

 प्रभास्मि शशि सूर्ययोः	CIN:U40109RJ2000SGC016486 JAIPUR VIDYUT VITRAN NIGAM LIMITED Office: Vidyut Bhawan, Janpath, Jyoti Nagar, Jaipur 302005 Website: www.energy.rajasthan.gov.in/jvvn1 OFFICE OF THE SUPERINTENDING ENGINEER (MM-I) MM Building, Old Power House Premises, Near Ram Mandir, Banipark, Jaipur Tele/ No.0141-2208098 E-Mail id:- semm1@jvvn1.org	
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**SPECIFICATION FOR SUPPLY OF VARIOUS STATIONARY ITEM AGAINST BID
NOTICE NO. JPD/SE/MM-I/SPO-II/TN-4846**

Last Date of receipt of bids	29.10.2021 (Upto 2.00 PM)
Date of opening of bids	29.10.2021 AT 3.00 PM
BID SECURITY TO BE DEPOSITED	Bid security Declaration in view of order dated 18.12.20 of Finance Department (Format enclosed Appendix-A)
COST OF THE SPECIFICATION	Rs.2,950.00 (non refundable) Rs.1475/- (for MSME Units of Rajasthan)
VALIDITY	120 DAYS FROM THE NEXT DATE OF OPENING OF TENDER

In lieu of Bid security, bidders are required to furnish Form of Bid Securing Declaration (Appendix-A on Rajasthan Non-judicial Stamp Paper of Rs. 50/ (excluding surcharge on Stamp Paper, as per rules). Above Declaration should be furnished in favour of Procuring entity and which should be deposited in the Accounts Section of this office upto 2.00 p.m. of Schedule date of opening of respective bid and receipt of the same should be enclosed by the bidder along with its tender.

NOTE : The bidders, in their own interest are requested to read very carefully Section-I (Instruction to Bidders), Section-II (General Condition of Contract) & Section-III (Technical Specification) before filling the bid. The Bid documents be downloaded from website www.energy.rajasthan.gov.in/jvvn1 and www.sppp.rajasthan.gov.in In case of any discrepancy found in the bidding documents downloaded from the website and appended with the bid (as a bid document) and the original copy of such document available in the office of Superintending Engineer(MM-I), Jaipur discom, Jaipur then the copy available with Superintending Engineer(MM-I), Jaipur discom, Jaipur will be considered as final document for all purposes. The cost of Bid document as published in NIT shall be furnished along with downloaded bid document in the manner prescribed in bid document.

INDEX

Section-I	Instructions to bidders	
Section-II	General Conditions of Contract	
Section-III	Technical Specification	
Schedule-I	Schedule of Requirement	
Schedule-II	Price	
Schedule-III	Details of Standards	
Schedule-III-A	Pre-Qualification Requirement (PQR)	
Schedule-IV	Price Schedule	To be submitted in Price Bid Envelop.
Schedule V	Departure from Guaranteed Technical Particulars	
Schedule V A	Guaranteed Technical Particulars	
Schedule VI A	Departure from the requirement of Technical Specification.	
Schedule VI B	Departure from commercial terms & conditions of specification	
Schedule VII	List of Past supplies.	
Schedule VIII	Delivery schedule.	
Schedule IX	List of equipment & technical hands available with the bidding firm.	
Schedule X	General Particulars about the bid in brief.	
Appendix-A	Proforma for Bid Security Declaration	
Appendix-B	Format of Affidavit for MSME Unit	
Appendix-C	Declaration by bidder	

***For MSME Units of Rajasthan, cost of tender Specification is Rs. 1475/-**
****In lieu of Bid Security, bidders are required to furnish Bid Securing Declaration.**

1. The tender documents will be made available on JVVNL website www.energy.rajasthan.gov.in/jvvn1 and www.sppp.rajasthan.gov.in. The same can be downloaded by the bidders. No hard copy of the tender documents will be provided to the bidders through this office. The cost of tender specification as mentioned above shall be furnished in the form of Demand Draft in favour of the Accounts Officer(MM), Jaipur Vidyut Vitran Nigam Limited, Jaipur-302006 along with the bid in the manner prescribed in tender documents, which is essential for participation in tender enquiry.

