



BOARD OF REVENUE FOR RAJASTHAN, AJMER

File No. : Ram/Store/F.2/202/Rizograph AMC/2023/ 1985

Date : 22.09.2023

Notice Inviting Bid

Nib No.: BOR/ Service/AMC/Rate contract/Rs.300000/2023/12

Dated: 22/9/2023

Notice Inviting Bid for Annual Maintainence Contract of Rizograph Machine are hereby invited from interested bidders upto 10:00 AM till 03/10/2023. For any other particulars related to may be visited on the procurement portal (<http://sppp.raj.nic.in>) of the state; and www.landrevenue.rajasthan.gov.in of board website. The approximate value of the procurement is Rs. 3,00,000.

UBN: BOR2324A0007 (NIB)
BOR2324SSRC00006 (BID)


Additional Registrar (Store)
Board of Revenue for Rajasthan, Ajmer

RAJASTHAN GOVERNMENT
BOARD OF REVENUE FOR RAJASTHAN, AJMER

TENDER NOTICE

Nib No.: BOR/ Service /AMC/OCB/Rs.300000/2023/12

Dated: 22 /09/2023

Subject : Tender for Annual Maintenance Contract (AMC) of RISOGRAPH (RZ 1070 A, EZ 5700 & RZ 5700) installed in this office.

BID Uploading Date : 22.09.2023

BID Closing Date : 03.10.2023 @ 10:00 AM

Technical Bid Opening
Date : 03.10.2023 @ 4:00PM

Financial Bid Opening : Successful Bidders
will be informed accordingly

Bid Document Fee : Rs. 2000/-

Performance Security : 5% of the amount of
supply order

Bid Security : Rs. 6000/-

1. Sealed tenders are invited from vendors, for **Annual Maintenance Contract (AMC) of RISOGRAPH MACHINE (RZ 1070A, EZ 5700 & RZ 5700)** total 3 Risograph machines in the office of Board of Revenue for Rajasthan, Ajmer for a period of two year from the date of awarding of contract which may be extended for further period of three months on satisfactory performance and mutual consent. The bid document can be downloaded from Revenue Board website www.landrevenue.rajasthan.gov.in/bor and www.sppp.in.
2. Sealed tender should be submitted to the undersigned latest by 10:00 AM on 03.10.2023 at the address "**REGISTRAR, BOARD OF REVENUE FOR RAJASTHAN, AJMER**" in **Two Envelopes**. The words "**First Envelope - TECHNICAL BID for AMC of the RISOGRAPH MACHINE**" and "**Second Envelope - FINANCIAL BID for the AMC of RISOGRAPH MACHINE**" must be super scribed on the envelope. The **Technical Bids** will be opened @ 11:00 PM on the same day and the representative of the firm may remain present, if they so desire, and technically qualified bidders will be informed accordingly for **Financial** bid opening date & time.
3. The terms and conditions of the contract for the **RISOGRAPH MACHINE** are as under :-
 - (i) The firm should have experience of at least One (01) year of doing aforementioned maintenance job in the Government Department. The bidder will have to submit declaration regarding this.
 - (ii) The firm should also have a GST Registration (In case of non availability Self Declaration must be submitted with respect to the Registration) and PAN No., etc..
 - (iii) The firm will also have to submit service report whenever called for servicing the machine to this office.
 - (iv) The repair work of the machine is to be carried out in the premises of this department and no relaxation would be given to take out any part / machine outside the premises for repairing etc (In case required then prior approval must be taken). The parts replaced should be original in make with a proper company mark for smooth & effective functioning.

