



CIN:U40109RJ2000SGC016486

Jaipur Vidyut Vitran Nigam Limited

Regd. Office: Vidyut Bhawan, Jyoti Nagar, Jaipur-5

Tel: 2747039: Fax: 0141-2747039

Website: www.jaipurdiscom.comE-mail: caoatr@jvvn.in

NIT No. JPD/OSD (ATR)/TN-03/2015-16/D. 4353 dated:10/02/2016

-: Notice inviting tenders:-

Jaipur Vidyut Vitran Nigam Limited (JVVNL) for and on behalf of itself and Ajmer Vidyut Vitran Nigam Limited (AVVNL) and Jodhpur Vidyut Vitran Nigam Limited (JdVVNL) invites online tenders from qualified, competent and experienced advertisement agencies for providing of advertisements to be printed and published on the front and back side of energy bills of LT consumers of Rajasthan Discoms i.e. (AVVNL, JVVNL and Jd.VVNL).

1. Important date, time & other information for submission of bid:-

Sl. No.	Events	Date & time	Address/location
1.	Date of downloading of tender.	10.02.2016 (18.00hrs) to 11.03.2016 (16.00hrs)	http://eproc.rajasthan.gov.in
2.	Deposition of RISL processing fees, Earnest Money & cost of tender document.	11.03.2016(14.00hrs)	Sr. Accounts Officer(Rev.), Shed No.-6, Vidyut Bhawan Janpath, Jaipur.
3.	Last date & time for submission of electronic bid.	11.03.2016 (16.00hrs)	http://eproc.rajasthan.gov.in
4.	Opening of qualification bid.	11.03.2016 (17.00hrs)	http://eproc.rajasthan.gov.in
5.	Opening of financial bid.	Shall be decided after evaluation of qualification bid.	http://eproc.rajasthan.gov.in

2. Cost of tender document:- Rs.1,000/- (non-refundable)

3. RISL processing Fees:- Rs.1,000/- (non-refundable)

4. Earnest Money:- Rs.2,00,000/-

Cost of tender documents, RISL processing Fees and Earnest Money shall be deposited and evidences thereof shall strictly be provided in the manner stated under part-I (instructions to the bidders) of this tender document.

Instructions to the bidders

Prior to submission of the bid, prospective bidders in their own interest are advised to go through the followings:-

1. Selection criteria:-

The bidding process comprises of two parts, part-I shall be for selection of fulfilment of qualification criteria whereas part-II shall be price the bid. Pre-qualification bids will be opened first at 5.00 PM on the last date of submission of bid and will be listed for further evaluation. The cover of “financial bid” shall not be opened, unless the evaluation of pre-qualification bid is completed. After evaluation of pre-qualification bids, the financial bids of only those bidders will be opened, who qualify in evaluation of pre-qualification bids.

2. Downloading of tender documents:-

The tender documents can be downloaded up to the date & time specified above from the website <http://eproc.rajasthan.gov.in>, details of tender notification may also be seen on the website www.jaipurdiscom.com.

3. Important information about submission of bid:-

The bidders may take note that tender shall only be submitted in the electronic format on the website <http://eproc.rajasthan.gov.in>. To avoid non-submission of bids up to the prescribed date & time due to non-availability/hanging of website at last movements, the bidders in their own interest are requested to submit their bids prior to the last date of submission.

4. Deposition of RISL processing Fees:-

The bidders have to deposit RISL processing fees amounting to Rs.1000/- through DD/Banker's Cheque, payable at Jaipur, in favour of M.D., RISL. DD/Banker's Cheque of RISL processing fees have to be deposited by the bidder with Sr. Accounts Officer(Rev.), prior to the date & time for submission of bids mentioned at item 1 above, taking proper acknowledgement thereof. Sr. Accounts Officer(Rev.) shall be responsible for onward transmission of processing fees to the RISL.

5. Deposition of Earnest Money:-

The bidders have to deposit Rs. 2,00,000/- towards “Earnest Money”, through DD/Banker's Cheque, payable at Jaipur, in favour of Accounts Officer (Cash), JVVNL, Jaipur and take proper receipt of the same, prior to the date & time for submission of bids mentioned in the table given at item 1 above.

