



# जगद्गुरु रामानन्दाचार्य राजस्थान संस्कृत विश्वविद्यालय

ग्राम - मदाऊ, पोस्ट - भांकरोटा, जयपुर, (राज.) - 302026

वेबसाइट : [www.jrsanskrituniversity.ac.in](http://www.jrsanskrituniversity.ac.in) ई-मेल - [jrsu@yahoo.com](mailto:jrsu@yahoo.com) टेलीफोन : 0141 - 2850551-75

क्रमांक : प.(68)/जरारासंवि/परीक्षा/2022/

दिनांक : ..... / ... / 202३

## डिग्री मुद्रण एवं सप्लाई हेतु खुली प्रतियोगी बोली सूचना

**NIB No. ----- /2022-23**

इस विश्वविद्यालय से उत्तीर्ण होने वाले विद्यार्थियों को दिये जाने हेतु लगभग 30,000 डिग्रियों/डिप्लोमा के मुद्रण एवं सप्लाई हेतु प्रतिष्ठित एवं इस कार्य को करने वाली फर्मों से बोली आमंत्रित की जाती है, जिसका विवरण निम्न प्रकार है :-

क्र.सं.	कार्य का विवरण	कार्य की विशेषता	अनुमानित लागत
1	लगभग 30000 डिग्री/डिप्लोमा मुद्रण व आपूर्ति मय बार कोड एवं वांछित सिक्योरिटी फीचर्स	चार रंगों में उत्तम किस्म के 30x21 सेमी. के मिल मेड पेपर जो कि डिग्री हेतु कम से कम 300 जीएसएम का हो में विभिन्न कक्षाओं की द्वि-भाषीय (संस्कृत एवं अंग्रेजी) उपाधि मुद्रण मय बार कोड एवं सिक्यूरिटी फीचर्स सहित आपूर्ति करना।	3.0 लाख
		चार रंगों में उत्तम किस्म के 30x21 सेमी. के मिल मेड पेपर जो कि डिप्लोमा हेतु कम से कम 180 जीएसएम का हो, में विभिन्न परीक्षाओं की द्वि-भाषीय (संस्कृत एवं अंग्रेजी) डिप्लोमा मुद्रण मय बार कोड एवं सिक्यूरिटी फीचर्स सहित आपूर्ति करना।	1.5 लाख
		कुल योग राशि	4.5 लाख

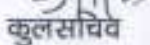
निविदा प्रपत्र दिनांक 24 जनवरी 2023 से विश्वविद्यालय की वेबसाइट [www.jrsanskrituniversity.ac.in](http://www.jrsanskrituniversity.ac.in) या राज्य सरकार के स्टेट पब्लिक प्रोक्चोरमेंट पोर्टल <http://sppp.raj.nic.in> से भी डाउनलोड किया जा सकता है। बोली प्रपत्र उक्त वेबसाइट से डाउनलोड किये जाने की स्थिति में फर्म को 500/- रुपये वि.वि. के बैंक खाते में जमा कराकर उसका चालान, ऑनलाइन जमा की पुष्टि अथवा 500/- रुपये का डिमाण्ड ड्राफ्ट तकनीकी बोली के साथ संलग्न करना होगा। पूर्णरूपेण भरे हुये बोली प्रपत्र आवश्यक दस्तावेजों सहित दिनांक 31 जनवरी 2023 को 3.00 बजे तक इस कार्यालय में जमा कराये जा सकते हैं। तकनीकी बोली तथा वित्तीय बोली पृथक-पृथक, मोहरबन्द लिफाफे में डालकर प्रस्तुत करनी होगी। प्राप्त बोली प्रपत्रों में से तकनीकी बोलियों को दिनांक 01 फरवरी 2023 को 11.30 बजे उपस्थित बोलीदाताओं के समक्ष खोला जाएगा। अन्य शर्तें एवं विस्तृत जानकारी विश्वविद्यालय की वेबसाइट [www.jrsanskrituniversity.ac.in](http://www.jrsanskrituniversity.ac.in) एवं राज्य सरकार के स्टेट पब्लिक प्रोक्चोरमेंट पोर्टल <http://sppp.raj.nic.in> पर देखी जा सकती हैं।

  
कुलसचिव

क्रमांक : प.(68)/जरारासंवि/परीक्षा/2023/1050-54  
प्रतिलिपि

दिनांक : 23/01/2023

- 1 निजी सचिव, मा. कुलपति महोदया, जरारासंवि, जयपुर
- 2 वित्त निबंधक, जरारासंवि, जयपुर।
- 3 वेबसाइट प्रभारी, जरारासंवि जयपुर को भेजकर लेख है कि विभिन्न वेबसाइट्स पर अपलोड करे।
- 4 क्षेत्रीय दैनिक समाचार पत्र तथा नोटिस बोर्ड

