



जगद्गुरु रामानन्दाचार्य राजस्थान संस्कृत विश्वविद्यालय,

ग्राम-मदाऊ, पोस्ट-भांकरोटा, जिला-जयपुर 302026

Email : jrrsujpr@rajasthan.gov.in
jrrsu@yahoo.com

अल्पकालीन ऑनलाइन खुली प्रतियोगी
बोली दस्तावेज
(Online-Bidding Document)

एकल प्रक्रम द्वि-भाग बोली
(Single Stage - Two Parts Bid)

(भाग-1 तकनीकी बोली तथा भाग-2 वित्तीय बोली)
(Part 1 Technical Bid and Part 2 Financial Bid)

For the Online Pre & Post Exam Works

Handwritten signatures and initials in blue ink.



जगद्गुरु रामानन्दाचार्य राजस्थान संस्कृत विश्वविद्यालय

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

वेबसाइट : www.jrrsanskrituniversity.ac.in, ई-मेल - jrrsu@yahoo.com

क्रमांक प.() / जरासांविदि / कम्प्यू लैब / 2026 / 1146

दिनांक : 15/08/2026

ई-बोली आमंत्रण सूचना संख्या: 07 / 2026-27

Unique Bid Number (UBN):

विश्वविद्यालय के परीक्षा अनुभाग (गोपनीय-आयोजन अनुभाग) में होने वाले Pre and Post Exam कार्यों के सम्पादन तथा पूर्व में विश्वविद्यालय के पास उपलब्ध ऑन लाईन साफ्टवेयर के रख-रखाव एवं समय-समय पर अद्यतन (Update) किए जाने हेतु प्रतिष्ठित, अनुभवी तथा अधिकृत साफ्टवेयर एजेन्सियों/ कंपनियों/ फर्मों/ एकल स्वामित्व आदि, जिनके पास इस तरह के कार्य का अनुभव हो से अल्पकालीन खुली प्रतियोगी बोली निम्न प्रकार आमंत्रित की जाती है-

क. सं.	उपापन की सेवा का विवरण	राशि रूपयों में				बोलियों की विधिमाम्यता की कालावधि
		अनुमानित बोली मूल्य	बोली दस्तावेजों का मूल्य	प्रक्रिया फीस	बोली प्रतिभूति	
1	Online Pre and Post Exam Work (as per Scope of Work)	50,00,000	2000/-	500/-	2 प्रतिशत अनुमानित लागत का (राशि रुपये 1,00,000 /-)	90 days

- यह बोली (दो वर्ष) परीक्षा सत्र 2026-27 एवं 2027-28 में आयोजित होने वाली समस्त परीक्षाओं के प्री एवं पोस्ट परीक्षा कार्य को पूर्ण संपादित करने के लिये है।
- कार्यादेश की दिनांक से 07 दिवस में विश्वविद्यालय के पास उपलब्ध ऑन लाईन साफ्टवेयर प्राप्त कर कार्य प्रारम्भ कर विश्वविद्यालय को सूचित करना होगा तथा अनुबन्ध अवधि के अनुसार कार्य सम्पादन करना होगा।
- बोलियां ई-उपापन प्रक्रिया से ऑनलाइन ही प्राप्त की जायेंगी। बोली में भाग लेने के लिये बोलीदाताओं को ऑनलाइन बोली प्रस्तुत करने के लिये राजस्थान सरकार के ई-उपापन पोर्टल <http://eproc.rajasthan.gov.in> पर पंजीयन होना आवश्यक है।
- सम्पूर्ण बोली दस्तावेज मय बोली लगाने वालों के लिए अनुदेश, संविदा की शर्तें, अर्हता और मूल्यांकन की कसौटी व प्रक्रियाएँ, बोली के प्रारूप, सेवाएं जो उपलब्ध करायी जानी हैं, विभिन्न प्रकार के विनिर्देश और आपूर्ति अनुसूची, बोली दस्तावेजों में परिवर्तन (Corrigendums), युक्तिका (Addendums) आदि राज्य लोक उपापन पोर्टल <http://sppp.raj.nic.in>; ई-उपापन पोर्टल <http://eproc.rajasthan.gov.in> और विश्वविद्यालय की शासकीय वेबसाइट www.jrrsanskrituniversity.ac.in पर देखे व डाउनलोड किये जा सकते हैं।
- बोली दस्तावेजों का मूल्य, प्रक्रिया फीस एवं बोली प्रतिभूति मूल्य के लिये मांगदेय ड्राफ्ट अथवा विश्वविद्यालय परिसर में स्थित इण्डियन बैंक (इलाहाबाद बैंक) की मदाऊ शाखा IFSC Code [IDIB000R530](http://www.jrrsanskrituniversity.ac.in) खाता संख्या 21099915439 में चालान से जमा करवाकर जमा रसीद बोलियां प्रस्तुतीकरण के लिए नियत समय और तारीख के पूर्व JRRSU कार्यालय में भौतिक रूप से प्रस्तुत करने होंगे। भौतिक रूप से प्रस्तुत किये गये उक्त मांगदेय ड्राफ्ट या जमा रसीद की स्कैन की हुई प्रति ऑनलाइन बोली के साथ अपलोड करनी होगी। जो बोलीदाता चाहें वे उपर्युक्त राशियाँ विश्वविद्यालय के उपरोक्त खाते में Online जमा कराकर रसीद की प्रति निविदा के साथ E-Proc.पोर्टल पर अपलोड कर सकते हैं, जिसकी रसीद कुलसचिव, जगद्गुरु रामानन्दाचार्य राजस्थान संस्कृत विश्वविद्यालय, ग्राम-मदाऊ, पोस्ट-भांकरोटा, जिला-जयपुर 302026 को स्पीड पोस्ट से प्रशासनिक भवन जरासांविदि जयपुर में किसी भी जरिये निर्धारित समय एवं तिथि से पूर्व पहुंचाना सुनिश्चित करेंगे। नियम तिथि एवं समय पश्चात् प्राप्त होने वाली निविदाओं पर विचार नहीं किया जायेगा।

amf
15/8/26

6. बोली लगाने वालों को JRRSU द्वारा चाहे गये अन्य आवश्यक दस्तावेज प्रस्तुत करने होंगे।
7. बोलीदाता/प्राधिकृत हस्ताक्षरी Annexure 7 को अपने लैटर पैड पर पूर्ण व सही रूप से भरेंगे। ऐसे हस्ताक्षरयुक्त व पृष्ठ संख्या अंकित किये हुये-बोली दस्तावेज, वांछित दस्तावेज तथा Annexure 7 ही बोलीदाता <https://eproc.rajasthan.gov.in> साइट पर ऑनलाईन अपलोड करेंगे। बोलीदाता द्वारा दस्तावेजों में यथा आवश्यकता सभी पृष्ठ/प्रपत्र भरकर Online upload करने आवश्यक है, उसके अभाव में बोली अमान्य होने की जिम्मेदारी बोलीदाता की होगी।
8. बोलियों के मूल्यांकन और संविदा के अधिनिर्णय में राज्य सरकार द्वारा अधिसूचित और बोली दस्तावेजों में यथा-वर्णित कीमत और/या क्रय अधिमान पर विचार किया जायेगा।
9. बोली दस्तावेजों, बोली दस्तावेज में वर्णित सेवाओं, अन्य सूचना इत्यादि के संबंध में विस्तृत जानकारी कार्यालय समय में कार्यालय में उपस्थित होकर विश्वविद्यालय के कम्प्यूटर अनुभाग से ली जा सकती है।
10. बोलियों को स्वीकार अथवा अस्वीकार करने का अंतिम निर्णय माननीय कुलगुरु महोदय का होगा।
11. निविदा शर्तों में किसी प्रकार की स्पष्टता के अभाव की स्थिति में RTPP Act 2012 एवं RTPP Rules 2013 के प्रावधान लागू होंगे।
12. सशर्त बोलियाँ अस्वीकार किए जाने योग्य होंगी।
13. विश्वविद्यालय किसी भी कारण से ऑनलाइन जमा में देरी के लिए जिम्मेदार नहीं होगा। इसके लिए बोलीदाताओं को सलाह दी जाती है कि वे धीमी गति, भारी भार के कारण वेबसाइट की चोकिंग या किसी भी तरह की अप्रत्याशित समस्याओं से बचने के लिए पूर्ण बोली को अच्छी तरह से अंतिम तिथि/समय से पूर्व अपलोड करें।