- (v) The complaint should be attended promptly on receipt of telephone call including on holidays.
- (vi) The contract can be terminated by the department without assigning any reason. If the work of the contractor is found to be unsatisfactory, it would be entrusted to any other party at the risk and expenses of the defaulting contractor. In this connection, decision of the department shall be final and binding upon the contractor.
- (vii) The successful bidder will have to furnish a Performance Security of 5% of the amount of supply order within specific period from the date of giving intimation to him of acceptance of his tender in the form of DD/Cash/Banker's Cheque in favor of "**REGISTRAR, BOARD OF REVENUE FOR RAJASTHAN, AJMER.**" The performance security will be refundable after the expiry of the contract period successfully and to the satisfaction of the competent authority. The Government has right to forfeit the security money, in case of non-cooperation, disobedience of the instructions, non-attending of the complaint within time or due to any damage of equipment on the part of the bidder / employee of the bidder etc..
- (viii) No advance shall be made to the agency, however monthly payment shall be made subject to satisfactory report received from the users. The rate contract shall be valid for a minimum period of one year from the date of notification of the rate contract. However, the contract period may be extended further period of three months on satisfactory performance and mutual consent.
- (ix) The firm blacklisted / debarred at any point of time by any Government Department need not apply. In case, the fact is concealed and it comes to the notice of this office during the period of the contract, the contract will be terminated straightaway and the security deposit will be forfeited. If the fact comes to notice before award of contract the bid will be rejected outrightly. The bidder will have to submit declaration regarding this.
- (x) If any complaint is not undertaken within a day, if the replacement of parts / consumable under AMC a penalty of Rs. 500 (Rs. Five Hundred Only) will be charged or part thereof for delay beyond the One day till the machine is not repaired. The Approved bidder needs to submit the Mobile / Basic phone number & Email-ID for registration of complaints. Promptness in service is required to avert the aforesaid compensation (Penalty).
- (xi) Before submitting the tender, the bidder must put his signature along with seal & stamp of his firm on every page of Bid Document as a token of acceptance of the terms & conditions mentioned in the Bid Document.
- (xii) This office is not bound to accept the rates of the lowest tenderer. The decision of the committee regarding finalization of the rate will not be challengeable. No representation regarding this will be entertained.
- (xiii) The rates quoted shall be mentioned by the tenderer both in words and figures (quoted with ball point pen in the relevant column). Additional information, if any, having relevance on the subject may also be furnished in the tender.
- (xiv) The procuring entity is not bound to approve the rates of L-1 Bidder.
- (xv) The bidders can visit the office on or before 03.10.2023 to check the machine, if they wish to.
- (xvi) The provision of Risk and Cost will be applicable as per rules.

- (xvii) The Annual Maintenance Contract shall include service, replacement of wiring and spare parts.
- (xviii) In case of Small Scale Industries of Rajasthan the Bid Security shall be Rs 1500/- and Performance Security shall be 1% of the amount of quantity ordered for supply of service.
- (xix) If by any means the rate of taxes are amended by the Government in the said period and the bidder quote the same percentage, then the payment shall be made accordingly.
- (xx) To reduce transaction cost of doing business for micro, small and medium enterprises of the state, having acknowledgement of Entrepreneur Memorandum-II/Udyog Aadhar Memorandum as mentioned in Micro, Small and Medium Enterprises Development Act, 2006, issued by the competent authority shall be facilitated, on furnishing of a self attested copy of acknowledgement of Entrepreneurs Memorandum-II/Udyog Aadhar Memorandum, as follows or as amended in the Rajasthan Transparency in Public Procurement Rules, 2013 :-
- a) Bidding Document shall be of Rs 1000/-
 - b) Bid Security shall be Rs 1500/-
 - c) Performance Security shall be 1% of the amount of quantity ordered for supply of service
- (xxi) Mode of Payment of following fees :-
- a) Bid Document Fee : May be given in the form of cash, a banker's cheque or demand draft or bank guarantee, in specified format, of a scheduled bank or deposit through eGRAS (Budget Head-0075-00-800-52-01)
 - b) Bid Security : May be given in the form of cash, a banker's cheque or demand draft or bank guarantee, in specified format, of a scheduled bank or deposit through eGRAS (Budget Head-8443-00-103)
 - c) Performance security shall be furnished in any one of the following forms-
 - (a) deposit through eGRAS;
 - (b) Bank Draft or Banker's Cheque of a scheduled bank;
 - (c) National Savings Certificates and any other script/instrument under National Savings Schemes for promotion of small savings issued by a Post Office in Rajasthan, if the same can be pledged under the relevant rules. They shall be accepted at their surrender value at the time of bid and formally transferred in the name of procuring entity with the approval of Head Post Master;
 - d) Bank guarantee or electronic bank guarantee (e-BG) of a scheduled bank
 - (e) Fixed Deposit Receipt (FDR) of a scheduled bank. It shall be in the name of procuring entity on account of bidder and discharged by the bidder in advance. The procuring entity shall ensure before accepting the Fixed Deposit Receipt that the bidder furnishes an undertaking from the bank to make payment/premature payment of the Fixed Deposit Receipt on demand to the procuring entity without requirement of consent of the bidder concerned. In the event of forfeiture of the performance security, the Fixed Deposit shall be forfeited along with interest earned on such Fixed Deposit.
- (xxii) In case Procuring Entity extend the valid of the contract, then the bidder must submit a fresh agreement and Security as per rules.