2. The tenders will be received upto 2.00 P.M. and will be opened at 3.00 P.M. on the date mentioned above in the office of Sr.Accounts Officer(MM), Jaipur Discom, Old Power House Premises, Bani Park, Jaipur-302 006, in presence of tenderers or their authorized representatives, who wish to be present.
3. Eligible bidders should submit their bid well in advance instead of waiting till last date. JVVNL will not be responsible for non-submission of Bid due to any website related problems.
4. The cost of Tender specification (Non-Refundable) to be paid by **Net Banking / NEFT/ RTGS/ Demand Draft/ Banker's Cheque** in favour of the AO(MM), JVVNL, Jaipur (payable at Jaipur). All eligible interested bidders are required to provide UTR no. for recognizing any fund transfer.
- 5 In lieu of Bid security, bidders are required to furnish Form of Bid Securing Declaration (Appendix-A on Rajasthan Non-judicial Stamp Paper of Rs. 50/-excluding surcharge on Stamp Paper, as per rules). Above Declaration should be furnished in favour of Procuring entity and which should be deposited in the Accounts Section of this office upto 2.00 p.m. on the date of opening of respective bid.

Section-III**TECHNICAL SPECIFICATION FOR THE SUPPLY OF VARIOUS STATIONARY ITEMS AGAINST TN-4846****3.01 SCOPE**

This specification covers the manufacturing, trading of item, checking and delivery at our stores as per requirement of the Nigam. The bidder should be a manufacturer or authorized distributor or sole selling agent or dealer of offered item. The stationary item should confirm to the Indian standard IS 14490.

3.02 DIMENSIONS:-

S.No.	Items	Remark
1.	File Cover mill made	with Printing as per Spec.
2.	File Lace N09240	
3.	Paper Ream A4 Size (75 GSM)	
4.	Paper Ream Legal FS (75 GSM)	
5.	Envelop Cloth 15x12 (58 GSM-8 star)	with Printing as per Spec.
6.	Envelop Kraft 11x5 (58 GSM-8 star)	with Printing as per Spec.
7.	Note Sheet Pad	
8.	File Pad	with Printing as per Spec.

3.03 PRICES:

Prices offered against the specification shall be **FIRM**. The quoted prices are ex-godown, Jaipur inclusive of GST. Loading, unloading and transportation charges from go-down to store of Nigam at Jaipur shall be borne by the bidder..

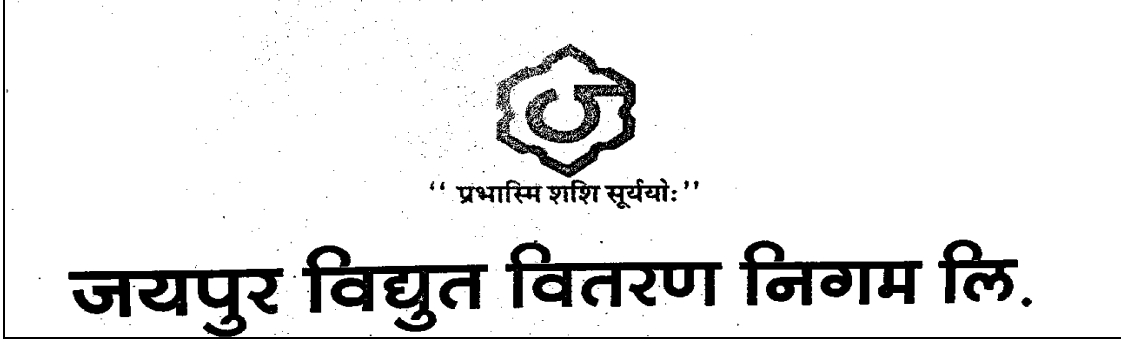
3.04 DELIVERY:

You will supply the material from the ready stock within 15 days from the date of receipt of this order. Bids in which above delivery schedule is not accepted shall be ignored.

3.05 SAMPLE WITH BID:

One sample of each tendered item shall be furnished to office of Superintending Engineer (MM-I), JVVNL, Jaipur 03 days prior to opening of the bid for visual examination, checking and verification of dimensions and weight etc. as per specification. The bidder shall furnish document with the bid in support of furnishing of samples.

Sample of file cover, file pad & envelope shall be labeled as per our requirement as enclosed.



3.06 TERMS OF PAYMENT:

The payment shall be governed as per Clause No. 1.42, 1.43 & 1.44 of General Condition of Contract (section-II).

3.07 DEPARTURE FROM SPECIFICATION

If the bidder depart from the specification in any respect, he should clearly state such departures indicating the reasons thereof. Unless this is done, the departmental specification will hold good and shall be binding on the supplier unless the departures have been approved in writing by the purchaser.

3.08 BIDS:

Bidders shall furnish complete particulars of the material offered by them in regard to the specification and submit the same with their bid. Failure to do so or any incomplete entry therein may prevent a bid from being considered. The bids received without complete details required as per enclosed forms/ schedules are liable to be rejected.