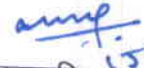
14. मूल्य

क्र.सं.	विवरण	राशि रूपयों में	मूगतान
1	बोली दस्तावेजों का मूल्य (Non refundable)	2000/-	कुलसचिव, जगद्गुरु रामानन्दाचार्य राजस्थान संस्कृत विश्वविद्यालय, जयपुर के पक्ष में मांगदेय ड्राफ्ट या वि.वि. के बैंक खाते में चालान से जमा कराकर
2	RISL प्रक्रिया फीस	500/-	MD, RajCOMP Information Services Ltd. Jaipur के पक्ष में मांगदेय ड्राफ्ट या ई-ग्रास चालान द्वारा जमा कराकर
3	बोली प्रतिभूति (2% of Estimated Cost)	राशि रु 1,00,000/-	(अनुमानित बोली मूल्य का 2 प्रतिशत)
4	परफॉरमेन्स प्रतिभूति	5 प्रतिशत (कार्यदेश राशि का)	

15. महत्वपूर्ण तिथियाँ

क्र.सं.	विवरण	नियत तिथि और समय
1	बोली प्रकाशन	17-08-2026 at 5:00 pm
2	प्री-बिड मीटिंग	19-08-2026 at 12:30 pm
3	बोली प्रस्तुतीकरण प्रारंभ (Bid Submissin Start)	21-08-2026 at 5:30 pm
4	बोली दस्तावेजों का मूल्य व प्रक्रिया फीस के लिये पुष्टि दस्तावेज प्रस्तुतीकरण के लिए अंतिम तिथि और समय	02-09-2026 at 2:00 pm
5	बोली प्रस्तुतीकरण अंत (Bid Submission End)	02-09-2026 at 5:00 pm
6	तकनीकी बोली खोलना (Technical Bid Opening)	03-09-2026 at 2:00 pm
7	वित्तीय बोली खोलना (Financial Bid Opening)	तकनीकी मूल्यांकन के पश्चात् विश्वविद्यालय की वेबसाइट एवं e-proc/sppp/ पर प्रकाशित एवं सूचित किया जायेगा।
8	संपर्क	सहायक कुलसचिव परीक्षा गोपनीय/आयोजना jrrsujpr@rajasthan.gov.in

16. बोली जारी करने के उपरान्त सभी संशोधन आदि e-proc, sppp व विभागीय वेबसाइट पर ही प्रकाशित किये जाएंगे। बोलीदाताओं को परामर्श दिया जाता है कि संबंधित अद्यतन जानकारी के लिए उक्त वेबसाइट व पोर्टलस को देखते रहें।


कुलसचिव,
जरारासंविधि

Section- I

बोली लगाने वालों के लिए अनुदेश (Instructions to Bidders-ITB)

Important Instruction:-The Law relating to procurement "The Rajasthan Transparency in Public Procurement Act, 2012" [hereinafter called the Act] and the "Rajasthan Transparency Public Procurement Rules, 2013" [hereinafter called the Rules] under the said Act are in force for the Procuring Entities of the State. The said Act and Rules shall be applicable for this procurement and are available on the website of State Public Procurement Portal <http://sppp.rajasthan.gov.in>. The Bidders are advised to acquaint themselves with the provisions of the Act and the Rules before participating in the Bidding process. If any discrepancy between the provisions of the Act and the Rules and of this Bidding Document is found at any point of time, the provisions of the Act and the Rules shall prevail over the bidding document

1 General सामान्य	
1.1	Scope of Bid
1.1.1	विहित बोली आमंत्रित करने वाले नोटिस के समर्थन में अनुभाग. 4 आपूर्ति की अनुसूची में विनिर्दिष्ट सेवा उपलब्ध करवाने के लिये, JRRSU यह बोली दस्तावेज जारी करता है। बोलियाँ राजस्थान सरकार के ई-उपापन पोर्टल http://eproc.rajasthan.gov.in पर इस प्रयोजन के लिए यथा विनिर्दिष्ट ई-उपापन प्रक्रिया से ऑनलाइन आमंत्रित की जायेंगी।
1.2	सत्यनिष्ठा की संहिता (Code of Integrity)
1.2.1	बोलीदाता के द्वारा सत्यनिष्ठा संहिता का भंग- राजस्थान लोक उपापन में पारदर्शिता अधिनियम, 2012 के अध्याय 4 के उपबंधों पर प्रतिकूल प्रभाव डाले बिना, किसी बोलीदाता या, यथास्थिति, भावी बोलीदाताओं के द्वारा सत्यनिष्ठा संहिता के किसी उपबन्ध के भंग की दशा में उपापन संस्था उक्त अधिनियम की धारा 11 की उप-धारा (3) और धारा 46 के उपबंधों के अनुसार सुमचित कार्रवाई कर सकेगी।
1.3	बोली लगाने वालों की पात्रता (Eligible Bidders)
1.3.1	कोई बोलीदाता नैसर्गिक व्यक्ति, प्राइवेट संस्था, सरकारी स्वामित्व वाली संस्था के रूप में हो सकता है।
1.3.2	A bidder and all parties constituting the bidder shall have the nationality of India.
1.3.3	राजस्थान लोक उपापन में पारदर्शिता अधिनियम, 2012 की धारा 46 के अधीन विवर्जित बोली लगाने वाला उपापन प्रक्रिया में भाग लेने का पात्र नहीं होगा, - (क) यदि किसी भी उपापन संस्था को यदि राज्य सरकार द्वारा विवर्जित (debar) किया गया हो और (ख) यदि JRRSU द्वारा विवर्जित किया गया हो।
1.3.4	कोई बोलीदाता एक ही बोली प्रस्तुत कर सकेगा। यदि कोई बोली लगाने वाला एक ही बोली प्रक्रिया में एक से अधिक बोलियाँ प्रस्तुत करता है, तो उसकी समस्त बोलियाँ अस्वीकार किये जाने योग्य होंगी।
1.3.5	बोलीदाता का कार्यालय जयपुर में होना अनिवार्य है। बोलीदाता को इस आशय का सहमति पत्र या कार्यालय हो तो उसका सबूत पेश करना होगा।
1.3.6	बोलीदाता के पास ऑन लाईन साफ्टवेयर बनाये जाने एवं उसके रख-रखाव हेतु सेवाएं उपलब्ध करवाने के लिए युक्तियुक्त प्राधिकारी द्वारा जारी अनुज्ञा पत्र पंजीयन होना अनिवार्य है और बोलीदाताओं का इण्डियन पार्टनरशिप एक्ट 1932 या इण्डियन कम्पनी एक्ट 1956 या एकल स्वामित्व आदि के तहत पंजीयन होना आवश्यक है। बोलीदाताओं द्वारा तकनीकी बोली के साथ उक्त पंजीयन तथा पंजीयन अनुज्ञा पत्र का सबूत संलग्न किया जायेगा।
2. बोली दस्तावेज की विषयवस्तु (Contents of Bidding Document)	
2.1	बोली दस्तावेज के अनुभाग (Sections of the Bidding Document)
2.1.1	The bidding document consists of Parts 1, 2, and 3, which include all the sections indicated below, and should be read in conjunction with any addenda issued in accordance with ITB Clause 2.3 [Amendment of Bidding Document]. Part 1: Bidding Procedures अनुभाग. I बोली लगाने वालों के लिए अनुदेश Instructions to Bidders (ITB) अनुभाग. II अर्हता और मूल्यांकन की कसौटी Evaluation and Qualification Criteria

