at <https://jda.rajasthan.gov.in/jda> or by Single-Sign-On at <http://service.jaipurjda.org>.
- b) Create user Login with a valid mobile number to register yourself for various Online Services of JDA.
- c) Select ‘Proceed as Citizen’ and then ‘Proceed for Subscription’ for ‘Tender Online Payment’. The prevailing plan for getting registered for tendering process of JDA is Rs. 500.00 with a validity period of 3 Years (renewable).
- d) After successful payment, re-login and upload required documents for KYC (Know Your Client) compliance as per the type of entity viz. Individuals/ Company/ Partnership Firms/ Trusts & foundations. Besides, Bank Passbook / Cancelled Cheque consisting of Bank Account, IFSC Code is mandatory to be uploaded, to refund the bid security of unsuccessful bidder.
- e) After receiving the payment successfully and approving KYC documents the bidder will be authenticated by JDA for taking part in Tender.

2-Deposit Tender Fee, RISL processing fee and Bid Security (EMD)

- **Option-1:** 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.
- **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.

3-Deposit Bid Security (EMD)

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

4-Obtain Bid Participation Receipt

After confirming payment, the bidder will get Bid Participation Receipt based on 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.

B-Bid Submission on ‘e-Procurement Portal’ of Government of Rajasthan**

- 1- Online e-Bid can be submitted after registration at e-Procurement Portal of Government of Rajasthan www.eproc.rajasthan.gov.in
- 2- It is mandatory to upload Bid Participation Receipt with the bid submission.
- 3- Details of online payment available on Tender Participation Portal of JDA have to be filled in ‘offline payment’ section of e-Procurement portal.

Note

- 1- Bidder (authorized 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, Safe crypt, n Code 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> (bidders already registered 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 e-Proc 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 DoIT&C, GoR on a regular basis. Bidders interested in 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.

Jaipur Development Authority, Jaipur.

Bid Participation Receipt

	Date & Time:-
Bid Detail	
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 e-Proc Rajasthan			
Instrument Type			
Instrument Number	Head Name	Amount	Date
	Tender Fee		
	RISL Processing Fee		
	Bid Security Deposit		
Issuer Detail: Jaipur Development Authority		Challan Number:	

More details about Registration Process, Terms and Conditions and FAQ along with contact detail is available on JDA website www.jda.rajasthan.gov.in.