SCHEDULE-I**SCHEDULE OF REQUIREMENT**

S.No.	Particulars	Unit	Qty	Remark
1.	File Cover	No.	16000	with Printing as per Spec.
2.	File Lace N09240	Packet (100 Nos. per packet)	160	
3.	Paper Ream A4 Size (75 GSM)	No.	2000	
4.	Paper Ream Legal FS (75 GSM)	No.	510	
5.	Envelop Cloth 15x12 (58 GSM-8 star)	No.	1000	with Printing as per Spec.
6.	Envelop Kraft 11x5 (58 GSM-8 star)	No.	150	with Printing as per Spec.
7.	Note Sheet Pad	No.	100	
8.	File Pad	No.	11000	with Printing as per Spec.

The requirement as indicated above is tentative and can be increased or decreased at the time of placing of the order.

SCHEDULE-II**PRICES**

Prices offered against the specification shall be **FIRM**. The quoted prices are ex-godown, Jaipur inclusive of GST. Loading, unloading and transportation charges from go-down to store of Nigam at Jaipur shall be borne by the bidder..



JAIPUR VIDYUT VITRAN NIGAM LIMITED

A Govt. of Rajasthan Undertaking

Prescribed technical specification for supply of
(Name of Material/Equipment/Machinery/T&P etc.)

S.No.	Technical specification to which material/equipment/Machinery/T&P shall conform	Name of IS/other standard specification to which material should conform	Other particulars if any.
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Certified that we agree to all the aforesaid technical specification except at S.No..... for which our technical specification shall be as under:-

S.No.	Technical specification to which material/equipment/Machinery/T&P shall conform	Name of IS/other standard specification to which material should conform	Other particulars if any.
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(Signature)

Name & Designation
with seal of the bidder.

PRE-QUALIFICATION REQUIREMENT

The bidder should fulfill following qualifying requirements for successful participation in the tender along with relevant documentary evidence supporting each qualifying requirement without which the offer shall be considered non-responsive & rejected.

1.0 STATUS OF BIDDER:-

- a) The bidder should be a Manufacturer and / or sole selling agent/ authorized dealers of offered items.
- b) Old/ New suppliers:- Any bidder located within or outside the state of Rajasthan has participated for the first time in a particular Discom & meeting minimum qualification requirement and has supplied the tendered material/or of higher rating in other utility shall be treated as an old supplier. Rajasthan's firms although supplied in past but not meeting minimum quantity supplied criterion including altogether new units which have not supplied any quantity but having adequate & required manufacturing and testing facility and technical know-how of the tendered material shall be considered as new firms and would be eligible for trial order only. In case of supply made to the licensed power utility outside India, the C.A. certificate furnished by firm shall be considered.
- c) **The bidders should be qualified, not be insolvent, not be in receivership, not be bankrupt or being wound up, should not have affairs administered by a court or a judicial officers, should not have business activities suspended, should not be blacklisted or debarred by any utility/ government agency, should not have a conflict of interest.**

For this, bidder is required to furnish a Declaration as per Appendix-F, on Rajasthan Non-judicial Stamp Paper of Rs. 100/ (excluding surcharge on Stamp Paper duly notarized, as per rules)."

2.0 PAST SUPPLY & PERFORMANCE CRITERIA:-

The bidder shall meet both past supply and performance criteria as detailed below for opening of tenders:-

2.01 PAST SUPPLY:-

2.01.1 The bidder is required to quote for minimum **10%** of tendered quantity failing which their offer may be considered Non-Responsive.

2.01.2 The bidder should have designed, manufactured / fabricated, tested and supplied to utility / Discoms / Govt. Departments at least 2 X QQ (QQ being the quoted quantity) of similar item / higher rating of tendered material / equipment in last 3 financial years from the date of opening of technical-commercial bid.

Note: Requirement of quantity manufactured, minimum quantity to be offered and amount of Bank Guarantee to be furnished in absence of test certificate shall be reduced to 25% for Rajasthan based units.

2.01.3 In support of fulfillment of the past supply criteria, the bidder shall furnish documentary evidence in the form of certificate from Chartered Accountant in the enclosed prescribed proforma only. This prescribed proforma should be furnished either in original or copy duly attested by Notary. The bidder shall also sign and affix seal on the C.A. Certificate. The certificate should have membership number with the name & address of the chartered accountant. Certificate should clearly indicate the quantity supplied, period of supply, voltage Class, Rating of the Transformer etc. in the format prescribed, any deviation to format or information diverted format, will not be considered and rejected.