	अनुभाग III बोली के प्रारूप Part 2: Supply Requirements अनुभाग IV आपूर्ति की अनुसूची Part 3: Contract अनुभाग V संविदा की शर्तें और संविदा प्रारूप अ संविदा की सामान्य शर्तें ब संविदा की विशेष शर्तें स संविदा के प्रारूप The notice inviting bids (NIB; बोली आमंत्रित करने वाला नोटिस) issued by JRRSU shall also be a part of the bidding document.	Bidding Forms Schedule of Supply (SS) Conditions of Contract & Contract Forms General Conditions of Contract (GCC) Special Conditions of Contract (SCC) Contract Forms
2.1.2	The bidder is expected to examine all instructions, forms, terms, and qualifications in the bidding document. Failure to furnish all information or authentic documentation required by the bidding document may result in rejection of the bid.	
2.2	बोली दस्तावेजों का स्पष्टीकरण तथा बोली-पूर्व सम्मेलन (Clarification of Bidding Document and Pre-Bid Conference)	
2.2.1	बोलीदाता के लिए यह समझा जाएगा कि उसने प्रदाय किये जाने वाली सेवा की शर्तों, विनिर्देशों, आदि की सावधानीपूर्वक जाँच कर ली है। यदि उसे इन शर्तों, विनिर्देशों आदि के किसी भाग के अभिप्राय के बारे में कोई संदेह हो तो प्री. बिड बैठक तक, उसे JRRSU को भेजेगा (refer) तथा स्पष्टीकरण प्राप्त करेगा।	
	3. बोलियों को तैयार करना (Preparation of Bids)	
3.1	Documents Comprising the Bid	
3.1.1	बोली दो भागों में है, प्रथम भाग तकनीकी गुणवत्ता और कार्य सम्पादन विशेषताओं को रखने वाली तकनीकी बोली (Technical Bid) तथा द्वितीय भाग बोली के वित्तीय पहलुओं को रखने वाली वित्तीय बोली (Financial or Price Bid)। तकनीकी तथा वित्तीय दोनों बोलियों को साथ-साथ (Simultaneously) केवल इलेक्ट्रॉनिक रूप से प्रस्तुत करना होगा।	
3.2	वैकल्पिक बोलियाँ (Alternative Bids) वैकल्पिक बोलियों पर विचार नहीं किया जायेगा।	
3.3	Bid Prices बोली मूल्य	
3.3.1	बोलीदाता के द्वारा इकाई दरें तथा मूल्य भारतीय रुपये में ही उद्धृत (quoted) की जानी होगी। समस्त भुगतान भारतीय रुपये में ही किया जाएगा।	
3.4	बोली प्रतिभूति (Bid Security)	
3.4.1	बोली प्रतिभूति बोली के लिए प्रस्तुत उपापन की विषय वस्तु के प्राक्कलित मूल्य का 2% होगी या जैसा राज्य सरकार विनिर्दिष्ट करे। राजस्थान के लघु उद्योगों की दशा में यह प्रदाय के लिए प्रदत्त मात्रा का 0.5% होगी और लघु उद्योगों से भिन्न रुग्ण उद्योगों की दशा में जिनके मामले औद्योगिकी एवं वित्त पुनर्निर्माण बोर्ड के समक्ष लम्बित है, यह बोली के मूल्य का 1% होगी। राज्य सरकार द्वारा रजिस्ट्रीकृत बोली लगाने वालों से विनिर्दिष्ट रियायती बोली प्रतिभूति ली जा सकेगी। उपापन प्रक्रिया में भाग लेने वाले प्रत्येक बोली लगाने वाले से, यदि छूट प्राप्त नहीं हो तो बोली आमंत्रित करने वाली सूचना में यथा-विनिर्दिष्ट बोली प्रतिभूति देने की अपेक्षा की जायेगी।	
3.4.2	बोली प्रतिभूति यथा-विनिर्दिष्ट बैंक चैक या मांगदेय ड्राफ्ट के रूप में प्रस्तुत करनी होगी।	
3.4.3	बोली लगाने वाले से ली गई बोली प्रतिभूति निम्नलिखित मामलों में समपहृत कर दी जायेगी, अर्थात्:-	
	i. जब बोली लगाने वाला बोली के खुलने के पश्चात् अपनी बोली प्रत्याहृत या उपान्तरित करता है, या ii. जब बोली लगाने वाला प्रदाय/संकर्म आदेश देने के पश्चात् विनिर्दिष्ट कालावधि के भीतर करार, यदि कोई हो, का निष्पादन नहीं करता है, या iii. जब बोली लगाने वाला विनिर्दिष्ट समय के भीतर प्रदाय/संकर्म आदेश के अनुसार माल या सेवा का प्रदाय या संकर्म का निष्पादन प्रारंभ करने में असफल रहता है, या iv. जब बोली लगाने वाला प्रदाय/संकर्म आदेश दिये जाने के पश्चात् विनिर्दिष्ट कालावधि के भीतर कार्य सम्पादन प्रतिभूति [Performance Security] जमा नहीं कराता है, या v. यदि बोली लगाने वाला विनिर्दिष्ट बोली लगाने वालों के लिए विहित सत्यनिष्ठा की संहिता के किसी उपबंध का भंग करता है।	
3.4.4	सफल बोली लगाने वाले की दशा में, बोली प्रतिभूति की रकम कार्य सम्पादन प्रतिभूति की रकम में समायोजित	