S. No.	Make Model	Quantity	Annual Maintenance Contract (Inclusive of all taxes / freight / fee etc.) All parts should be covered under AMC			
			Amount in Figures (Per machine)	Tax or any other charges	Total Amount in Figures (Per machine)	Amount in Words (Per machine)
1	2	3	4	5	6	7
1.	Risograph RZ 1070 A	1				
2.	Risograph EZ 5700	1				
3.	Risograph RZ 5700	1				
Total		3				

L-1 will be decided on the basis of the rate quoted in the column No. 6 & 7 (In case of discrepancy, rates quoted in words will be the deciding factor. Still the analysis of the cost to Board Of Revenue for the parts not covered under AMC cannot be ruled out. The decision of the Procuring Committee will be final in this matter.)

In accordance with the terms & conditions as indicated by you in the said document. I/We also agree to submit the bill on monthly basis. I/we will always keep the Office indemnified of any claim / damages that Office may have to pay with respect to the service. The Office reserves the right to reject any or all the tenders or accept them in part or to reject the lowest tender / without assigning any reasons. The Office further reserves the right to terminate the contract during its tenure at any time without assigning any reasons. **All the provisions of RTPP Act & Rules will apply in case of any confusion, dispute and contradiction and final decision will be of the office and the Judicial Jurisdiction for the same will be at Ajmer.**

Thanking you,

Yours faithfully,

Signature

Date (Name)

(Signed as proprietor / partner/ Director who holds power of Attorney on behalf of the firm)

Name of Firm

Address

Checklist

S.No.	Requirement	Response (If Not then specify the reason)	Attached at page no.
1	Authorization certificate (Manufacturer / Distributor / Authorized Dealer)	Yes / No	
2	Self Declaration Regarding Blacklisting / Debarment (Annexure F Enclosed)	Yes / No	
3	Self Declaration Regarding Qualification (Annexure E Enclosed)		
4	Self Declaration Regarding work experience (Annexure G Enclosed) Work Orders of similar work having total value minimum 90 thousand in past 3 years.	Yes / No	
5	GST Registration/PAN Card	Yes / No	
6	Self Declaration Regarding Successful Completion of work order submitted herein.	Yes / No	
7	Signed Bid Document	Yes / No	
8	Bid - Document Fee	Yes / No	
9	Bid Security	Yes / No	
10	Affidavit on Rs100/- Non-Judicial Stamp Paper certified by Notary	Yes / No	
11	Power of Attorney on Rs 500/- Stamp Paper certified by Notary of a person signing the Bid Document on behalf of Firm/Bidder	Yes / No	
	MSME Certificate if any relaxation is taken in Bid Document Fee, Bid Security and Performance Security	Yes / No	

Please do enclosed Annexure E,F,G with Authorized Signature & Rubber Stamp.

**** Kindly mention if not applicable & proof / certificate of waiving ****

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

Any person participating in a procurement process shall-

- A.** Not offer any bribe reward or gift or any material benefit either directly or indirectly in exchange for an unfair advantage in procurement process or to otherwise influence the procurement process;
- B.** Not misrepresent or omit that misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation;
- C.** Not indulge in any collusion, bid rigging or anti-competitive behavior to impair the transparency, fairness and progress of the procurement process;
- D.** Not misuse any information shared between the procuring entity and the bidder with an intent to gain unfair advantage in the procurement process;
- E.** Not indulge in any coercion including impairing or harming or treating to do the same, directly or indirectly, to any party or to its property to influence the procurement process;
- F.** 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 barring 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 obligation, or compliance with applicable laws and regulation.