Note:-The material supplied and accepted for same/higher rating for Turnkey projects to a licensed power utility/Govt. shall be considered for the purpose of evaluating criteria. The certificate given by C.A. shall indicate above quantity separately.

2.02 PERFORMANCE CRITERIA:-

2.02.1 i) If a bidder has supplied up to 50% of ordered quantity in previous tender up to date of opening of subsequent tender and scheduled delivery period expired, the bid of such bidder will not be opened in the Discom for that item.

ii) However, if the supplies have been completed for a quantity more than 50% but not completed up to date of opening of subsequent tender and scheduled delivery period expired, the quantity equal to the quantity pending in previous tender for that item shall be reduced from the subsequent tender quantity to be allocated to the bidder.

3.0 POOR RECORD OF PERFORMANCE AND DELIVERY :

The bidder who have been black listed in any of the state Discom or with whom business relations have been severed in Jaipur Discom shall not be considered. Severment of business relations will be done in case of following circumstances for the period and with the recovery mentioned against each:

i) When vendor does not accept order awarded on its accepted price and terms and conditions or does not comply with contractual formalities.	Forfeiture of EMD/cancellation of vendor registration to recover amount of EMD along with severment of business relations for three years from the date of issue of order.
ii) When vendor complies with contractual formalities but does not commence supplies.	Levy of maximum recovery on account of delay in delivery along with severment of relations for a period of 2 years from the date of issue of order or in next two bids whichever is later.

4.0 (A) Black listing of a firm:

After having given Show Cause Notice of 30 days, and having established & cogent reasons for blacklisting of the firm as given below, the firm should immediately be blacklisted for a period of 5 years indicating reasons of doing so, in the letter itself, and a copy of such blacklisting should be given to the firm, with the approval of CLPC:-

(i) There are sufficient and strong reasons to believe that the supplier or his employee has been guilty of malpractices such as manhandling/misbehavior with Government official by supplier or his partner/employee, bribery, corruption or abatement of such a offence in a position where he could corrupt Nigam's official, fraud, vitiating fair tender process including substitution of or interpolation in tender, misrepresentation, pilfer-aging or unauthorized use or disposal of Nigam's material issued for specific work etc.

(ii) Where a supplier or his partner or his representative has been convicted by a court of Law for offences involving moral turpitude in relation to the business dealing or where security considerations including suspected disloyalty to the Nigam/state so warrant the blacklisting.

(iii) If the State Bureau of Investigation or any other authorized investigating agency recommends for blacklisting after completing the investigation.

Note: - 1 If a supplier after having tendered for a supply or after negotiations gives application voluntarily vitiating the fair tendering process, it shall also tantamount to malpractice.

Note:-2 A register containing the reasons for blacklisting the supplier as also the names of all the partner of the suppliers and the allied concerns coming within the effective influence of the blacklisted supplier will be maintained.

Note: - 3 A register of black listed supplier will be maintained which will not only include suppliers enlisted with the Enlisting Authority but also black listed suppliers in Nigam.

Note :-4 A Black listed supplier (i) shall not be entitled for registration in any of the Discom (ii) shall not be awarded any supply order in future in any Discom during the notified period.(iii) his registration if any shall stand cancelled immediately and his registration security /EMD/S.D. shall stand forfeited. (iv) In case of blacklisting of the firm by any one of Discom for the cogent prescribed reason(s) as stipulated above, the same shall be applicable to all the three Discoms and as a consequence of blacklisting, all the pending orders to that firm, will be cancelled in all three (3) Discoms

with immediate effect. However in respect of completed/executed contract G.P. obligations as well as other liabilities shall be fulfilled by the supplier.

(B) Severment of Business relation:

(a) After having given Show Cause Notice of 30 days, and having established & cogent reasons for Severment of business relation as given below, the firm should immediately be severed the business relations for a period of 2 to 3 years indicating reasons of doing so, in the letter itself, and a copy of such severment should be given to the firm, with the approval of CLPC:-

(i) The supplier continuously refuses to pay Nigam dues without showing adequate reasons and where the purchasing authority is satisfied that no reasonable dispute attracting reference to Settlement Committee or Court of Law exists for the supplier's action of non-supply.

(ii) When vendor does not accept LOI/detailed purchase order awarded on its accepted prices and terms & conditions or does not comply with the contractual formalities.

(iii) When vendor/supplier who otherwise completed contractual formalities but does not commence supplies on the date of opening of technical bid of the fresh tender/completion of schedule delivery period whichever is later.

Note-1-In case supplier does not deposit outstanding dues towards Nigam, even after completion of severment period, the period of severment will continue.