6. Deposition of cost of tender documents:-

The bidders have also to deposit Rs. 1,000/- towards “cost of tender documents”, through DD/Banker's Cheque, payable at Jaipur, in favour of Accounts Officer (Cash), JVVNL, Jaipur and take proper receipt of the same, prior to the date & time for submission of bids mentioned in the table given at item 1 above.

7. Digital signature:-

As per IT Act-2000, to participate in online tendering process, bidders are required to procure Digital Signature Certificate (Type II or III), which is used to sign electronic bids. Such certificates can be procured from any CCA approved certifying agency i.e. TCS, Safecrypt, Ncode etc. bidders already having a valid “Digital Certificate” need not to procure new.

8. Further details or assistance about e-tendering process:-

For further details about e-tendering process, bidders are also advised to refer “Bidders Manual” available under “downloads” section. If further assistance in this regard is required, bidders may also contact to the e-procurement cell, Department of IT&C, Govt. of Rajasthan, on the address given below. Contact No.:- 0141-4022688 (Help desk of RISL- 10AM to 6PM on all working days)

e-mail:- eproc@rajasthan.gov.in

Address:-e-Procurement Cell, RISL, Yojana Bhawan, Tilak Marg, C-Scheme,Jaipur.

9. Submission of bid:-

The bidders may further note and take care that online tenders have to be digitally signed and submitted during the time specified on the website <http://eproc.rajasthan.gov.in>. Online bids shall be submitted in 2 covers and shall further be comprising of the followings:-

A. Cover 1 (.pdf): Qualification criteria.

The bidder shall provide **scanned copies** of the following documents under this cover:-

- I. Bidders organisational profile in brief.
- II. Receipt issued by the Accounts Officer (Cash) JVVNL, Jaipur towards proof of deposition of EMD.
- III. Receipt issued by the Accounts Officer (Cash) JVVNL, Jaipur towards evidence of deposition of cost of tender documents.
- IV. Copy of acknowledgement issued by the Sr. Accounts Officer (Rev.), towards proof of deposition of processing fees of RISL.
- V. Authorization to sign this particular tender in favour of the person signing the tender on behalf of the bidder.
- VI. Acceptance of “other terms and conditions without any deviations” in prescribed format, provided as Annexure-A with this tender document.
- VII. Evidences to show relevant experience, as per requirement under item 1 of Part-II of this tender document.
- VIII. Audited Balance Sheet, as per requirement under item 2 of Part-II of this tender document.
- IX. Undertaking/self-declaration to the effect that the bidder has never been debarred or blacklisted, as provided in Annexure-B of this tender.

B. Cover 2 (.xls and pdf): Price bid:-

This cover consists of price bid having details of prices offered in xls format (BOQ), unconditionally.

10. The bidder should go through Part-II of this tender document and should know about the qualification/eligibility criteria required for the work to be undertaken and satisfy itself about having possessed the same.
11. The bidder should carefully understand the scope of work to be undertaken as mentioned under Part-III (Scope of work).
12. The bidder should also be fully aware of its obligations to be discharged under Part-IV (other terms & conditions) of this tender.
13. This tender documents consists of the followings:-
 - i. Covering letter.
 - ii. Instructions to the bidders (Part-I)
 - iii. Qualification /eligibility criteria (Part-II)
 - iv. Scope of works (Part-III)
 - v. Other terms & conditions (Part-IV)
 - vi. Annexure-A regarding acceptance of “other terms and conditions without any deviations”.
 - vii. Undertaking/self-declaration about no blacklisting (Annexure-B)
 - viii. Discom/Circle/district wise approximate number of consumers to whom electricity bills are being issued at present (Annexure-C).
 - ix. BOQ.

Qualification/eligibility criteria

The bidder must have acquired following qualifications on the date of submission of the bid and provide sufficient proof/evidences of having the same on the date of submission of the bid. Jaipur Discom (JVNL) has right to disqualify those bidders who do not possess and provide the adequate qualification requirements, as mentioned hereunder:-

1. The bidder must have working experience of at least three years in the advertisement sector.
2. The bidder must have average annual turnover of Rs. 50 lacs during the last three consecutive years (i.e. 2012-13, 2013-14 & 2014-15). Copies of audited Balance Sheet, duly certified by the Chartered Accountants of the Bidder shall be provided with the bid.
3. The bidder should have valid registration No. of Service Tax.
4. The Bidder should not be debarred/ blacklisted by any other utility. The bidder shall provide an undertaking/self-declaration to the effect that it has never been debarred or blacklisted by any private or public utility of Central/State Govt.

