



College of Community and Applied Sciences

MaharanaPratap University of Agriculture and Technology, Udaipur

☎: Office: +91-0294-2471914, 29466679(O), 9414169257(M) Email: deanchsc@yahoo.co.in

No.CCAS/Tender/2023 / 382

Date: 13.07.2023

निविदा सूचना संख्या – NIT-2- (2023-24)

माननीय कुलपति महोदय महाराणा प्रताप कृषि एवं प्रौद्योगिकी विश्वविद्यालय, उदयपुर की और से निम्नांकित कार्यो के लिये उदयपुर श्रेणी में पंजीकृत ठेकेदारों से मुहरबंद निविदाएँ आमंत्रित की जाती है। निविदाएँ दिनांक 13.07.2023.. से..19.07.2023..को प्रातः 12 बजे तक अधोहस्ताक्षरकर्ता के कार्यालय में भेजी जाकर उसी दिन को प्रातः 12 बजे तक प्राप्त की जायगी। निविदाएँ उपस्थित निविदादाताओं के समक्ष दिनांक 19.07.2023. को प्रातः 12.30 बजे खोली जावेगी। निविदा प्रपत्र शर्त व अन्य विवरण इस कार्यालय से निविदा शुल्क राशि का “अधिष्ठाता, सामुदायिक एवं व्यावहारिक विज्ञान महाविद्यालय, उदयपुर (Dean, College of Community & Applied Sciences, Udaipur) के नाम जारी बैंक ड्राफ्ट जमा करवाकर प्राप्त किये जा सकते हैं। धरोहर राशि का बैंक ड्राफ्ट अलग से संलग्न करना होगा। धरोहर राशि के अभाव में निविदा प्रपत्र जारी नहीं किया जायेगा। दिनांक 13.07.2023..से इंटरनेट वेबसाइट www.mpuat.ac.in तथा sppp.rajasthan.gov.in से भी “जी शेड्यूल” नियम व शर्तें डाउनलोड कर सकते हैं। ऐसी स्थिति में निविदा के साथ राशि के पृथक-पृथक ड्राफ्ट संलग्न करना आवश्यक है।

Brief Description of the Goods/ Services/Works:


(Please Refer to the Schedule of Supply (Annexure-2) for Detailed Specifications and Special Conditions, if any)

S.N.	Name of the Goods/ Services/Works	Approximate Quantity	Estimated Cost
1.	TA (Technical Assistant)	3	432000.00
2	Computer Operator	4	494400.00
	GRAND TOTAL		926400.00

Remark:

1. TA Earnest money (2%on) Rs. 8640.00.00.00)
2. COMPUTER OPERATOR Earnest Money (2%) Rs. 9888.00
3. Tender Form Fees Rs.500/-
4. Tender Form to be completed by Bidder.

The Tender for providing the services of contractual staff for job work in H.D.F.S Department is invited for the period of 12 months from **July 2023 to June 2024.**


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IMPORTANT BIO DATA

1.	Procuring address for Bid Submission, clarification, and Opening of Bids	Entity's Dean, College of Community and Applied Sciences Administrative Block Udaipur - 313001 Office:+91-0294-2471914,2470679(O), 9414169257(M) Email: deanchsc@yahoo.co.in
2.	Deadline for Bid submission	Date :19.07.2023 Time:12.00 AM
3.	Bid opening	Date 19.07.2023 Time: 12.30 PM
4.	Bid Security Amount	DD or Banker's Cheque in favour of Dean College of Community and Applied Sciences.(Cheque will not be accepted)
5.	Bid Should remain Valid Upto	07 Days from the last date of submission of Bids
6.	BID Ref. No	CCAS/Main Store/2022/LB-.....


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1. Bid Preparation and Submission:

- 1.1 The bid/quotation must be submitted on official letter head of the bidder in the enclosed format (Annexure-2) and signed by the Bidder and must be properly sealed in an envelope. On the envelope "Bid for the Supply of [Name of Item/Services.]", "Due date of Opening" and Bid Ref. No. must be clearly marked. If the bid is not sealed and marked as required, the Procuring Entity shall assume no responsibility about its consequences including misplacement and premature opening of the Bid.

2. Validity of Quotation:

- 2.1 Quotation shall remain valid for acceptance for a period not less than 30 days after the deadline date specified for submission.