A Bidder may be considered to be Conflict of Interest With one or more parties in a bidding process if, including but not limited to;

- A.** Have controlling partners/shareholders in common; or
- B.** Receive or have received any direct or indirect subsidy from any of them; or
- C.** Have the same legal representative for 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 decision of the procuring entity regarding the bidding process's
- 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 sub contraction, not otherwise participating as a bidder, in more than one bid; or
- F.** The bidder or any of its affiliates participated as consultant in preparation of the design or technical specifications of the good, works or services that are the subject of the bid; or
- G.** Bidder or any of its affiliates has been hired (or is proposed to be hired) by the procuring entity as engineer-in charge/consultant for the contract.

Annexure B: Declaration by the Bidder regarding Qualification

Declaration by the Bidder

In relation to my/our Bid submitted to "**REGISTRAR, BOARD OF REVENUE FOR RAJASTHAN, AJMER**" for procurement of **ANNUAL MAINTENANCE CONTRACT (AMC) of RISOGRAPH (RZ 1070 A, EZ 5700 & RZ 5700)** in response to their **Nib No.: BOR/ Service /AMC/OCB/Rs.300000/2023/ 12 Dated: 22 /09/2023.**

I/We hereby declare 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 Entity;
2. I/We have fulfilled my/our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as 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 or directors and officers have not been convicted of any criminal finance related to my/our professional conduct ro the making of false statements or misrepresentations as to my/our qualifications to enter into a procurement contract with in a period of three years preceding the commencement of this procurement process or not have been otherwise disqualified pursuant to debarment proceeding;
5. I/we do not have a conflict of interest as specified in the Act, Rules and the Bidding Document, Which materially affects fair competition:
6. Our firm has not been blacklisted/debarred anywhere in the Rajasthan.
7. Our firm is dealing in the aforesaid procured good i.e. repair of **Rizograph Machine** for the last years (please mention the number of years. minimum one year experience is required as per tender document.
8. I/we have put mu/our signature along with seal of my/our firm on every page of the tender document as a token of acceptance of the terms & conditions of the tender document.
9. We have purchase the tender document @Rs. 2000 vide receipt/challan no.

Date:

Place:

Signature of bidder

Name:

Designation:

Address:

Annexure C: Grievance Redressal during Procurement Process

The designation and address of the First Appellate Authority is Hon. Chairman Revenue Board
The designation and address of the Second Appellate Authority Secretary Revenue Department

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 provision 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 with in 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 feel aggrieved:

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

Provided further that in case a procuring Entry evaluates the Technical Bids before the opening of the Financial Bids, an appeal related to the matter or financial Bids 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 endeavor 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 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 with in 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, as the case may be.

4) Appeal not to lie in certain case

No appeal shall lie against any decision of the procuring Entity to the following matters, namely:-

- a) Determination of need of procurement;
- b) Provision limiting participation of Bidder in the Bid process;
- c) The decision of whether or not to enter into negotiations;
- d) Cancellation of a procurement process;
- e) Applicability of the provisions of confidentiality;

5) Form of Appeal

- a) An appeal under Para (1) or (3) above shall be in the annexed form along with as many copies as there are respondents in the appeal.
- b) Every appeal shall be accompanied by an order appealed against, if any, affidavit verifying the facts stated in the appeal and proof of payment of fee.
- c) Every appeal may be presented to first appellate authority second appellate, as the case may be, in person or through registered post or authorized 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.

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:

- (1) Name of the appellant:
- (2) Official address, if any:
- (3) Residential address:

2. Name and address of the respondent(s)

- (i).....
- (ii).....
- (iii).....

3. Number and date of the order appealed against and name and designation of the officer/authority who passed the order (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. Grounds of appeal :

.....

(Supported by an affidavit)

7. Prayer:

.....

Place.....

Date.....

Appellant's signature

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 error, its Bid shall be disqualified and its Bid Performance Security shall be forfeited or its Bid Securing Declaration shall be executed.