The bidder should ensure to submit all necessary documentary evidences to establish that the bidder meets all the above qualifying requirements.

SCOPE OF WORK

Scope of the work of the bidder shall be providing of advertisements for printing and publication on front and back side of energy bills to be issued by the Rajasthan Discoms i.e. Ajmer Vidyut Vitran Nigam Ltd. (AVVNL), Jaipur Vidyut Vitran Nigam Ltd. (JVVNL) Jodhpur Vidyut Vitran Nigam Ltd. (JdVVNL) to the electricity consumers under their respective jurisdiction. The above advertisements shall be subject to the detailed terms and conditions mentioned hereinafter under part-IV of this tender document.

The interested bidders should take note of the followings:-

1. Space available for printing & publication of advertisements on electricity bills of Discoms are as under:-

Front side:- $17.4 (L) \times 2.5(H) = 43.5 \text{ Sq.cm.}$

Back side:- $16.7 (L) \times 6.1(H) = 101.87 \text{ Sq.cm.}$

2. Approximately No. of bills being generated & issued to electricity consumers by the Discoms: -

More than 50 lacs bills per month i.e. 6 crore per year.

3. Amount of minimum guarantee per quarter:- Rs. 25,00,000/-

Against the deposition of above minimum guarantee amount per quarter, the selected agency shall be entitled for providing of advertisements on maximum of 50 lacs electricity bills per quarter i.e. 2 crore in a year.

4. Advertisement can be printed in maximum of two colours only. In front side, advertisements shall be printed in blue & red colours (as per prevailing energy bills) whereas in the back side, it shall be printed in blue colour (as per prevailing energy bills) and another colour of bidder's choice.

5. The advertisements provided shall be printed & published on all the electricity bills of whole of the circle/district, for a full quarter.

6. For further information relating to Discom/circle/district wise approximate number of bills being issued at present, the bidder may refer to Annexure-C of this tender document.

Other Terms & Conditions

1. General :-

Bids shall only be submitted online prior to the date & time of submission of bids, as indicated in the covering letter of this tender documents. Physical submission of tender documents is not allowed.

2. Processing of bids:-

Bids submitted online shall be processed as per program given in the covering letter. In case, the date for opening of the bids happens to be the holiday(s), the date of opening of the bids shall be the next working day, for which no separate intimation will be given.

3. Delayed/Late Bids :-

JVVNL takes no responsibility for late submission of bid for whatever may be the reasons. No extension of time shall be granted in any case.

4. Mistakes or cutting/interpolations in the price Bid :-

Rates should be quoted in xls format (BOQ), unconditionally.

5. Acceptance/Rejection of Bid:-

Bid offering maximum prices per bill for the quarter may be accepted. However, the JVVNL would be at liberty to accept any bid, highest or otherwise or reject any or all the bids without assigning any reason(s).

6. Submission of offer:-

The tender document for providing of advertisements to be printed on the front and back side of energy bills being issued by the Ajmer, Jaipur and Jodhpur Vidyut Vitran Nigams (AVVNL, JVVNL and JdVVNL) to the electricity consumers of the State shall only be filled online in xls format (BOQ) duly digitally signed on each page by the bidder or his authorized signatory and shall be submitted in two parts separately, as provided under part-I of this tender document in detail.

On the date of opening part-II (price bid), offers of only those successful bidder(s) shall be opened who are found eligible on the basis of qualification criteria.

7. Physical/Telex / Fax / Telegraphic Bids:-

Physical/Telex / Fax / Telegraphic Bids shall not be considered under any circumstances and shall be rejected.

8. Validity of offer:-

The offer shall be valid for a period of **90 days from the date of opening of price Bid.**

9. Deviations from Terms and Conditions :-

No deviation will be permitted in tender documents or the scope of work and such offers or conditional bids are liable to be rejected outright. Therefore, the bidder shall upload no deviation certificate to this effect in Annexure-A of this tender document.