  
कुलसचिव





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## Instructions for Bidders

- Sealed bids are invited for university degree printing work.
- Bids are to be submitted on prescribed bid form which may be downloaded from the university website or S.P.P. portal. The bid fee is Rs. 500/- payable in form of D.D. in the name of the Registrar, J.R.Rajasthan Sanskrit University, Jaipur payable at Jaipur (which will not be refunded) or deposited online or through challan in the university bank account while submitting the bid by the bidder. Bids not submitted on prescribed form or received without bid fee of Rs 500/- will be rejected. The bank details for online deposition are as under:-

Bank/Branch	IFSC	Account no.
Indian Bank, J.R.R.S.U. Campus, Madau	IDIB000R530	21099915439
  - Bid will not be considered without bid security declaration 2% of estimated cost. The bids must remain valid for 90 days from the last date of submission of bids.
  - Bid in a sealed envelope marked conspicuously "Bid for degree printing related work" (containing technical & financial bids in separately sealed envelopes and marked so) should reach the Registrar, J.R.Rajasthan Sanskrit University, Jaipur on or before 31-01-2023 **upto 3.00 p.m.** The bid can be handed over personally at the above office and a receipt obtained or may be sent through registered/speed post. The bids will be opened on the 01-02-2023 **at 11.30 a.m.** before procurement committee or by an officer duly authorized in the presence of any intending bidder or their authorized representative who may be present.
  - The bidder will have to submit invariably GST number.
  - Photo copy of PAN Card.
  - Financial year 2021-2022 audited accounts of the firm should be enclosed attested by C.A.
  - University is not bound to accept the lowest bidder and may reject any bid or any part of the bid with assigning valid reason thereof.
  - Bids received after the prescribed time and date shall stand rejected. The bids sent through post/courier if received late shall be considered late bids.
  - J.R.Rajasthan Sanskrit University, Jaipur reserves the right to reject any bid with assigning valid reason thereof.
  - Work experience should be more then Rs. 3.00 Lacks in each case for the last three years.
  - University is not liable in case of sub letting of contract.





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## Terms & Conditions for the Printing and Supplying Degrees/Diploma

1. The bidder should hold satisfactory experience with any reputed agency of similar work during any of the last three years viz. Printing degrees, diploma and certificate with security feature enabled degree sheets, printing of data on degree, diploma and certificate sheets using laser printer. (or similar work - may be specified)
2. The firm/company should have its own facility with printing equipment for which a valid GST Number and Registration Number would be required.
3. The firm/company shall supply the degrees of various courses both in Sanskrit and English in good quality of Ivory paper in multi colour (size 30cm. x 21cm) of at least 300 GSM & various diploma & certificate course degree both Sanskrit and English in **good quality of Ivory paper in multi colour** (size 30cm. x 21cm) of at least 180 GSM using security measures i.e.
  - (i) Bar code for each student having information of Roll Number.
  - (ii) Name of student in Micro Text. ( In Hindi)
  - (iii) University logo printed in invisible ink not photocopiable.
  - (iv) QR code having full information of student. (roll no., name, month & year, course)
  - (v) University logo printed as watermark in background.
  - (vi) V.C. signature printed digitally.
  - (vii) Gold foil stamping,
  - (viii) Embossing seal.
  - (ix) Printed in black ink (indelible quality) through laser technology.
4. The samples of both degree and diplomas as per specification are required to be submitted along with the technical bid with all other technical documents and scribing the envelope clearly as "technical bid". Financial bid has to be submitted separately in a separate envelope. Both the technical bid and the financial bid are to be submitted in two different envelopes, these must be put in SINGLE ENVELOPE super scribing "Bid for degree printing related work".
5. The firm shall submit an undertaking alongwith the bid, regarding maintaining the full secrecy and adhering to the time schedule.
6. The firm/company shall designate at least one programmer having qualification MCA/BE/M.Sc. in computer engineering or equivalent qualification with experience of similar nature of work to deal with the university.
7. The university will provide necessary data of main and supplementary examinations of the year 2021 and 2022 for printing .
8. The firm/company shall supply two copies of checklist/update list for checking to the university and shall carry the corrections carefully before printing the degrees.
9. The firm/company shall also supply three copies of the dispatch statement-college and examination wise duly packed and labels pasted on each packet detailing the contents of the degrees.
10. The firm/company has to check thoroughly the printed document and reports before sending it to the university and certify that the documents and reports have been printed as per instructions and directions of the university and there are no mistakes.
11. The firm/company shall not assign or sublet the work or any part of the work to any other agency.