	की जा सकती है या यदि सफल बोली लगाने वाला पूर्ण रकम की कार्य सम्पादन प्रतिभूति दे देता है, तो लौटायी जा सकती है। उपापन संस्था निम्नलिखित दशाओं के शीघ्र पश्चात् बोली प्रतिभूति को तत्परता से लौटा देगी, अर्थात् :- (क) बोली प्रतिभूति की विधिमान्यता के अवसान पर, (ख) सफल बोली लगाने वाले के द्वारा उपापन के लिए करार के निष्पादन और कार्य सम्पादन प्रतिभूति देने पर; (ग) उपापन प्रक्रिया के रद्दकरण पर; या (घ) बोली प्रस्तुत करने के लिए अन्तिम समय-सीमा से पूर्व बोली के प्रत्याहरण पर, जब तक कि बोली दस्तावेजों में यह अनुबंध नहीं हो कि ऐसा कोई प्रत्याहरण अनुज्ञात नहीं किया गया है। बोली प्रतिभूति राशि पर JRRSU द्वारा ब्याज का भुगतान नहीं किया जाएगा।
4. बोलियों का खोला जाना तथा बोली प्रस्तुतीकरण (Submission & Opening of Bids)	
4.1 बोलियों का खोला जाना (Bid Opening)	
4.1.1	तकनीकी बोलियों का मूल्यांकन पूर्ण करने के बाद केवल उन्हीं बोलीदाताओं की वित्तीय बोली ई उपापन पोर्टल http://eproc.rajabsthan.gov.in पर यथा-वर्णित रीति से खोली जायेगी, जो उनकी तकनीकी बोलियों के मूल्यांकन में अर्हित (substantially responsive Technical Bids and determined as being qualified in evaluation of Technical Bids) पाये जायेंगे। बोली लगाने वाले, जो तकनीकी मूल्यांकन में अर्हता प्राप्त कर लेते हैं, को उनकी वित्तीय बोलियों के खोले जाने की तारीख, समय और स्थान के बारे में लिखित रूप से सूचित किया जायेगा। बोलीदाताओं की तकनीकी-वाणिज्यिक अर्हता का निर्णय बोली दस्तावेजों के अनुसार बोलीदाताओं द्वारा प्रस्तुत ऑनलाइन दस्तावेजों की संवीक्षा (scrutiny) पर आधारित होगा।
5. बोलियों का मूल्यांकन तथा तुलना (Evaluation & Comparison of Bids)	
5.1 बातचीत (Negotiations)	
5.1.1	न्यूनतम या सर्वाधिक लाभप्रद बोली लगाने वालों से दरें असंतोषजनक प्राप्त होने की दशा में, बोली मूल्यांकन समिति न्यूनतम या सर्वाधिक लाभप्रद बोली लगाने वाले को एक लिखित प्रति प्रस्ताव देने का चयन कर सकेगी और यदि यह उसके द्वारा स्वीकार नहीं किया जाता है तो समिति बोली को अस्वीकार करने और बोलियां पुनः आमंत्रित करने का विनिश्चय कर सकती है या वही प्रति-प्रस्ताव दूसरे न्यूनतम या सर्वाधिक लाभप्रद बोली लगाने वाले को पहले और तत्पश्चात् तीसरे न्यूनतम या सर्वाधिक लाभप्रद बोली लगाने वाले को और इसी प्रकार उनकी प्रारंभिक स्थिति के क्रम में देने और संकर्म/प्रदाय आदेश उस बोली लगाने वालों को अधिनिर्णित किया जा सकेगा जो प्रतिप्रस्ताव स्वीकार करता है। यह प्रक्रिया मात्र आपवादिक मामलों में ही उपयोग में लायी जानी चाहिये।
5.1.2	यदि बातचीत के पश्चात् भी दरें अत्यधिक उंची मानी जायें तो नवीन बोली आमंत्रित की जायेगी।
6. संविदा का अधिनिर्णय (Award of Contract)	
6.1 सफल बोली का स्वीकार किया जाना और संविदा का अधिनिर्णय.	
	Acceptance of the successful Bid and award of contract
6.1.1	JRRSU, बोली मूल्यांकन समिति की सिफारिशों और बोली की शर्तों, यदि कोई हों, वित्तीय परिणामों, इत्यादि पर विचार करने के पश्चात् सफल बोली को स्वीकार या अस्वीकार करेगी।
6.1.2	कोई बोली तब ही सफल मानी जायेगी जब सक्षम प्राधिकारी ने उस बोली के निबंधनों में उपापन को अनुमोदित कर दिया हो। संविदा अधिनिर्णय किये जाने के पूर्व, उपापन संस्था यह सुनिश्चित करेगी कि सफल बोली की कीमत उचित और अपेक्षित गुणवत्ता के प्रति सुसंगत है।
6.1.3	यदि स्वीकृति के औपचारिक पत्र Letter of Intent (LOI) के जारी किये जाने में समय लगने की संभावना हो तो तब तक बोली लगाने वाले को आशय पत्र प्रेषित किया जा सकेगा। किसी प्रस्ताव का स्वीकार किया जाना तब पूर्ण मान लिया जायेगा जैसे ही स्वीकृति पत्र या आशय पत्र बोली दस्तावेज में दिये गये बोली लगाने वाले के पत्र पर डाक में डाल दिया गया हो और/या ई-मेल (यदि उपलब्ध हो) द्वारा प्रेषित कर दिया गया हो। जब तक औपचारिक संविदा का निष्पादन नहीं कर दिया जाये तब तक स्वीकृति पत्र या आशयपत्र एक नियत आबद्धकर संविदा होगी।
6.2 करार का निष्पादन (Signing of Contract)	
6.2.1	In the written intimation of acceptance of its Bid sent to the successful Bidder, it shall also be asked to execute an agreement in the format given in the Bidding Document on a non judicial stamp of requisite value at his cost and deposit the amount of Performance Security, within a period specified in the BDS or where the period is not specified in the BDS, then <u>within fifteen days from the date on which the LOA or LOI is dispatched to the Bidder.</u> Until a formal contract is executed, LOA or LOI shall constitute a binding contract.
6.2.2	If the Bidder, whose Bid has been accepted, fails to sign a written procurement contract or fails to furnish the required Performance Security or Performance Security Declaration, as

Handwritten signatures and initials at the bottom of the page.

	the case may be, within the specified time period, the JRRSU shall forfeit the Bid Security of the successful bidder/execute the Bid Securing Declaration and take required action against it as per the provisions of the Act and the Rules.
6.3	कार्य सम्पादन प्रतिभूति (Performance Security) 5% होगी
6.3.1	कार्य सम्पादन प्रतिभूति की अभ्यर्थना राज्य सरकार के विभागों और ऐसे उपक्रमों, निगमों, स्वायत्त निकायों, रजिस्ट्रीकृत सोसाइटियों, सहकारी सोसाइटियों जो राज्य सरकार के स्वामित्व या नियंत्रण या प्रबंध में हों और केन्द्रीय सरकार के उपक्रमों के सिवाय समस्त सफल बोली लगाने वालों से की जायेगी। तथापि, उनसे एक कार्य सम्पादन प्रतिभूति घोषणा ली जायेगी। राज्य सरकार किसी विशिष्ट उपापन या उपापन के किसी प्रवर्ग के मामले में कार्य सम्पादन प्रतिभूति के उपबंध को शिथिल कर सकेगी।
6.3.2	कार्य सम्पादन प्रतिभूति की रकम माल और सेवाओं के उपापन के मामले में प्रदाय आदेश की रकम की पांच प्रतिशत या जैसी कि बोली दस्तावेज में विनिर्दिष्ट की जाये, होगी और संकर्मों के उपापन के मामले में संकर्म आदेश की रकम की दस प्रतिशत होगी। राजस्थान के (सूक्ष्म, लघु और मध्यम उद्यमों, के मामले में दी जाने वाली सेवाओं, के लिए आदिष्ट परिमाण की रकम की एक प्रतिशत होगी और सूक्ष्म, लघु और मध्यम उद्यमों, से भिन्न रुग्ण उद्योगों, जिनके मामले औद्योगिक और वित्तीय पुनर्निर्माण बोर्ड के समक्ष लम्बित है, के मामले में यह प्रदाय आदेश की रकम का दो प्रतिशत होगी।
6.3.3	आरटीपीपी नियम-2013 के नियम 75 (अ) अनुसार अतिरिक्त परफोरमेन्स सिक्योरिटी देय होने पर जमा करानी होगी।