3. Bid prices

- 3.1 The rates quoted by the bidder shall be in Indian Rupees only and shall remain fixed for the duration of the contract and shall not be subject to adjustment on any account.
- 3.2 All taxes like Central/ Rajasthan Sales Tax/ VAT, Service Tax, SGST & CGST etc. to be charged extra should be shown separately (along with their rate) failing which the rates quoted by the bidder shall be assumed to be inclusive of all taxes and levies.
- 3.3 All rates quoted must be FOR destination and should include all incidental charges.
- 3.4 The goods quoted should be as per the required specifications. Any deviations should be mentioned in the quotations.
- 3.5 Wherever applicable, the Make and Model No. of goods offered and their technical leaflet/brochure must invariably be enclosed, failing which the bid may be rejected.

4. Award of Contract/Supply Order

- 4.1 The Purchaser will award the contract/Supply Order to the bidder whose quotation has been determined to be substantially responsive, conform to the terms & conditions, and specifications and who has offered the lowest evaluated quotation price.
- 4.2 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

5. General

- 5.1 Quantities given are approximate and the final order may be placed for more or less quantities.
- 5.2 The bids for the items, wherever indicated, will not be accepted without samples.
- 5.3 In all future references the Bid No. must be invariably mentioned.
- 5.4 Normal commercial warranty/ guarantee shall be applicable to the supplied goods.
- 5.5 eBidder has to mention their RST/CST/VAT/TIN No. in their quotations otherwise their bids are liable to be rejected.
- 5.6 Payment shall be made against printed, pre-receipted, and pre-stamped invoice/bill mentioning RST/CST/VAT/TIN No. /GST No. as applicable.

विशेष:


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6.1 इस निविदामे दी गई प्रतिमाह प्रतिव्यक्ती की दर निर्धारित है। इसका भुगतान स्वीकृत फर्म को करना ही है एवं इसके भुगतान की सूचना को प्रतिमाह के बिल के साथ संलग्न करना आवश्यक है।

6.2 इस निविदामे फर्म द्वारा इस कार्य के एंजमेंट मिले जाने वाले समस्त शुल्क का विवरण जैसे: सेवा शुल्क (Commission Rate), टी.डी.एस. (TDS Rate 2% as per Rules) जी.एस.टी. शुल्क (GST Rate as per Rules) एवं अन्य शुल्क का विवरण प्रथम प्रथम देना होगा।

6.3 इस निविदामे फर्म द्वारा इस कार्य के एंजमेंट मिले जाने वाले समस्त शुल्क में से मात्र सेवा शुल्क (Commission Rate) के आधार पर न्यूनतम आने वाली दर पर ही उस फर्म को फर्म को एल.वन (Lower One) मानकर कार्य आदेश दिया जायेगा। किसी भी फर्म द्वारा सेवा शुल्क (Commission Rate) (0.00 %) दिये जाने पर निविदामान्य नहीं होगी।

6.4 इस निविदामे फर्म द्वारा दिये गये समस्त शुल्क का जैसे: टी.डी.एस. (TDS Rate 2% as per Rules) जी.एस.टी. शुल्क (GST Rate as per Rules) एवं अन्य शुल्क नियमानुसार देने होंगे।

6.5 इस निविदा को निरस्त एवं गान्य करने का पूर्ण अधिकार महाविद्यालय के प्रशासनिक अधिकारी एवं कमेटी का होगा।

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Copy:

1. Dr. Convener, Procurement Committee (with a soft copy in pdf format) to kindly arrange to upload the Bid Document on the College website and the State Procurement Portal today itself.
2. The S.O. (A/C)
3. The Tenders Notice Board.

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FORMAT OF QUOTATION

S.N.	Brief Description of the Goods/ Services/Works with Specifications (including installation requirements, if any)	Unit	Quoted Unit Rate in Rs. (In Figures and Words)	Taxes (if not included) and their rate
1.	Computer Operator Service Certificate and practical experience in computer operation, office work, Data entry and daily office work Management.	01	10300.00 (Fixed)*	Total Amount(Rs.) 10300.00 (Fixed)*
2.	TA (Technical Assistant) B.Sc. Home Science, Equivalent graduation & relevant Field as per lab/Shop/Unit related work or higher qualification (Graduate in Library Science for Library services) along with practical knowledge of the relevant subject	01 One	12000.00 (Fixed)*	Total Amount(Rs.) 12000.00 (Fixed)*
3.	सेवा शुल्क(Commission Rate)			
4.	टी.डी.एस. TDS Rate)			
5.	जी.एस.टी. शुल्क(GST Rate as per Rules) Not Applicable/ Applicable (Yes / No.)			