10. Signing and treatment of Incomplete Bids :-

All pages of the bid documents should bear digital signature of the owner or his authorised representative. Incomplete bids (in any respect) are liable for rejection without assigning any reasons.

11. Successful Bids :-

Successful bidders will be informed by post or through fax or email.

12. Earnest Money Deposit (EMD) :-

- (a) The bidder shall deposit EMD amounting to Rs. 2,00,000/-.
- (b) Evidence of deposition of EMD shall be provided in the manner, as stated under part-I(instructions to the bidders) of this tender document.
- (c) If the amount of Earnest Money Deposit is found to be less, the bid shall be rejected outright.
- (d) The Earnest Money can only be deposited by MICR Bank Draft in favour of the Accounts Officer (Cash), JVVNL, Jaipur.
- (e) No offer will be accepted without earnest Money Deposit. If after opening of tender, it is found that EMD amount is inadequate or there is some other discrepancy, the tender shall be rejected.
- (f) In case, the tenderer withdraws his offer during the validity period, the EMD deposited shall be forfeited.

13. Refund of Earnest Money :-

- (i) Earnest Money Deposit of the unsuccessful bidders shall be refunded on finalisation of tendering process. No interest shall be paid on deposition of the EMD amount.
- (ii) EMD of the successful bidder on whom the order has been placed, shall be refunded / adjusted against Security Deposit and no interest shall be paid on the deposition of EMD amount.

14. Security Deposit :-

- (a) On acceptance of the offer, the successful bidder shall be required to deposit a sum of Rs. 5 lacs minus EMD already deposited as security, towards faithful execution of the contract. Such amount shall be deposited through Demand Draft. Alternatively, the bidder may furnish a Bank Guarantee of the equal amounts as Security Deposit for the contracted period.
- (b) If the security is deposited through Demand Draft, it shall be in the favour of the Accounts Officer (Cash), JVVNL, Jaipur and may be drawn on any Nationalized /Scheduled Bank payable at Jaipur.
- (c) Bank Guarantee in lieu of cash deposit on any Nationalized / Scheduled Bank should be strictly as per JVVNL's format which will be supplied with the work order. The validity of the Bank Guarantee will be for a period of one year with a grace period of three months, in addition.
- (d) The Security Deposit shall have to be furnished within **15 days** from the date of issue of the work order.
- (e) The JVVNL shall adjust the amount of penalty imposed and recovery pending if any from the Security Deposit available with JVVNL.
- (f) The Security Deposit shall only be refunded after due and satisfactory performance as per terms and conditions and on completion of the work order issued. Provided further that there should be no claim(s) / penalty outstanding to be recovered against the agency/firm.
- (g) No interest shall be paid on the amount of Security Deposited.

15. Signing of Contract and completion of Formalities:-

- a) Successful Bidders shall be required to sign an agreement and the contract documents with the JVVNL on a Rajasthan non-judicial stamp paper worth Rs. 5000/-. Cost of stamp paper on the documents shall be borne by the Bidder and JVVNL shall not require to bear/reimburse such costs.
- b) Failure of the Successful bidder to sign the contract within **15 days** of issue of the work order shall constitute sufficient grounds for the annulment of the award, in such a case JVVNL may blacklist the bidder and Earnest Money deposited shall also be forfeited. Further, JVVNL, may also award contract to some another Bidder or call for fresh bids on risk & cost of the selected bidder.

16. Disqualification:-

During the process of evaluation of contract, JVVNL may at its own sole discretion, disqualify any Bidder, if the Bidder has:-

- a) Made misleading or false representations in the forms, statements and attachments submitted as proof of the eligibility requirements.
- b) Exhibited a record of poor performance such as not properly completing the contract, inordinately delaying its obligations, being involved in litigation or financial failure etc.
- c) Submitted a proposal which is not accompanied by the required documents or found to be non-responsive.
- d) Failed to provide clarifications/documents related thereto, when sought.
- e) Submission of more than one or conditional proposal will cause disqualification of all the proposals submitted by the bidders.