Handwritten signature/initials

Appendix A: Grievance Handling Procedure during Procurement Process (Appeals)

1. Filing an appeal

- (a) If any Bidder or prospective Bidder is aggrieved that any decision, action or omission of the JRRSU is in contravention to the provisions of the Act or the Rules or the Guidelines issued thereunder, he may file an appeal to the First Appellate Authority Vice chancellor, within a period of ten days from the date of such decision, action, or omission, as the case may be, clearly giving the specific ground or grounds on which he feels aggrieved:

Provided that after the declaration of a Bidder as successful in terms of section 27 of the Act, the appeal may be filed only by a Bidder who has participated in procurement proceedings:

Provided further that in case JRRSU evaluates the Technical Bid before the opening of the Financial Bid, an appeal related to the matter of Financial Bid may be filed only by a Bidder whose Technical Bid is found to be acceptable.

- (b) After hearing the parties, the First Appellate Authority shall dispose of the appeal and pass an order within a period of 30 days of the date filing of the appeal.
- (c) If the First Appellate Authority fails to dispose of the appeal within the period 30 days of the date of filing the appeal or if the bidder or prospective bidder or the JRRSU is aggrieved by the order passed by the First Appellate Authority, the bidder or prospective bidder or the JRRSU, as the case may be, may file a second appeal to the Second Appellate Authority Secretary, Sanskrit education Department, within fifteen days. The Second Appellate Authority, after hearing the parties, shall dispose of the appeal and pass an order within a period of 30 days which shall be final and binding on the parties. If the Second Appellate Authority is unable to dispose of the appeal within the aforesaid period, he shall record reason for the same.

2. Appeal not to lie in certain cases:

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

- (a) determination of need of procurement;
- (b) provisions limiting participation of Bidders in the bidding process;
- (c) the decision of whether or not to enter into negotiations;
- (d) cancellation of a procurement process;
- (e) applicability of the provisions of confidentiality.

3. अपील का प्रारूप.-

- (a) धारा 38 की उप-धारा (1) या (4) के अधीन कोई अपील प्रारूप में उतनी प्रतियों के साथ होगी जितने कि अपील में प्रत्यर्थी हैं।
- (b) प्रत्येक अपील उस आदेश, जिसके विरुद्ध अपील की गयी है, यदि कोई हो, अपील में कथित तथ्यों को सत्यापित करने वाले शपथ पत्र और फीस के संदाय के सबूत के साथ होगी।
- (c) प्रत्येक अपील प्रथम अपील प्राधिकारी या, यथास्थिति, द्वितीय अपील प्राधिकारी को व्यक्तिशः या रजिस्ट्रीकृत डाक द्वारा या प्राधिकृत प्रतिनिधि के माध्यम से प्रस्तुत की जा सकेगी।

4. अपील फाइल करने के लिए फीस.-

- (1) प्रथम अपील के लिए फीस दो हजार पांच सौ रुपये और द्वितीय अपील के लिए दस हजार रुपये होगी जो अप्रतिदेय होगी।
- (2) फीस का संदाय किसी अधिसूचित बैंक के बैंक मांगदेय ड्राफ्ट या बैंकर चैक के रूप में किया जायेगा जो संबंधित अपील प्राधिकारी के नाम देय होगा।

5. अपील के निपटारे की प्रक्रिया.-

- (1) प्रथम अपील प्राधिकारी या, यथास्थिति, द्वितीय अपील प्राधिकारी अपील फाइल किये जाने पर प्रत्यर्थी को अपील, शपथ पत्र और दस्तावेजों, यदि कोई हो, की प्रति के साथ नोटिस जारी करेगा और सुनवाई की तारीख नियत करेगा।
- (2) सुनवाई के लिए नियत तारीख को प्रथम अपील प्राधिकारी या, यथास्थिति, द्वितीय अपील प्राधिकारी,-
- (अ) उसके समक्ष उपस्थित अपील के समस्त पक्षकारों की सुनवाई करेगा, और
 - (ब) मामले से संबंधित दस्तावेजों, सुसंगत अभिलेख या उनकी प्रतियों का अवलोकन या निरीक्षण करेगा।
- (3) पक्षकारों की सुनवाई, मामले से संबंधित दस्तावेजों, सुसंगत अभिलेख या उनकी प्रतियों के अवलोकन या निरीक्षण के पश्चात्, संबंधित अपील प्राधिकारी लिखित में आदेश जारी करेगा और अपील के पक्षकारों को उक्त आदेश की प्रति निःशुल्क उपलब्ध करायेगा।
- (4) उप नियम (3) के अधीन पारित आदेश राज्य लोक उपापन पोर्टल पर भी दर्शित किया जायेगा।



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 (प्रतिप्रार्थियों) 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 :

(शपथ पत्र द्वारा समर्थित)

7. प्रार्थना :

स्थान :

तारीख :

अपीलार्थी के हस्ताक्षर

Section II: Evaluation and Qualification Criteria

अर्हता और मूल्यांकन की कसौटी

तकनीकी बोलियों के मूल्यांकन के लिए नियत की गयी कसौटी राजस्थान लोक उपापन में पारदर्शिता अधिनियम, 2012 के उपबंधों के अनुसार होगी। बोलीदाताओं की तकनीकी-वाणिज्यिक अर्हता का निर्णय बोली दस्तावेजों के अनुसार बोलीदाताओं द्वारा प्रस्तुत दस्तावेजों की संवीक्षा (scrutiny) पर आधारित होगा। तकनीकी बोलियों के मूल्यांकन के लिए एक बार नियत की गयी कसौटी बदली या शिथिल नहीं की जायेगी।

The Bidder is expected to examine all instructions froms terms and qualifications in the Bidding Document. Failure to furnish all information or authentic documentation required by the Bidding Document may result in rejection of the Bid.