Signature of Bidder





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12. The firm/company has to supply converted data of all examinations on CD/ Pen drive or other desired form to the university without any extra cost. The firm will supply the data in required format and language with relevant programme so that the university can reproduce the duplicate documents in future as per its requirement.
13. Successful bidder shall have to execute an agreement on a non-judicial stamp paper of Rs. 500/- at his own cost, in the prescribed form and deposit security amounting to 2.5% of the total cost of the work allotted for due performance of the contract within seven days for the date of letter of intent. The successful bidder shall be required to deposit security amount in the form of Demand Draft/online/challen.
14. The security deposit will be returned two months after the date of satisfactory completion of the agreed contract and final payment. No. interest will be paid on this amount. Advance payment will not be paid.
15. The firm/company shall pay the expenses of completing and stamping the agreement. If the successful bidder fails to deposit security money or execute agreement within the prescribed period or when it fails to commence the supply of the items as per supply order within the time prescribed such failure will be treated as a breach of terms and conditions and will result in forfeiting of performance security.
16. Notice of reasonable time will be given in case of forfeiture of performance security. Security amount in full or part may be forfeited in following cases:-
  - (a) When any terms and conditions of the contract are breached.
  - (b) When the bidder fails to make complete supply satisfactorily.The decision of the university in this regard shall be final.
17. The firm/company will have to submit invariably GST No. and PAN.
18. The rates are required to be quoted including all freight, surcharge, octri etc. F.O.R. University main office at Madau, Bhankrota, Jaipur The rates shall remain unchanged during the entire contract period (excluding GST).
19. The bids shall be valid for 90 days from the date of issuing order.
20. The period can be extended with mutual agreement/consent as per RTPP Act/Rules.
21. If the rates quoted are considered higher/or un-appropriate, then negotiations may be made with the L-1 bidder.
22.
  - (a) The university reserves the right to accept/reject any bid in full or part thereof with assigning valid reasons and is not bound to entrust the job to the lowest bidder.
  - (b) Financial bid is substantially responsive, the Procuring Entity will correct arithmetical errors during evolution of financial Bid.
23. The university may distribute the complete processing work to different computing firms (more than one) and it would not be necessary to assign single firm only.
24. The contract may be terminated at any time due to failure to process the data/report or violation of any terms and conditions by successful firm or the work being found unsatisfactory by the university. As a result, the security amount-deposited by the firm will be forfeited and the work allotted would be withdrawn, remaining work would be got done at the risk and cost of the original allottee.
25. Any controversy or claim arising out of the breach will be settled by the Vice-chancellor of the university. The decision of the Vice-chancellor will be final and binding. In case of any dispute, all legal proceeding shall be lodged in the court(s) situated in Jaipur or the Rajasthan High Court bench at Jaipur.
26. (A) No advance payment shall be made. No payment shall be made before completing the job in all respects. Payment shall be made on the basis of the number of correct degrees printed and supplied to the university.

Signature of Bidder





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(B) The firm will have to submit the pre-receipted bill in duplicate to the university for making payment after due verification by the Controller of examinations/ or other officer authorized for the purpose.

(C) No updating/correction charges shall be payable to the firm by the university.

(D) The firm shall agree that in case of mistake(s) which may turnout to be intentional, besides penalty as per terms and conditions contained in the bid the university shall be free to take further legal action according to graveness of the mistake(s).

(E) For delay in supplying the degrees, reports and documents the liquidated damages will be as follows:-

1	For delay upto one fourth of the stipulated supply period.	2.5% of the value of balance supply.
2	For delay exceeding one fourth but not exceeding half of the stipulated supply period.	5% of the value of the balance supply.
3	For delay exceeding half but not exceeding three fourth of the stipulated period of supply.	7.5% of the value of the balance supply
4	For delay exceeding three fourth of the stipulated supply period.	10% of the value of the balance supply

(F) The bidder may be penalized for deficiency in supply upto 10% of the work order and if work remains unexecuted & give to another contractor to complete in which case any expends which may be incurred in excess of the firm.