17. Important terms & conditions relating to the contract:-

- a) JVVNL reserve the right to accept or reject any of the advertisement provided for publication.
- b) The agency shall be responsible for providing of CD of advertisement to be printed & published in front/back side of energy bills at its cost.
- c) Priority shall be given to the advertisements belonging to Govt. departments, public undertakings, bank and insurance companies, which are related with public interest.
- d) Advertisements relating to any immoral/unacceptable contents or contents of any political party shall not be published. Further, the agency shall not accept and provide any advertisements containing

items, goods or services banned by the Central/State Govt., Election Commission, Local Self Bodies and distribution companies of the State. In case the agency accepts such non publishable advertisements for whatever the reasons, the agency shall personally be responsible for the loss sustained if any.

- e) In case the agency takes responsibility of checking and clearing proof of advertisements booked at its own end during contracted period, it has to check and clear the same within 10 days of receipt. Further, checked and cleared proof of advertisements provided by the agency shall be printed and published by Discoms at least after next 60 days of its receipt from the agency. JVVNL however reserve its right to increase/decrease this period. All legal responsibilities relating to the publication of advertisements shall be on the part of the bidding agency.
- f) The agency shall be responsible for deposition of applicable taxes, duties and charges if any, imposed by the statutory bodies for printing and publication of such advertisements. JVVNL shall not be responsible in any way for such non-compliance/deposition and all obligations in this regard shall be on the part of the selected bidder only. Further, in case any taxes, duties, charges and interest etc. imposed by the statutory agencies are not deposited by the agency, the same shall be paid by JVVNL out of security deposited by the agency.
- g) All legal and other obligations arising out of printing & publication of advertisement shall be on the part of the agency.
- h) Priority shall be given for the printing and publication of urgent and unavoidable information, slogan, and advertisement etc. received from the Central/State Govt., Election Commission, Public Undertakings and other Statutory Bodies, over the advertisements provided by the agency. No claim/payment shall be entertained and paid to the agency for such inconvenience.
- i) Distribution of printed advertisements may be dispensed with during the period of continuance of code of conduct, if so required.
- j) JVVNL reserve its right to terminate the contract in case of breach of contract by the agency. The contract may also be terminated without disclosing any reason and without serving any notice.

18. Terms & conditions relating to the advertisement:-

- a) Advertisements of size 17.4(L)*2.5(H) can be printed in front side of energy bills whereas advertisement of size 16.7(L)*6.1(H) can be printed in back side of energy bills.
- b) In case the above space (a) increases/ decreases due to whatever the reasons, JVVNL reserve right to increase/decrease the rates offered and accepted, proportionately.
- c) The agency shall deposit Rs. 25 lacs per quarter towards minimum guarantee of providing advertisements for printing and publication on maximum 50 lacs energy bills per quarter.
- d) Amount of minimum guarantee of the quarter shall be deposited by the successful bidder/agency within 10 days of the commencement of the new quarter, in advance. In case of default in this regard, contract shall be terminated and security deposited will also be forfeited.
- e) In addition to above (d), amount of advertisements provided for energy bills exceeding 50 lacs per quarter shall also be deposited in advance at the rates offered by the bidder. Such amount and number of advertisements may however be adjusted against 2 crore bills and amount guaranteed for one year, if needed.
- f) Advertisements can be printed and published on approximately 6 crore energy bills in a year.
- g) The amount of advertisement to be published shall only be accepted through “Demand Drafts” and shall include taxes & duties applicable if any, in addition.
- h) Since billing work of all the three distribution companies is computerised, number of bills issued as per MIS-3.1 of the district/circle concerned for the billing month in question shall be considered and accepted for the purpose counting of advertisements provided by the agency besides, the advertisements printed and published on electricity bills.
- i) The agency may select the circle or district in which the advertisements given are to be published. However, such selection shall only be permitted for whole of the circle or district only. Further, JVVNL reserve right to organise the publication of advertisement as per need and feasibility.
- j) The bidder must offer its prices in “Annexure-B” enclosed with this tender document.

19. Period of contract:-

Initially, the Contract shall be awarded for a period of one year and can be extended further for a maximum period of one year, on mutual agreement.