बोली दस्तावेजों का मूल्य तथा बोली प्रतिभूति के बिना बोलियां अस्वीकार किये जाने योग्य होंगी। यदि बोली लगाने वालों को राज्य सरकार से अथवा किसी विधि/नियम/प्रावधान के तहत बोली दस्तावेजों का मूल्य तथा बोली प्रतिभूति के संबंध में कोई छूट प्राप्त हो, तो बोली लगाने वालों को ऐसी छूट प्राप्त होने के वैध दस्तावेज प्रस्तुत करने होंगे।

बोली लगाने वालों की पात्रता(Eligible Bidders) का निर्धारण ऑनलाइन प्रस्तुत किये गये निम्नलिखित दस्तावेजों पर आधारित होगा-

(अ) विनिर्दिष्ट पंजीयन दस्तावेज, जिनकी स्वसत्यापित प्रति वांछित है-

If a registered company	Memorandum of Association व इण्डियन कम्पनी एक्ट 1956 के तहत वैध पंजीयन प्रमाणपत्र
If Partnership Firm	पार्टनरशिप डीड एवं इण्डियन पार्टनरशिप एक्ट 1932 के तहत वैध पंजीयन प्रमाण पत्र
If another statutory or registered body	ट्रस्ट/सोसाइटी के तहत या अन्य व्यक्तिगत प्राधिकारी से प्राप्त वैध पंजीयन दस्तावेज
एकल स्वामित्व की दशा में	Proof of Address of residence and office, telephone numbers e-mail address, if any.
Authorisation Signatory - person signing the Bid	Power of Attorney/Board Resolution/Letter of Authorisation written on the address, if any.
GSTIN	बोलीदाता को जीएसटी पंजीयन दस्तावेज प्रस्तुत करने होंगे। यदि बोलीदाता का जीएसटी के तहत पंजीयन आवश्यक नहीं हो तो बोलीदाता को अपने लेटर हेड पर एक अपडेटेडिंग बोली के साथ संलग्न करना होगा।
PAN	बोलीदाताओं द्वारा बोली के साथ PAN की प्रति संलग्न की जायेगी।
Jaipur Branch Office	जयपुर में होना अनिवार्य है
Help line	24 X 7 Back Support Office
Blacklist	No Blacklist on Non Judicial stamp paper of Rs 100/-
Turn Over	वित्तीय वर्ष 2022-23, 2023-24 एवं 2024-25 में तीन वर्षों का औसतन टर्नओवर राशि रुपये 50.00 लाख न्यूनतम होना आवश्यक मय सनदी लेखाकार द्वारा जारी प्रमाण पत्र मय यूडीआईएन नम्बर।
Experince	वर्ष 2023-24, 2024-25 एवं 2025-26 में किसी भी एक वित्तीय वर्ष में सरकारी/अर्द्धसरकारी/स्वायत्तशासी संस्थान में समान प्रकृति के राशि रुपये 15-15 लाख के दो अथवा 25 लाख का एक पूर्ण किये गये कार्यों का कार्यादेश एवं उसी कार्यादेश का सेवा सतीषजनक का प्रमाण पत्र संलग्न करवाया जाना अनिवार्य होगा। जिसमें राशि का भी उल्लेख होना अनिवार्य है।

(ब) विनिर्दिष्ट पंजीयन दस्तावेज/अनुज्ञा पत्र जिनकी स्वसत्यापित प्रति वांछित है-

बोलीदाता का राजस्थान अनुबंधित श्रमिक (नियमन एवं उन्मूलन) अधिनियम, 1970, कर्मचारी भविष्य निधि अधिनियम, 1952, कर्मचारी राज्य बीमा अधिनियम, 1948, राजस्थान दुकान एवं वाणिज्यिक संस्थान अधिनियम 1958 या इण्डियन पार्टनरशिप एक्ट 1932 के अन्तर्गत या इण्डियन कम्पनी एक्ट 1956 के अन्तर्गत विधि अनुरूप पंजीयन होना आवश्यक है। बोलीदाताओं द्वारा तकनीकी बोली के साथ संबंधित कार्य हेतु विधि के तहत आवश्यक पंजीयन सबूत संलग्न किया जायेगा।

(स) बोली दस्तावेजों के अनुसार बोली के प्रारूप/Bidding Forms में वर्णित एवं वांछित प्रारूप-अनेक्सचर लगाना अनिवार्य होगा। जिनके बिना निविदा को गैर-प्रत्युत्तरदायी मानकर निरस्त कर दिया जायेगा।

Signature of Bidder

1. Technical Bid Submission Sheet (FORMAT OF THE COVERING LETTER)
(The covering letter is to be submitted by the Bidder as a part of the Bid)

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

Subject: Bid for On line Pre and Post Exam Work.

Dear Sir/Madam,

Please find enclosed my/our Bid Proposals in response to the issuance of NIB No--- Dated --- by JRRSU for selection of Bidder Bid for On line Pre and Post Exam Work.

I/We, the undersigned, declare that:

- (a) I/We have examined and have no reservations to the Bidding Document, including Addenda No -
- (b) I/We declare that we fulfill the eligibility and qualification criteria in conformity with the Bidding Document and offer to provide services ----- in accordance with the specifications, the delivery schedule and other requirements as specified in Section IV, Schedule of Supply.
- (c) My/Our Bid shall be valid for a period of 90 days from the date fixed for the bid submission deadline in accordance with the Bidding Document, and it shall remain binding upon us and may be accepted at any time before the expiration of that period. JRRSU may solicit our consent for further extension of the period of validity.
- (d) If my/our Bid is accepted, we commit to obtain a Performance Security in the amount of 5% percent of the Contract Price for the due performance of the Contract.
- (e) My/Our firm, including any subcontractors or suppliers for any part of the Contract, have nationalities of India or other the eligible countries.
- (f) I/We are not participating, as Bidder in more than one Bid for supply of the subject Goods in this bidding process, other than alternative offers, if permitted, in the Bidding Document.
- (g) My/Our firm, its affiliates or subsidiaries, including any subcontractors or suppliers for any part of the Contract have not been debarred by the State Government or the JRRSU or a regulatory authority under any applicable law.
- (h) I/We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed.
- (i) I/We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.
- (j) I/We agree to permit the JRRSU or their representatives to inspect our accounts and records and other documents relating to the bid submission and to have them audited by auditors appointed by them.
- (k) I/We declare that we have complied with and shall continue to comply with the provisions of the Code of Integrity including Conflict of Interest as specified for Bidders in the Rajasthan Transparency in Public Procurement Act, 2012, the Rajasthan Transparency in Public Procurement Rules, 2013 and this Bidding Document during the procurement process and execution of the Contract till completion of all our obligations under the Contract.
- (l) Other comments, if any -----

Date-

For and on behalf of

Signature (with seal)
(Authorized Representative/ Signatory)
Name of person
Designation
(Kindly attach the authorization letter)



Formats for Qualification Requirements

Annexure- 1 Bidder's Profile (or Bidding Form)

Name & Address of the Procuring Authority: Registrar, JRRSU, Jaipur-302026

NIB -----Dated: -----

S. No	Description	Information
1	Name & Address details of the Bidder	
	Name of Bidder	
	Full Address of Registered Office: (Address of residence and office in case of sole Proprietorship) Telephone No. Fax NO. E- mail address/website	
	Full Address of the Office (for working in Jaipur, if any) : Telephone No. Fax NO. E- mail address/website	
2	Year of Establishment	
3	Type of Bidder -कम्पनी/ पार्टनरशिप/ Sole Proprietary/ Trust / Society / Any other Please specify	
4	Certification/Accreditation/Affiliation, if Any	
5	Name & Designation of authorized Signatory	
6	Name of contact person who will apprise JRRSU about the status of the work. Name Designation..... Contact No..... E-Mail:.....	
8	Bank Details of the Bidder	
	Bank Name	
	Account No.	
	Date of Opening Account	

9. Details of Fee

Details of Fee	Bank Draft/DD No./ Deposit Receipt & Date	Amount in Rupees	Drawn on Bank
Bid Document Fee			
RSIL Bid Processing Fee			
Earnest Money Deposit			