28. The work of printing and supplying the degrees is of strictly confidential nature as such the firm shall maintain utmost secrecy in processing the job. The university may depute an officer or committee to inspect the processing work and arrangements made by the firm.
29. The data list/information for printing degrees and other required printed material shall be collected by the firm from the Controller of Examinations and printed degrees and material shall be delivered to the Controller of Examination on behalf of the university. No extra payment for transportation will be paid.
30. Degrees supplied by the firm will be as per specification of bid.
31. Printed degrees will be supplied by the firm within a period of 30 days from the date of work order. The firm shall provide the draft degrees within 15 days and after providing the final approved draft shall provide the final degree in next 15 days.
32. The firm/company shall get the five sample degrees approved from the JRRSU before the work is started and completed within the stipulated period.
33. The bidder shall not be allowed to withdraw/amend or give any new condition after opening the bid, otherwise the bid security shall be forfeited.
34. The firm/company should quote the rates both in words and figures clearly and legibly. There should not be errors and/or overwriting. Correction if any should be made clearly and initiated with dates, wherever necessary. In case of difference, lower rate would be considered.
35. Bid form shall be filled in ink or typed. No bid filled in pencil shall be considered.
36. The firm/company shall preserve the data till further instructions by the university in this regard.

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37. The J.R. Rajasathan Sanskrit University, Jaipur may carry out sudden inspection of the factory/workshop of the bidder before or during the supply contract without prior intimation. If the factory / work place is found un-functional or the details of the plant & machinery if found otherwise than as mentioned in the bid, security deposit may be forfeited.
38. The bidder firm should have an office in Jaipur.
39. The firm should not disclose the quoted rates anywhere in the technical bid.
40. Grievance Handling Procedure during Procurement Process (Appeals) -  
First appellant authority - D.S. Edu. (Gr.-6), Secretariat, Jaipur.  
Second appellant authority - Secretary, Sans. Edu., Secretariat, Jaipur.
41. If quantity of the subject matter of procurement to be procured is very large and it may not be in the capacity of the Bidder, whose Bid is accepted, to deliver the entire quantity or when it is considered that the subject matter of procurement to be procured is of critical and vital nature, in such cases, the quantity may be divided between the Bidder and second lowest bidder.

**NB-** The terms and conditions not specifically mentioned above shall be as per university rules/GF & AR of Govt. of Rajasthan/RTPP Act 2012/RTPP Rules 2013.

Signature of Bidder





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## BID FORM

### BID FOR PRINTING & SUPPLYING DEGREE

1. Name of the bidder -----
2. Status of firm -----
3. Address -----  
-----
- Mobile No. -----
- E-mail address -----
- Bank account no. ----- Name of Bank -----
- IFSC ----- (enclosed a cancelled cheque)
- Registration No. -----
- PAN -----
4. Authorized Person: Name -----  
Mobile No. -----
5. The bid document fee amounting to Rs. 500/- in the form of DD No./Online/Challan ----  
(Name of Bank) ----- Dated -----
7. GST No. (Enclosed a copy of GST Registration) -----
8. Latest Audit report (Financial year 2021-22)(Assessment year 2022-2023) year -----  
----- (enclose)
9. Satisfactory experience of printing of degree, diploma and certificate or other similar work with security features enabled degree sheets, printing of data on degree, diploma and certificate sheets using laser printer in any of the last 03 years for any university or other reputed agency.

S.No.	Name of university/reputed agency with address and contact Phone & Mobile No.	Year of work	Volume of work
1			
2			

Signature of Bidder



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3			
4			
5			
6			
7			
8			
9			
10			

(If required enclosed separate sheet)

Note:-1. Enclose necessary documents as proof of details.(Attached)

2. No condition other than mentioned in the bid may be accepted

Signature of bidder

Signature of Bidder





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## COVER-A

### (TECHNICAL BID)

(To be submitted in the envelope marked technical bid)

- I. Addressed to:  
a. Name of the bid inviting authority Registrar,  
b. Address J.R.Rajasthan Sanskrit University  
Jaipur  
c. Telephone /Fax 0141-5132021
- II. NIB Reference: ----- Dated: -----
- III. Other related details: Page No

Name of bidder					
Name & designation of authorized signatory					
Registered office address					
Telephone Nos.		Fax :			
Mobile		Email :			
Jaipur Center (mandatory)	Address				
	Phone	Fax:			
	Contact Person				
Year of establishment					
Nature of the Firm		Company			Firm
Company Firm		Government	Public	Private	Partnership
Put Tick (√) mark					
No. of years since providing service					
1.	Registration No.				
2.	PAN				
3.	Whether firms is agreeable to the terms & conditions mentioned in the bid.(YES/NO)				
4.	Whether registered with the Industries Department (Enclose Copy of Permanent SSI Unit Certificate or equivalent)				
Name of person who will apprise the university about the status of the work with his Phone No and mail id.					
5.	Sample of each item of				