20. Amendment in Scope of Work:-

JVVNL may revise or amend the scope of work prior to the date notified for acceptance of tenders. Such revisions / amendments, if any, will be conveyed to all the participating bidders.

21. Subletting of Contract:-

Unless permitted specifically by JVVNL, bidder shall not sublet the contract assigned. In case the contract is found to be executed by some other agency, the contract shall be terminated.

22. Settlement of disputes:-

- a. All disputes, difference or question whatsoever which may arise in relation to or in connection with this contract shall be deemed to have been arisen at Jaipur (Rajasthan).
- b. In case of any question /dispute, differences whatsoever arise in relation to the contract; the matter shall be referred by the awardee of this contract to the corporate level settlement committee constituted by the JVVNL to settle such disputes.
- c. Any amendments in the existing laws or judgement pronounced by courts of competent jurisdiction or statutory authority shall be binding upon both the parties to the contract.

Acceptance of terms & conditions under TN No.-03 dated 09.02.2016

I/we have gone through all the terms & conditions of this tender documents (TN No. 03 dated 09.02.2016) and satisfied myself/ourselves about the same. I/We hereby confirm that all the terms & conditions are acceptable to us without any deviation and my/our offer strictly confirms the requirements of above tender document.

Name of the bidder/firm/agency/Company:-

Signature:

Name:

Status:

Whether authorised (Yes/No)

Note:-Power of attorney of the bidding company authorising the signatory to sign this bid may also be uploaded separately, if needed.

Self-declaration about no debar/blacklisting under TN No.-03 dated 09.02.2016.

I/We hereby confirm that I/we have never been debarred or blacklisted by any private or public utility of Central/State Govt.

Name of the bidder/firm/agency/Company:-

Signature:

Name:

Status:

Whether authorised (Yes/No)

Note:-Power of attorney of the bidding company authorising the signatory to sign this bid may also be uploaded separately, if needed.

Annexure- 'C'

**Discom/Circle/district wise number of Live Consumers as on 31st
December, 2015**

Jaipur Discom (JVVNL)

S.No.	CIRCLE	DISTRICT	Consumers Regular
1	ALWAR	ALWAR	575566
2	BHARATPUR	BHARATPUR	299124
3	DAUSA	DAUSA	210886
4	JPR CITY	JAIPUR	767896
5	JPR DISTRICT		601776
6	JHALAWAR	JHALAWAR	168117
7	KOTA	KOTA	322831
8	S.MADHOPUR	S.MADHOPUR	180582
9	BARAN	BARAN	151231
10	BUNDI	BUNDI	154881
11	DHOLPUR	DHOLPUR	97791
12	KARALI	KARALI	152143
13	TONK	TONK	194940
	TOTAL		3877764

Ajmer Discom

S.No.	CIRCLE	DISTRICT	Consumers Regular
1	Ajmer-City	Ajmer	208297
2	Ajmer-Disstt.		317282
3	Bhilwara	Bhilwara	415064
4	Nagaur	Nagaur	461818
5	Udaipur	Udaipur	501681
6	RAJSAMAND	RAJSAMAND	230105
7	Chittorgarh	Chittorgarh	277684
8	Pratapgarh	Pratapgarh	130850
9	Bansawara	Bansawara	204737
10	Dungarpur	Dungarpur	196078
11	JHUNJHUNU	JHUNJHUNU	395681
12	SIKAR	SIKAR	482714
	TOTAL		3821991

Jodhpur Discom

S.No.	CIRCLE	DISTRICT	Consumers Regular
1	JODHPUR CITY	JODHPUR	250290
2	DISTT.CIRCLE		347086

3	PALI CIRCLE	PALI	447509
4	SIROHI CIRCLE	SIROHI	185523
5	JALORE	JALORE	275667
6	BARMER CIRCLE	BARMER	321651
7	JAISALMER CIRCLE	JAISALMER	75420
8	CITY BIKANER	BIKANER	141724
9	DISTT BIKANER		195712
10	HANUMANGARH	HANUMANGARH	324528
11	SH.GANGANAG-	SH.GANGANAGAR	333484
12	CHURU CIRCLE	CHURU	362149
	TOTAL		3260743

Note:- Approximately 50% of above consumers are being billed each month.