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DECLARATION

- (a) I/We declare that I am/ we are Manufacturers/ Whole sellers/ Sole distributor/ Authorized dealer/ bonafide dealers in the Goods and Related Services or Services/Works for which I/We have Bid.
- (b) I/We agree to supply the above goods/Services in accordance with the technical specifications within the period specified in the Bidding Documents. I/We further agree that our rates, if approved, shall remain valid for further 3 months from the Last Date of Submission of Quotations.
- (c) We also confirm that the normal commercial Warrantee/Guarantee ofmonths shall apply to the offered goods.
- (d) I/We have not been debarred by the State Government or the Procuring Entity.
- (e) If this declaration is found to be incorrect or I/We fail to supply the goods/services, then without prejudice to any other action that may be taken, the Supply Order/Bid, if any to the extent accepted, may be cancelled and I/We may be debarred from participating in future bids as per rules.


Signature of Bidder

Name: _____

Contact No. _____

TIN No./GST No. _____

Enclosed DD vide No. _____ Date _____ Rs. _____


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COLLEGE OF COMMUNITY & APPLIED SCIENCES
MAHARANA PRATAP UNIVERSITY OF AGRICULTURE &
TECHNOLOGY, UDAIPUR

Email: deanchsc@yahoo.co.in, Phone: 0294-2471914 (O),

2470679 (Fax)



BIDDING DOCUMENT (Services)

For NIT- 01

Bid Reference No.: CCAS/HDFS/ACCTS/2023-24/389 DATED : 13-07-2023

In support of the Notice Inviting Tender/Bid indicated above and in the Bid Data Sheet (BDS), the Procuring Entity, as indicated in the BDS, issues this Bidding Document for the supply of Goods/ equipment & Related Services incidental thereto/ Services as specified in Section-2, Schedule of Supply/Services (SS).

The Bidding Document consists of all the Sections indicated below, and should be read in conjunction with any Addenda issued:

Part-1

- Section 1. Notice Inviting Tender/Bid
- Section 1. Bid Data Sheet [BDS]
- Section 2. Instructions to Bidders [ITB]
- Section 3. Schedule of Supply (Specifications/ conformance to standards, designs and drawings etc., installation/ commissioning, Mandatory operation and maintenance, training etc.)/ Services
- Section 4. Special Conditions of Contract [SCC]

Part-2

- Section 5. General Conditions of Contract [GCC]
- Section 6. Bidding Forms and Annexures

Important Instruction:- The Law relating to procurement "The Rajasthan Transparency in Public Procurement Act, 2012" [hereinafter called the Act] and the "Rajasthan Public Procurement Rules, 2013" [hereinafter called the Rules] under the said Act have come into force which are available on the website of State Public Procurement Portal <http://sppp.rajasthan.gov.in>. Therefore, the Bidders are advised to acquaint themselves with the provisions of the Act and the Rules before participating in the Bidding process. If there is any discrepancy between the provisions of the Act and the Rules and this Bidding Document, the provisions of the Act and the Rules shall prevail.

The bidders are advised to read and fully understand all the terms and conditions of the tender/bid provided in the bidding document before submitting their bids. This document is primarily in English. Certain portions of the bidding document are given in Hindi also. However, in case of any difference of meaning between the Hindi and English versions, the English version shall prevail.

महत्वपूर्ण अनुदेश: उपापन के संबंध में कानून "राजस्थान लोक उपापन में पारदर्शिता अधिनियम, 2012" (इसके बाद) और उक्त अधिनियम के तहत "राजस्थान लोक उपापन में पारदर्शिता नियम 2013" लागू हो चुके हैं तथा राज्य लोक उपापन पोर्टल <http://sppp.rajasthan.gov.in> पर उपलब्ध हैं। अतः बोलीदाताओं को सलाह दी जाती है कि बोली प्रक्रिया में भाग लेने से पूर्व अधिनियम व नियम के प्रावधानों से परिचित हो जाएँ। यदि अधिनियम व नियम के प्रावधानों और इस बोली दस्तावेज़ के प्रावधानों में कोई विसंगति है तो अधिनियम व नियम के प्रावधान अभिभावी होंगे।

बोलीदाताओं को सलाह दी जाती है कि वे अपनी बोली जमा करने से पूर्व बोली दस्तावेज़ की सारे नियम और शर्तें पढ़ कर अच्छी तरह समझ लें। यह दस्तावेज़ मुख्यतया अंग्रेजी में है। बोली दस्तावेज़ के कतिपय हिस्से हिन्दी में भी दिये गए हैं। हिन्दी व अंग्रेजी रूपों अंतर होने पर अंग्रेजी रूप अभिभावी माना जाएगा।



2470679 (Fax)