Signature of Bidder



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	degree intended to be used for printing. Please mention the brand and GSM of the paper.					
6.	Printed sample with all security features of DMCs and Degree as per specifications be submitted with the hard copy.					
7.	Undertaking for print unit being electronically and physically secured for confidential data.					
	Weight of paper to be used for printing of above stationery.					
8.	Previous experience (Attach documents)					
	Any other details in support of your offer.					
9.	Proof of Bid security declaration.					
10.	Annual turnover in last financial years	Year	Total turnover			
		2020-2021				
		2021-2022				
11.	Satisfactory experience of printing of degree, diploma and certificate sheets using laser printer in any of the last 03 years for any University or other reputed agency.	S.No.	Year	Name of organization with address and contract Phone/Mob. no.	Brief description of the work	
12.	Net worth of the firm/company as on 31-03-2022 should be positive (attach CA certificate)					
13.	Details of Technical Infrastructure	S.No.	Name of Equipment	Total No. available in working condition	(is it owned or leased)	Model No./ Technical Specification
		1	Digital			

Signature of Bidder

*(Handwritten Signature)*





# जगद्गुरु रामानन्दाचार्य राजस्थान संस्कृत विश्वविद्यालय

ग्राम - मदारु, पोस्ट - भांकरोटा, जयपुर, (राज.) - 302026

वेबसाइट - [www.jrsanskrituniversity.ac.in](http://www.jrsanskrituniversity.ac.in) ई-मेल - [jrsu@yahoo.com](mailto:jrsu@yahoo.com) टेलीफोन - 0141 - 2850531-75

		Press				
		2 Printer				
		3 Computer				
		4 Other				

## Declarations:-

### It is solemnly declared that:-

- 1 Our firm/company has not been defaulter in any banks/institutions loans.
- 2 Our firm/Company has not defaulted in payment of any statutory dues/liabilities.
- 3 Our firm/company has not been blacklisted/debared by any govt. agency/deptt./University.
- 4 We agree with all the terms & condition of the NIB & bid document.

For and on behalf of (Name of the bidder)

Duly signed by the authorised signatory of the bidder.  
(Name, title and address, of the authorized signatory)

Signature of Bidder



# जगद्गुरु रामानन्दाचार्य राजस्थान संस्कृत विश्वविद्यालय

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Annexure-1

## DECLARATION BY BIDDER

(On non-judicial stamp paper Rs. 100 attested by Notary)

We declare that we have quoted the rates after careful study of the terms and conditions without any counter conditions. We shall abide by the decision of the university. We have signed on each page of the bid documents in token of acceptance of the terms and conditions.

I/We declare that I am/we are bonafide manufactures/wholesaler / Sole distributor/authorized dealers/Sole selling/marketing agent in the goods/stores/ equipments for which I/We have bid.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/our security may be forfeited in full and the bid if any to the extent accepted may be cancelled.

Place:-  
Dated:-

Signature & seal of the firm

Signature of Bidder





# जगद्गुरु रामानन्दाचार्य राजस्थान संस्कृत विश्वविद्यालय

ग्राम - मदाऊ, पोस्ट - भांकरोटा, जयपुर, (राज.) - 302026

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## Annexure-2

### AGREEMENT

1. An agreement made this -----day of -----between -----  
------(hereinafter called "the approved supplier", which expression shall, where the context so admits, be deemed to include his heirs successors, executors and administrators of the one part and the -----(herein after called "the University" which expression shall, where the context so admits, be deemed to include his successors in officer and assigns) of the other part.
2. Whereas the approved supplier has agreed with the University to supply to the University at its Office all those articles set forth in the schedule appended hereto in the manner set forth in the conditions of the tender and contract appended herewith and at the rates set forth in columns -----of the said schedule.
3. And whereas the approved supplier has deposited a sum of Rs. -----in ----- (1) Bank Draft/Banker Cheque No. -----dated -----or (2) Bank Guarantee No. -----dated -----infavour of performance security.
4. Now these Presents witness:
  - (1) In consideration of the payment to be made by the University through -----at the rates set forth in the Schedule hereto appended the approved supplier will duly supply the said articles set forth in -----and -----thereof in manner set forth in the conditions of the tender and contract.
  - (2) The conditions of the tender and contract for open tender enclosed to the tender notice no. -----Dated -----and also appended to this agreement will be deemed to be taken as part of this agreement and are binding on the parties executing this agreement.
  - (3) Letters nos. ----- issued by the University and appended to this agreement shall also form part of this agreement.
  - (4) (a) The University hereby agrees that if the approved supplier duly supplies the said articles in the manner aforesaid, observes and keeps the said terms and conditions, the University will through -----pay or cause to be paid to the approved supplier at the time and the manner set forth in the said conditions, the amount payable for each and every consignment.  
(c) The mode of payment will be as specified below:-
    1. -----
    2. -----
    3. -----
5. The services shall be effected and completed within the period noted below from  
The date of supply order: -