2. Procuring Entity's Right to vary Quantities

- i. If the Procuring Entity does not procure any subject matter of procurement or procures less than the quantity specified in the Bidding Document due to change in circumstances, the Bidder shall not be entitled for any claim or compensation except otherwise provided in the Conditions of Contract.
- ii. Repeat orders for extra items or additional quantities may be placed, if it is provided in the bidding documents, on the rates and conditions given in the contract if the original order was given after inviting open competitive bids. Delivery or completion period may also be proportionately increased. The limits of repeat order shall be as under-
 - a) 50% of the quantity of the individual items and 50% of the value of original contract in case of works; and
 - b) 50% of the value of goods or services of the original contract.]

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 is of critical and vital nature, in such cases, the quantity may be divided between the bidder, whose Bid is accepted and the second lowest Bidder or even more Bidders in the order, in a fair, transparent and equitable manner at the rates of the Bidder, whose Bid is accepted.

Annexure E: Declaration by the Bidder regarding Qualification

In relation to my/our Bid submitted to "**REGISTRAR, BOARD OF REVENUE FOR RAJASTHAN, AJMER**" for procurement of **ANNUAL MAINTENANCE CONTRACT (AMC) of RISOGRAPH (RZ 1070 A, EZ 5700 & RZ 5700)** in response to their **Nib No.: BOR/ Service /AMC/OCB/Rs.300000/2023/12 Dated: 22 /09/2023.**

I/We hereby declare 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 Entity;
2. I/We have fulfilled my/our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as 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 or directors and officers have not been convicted of any criminal finance 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 with in a period of three years preceding the commencement of this procurement process or not have been otherwise disqualified pursuant to debarment proceeding;
5. I/we do not have a conflict of interest as specified in the Act, Rules and the Bidding Document, which materially affects fair competition:

Date:
Place:

Signature of bidder
Name:
Designation:
Address:
Mobile No. :

Annexure F: Declaration by the Bidder regarding Blacklisting / Debarred

In relation to my/our Bid submitted to "**REGISTRAR, BOARD OF REVENUE FOR RAJASTHAN, AJMER**" for procurement of **ANNUAL MAINTENANCE CONTRACT (AMC) of RISOGRAPH (RZ 1070 A, EZ 5700 & RZ 5700)** in response to their **Nib No.: BOR/ Service /AMC/OCB/Rs.300000/2023/ 12 Dated: 22 /09/2023.**

I/We hereby declare that my/our firm has not been **BLACKLISTED / DEBARRED** by any Government / Private / Public Department in any way in preceding three years.

Date:
Place:

Signature of bidder
Name:
Designation:
Address:
Mobile No. :

Annexure G: Declaration by the Bidder regarding Work Experience

In relation to my/our Bid submitted to "**REGISTRAR, BOARD OF REVENUE FOR RAJASTHAN, AJMER**" for procurement of **ANNUAL MAINTENANCE CONTRACT (AMC) of RISOGRAPH (RZ 1070 A, EZ 5700 & RZ 5700)** in response to their **Nib No.: BOR/ Service /AMC/OCB/Rs.300000/2023/12 Dated: 22 /09/2023.**

I/We hereby declare that my/our firm has worked for Government Department in respect of service of **RISOGRAPH Machine/ Photostat Machine or any other similar type of work.** Below are the details of various work that my/our firm has done in past three years :-

Sr.No.	Name of the Government Office	Year in which the service is rendered	Amount of the service rendered
1.			
2.			
3.			
4.			
5.			
6.			
7.			

The bidder must submit the work order of the above said work otherwise the Procuring Entity will not entertain the above information.

The Total amount of work done in past three years must be greater than Rs90 thousand.

The bidder must submit Self Decalaration regarding satisfactory report of the above said work order.

Date:
Place:

Signature of bidder
Name:
Designation:
Address:
Mobile No. :