2. Severment done purely/ mainly on account of non-deposition of dues against the supplier/vendor/contractor could be lifted by CLPC, if the dues are deposited prior to the expiry of such severment period.

3. Severment done by one Discom for non-supply of material and /or corresponding non-recovery of dues will not be effective in other Discoms except in respect of common purchase cases of three Discom.

4. On severment of business, the EMD/SD/vendor registration security will be forfeited.

5. The orders in execution satisfactorily will not be cancelled other than the order on which severment have been done.

(C) DEBARMENT

Reasons on which Debarment can be made:-

(i) The competent authority may debar the supplier on account of his performance or other disabilities, if it is no longer considered fit to remain under vendor registration as per his obligation under vendor registration.

(ii) If at any subsequent stage of inspection of firms after award of contract, it is found that firm does not have sufficient tech. staff or required/necessary technical equipments, the purchasing authority can debar the firm for one year or next tenders whichever is later. The debarment will be lifted only on re-inspection of firm's works; the defects noticed earlier are fully rectified to the satisfaction of Nigam.

(iii) When contract agreement executed and supplies commenced but could supply only up to 50% of ordered quantity and scheduled delivery period expired, then the firm can be debarred for one year or next tender whichever is later in that Discom only for that particular item/rating/capacity/size etc.

(iv) The suppliers who have been awarded contract for supply of material is not adhering to the periodic delivery schedule, the contract awarding authority reserve the right to terminate the contract and may debar the firm in participating in tender for a period of 2 to 3 years.

Note:-1. On debarment, the EMD/ SD/Vendor Registration security shall be forfeited.

Note:-. 2. If the firm is debarred in one Discom for any reasons then the same should not be applicable in other Discom subject to exception that in case of common Discoms purchases such debarment of a firm would be applicable to all three Discoms for that particular item and rating/capacity/size etc.

5.0 APPEALS AND APPLICATIONS:-

Appeal against the order of blacklisting, severment and debarment can be filed before BOD within a period of 3 months from the date of intimation. The letter of appeal will be addressed to the order placing authority. Who will process the case for placing the matter in B.O.D. with in a period 60 days. The BOD may reduce or waive the penalty, if sufficient reasons/supporting documents are furnished by the supplier.

GENERAL CONDITIONS : - (ALL CONDITIONS BE DULY SIGNED & SEALED)

- I) The bidder shall clearly indicate the deviations such as 'Technical Deviation & Commercial Deviations' in the prescribed proforma only. The deviations indicated elsewhere in the bid shall not be accepted.
- II) The bidder must clearly fill up each and every particular of guaranteed technical particulars annexed with Technical Specifications otherwise he will be responsible for Technical Non-responsiveness.
- III) All documents required in the prescribed format are to be furnished along with the bid itself only except an attested copy of BIS license (wherever it is required), failing which the bid will be summarily rejected.
- IV) However, a copy of BIS License may be submitted by the bidder up to the official working hours of one working day prior to the schedule / notified date of opening of price bid.



JAIPUR VIDYUT VITRAN NIGAM LIMITED

(A Govt. of Rajasthan Undertaking)

SCHEDULE OF PRICES

(Must be filled by the bidder and returned with the bid)

The Superintending Engineer (MM-I)

Jaipur Vidyut Vitran Nigam Limited , Jaipur

with reference to your invitation to bid against specification No TN-4846, we agree to supply at prices (firm/variable) given as follows

S. No.	Particulars of Material	Unit.	Quantity offered	Unit Ex-works Price (in Rs.)	Freight (Per Unit) (In Rs.)	Insurance (Per Unit) (In Rs.)	Rate of GST	Amt. of GST	All adjusted unit F.O.R. Destination Price	Total Contract Value (In Rs.)
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.

Notes:-

- i)The bidder is required to quote the prices in the above format only. Bids having prices quoted in other format/manner are liable to be ignored.
- ii)The bidder must fill each and every column of the above format .
- (iii)No cutting/ overwriting in the prices is permissible.
- (iv)The unit Ex-work price to be indicated in Col. No. 4 should be exclusive of GST which are to be indicated in separate columns meant for the purpose. .
- (v) In case of price bid break-up is given component wise and also given sum total by the bidder but there is a difference between aggregate of component wise and sum total , then lesser of the two will be taken into account.