S.No.	Items	Quantity	Delivery Period
-------	-------	----------	-----------------

  - 6.(1) (i) In case of extension in the delivery period with liquidated damages, the Recovery shall be made on the basis of following percentages of value of stores Which the tenderer has failed to supply:-
    - (a) Delay up to one fourth period of the prescribed delivery period 2½%
    - (b) Delay exceeding one fourth but not exceeding half of the prescribed delivery period, 5%
    - (c) Delay exceeding one fourth but not exceeding three fourth of the prescribed delivery period, 7.5%.

Signature of Bidder



# जगद्गुरु रामानन्दाचार्य राजस्थान संस्कृत विश्वविद्यालय

ग्राम - मदारु, पोस्ट - भांकरोटा, जयपुर, (राज.) - 302026

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- Note:**
- (d) Delay exceeding three fourth of the prescribed delivery period. 10%.
- (i) Fraction of a day in reckoning period of delay in supplies shall be Eliminated if it is less than half a day.
- a. The bidder may be penalized for deficiency in supply upto 10% of the work and if work remain unexecuted & give to another contractor to complete in which case any expenses which may be incurred in extra of firm paid to another contractor.
- b. If the supplier requires an extension of time in completion of contractual supply on account of occurrence of any hindrances, he shall apply in writing to the authority which has placed the supply order, for the same immediately on occurrence of the hindrance but not after the stipulated date of completion of supply.
- (2) Services period may be extended with or without liquidated damages if the delay in the supply of goods is on account of hindrances beyond the control of the bidder.
7. All disputes arising out of this agreement and all questions relating to the interpretations of this agreement shall be decided by the University and the decision of the University shall be final.
8. All matters & disputes shall be decided as per the provisions of Rajasthan Transparency in public procurement act & Rules.
9. We accept all terms & conditions of the bid.

In witness whereof the parties hereto have set their hands on the -----day of --  
-----2023

Signature of the approved supplier

Signature for and on behalf  
of Vice Chancellor

Date:

Date:

Witness No. 1

1. Witness

Witness No. 2

2. Witness

Signature of Bidder





# जगद्गुरु रामानन्दाचार्य राजस्थान संस्कृत विश्वविद्यालय

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Annexure 3

## Declaration by the Bidder regarding Qualification Under Section 7 and 11 of the ACT

### Declaration by the Bidder

In relation to my/our bid submitted to Registrar, JRSU Jaipur-302026 providing services of printing degree, diploma and certificate in response to their Notice Inviting Bids No. ----- Dated ----- I/we hereby declare under Section 7 and 11 of the Rajasthan Transparency in Public Procurement Act, 2012, that:

1. We are eligible and possess the necessary professional, technical, financial and managerial resources and competence required by the bidding document issued by JRSU;
2. We have fulfilled our obligation to pay such of the taxes payable to the Central Government or the State Government or any local authority, as specified in the Bidding Document;
3. We are not insolvent, in receivership, bankrupt or being wound up, not have our affairs administered by a court or a judicial officer, not have our business activities suspended and are not the subject of legal proceedings for any of the foregoing reasons;
4. We do not have, and our directors and officers not have, been convicted of any criminal offence related to our professional conduct or the making of false statements or misrepresentations as to our qualifications to enter into a procurement contract within a period of three years preceding the commencement of this procurement process, or not have been otherwise disqualified pursuant to debarment proceedings;
5. We do not have a conflict of interest as specified in the Rajasthan Transparency in Public Procurement Act, the Rajasthan Transparency in Public Procurement Rules and this bidding document, which materially affects fair competition;
6. We have complied and shall continue to comply with the Code of Integrity as specified in the Rajasthan Transparency in Public Procurement Act, the Rajasthan Transparency in Public Procurement Rules and this Bidding Document, till completion of all our obligations under the Contract.