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 leuqns'khfr;ks dks 'kkfey fd;k gqvk le>k tk,xk½ f}rh; i{k ds chp IEiUu fd;k x;kA
1. pwjfd vuqeksnu iznk;drkZ jktLFkku jkT; ds -----dks mlds
 eq[;ky; ij rFkk IEiw.kZ jktLFkku esa mldh 'kk[kk dk;kZy;ks dks Hkh] bls
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 2. pwjfd vuqeksfnr iznk;drkZ us :i;s-----dh jkf'k-----
 --fuEu izdkj ls tek dj;k;h gSa%&
 - i. udn@cSad M^ak¶V@pkyku la[;k@cSadZ psd la[;k -----
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 - ii. foHkkxh; izkf/kdkfj;ks ds ikl fof/kor jgu j[kdj Mkd?kj cpr ikl cq d ds :i;s
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 - iii. jk"V^{ah}; cpr izek.ki=ksa@fMQsal lsfoaXI lfVZfQdsV~l@ fdlku fodkl i=ksa
 ;k vYi cprks dks izksRlkgu nsus gsrq jk"V^{ah}; cpr ;kstuvksas ds varxZr
 fdUgh vU; fLØIV@bULV^awesaV ds :i esa] ;fn bUgsa IEcaf/kr fu;eksa ds
 v/khu ¼izek.k i= muds leiZ.k eqY; ij Lohdkj fd;s tk;saxs½ mDr djkj ds
 fu"iknu ds fy, dk;sZ laiknu izfrHkwfr ds :i esa fxjoh j[kk tk ldrk gks rFkk
 mls foHkkxh; izkf/kdkfj;ksa :i ls vkSipkfjd :i ls gLrkarfjr dj fn;k x;k gksA
 3. vr% vc ;g foys[k fuEufyf[kr dk lk{kh gSa%&
 - i. bls layXu vuqlwph esa nh x;h njksa ij -----ds ekQZr ljdkj
 }kjk fd;s tkus okys Hkqxrku ds izfrQy esa vuqeksfnr iznk;drkZ-----
 -----vksj mlds-----esa rFkk cksyh ,oa lafonk dh
 'krksZa esa fn, x, rjhds ls mDr oLrq dk fof/kor iznk; djsxA
 - ii. cksyh vkeU=.k lqpuK la[;k-----fnukad-----ls
 layXu [kqyh izfr;ksfxrk cksyh@nj lafonk gsrq cksyh ,oa lafonk dh 'krksZa
 dks rFkk bl djkj i= ls tqMh 'krksZa dks bl djkj i= ds Hkkx ds :i esa fy;k
 gqvk le>k tk,xk rFkk ;s bl djkj i= dks fu"ikfnr djus okys i{kdkjks ds fy,
 ekU; gksaxsA
 - iii. cksyhnkrk ls izklr i= la[;k-----rFkk ljdkj }kjk tkjh fd;k i= la[;k -----
 -----Hkh tks bl djkj i= ds lkFk layXu fd;k x;s gS] bl djkj i= ds Hkkx
 ds :i esa gksaxsA

4. ¼d½ ljdkj ,rn }kjk Lohdkj djrh gS fd ;fn vuqeksfnr iznk;drkZ mDr eky dk mi;qZDr rjhds ls fof/kor iznk; djsxk] mDr 'krksZa dk ikyuk djsxk rFkk mUgs cuk, j[ksxk] rks ljdkj-----ds ek;/e ls vuqeksfnr iznk;drkZ dks mDr 'krksZa esa fn, x;s le; ij rFkk rjhds ls] izR;sd eky izs"k.k ds fy, ns; jkf'k dk Hkqxrku djsxh ;k Hkqxrku djok,xhA

¼[k½ Hkqxrku dh fof/k uhps o.kZu fd;s x;s vuqlkj gksxh%&

1-----

-2-----

-3-----

5. eky dh lqjnZxh iznk; gsrq vkns'k nsus dh rkjh[k ls uhps vafdr vof/k ds Hkhrj izkjEHk dh tkdj iw.kZ dh tk;sxh%&

Øe la[;k	enksa dh la[;k	lqjnZxh vof/k

6. ¼1½ ;fn ifjlekir uqdlkuh ds lkFk lqjnZxh dh vof/k esa o`f) dh x;h gks rks iznk; u fd;s x;s lkekuxsa ds fy, fuEufyf[kr izfr'kr ds vk/kkj ij olwyh dh tk,xh%&