Signature of bidder with rubber stamp

**Schedule – V**

JAIPUR VIDYUT VITRAN NIGAM LIMITED
(A Govt. of Rajasthan Undertaking)

Statement of guaranteed technical particulars and other performance data for supply of (Name of material) against specification no TN-4846

S.No.	Particulars of technical & other performance data guaranteed.
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Certified that we agree to all the aforesaid technical particulars and other performance data except following :-

S.No.	Particulars of technical & other Performance data	Reasons for deviations/departure.
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(Signature)
Name & Designation
with seal of the bidder.

SCHEDULE-V-A**GUARANTEED AND OTHER TECHNICAL PARTICULARS AGAINST TN-4846**

(To be filled in by the bidder and sent alongwith bid)

S.NO	PARTICULARS	
1	NAME & OFFICE ADDRESS	
2	Manufacturer or trader	
3	If trader, please mention name of manufacture (paper mill) from where material purchases with their address	
4	Dimension of all stationary item	
5	Weight of all stationary item	
6	Please conform material is as per relevant IS with latest amendment, if any	

Signature
Name & Designation with seal of the firm

Schedule – VI (A)**JAIPUR VIDYUT VITRAN NIGAM LIMITED****(A Govt. of Rajasthan Undertaking)****DEPARTURE/DEVIATION FROM TECHNICAL SPECIFICATION**

The bidder shall state under this schedule the departure from the Purchaser's specification in respect of technical is as under:-

S.No.	Main Deviations from Technical Specification.
-------	---

Certified that we agree to all the technical specification of the NIT except for the deviation to the extent indicated above.

(Signature)

Name & Designation
with seal of the bidder.

**JAIPUR VIDYUT VITRAN NIGAM LIMITED****(A Govt. of Rajasthan Undertaking)****DEPARTURE FROM COMMERCIAL TERMS & CONDITIONS OF THE
SPECIFICATION**

The bidder shall state under this schedule the departure from the Purchaser's specification in respect of Commercial terms & conditions:-

S.No.	Main Deviations from Specification.
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Certified that we agree to all the commercial terms & conditions as laid down in General Conditions of Contract to the specification except for the deviation to the extent indicated above.

(Signature)

Name & Designation
with seal of the bidder.



JAIPUR VIDYUT VITRAN NIGAM LIMITED

(A Govt. of Rajasthan Undertaking)

LIST OF PAST SUPPLIES

The bidder shall state under this schedule whether material and equipments, similar to those offered in the bid have been previously supplied by him. A list shall be given of such orders executed by him together with information regarding the names of purchasing organizations, quantities supplied and when the supplies were effected. This list should be in form given below:-

S.No.	Detailed particulars of items supplied	Qty	Order No. & Date	Name & details of purchasing authority	Date of Completion
1	2	3	4	5	6

If executed partially order to be mentioned	whether still to be executed	Delivery stipulated in	Remarks
7	8	9	10

Note: Separate schedules are to be furnished by the bidder for past supply to the JVVNL, Jaipur other State Electricity Boards and other Departments /Organisations.

(Signature)

Name & Designation
with seal of the bidder.

SCHEDULE-VIII**JAIPUR VIDYUT VITRAN NIGAM LIMITED****DELIVERY SCHEDULE****TN-4846****PART – A**

The delivery Schedule of the material by the Purchaser Officer is as mentioned hereunder:-

S.No	Particular Of Material	Period for Completion of delivery of Entire material
1	File Cover mill made	The bidder will supply the material from the ready stock within 15 days from the date of receipt of this order.
2.	File Lace N09240	
3.	Paper Ream A4 Size (75 GSM)	
4.	Paper Ream Legal FS (75 GSM)	
5.	Envelop Cloth 15x12 (58 GSM-8 star)	
6.	Envelop Kraft 11x5 (58 GSM-8 star)	
7.	Note Sheet Pad	
8.	File Pad	

Note –. Bids in which above delivery schedule is not indicated, shall be ignored.

PART - B

In case bidder deviates from the delivery schedule mentioned by the purchaser in Part-A , then the delivery Schedule of the material by the bidder shall be indicated / mentioned as under:-

	Particular Of Material	Period for Completion of delivery of Entire material

Signature
Name & Designation With Seal of the Bidder

**JAIPUR VIDYUT VITRAN NIGAM LIMITED****(A Govt. of Rajasthan Undertaking)**

List of Equipments and Technical Hands Available with the Firm

(To be filled in by the bidders & enclosed with the bid)

Manufacturers and / or their authorized agents who are quoting against this bid are requested to furnish the following information along-with the bid. The Purchaser will have the discretion to ignore the bid without the under noted particulars and/or ignore the bid particulars.