Date  
Place

Signature of the Bidder  
Name  
Designation

Address

Signature of Bidder



# जगद्गुरु रामानन्दाचार्य राजस्थान संस्कृत विश्वविद्यालय

ग्राम - मदाऊ, पोस्ट - भांकरोटा, जयपुर, (राज.) - 302026

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ANNEXURE-4

## UNDERTAKING OF TRUTHFULNESS

The Registrar,  
J.R. Rajasthan Sanskrit University,  
Jaipur-302026

**Subject:** Bid for providing services of printing degree, diploma and certificate of  
NIB No.... .. Dated

Dear Sir/Madam,

I/We, the undersigned, am/are submitting my/our bid for providing services of printing degree, diploma and certificate in accordance with your NIB No.:... Dated-----.

I/We hereby declare that all the information and statements made in this bid are true and

I/we accept that any misinterpretation or false information/documentation contained in it may lead to my/our disqualification.

I/We accept all the terms and conditions of this bid document and I/we am/are not deviating from your terms and conditions. My/Our bid is binding upon me/us. I/We understand that JRRSU is not bound to accept any bid.

Yours sincerely,

Authorized Signature in full and initials

Name and title of Signatory: -----

Name of Bidder: -----

Address: -----

Telephone (Office): -----

Fax: -----

Email: -----

नोट:- यदि निविदादाता कम्पनी/फर्म/ट्रस्ट/संस्था आदि हैं तो इस प्रपत्र को भरना ऐसे निविदादाता के लिए आवश्यक है। अतः वे अपने लेटर हेड पर अधिकृत व्यक्ति बाबत यह अधिकार पत्र पृथक से जरूर पेश करे अन्यथा निविदा निरस्त की जा सकती है।

Signature of Bidder





# जगद्गुरु रामानन्दाचार्य राजस्थान संस्कृत विश्वविद्यालय

ग्राम - मदाऊ, पोस्ट - भांकरोटा, जयपुर, (राज.) - 302026

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ANNEXURE-5

## SELF-DECLARATION – NO BLACKLISTING (On non-judicial stamp paper Rs. 100 attested by Notary)

The Registrar,  
J.R. Rajasthan Sanskrit University  
Jaipur-302026

**Ref:** Bid for providing services of printing degree, diploma and certificate

Dear Sir/Madam,

In response to the NIB Ref. No. -----dated ----- for providing services of printing degree, diploma and certificate as an Owner/Partner/Director of -----I/We hereby declare that presently our Company/ firm -----or any of our group or associate companies, at the time of bidding, is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central Government/ PSU/Autonomous Body or the JRRSU.

We further declare that presently our Company/ firm ----- is not blacklisted and not debarred and not declared ineligible for reasons other than corrupt & fraudulent practices by any State/ Central Government/ PSU/ autonomous body or the JRRSU on the date of bid submission.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the Bid if any to the extent accepted may be cancelled.

Thanking you,

Yours faithfully,

Date & Place

Authorized Signature in full and initials

Name and Title of Signatory :-----

Name of Bidder: -----

Address: -----

Telephone (Office): -----

Fax: -----

Email: -----

Signature of Bidder



जगद्गुरु रामानन्दाचार्य राजस्थान संस्कृत विश्वविद्यालय

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Annexure-6: ( If applicable)

**Bidder's Authorization Certificate  
(On bidder's letter head)**

The Registrar,  
J.R. Rajasthan Sanskrit University,  
Jaipur-302026

**Ref:** Bid for providing services of printing degree, diploma and certificate

Dear Sir/Madam,

I/ We -----{-Name & Designation} hereby declare/  
certify that -----{-Name & Designation} is hereby  
authorized to sign relevant documents on behalf of the company/firm in dealing with NIB  
No-----Dated -----.

He/ She is also authorized to attend meetings & submit technical & commercial  
information/ clarifications as may be required by you in the course of processing the Bid.  
For the purpose of validation, his/ her verified signatures are as under.

Date

Name of the Bidder

Place

Address:

Authorized Signatory

Signed :

Signature Verified

Seal of the Organization

Signature of Bidder





# जगद्गुरु रामानन्दाचार्य राजस्थान संस्कृत विश्वविद्यालय

ग्राम - मदाऊ, पोस्ट - भांकरोटा, जयपुर, (राज.) - 302026

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ANNEXURE 7

## FINANCIAL BID UNDERTAKING

The Registrar,  
J.R. Rajasthan Sanskrit University,  
Jaipur-302026

**Ref:** Bid for providing services of printing degree, diploma and certificate

Dear Sir/Madam,

I/We, the undersigned bidder, having read & examined in detail, the bidding document, the receipt of which is hereby duly acknowledged, I/ we, the undersigned, offer to supply as mentioned in the Schedule of Supply & in conformity with the said bidding document for the same.