10. Turnover defined as the total payments received by the Bidder for contracts for the last three years

Financial Year	Amount (Rs.Lacs)	पृष्ठ संख्या
2022-23		
2023-24		
2024-25		

11 The major similar contracts handled by the Bidder during the last three years in the following format (if the space provided is insufficient, a separate sheet may be attached)

Name & Address of the Client	Amount of Contract (Rs. Lacs)	Duration of Contract		
		Total Period	From	To

12 बोलीदाता/संवेदक द्वारा विभिन्न पंजीकरण इत्यादि का विवरण भी निम्नानुसार प्रस्तुत किया जावेगा:-

क्र. सं.	विवरण	रजि.सं.	वर्ष	पंजीकरण दिनांक	पृष्ठ सं.
अ	वस्तु एवं सेवा कर (GST), यदि लागू हो				
ब	आय कर (पैन नम्बर)				
स	राजस्थान दुकान एवं वाणिज्यिक संस्थान अधिनियम 1958 के अन्तर्गत, यदि उपलब्ध है।				
द	इण्डियन पार्टनरशिप एक्ट 1932/इण्डियन कम्पनी एक्ट 1956/ Public Charitable Trust Act/ Societies Registration Act/ Any other Registration के अन्तर्गत				

13 हम आपके कार्यालय द्वारा दिये गये सप्लाई आदेश में वर्णित अनुसार सेवायें सप्लाई किये जाने हेतु बाध्य रहेंगे। (वर्णित सेवाओं हेतु हमारे द्वारा जो भी दरें दी जायेगी वह वार्षिक अनुबन्ध के आधार पर होगी, हमें मान्य हैं।)

14 Additional information, if any, (Attach separate sheet, if required)

I/ We agree to abide by all the terms and conditions mentioned in this form issued by the JRRSU and also the further conditions of the said notice given in the attached sheets (all the pages of which have been signed by us in token of acceptance of the terms mentioned therein along with stamp of the firm).

Date
Place

For and on behalf of

Signature (with seal)
(Authorized Representative/ Signatory)
Name of person
Designation

ANNEXURE-2
UNDERTAKING OF TRUTHFULLNESS

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

Subject:- Submission of undertaking for Bid to On line Pre and Post Exam Work to JRRSU

vide NIB No..... .. Dated

Dear Sir/Madam,

I/We, the undersigned, am/are submitting my/our bid Bid for On line Pre and Post Exam Work to JRRSU 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. -----

ANNEXURE-3

SELF-DECLARATION – NO BLACKLISTING

(To Be Filled by the BIDDER)
(On 100/- Rupees Non Judicial Stamp)

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

Ref: Bid for On line Pre and Post Exam Work

Dear Sir/Madam,

In response to the NIB Ref. No. -----dated ----- for development the On line Pre and Post Exam Work 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 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 :-----

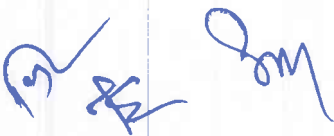
Name of Bidder: -----

Address: -----

Telephone (Office): -----

Fax: -----

Email. -----



Annexure-4: (If applicable)

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

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

Ref: Bid for On line Pre and Post Exam Work

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 Biider

Palce

Address:

Authorized Signatory

Signed :

Signature Verified

Seal of the Organization

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 करें अन्यथा निविदा निरस्त की जा सकती है।



ANNEXURE 5 : FINANCIAL BID UNDERTAKING

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

Ref: Bid for On line Pre and Post Exam Work

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



Annexure 6
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, JRRSU Jaipur-302026 for On line Pre and Post Exam Work 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 JRRSU;
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

Annexure 7

List of Required Document with proof for Qualifying in Technical Bid

S. No	Description	Documents Required (Must write Page No. in Column 4 where document attached)	Page No.
1	2	3	4
Legal Entity			
1.	If a registered company	Memorandum of Association Registration certificate	
	If Partnership Firms	Partnership Deed Valid registration certificate	
	If another statutory or registered body	Certificate of incorporation or registration issued by concerned authority.	
	Authorisation Signatory - person signing the Bid	Power of Attorney/Board Resolution/Letter of Authorisation written on the Letter Head by the Bidder	
2.	Turn Over	वित्तीय वर्ष 2022-23, 2023-24 एवं 2024-25 में तीन वर्षों का औसतन टर्नओवर राशि रुपये 50.00 लाख न्यूनतम होना आवश्यक मय सनदी लेखाकार द्वारा जारी प्रमाण पत्र मय यूडीआईएन नम्बर।	
3.	Tax registration	Valid GSTIN	
		PAN	
	Other Registration Certificate	(i) राजस्थान दुकान एवं वाणिज्यिक अधि 1958 या इंडियन पार्टनरशिप एक्ट 1932 या इंडियन कम्पनी एक्ट 1956	
4.	Experience	वर्ष 2023-24, 2024-25 एवं 2025-26 में किसी भी एक वित्तीय वर्ष में सरकारी/अर्द्धसरकारी/स्वायत्तशासी संस्थान में समान प्रकृति के राशि रुपये 15-15 लाख के दो अथवा 25 लाख का एक पूर्ण किये गये कार्यों का कार्यदेश एवं उसी कार्यदेश का सेवा संतोषजनक का प्रमाण पत्र संलग्न करवाया जाना अनिवार्य होगा। जिसमें राशि का भी उल्लेख होना अनिवार्य है।	
5.	Jaipur Branch Office	Jaipur Branch Office Address	
6.	Helpline	24 x 7 Back Support Office	
Declarations and Forms			
7.	Technical Bid Submission Sheet	(FORMAT OF THE COVERING LETTER)	
	Annexure- 1	Bidder's Profile (Bidding Form)	
	Annexure -2	UNDERTAKING OF TRUTHFULLNESS	
	Annexure -3	SELF-DECLARATION - NO BLACKLISTING	
	Annexure -4	Bidder's Authorization Certificate	
	Annexure- 5	FINANCIAL BID UNDERTAKING	
	Annexure- 6	Declaration by the Bidder Regarding Qualification Under Section 7 and 11 of the ACT	
8.	Bidding Document Fee	Scanned copy of DD/Receipt of Bank Deposit	
	RISL Processing Fee	Scanned copy of DD/ Receipt of Bank Deposit	
	EMD	Scanned copy of DD/Receipt of Bank Deposit	
	यदि बोलीदाता को बोली दस्तावेजों के मूल्य एवं/या बोली प्रतिभूति राशि के संबंध में कोई छूट प्राप्त है तो उक्त छूट प्राप्त होने से संबंधित वैध दस्तावेज की प्रति		
9.	Signed copy of Bid Document		

Note: संवेदक फर्म को वांछित प्रपत्रों के साथ संलग्न दस्तावेजों पर पृष्ठ संख्या अंकित करना अनिवार्य होगा। संलग्न दस्तावेजों पर पृष्ठ संख्या अंकित नहीं पाये जाने पर संबंधित बिड को मान्य नहीं किया जायेगा या विचार नहीं किया जायेगा।

3. Financial Bid Submission Sheet

NIB NO

Date:

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

Ref: Bid for On line Pre and Post Exam Work.