- (i) fofgr lqjnZxh vof/k dh ,d pkSFkbbZ vof/k rd ds foyac ds fy,& 2-5 %
- (ii) ,d pkSFkbbZ vof/k ls vf/kd fdUrq vk/kh vof/k ls vuf/kd ds fy,& 5 %
- (iii) vk/kh vof/k ls vf/kd fdUrq rhu pkSFkbbZ vof/k ls vuf/kd ds fy,& 7-5 %
- (iv) fofgr lqjnZxh vof/k dh rhu pkSFkbbZ vof/k ls vf/kd ds foyEc ds fy,& 10 %

fVli.kh&

- (i) iznk; esa foyEc dh vof/k dh x.kuk djrs le; vk/ks fnu ls de dks NksM fn;k tk;sxA
- (ii) Lohdkj dh x;h ifjlekir uqdlkuh dh vf/kdre jkf'k 10 gksxA
- (iii) ;fn iznk;drkZ fdlh izdkj dh ck/kk ds ?kfVr gks tkus ds dkj.k lafonkUrxZr iznk; dks iwjk djus ds fy, le; esa o`f) djus ds fy, dgrk gSa] rks og fyf[kr esa ml izkf/kdkjh dks vkosnu djsxk ftlus og iznk; vkns'k fn;k FkKA fdUrq ;g vkosnu ck/kk ds ?kfVr dh gksus ij rRdky mlh le; fn;k tk,xk u dh iznk; dks iw.kZ djus dh fu/kkZfjr rkjh[k ds ckn fn;k tk,xkA

¼2½ ;fn eky ds iznk; esa foyEc ,sls fo?u ds dkj.k gqvk gks] tks cksyhnkrk ds fu;a=k ds ijs gks rks lqjnZxh dh vof/k esa o`f) ifjlekir uqdlkuh ds lkFk ;k mlds fcuk dj nh tk,xhA

7. tksf[ke ,oa ykxr dk izko/kku GF&AR ds vuqlkj ykxw gksaxsA

8. mikiu esa fdlh Hkh izdkj ds fookn dh fLFkfr esa mikiu laLFkk dk fu.kZ; vafre ,oa loZekU; gksxk rFkk U;k; {ks= vtesj gksxA

blls lk{; esa blesa i{kdkjksa us vkt fnukad-----ekg-----

--lu 20-----dks vius gLrk{kj fd;sA

vuqeksfnr iznk;drkZ ds gLrk{kj

**jkT;iky ds fy, ,oa mudh vksj ls
gLrk{kj inuke**

fnukad

fnukad

lk{kh la[;k 01

lk{kh la[;k 01

lk{kh la[;k 02

lk{kh la[;k 02

'kiFk&i=

**¼j'k :lk;s 100 ds xSj U;kf;d LVkEi ij uksVsjs }kjk
izekf.kr½**

Nib No.: BOR/ Service /AMC/OCB/Rs.300000/2023/ 12 Dated: 22 /09/2023.

eSIIZ ¼dEiuh@QeZ@,tsUIh dk uke ,oa irk½ -----

-----'kiFk iwoZd fuEu

?kks"k.kk djrk@djrj gwa fd %&

- 1- fcM Øekad e; fnukad -----
----- esa esjs@gekjs }kjk nh x;h leLr tkudkfj;ka@nLrkost
iw.kZr;k lgh gSaA
- 2- esjs@gekjs }kjk ;g izekf.kr fd;k tkrk gS fd esjh@gekjh
dEiuh@QeZ@,tsUIh] dsUnz@jkT; ljdkj ds fdlh Hkh foHkkx vFkok
fdlh Hkh ljdkjh miØe }kjk foxr 03 o"kkZsa esa Black Listed/Debar/ ugha
dh x;h gSaA
- 3- cksyh izi= esa ekaxh xbZ fofHkUu izdkj ds iathdj.k ds izek.k i=
Nk;kizfr layXu dj nh xbZ gSa ,oa leLr nLrkost iw.kZr;k lgh gSa
rFkk xyr ik;s tkus ij bldh ftEesnkjh esjh@gekjh jgsxhA
- 4- mijksDRk fcM la[;k -----esa pkggh xbZ@layXu dh xbZ
lwpuK,W izek.k i= xyr@dwVjfpr lkk;k tkrk gSa rks foHkkx fdlh izdkj
dh dk;Zokgh djus ds fy, Lora= gSaA

Date:
Place:

Signature of bidder
Name:
Designation:
Address:
Mobile No. :