I / We undertake that the prices are in conformity with the specifications prescribed. The quote/ price are inclusive of all cost likely to be incurred for executing this work. The prices are quoted as required in the price- bid given in Price Schedule for Services to Be Offered

I / We undertake, if our bid is accepted, to deliver the services in accordance with the delivery schedule specified in the Schedule of Supply.

I/ We hereby declare that in case the contract is awarded to us, we shall submit the contract performance guarantee as prescribed in the bidding document.

I / We agree to abide by this bid for a period of ----- after the last date fixed for bid submission and it shall remain binding upon us and may be accepted at any time before the expiry of that period. Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

I/ We hereby declare that our bid is made in good faith, without collusion or fraud and the information contained in the bid is true and correct to the best of our knowledge and belief.

I/We understand that you are not bound to accept the lowest or any bid you may receive.

I/We agree to all the terms & conditions as mentioned in the bidding document and submit that we have not submitted any deviations in this regard.

Date  
Place

For and on behalf of

Signature (with seal)

(Authorized Representative/ Signatory)

Name of person

Designation

Signature of Bidder



# जगद्गुरु रामानन्दाचार्य राजस्थान संस्कृत विश्वविद्यालय

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Annexure - 8

FORM No. 1 प्रारूप सं. 1

(नियम 83 देखिए)

राजस्थान लोक उपापन में पारदर्शिता अधिनियम, 2012 के अधीन अपील का ज्ञापन

की अपील सं. ....

(प्रथम/द्वितीय अपील प्राधिकारी) ..... के समक्ष

1. अपीलार्थी की विशिष्टियां :

(i) अपीलार्थी का नाम :

(ii) कार्यालय का पता, यदि कोई हो :

(iii) आवासिक पता :

2. प्रत्यर्थी (प्रत्यर्थियों) का नाम और पता :

(i)

(ii)

(iii)

3. आदेश का संख्यांक और तारीख जिसके विरुद्ध अपील की गयी है और अधिकारी/प्राधिकारी का नाम और पदनाम, जिसने आदेश पारित किया है, (प्रतिलिपि संलग्न करें) या अधिनियम के उपबंधों के उल्लंघन में उपापन संस्था के किसी विनिश्चय, कार्य या लोप का विवरण जिससे अपीलार्थी व्यथित है :

4. यदि अपीलार्थी किसी प्रतिनिधि द्वारा प्रतिनिधित्व किये जाने के लिए प्रस्ताव करता है तो प्रतिनिधि का नाम और डाक का पता :

5. अपील के साथ संलग्न किये गये शपथपत्रों और दस्तावेजों की संख्या :

6. अपील का आधार :

.....  
.....  
.....

(शपथपत्र द्वारा समर्थित)

7. प्रार्थना : .....

.....  
.....

स्थान : .....

तारीख : .....

अपीलार्थी के हस्ताक्षर

Signature of Bidder





# जगद्गुरु रामानन्दाचार्य राजस्थान संस्कृत विश्वविद्यालय

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## FINANCIAL BID (ENVELOPE-2)

(To be put in a separately sealed envelope)

We quote the rates for supply/execution of the job/service as detailed below:-

S.No.	Specification of supply/ work/ service	Rates including all encumbrances and transportation etc. FOR-University Store			
		Rate of printing 01 degree (excluding GST)	GST	Total	
				In numbers	In words
1	चार रंगों में उत्तम किस्म के 30x21 सेमी. के मिल मेड पेपर जो कि कम से कम 300 जीएसएम का हो, में विभिन्न परीक्षाओं की द्वि-भाषीय (संस्कृत एवं अंग्रेजी) उपाधि मुद्रण बार कोड एवं वांछित सिक्योरिटी फीचर सहित आपूर्ति करना।				
2	चार रंगों में उत्तम किस्म के 30x21 सेमी. के मिल मेड कागज जो कि कम से कम 180 जीएसएम का हो, में विभिन्न डिप्लोमा/प्रमाण पत्र परीक्षाओं की द्वि-भाषीय (संस्कृत एवं अंग्रेजी) उपाधि मुद्रण बार कोड एवं वांछित सिक्योरिटी फीचर सहित आपूर्ति करना।				

Place:

For and on behalf of (Name of the bidder)

Dated:

Duly signed by the authorised signatory of the Bidder.  
(Name, title and address, of the authorized signatory)

Signature of Bidder