1. Name and Address of Manufacturer.
2. Place where works exist.
3. Details of machinery particularly with B.H.P. of each item installed.
4. Details of staff employed in the works.
5. Date when started the manufacturing of item under reference.
6. List of items manufactured.
7. Literature and drawings of items manufactured showing their description, size, design and other important technical particulars.
8. Details of order so far, executed alongwith the names of organization to whom supplied.
9. Manufacturing capacity.
10. Is the workshop open for inspection by the representative of the board, if required?
11. Statement of financial resources and Banking Reference alongwith Balance-Sheet for previous two years.
12. Testing facilities available for the manufactured articles in the testing laboratory of works.
13. Whether the Firm is a small/medium/large scale industry.
14. Registration No. with :-
 - i. Small Scale, National/State.
 - ii. DGTD
 - iii. State Industries Department.

(Signature)Name & Designation
with seal of the bidder.

GENERAL PARTICULARS ABOUT THE BID IN BRIEF

**JAIPUR VIDYUT VITRAN NIGAM LIMITED
(MM-I CIRCLE)
NEAR RAM MANDIR , BANI-PARK, JAIPUR-302006**

TELEPHONE: - 0141 2208098

TELE FAX: - 0141-2208098

**SPECIFICATION FOR SUPPLY OF VARIOUS STATIONARY ITEM AGAINST BID
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NOTE : The bidders, in their own interest are requested to read very carefully Section-I (Instruction to Bidders), Section-II (General Condition of Contract) & Section-III (Technical Specification) before filling the bid. The Bid documents be downloaded from website www.energy.rajasthan.gov.in/jvnl and www.sppp.rajasthan.gov.in In case of any discrepancy found in the bidding documents downloaded from the website and appended with the bid (as a bid document) and the original copy of such document available in the office of Superintending Engineer(MM-I), Jaipur discom, Jaipur then the copy available with Superintending Engineer(MM-I), Jaipur discom, Jaipur will be considered as final document for all purposes. The cost of Bid document as published in NIT shall be furnished along with downloaded bid document in the manner prescribed in bid document.

1. Furnishing of proof of deposition of cost of bid document is essential otherwise the "BID OFFER" will not be opened. Cost of Bid document shall be furnished in the form of Crossed bank draft/ banker's cheque payable in the name of " **ACCOUNTS OFFICER (MM), JVVNL, JAIPUR**".

2. The bidder(s) shall **quote prices strictly in the manner prescribed in Clause 1.09 of Section-I** (Instructions to bidders). & Clause No. 1.33 Section-II (General Conditions of contract) **in Schedule-IV, otherwise their bid is liable for rejection. The prices quoted should be FIRM.**

3. The bid offer shall be furnished in **Single Part** in the following manner:

i) **First envelope containing proof of deposition of cost of Bid documents, Proforma for Bid Security Declaration, Format of Affidavit for MSME unit and Declaration by the bidder.** Name of item, bid no., time of bid submission, due date for opening of bid and the word 'Envelope-I & Cost of bid documents/ A certificate of being a Rajasthan / Central Govt. undertaking' should be clearly written on the front side of the envelope.

ii) **Second envelope for techno-commercial bid.** Name of item, bid no., time of bid submission, due date for opening of bid and the word 'Envelope – II & Techno-Commercial Bid' should be clearly written on the front side of the envelope.

iii) **Third envelope for price bid.** Name of item, bid no., time of bid submission, due date for opening of bid and the word 'Envelope – III & Price Bid' should be clearly written on the front side of the envelope.

Note : Envelope III containing price bid will be kept in the safe custody of the concerned engineer / officer. It will be opened at a later date in respect of those bidders whose offers are found / adjudged technically and commercially acceptable. The date of opening of "Price Bid" shall be intimated to successful bidders in due course of time. In case of deviation from the stipulated clauses of bid specifications, price bid of the bidder will not be opened.

iv) **Fourth envelope containing above three envelopes.** Name of item, bid no., time of bid submission and due date for opening of bid should be clearly written on the front side of the envelope. (All the above envelopes shall be duly sealed individually).

Note : Separate price bid and technical bid are required to be submitted incase total bid value exceeds Rs. 50 Lacs and if the same is upto 50 Lacs, technical bid and price bids shall be submitted in a single envelope. However, two part bidding could be adopted for the item of special nature technology, sophistication or for any other item in the opinion of purchasing officer considered suitable for two part bidding system also irrespective of value.

v) The bidder(s) shall ensure that their bids are furnished /submitted strictly in the manner detailed in the specification.

(PLEASE NOTE THAT BID RECEIVED AFTER SPECIFIED TIME ON DUE DATE OF OPENING WILL NOT BE ACCEPTED AND SUCH OFFERS SHALL BE IGNORED.)