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 MAHARANA PRATAP UNIVERSITY OF AGRICULTURE & TECHNOLOGY, UDAIPUR
 Email: deanchsc@yahoo.co.in, Phone: 0294-2471914(O),



For NIT-2

Bid Reference No.: ~~CCAS/HDFS/ACCTS/2023-24/~~ ^{Tender}

DATED : 13-07-2023

(NIB for Publication on Website of Procuring Entity/ State Public Procurement Portal)

1. Sealed Single Stage unconditional Bids (~~Off-Line tender submission / online through e-tendering~~) are invited on behalf of the Dean, College of Community & Applied Sciences, Maharana Pratap University of Agriculture and technology, Udaipur (Raj.) for "Supply of various goods as mentioned below" from manufacturers/ distributors/ authorised dealers/ stockiest/ registered Bidders/ bona-fide dealers having requisite experience, capabilities and governmental licenses, as may be required, upto 12.00 PM of 14-07-2023.

S.N.	Name of the Goods/ Services/Works	Approximate Quantity	Estimated Cost
1.	TA (Technical Assistant)	3	432000.00
2	Computer Operator	4	494400.00
	GRAND TOTAL		926400.00

** Wages approved Govt. for unskilled worker

The tender for providing the services of Contractual staff for job work in HDFS dept. Is invited for the period of **10 months from July 2023 to April 2024.**

[Signature]
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AND APPLIED SCIENCES
 College of Community and Applied Sciences,
 Udaipur- 313001 (Raj.)
UDAIPUR

2. Bidding Document including the conditions of Contract, Schedule of Supplies/Services required, Bidding forms, etc. can be seen at or obtained from the office of the Dean, College of Community & Applied Sciences, Maharana Pratap University of Agriculture and Technology, Udaipur (Raj.) during office hours in working days up to one day before the date of opening of Bids, by paying a non-refundable price of Rs. 500/- in the form of cash or banker's cheque/Demand Draft of a Scheduled Bank in India drawn in favour of Dean, College of Community&Applied Sciences, Udaipur payable at Udaipur. Alternatively, these may be seen and downloaded from the official web sites, deanchsc@yahoo.co.in or www.mpuat.ac.in or the website of State Public Procurement Portal, www.sppp.rajasthan.gov.in or state e-procurement website <https://eproc.rajasthan.gov.in> and the price of Bidding Document may be paid along with user charges/ processing fee, if any, at the time of submission of the Bid.
3. Bids, duly signed on all pages and serially numbered, properly bound, accompanied with the Bid Security, (except concessional amount or Bid Securing Declaration, where applicable) in the form of cash, deposit through Demand Draft/ Banker's cheque/ Bank Guarantee, in the specified format, from a Scheduled Bank in India, shall be submitted personally or by post in sealed envelopes upto 12.00 PM of 17-07-2023 to **Dean, College of Community & Applied Sciences, Udaipur – 313001 (Raj.)** bearing the reference to NIB (with Category, if any) and warning as:

“BID FOR NIB No..... for....., NOT TO BE OPENED BEFORE 17-07-2023 [Date] at 12.00 PM”, by post or by hand or dropped in the Bid Box at the office of the Procuring Entity.
4. In case Bids have been invited electronically, the procedure for submission of Bids including payment of price of Bidding document, user charges/ processing fee, Bid Security, etc. shall be as provided on the State Public Procurement Portal.
5. Bids received after the specified time and date shall not be accepted and returned unopened.
6. The Bids shall be opened as specified in Section -1, Bid Data Sheet [BDS] in the presence of the Bidders or their representatives who wish to be present.
7. The procuring Entity is not bound to accept the lowest Bid and may reject any or all Bids without assigning any reason thereof.
8. The Bidders shall have to submit a valid 'VAT' clearance certificate from the concerned Commercial Taxes Officer.


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For NIT- 02

Bid Reference No.: CCAS/HDFS/ACCTS/NIT- /2023-24/

DATED : 13-07-2023

Sealed offline bids are invited upto 12.00 PM of 19-07-2023 in respect of the following tenders/bids: Bid No. CCAS/HDFS/ACCTS/NIT-2/2023-24/ 382 / Dated 13-07-2023 . Details may be seen in the Bidding Document at our office or on our websites deanchsc@yahoo.co.in, www.mpuat.ac.in or the website of State Public Procurement Portal website www.sppp.rajasthan.gov.in or state e-procurement website <https://eproc.rajasthan.gov.in> and may be obtained or downloaded on payment of Rs. 500/- in cash/ banker's cheque/ demand draft.


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