5. The bids not accompanied with pre qualifying requirement , technical requirement indicated in the specification and other requirement given here under will be considered as incomplete offer and sufficient grounds for offer to be passed over:

- i) Capacity, capability and competency proofing documents.
 - a) Capacity/orders of similar and higher rating of bided equipment booked as on date of bidding with type and rating and construction details of equipment for which order received be indicated.
 - b) Copy of purchase orders of Erstwhile RSEB or JVVNL for similar or higher rating equipment latest executed.
 - i) Year wise past experience for last 5 years of similar or higher rating of bided equipment.
 - ii) The details of testing facilities available at the works and copies of latest type test certificates, carried out on similar or higher rating.
 - iii) Quality assurance plan.
 - iv) Complete guaranteed technical particulars, out lines and general arrangement drawings alongwith Bill of Material.
6. Bids without Sections & schedules as mentioned in index shall be rejected.
7. Bids shall be furnished in single copy.
8. JVVNL has the right to reject any offer on the basis of track record of poor performance in execution of previous order / equipment supplied / after sales service while evaluating the Techno-commercial bid.
9. JVVNL reserves the right to accept minor deviations in standard terms and conditions and also in technical and constructional features as specified in the technical specification (Section-III).
10. Deviation of any kind shall not be quoted in price bid, if found quoted, the same shall be ignored.
11. The following facilities are to be provided by the supplier at his own cost to the inspecting officer of JVVNL.
- i) Suitable accommodation.
 - ii) Local conveyance between arrival point, place of stay, works and departure point.
 - iii) The supplier shall assist in arranging return ticket and reservation on the request of the inspecting officer for which the payment shall be made by the inspecting officer. In case of joint inspection, single or shared double room accommodation shall be provided.

FORM OF BID-SECURING DECLARATION

(On Rajasthan Non-Judicial Stamp Paper worth Rs.50/- + Surcharge on Stamp Paper as per rules)

Form of Bid-Securing Declaration

Date :
 Bid No. :
 Alternative No. :

To :

We, the undersigned, declare that:

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

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

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

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

We understand this Bid Securing Declaration shall expire if :-

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

Signed :-----

Name :-----

In the capacity of :-----

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

Dated on day of

Corporate Seal -----

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

APPENDIX-B**Format of Affidavit for MSME Unit**

(On Non-Judicial Stamp Paper of Rs. 100/- attested by Notary Public/ First Class Magistrate)

I, _____ S/o _____ Aged ____ Years
 residing at _____ Proprietor/ Partner/ Director
 of M/s _____ do hereby solemnly affirm
 and declare that:-

(a) My/ our above noted enterprise M/s _____ has
 been issued acknowledgement of Entrepreneurial Memorandum Part-II by the
 District Industries Center, _____. The acknowledgement No. is
 _____ dated _____ and has been issued for manufacture of
 following items:-

(i)

(ii)

(iii)

(iv)

(b) My/ our above noted acknowledgement of Entrepreneurial Memorandum Part-II
 has not been cancelled or withdrawn by the Industries Department and that the
 enterprise is regularly manufacturing the above items.

(c) My/our enterprise is having all the requisite plant and machinery and is fully
 equipped to manufacture the above noted items.

(d) The present status of the firm is as per acknowledgment of Entrepreneurial
 Memorandum Part-II issued on the date of District Industries Center,
 _____.

Place

Signature of Proprietor/ Director/
Authorized Signatory with Stamp and Date**VERIFICATION**

I, _____ S/o _____ Aged ____ Years
 residing at _____ Proprietor/ Partner/ Director
 of M/s _____ verify and confirm that
 the contents at (a), (b), (c) & (d) above are true and correct to the best of my
 knowledge and nothing has been concealed therein. So, help me God.

DEPONENT

APPENDIX-C**Declaration by the Bidder**

(On Rajasthan Non-Judicial Stamp Paper worth Rs. 100/- + Surcharge on Stamp Paper duly notarized as per rules)

In relation to my/ our bid submitted to SE (MM-I) JVVNL, Jaipur, for procurement of _____ in response to their notice inviting bids under TN- _____ I/We hereby declare that :

“We are qualified, not insolvent, not in receivership, not bankrupt or being wound up, not have affairs administered by a court or a judicial officers, not have business activities suspended, not blacklisted or debarred by any utility/ government agency, not have a conflict of interest”.

Signed _____

Name _____

In the capacity of _____

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

Dated on _____ day of _____

Corporate Seal _____