Dear Sir/Madam

I/We, the undersigned, declare that:

1. I/We have examined and have no reservations to the Bidding Document, including Addenda No.:-----
2. I/We offer to supply in conformity with the Bidding Document and in accordance with the specifications, the delivery schedule and other requirements as specified in as specified in Section V, Schedule of Supply the following Services:
Development of Software
3. The total Price for my/our Bid, excluding GST is:
(Price must be quoted only in the prescribed format of BoQ में Online ही भरें)
For development the On line Pre and Post Exam Work

विशेष –संवेदक निविदा में अपनी दरें यहाँ नहीं भरें, केवल विहित प्रपत्र BoQ में Online ही भरें
(Unit Price must be quoted only in the prescribed format of BoQ on E-proc. Portal.)

4. I/We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed.
5. I/We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.
6. Other comments, if any:

Date

Name-

In The Capacity of

Signed

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

Complete Address -----

Telephone No. -----

Fax -----

E-mail -----

**4 Price Schedule for On line Pre and Post Exam Work
(Online submission on e-Procurement Portal)**

Bid Inviting Authority: Registrar , J.R.Rajasthan Sanskrit University, Jaipur

Name of Work: for On line Pre and Post Exam Work

NIB No.

Name of Bidder/Bidding Firm/Bidding Company

Price Schedule

S. No.	Item Description	Price of one Student with all Taxes Excluding GST
1	For online Pre and Post Exam Work (Rate as per Student Enrolled in the Exam and including software updation time to time)	
	Total	

**(Unit Price must be quoted only in the prescribed format of BoQ on e-proc.
portal.)**

This is only for reference.

Section IV: Scope of Work

The bidders are strongly advised to carefully read the scope of work / schedule of supply below and quote accordingly. The detailed scope of the work during the period of contract/engagement would include (but not limited to) the following-

Bid for On line Pre and Post Exam Work

(As and When Required Basis)

S. No.	Item Description	Price of one Student with all Taxes Excluding GST
1	For online Pre and Post Exam Work (Rate as per Student Enrolled in the Exam and including software updation time to time)	
Total		

The Total will be taken as the basis for determining L1

ON LINE PRE AND POST EXAM WORK

Scope of Work

OBJECTIVES

Proposed Web application have the facility of -

Part -A: Online Work

1. The Work done on the Existing Designed, developed, implementationed, executed, maintained Software which developed by the previous Firm.
2. Hosting of candidate friendly application for all the mouldes.
3. Design and creation of Database as per the scheme provided by the University.
4. Make a Suitable Domain Name (Preferred old domain name) and also create a dynamic website for the University and maintenance as per Instruction by University.
- 4- Infrastructure and Manpower-The firm must possess Infrastructure and experienced, qualified, skilled Manpower in house for all the activities required to be undertaken within the ambit of this tender. No activity as such, must be outsourced or sublet. Addresses where the infrastructural facilities are located or installed must be mentioned along with documentary Proof of Address Pre printed and Ownership of Machinery etc. for the following activities.
 - a. Data Entry and Date Processing
 - b. Scanning of Documents
 - c. Image Scanning
 - d. Location of the Server must be in India. Data should be in encrypted form only. Detail of Server be given.
- 1 There should be a system of ensuring total security/confidentiality during the implementation phase.
- 2 No information regarding candidates etc. is to be transmitted on to anyone else in any form.
- 3 Successfully Tenderer has to open contact office at Jaipur and will also intimate name of person/s alongwith his telephone number to coordinate with Registrar and nominated person for day to day activities and implementation the work in the stipulated period.
- 4 Coding Work/Scanning of document would be done as per guidelines by University.
- 5 The firm will have to provide students Service / Helpline for 24x 7.
- 6 **For smooth executing of the specified work, if any changes require in the Online/off line process, the tenderer will make necessary updation/changes/amendment without any extra cost or charges.**
- 7 The firm must possess experienced, qualified, skilled Manpower and Management Services at the University Premises. Office Space, Electricity and Furniture will be provided by University, Computer systems including Printers & scanners etc. and related required services. Server system and other related machinery will be arranged by the firm. Infrastructural facilities must be installed in University Premises.

- 8 At the end of tender period , the approved agency will transfer all computer applications developed and tested for error free operation of the project to the University Intranet server with all rights for the software including modification of its source codes and operation of it through a third part.
- 9 Service Provider should ensure that the module is developed in such a way that the same is rendered mobile-use-friendly.
- 10 If in case of non executions or non timely executions, university have right to get the work done from the other firm or the risk & cost of tender for timely completion of the work.
- 11 Schedule of specified work will be provided by the university in due course and the same must be followed by the tenderer.

Pre Examination

PRE EXAMINATION WORK

- Online Submission of Examination form -
- **ONLINE MODULE OF SUBMISSION OF EXAMINATION APPLICATIONS**
 - ◆ Design, Development and Modified Applications forms.
 - ◆ Inviting of Online Applications basis of Regular, Private, and Ex-Students.
 - ◆ Automatic generation of student login through admission details with fees Submission in their Individual University / department.
- **INDIVIDUAL UNIVERSITY / DEPARTMENT LOGIN**
 - ◆ Creating the individual login of all University / department of the University.
 - ◆ Uploading of circulars in individual University / department login.
 - ◆ Circulating letters in individual University / department login.
 - ◆ Roll list, verification with attendance sheet
 - ◆ Change password facility for individual University / department login.
 - ◆ Verification for Application forms at individual University / department login with their respective fees structure.
 - ◆ Generation of course wise and subject wise list in proper indexing for the verified student list.
 - ◆ Automatic fee summary generation with the respective courses in the University / department.
 - ◆ Uploading of Examiner list on examination bases.
 - ◆ Make Examiner Portal - Login and provide the required permission to fill the self information, Upload Marks, Take Printout, Uplod Student Attendance, Uplod required document, Generate bill etc.
 - ◆ Firm must be make college pannel for colleges, student pannel for students, examiner pannel for examiner theory and practical, exam center pannel for exam centers for various work as described by the university.
 - ◆ All bills realated to the exam works must be generated automatically.
 - ◆ Firm must be make a secure platform for exam ceter to send question paper (online) in pdf formate enscript mode as per university direction.
- Exam Center Allotment -
 - ◆ Generation and Allotment of the Exam Center as per the University norms or list, Provide the facility to fill the online attendance of Examination, Exam Center bill, Require Answer book reports and requirement of Answer Book, Provide the facility to download the required information form the portal as per Univeristy permitted
- Publishing of Admit card/Verification documents on Online portal -
 - ◆ Publishing of Online Admit card with all necessary parameters Name, Father Name, Roll No., Center, University / department, photograph, signature, choice of subject etc) after permitted by the Colleges and Department of the University.
- After verification a roll list will be generated and accordingly Admit cards and Verification cards too.

Modulewise Description

1. Online Examination Form Submission

An Online Examination form has to be various courses offered by University like Traditional Courses (Annual & Semester), Professional courses (Annual & Semester), Campus courses and other degree and diploma courses. The

Online Examination forms for Regular, Private, Ex, Due/Back, Improvement students should be filled with University existing database and integrated with courses and rules of examination forms of the University. A student will select his/ her course, type of student, session and submit his/ her enrolment or roll number, after validating provided information a format of online Examination form should appear in University prescribed format having facility to select papers of subject opted by student, fill his/her personal particulars, academic information and online submission of photo & signature. The student will submit his/her online Examination form after it and a page of fee appears after it.

2. **Fee Submission**
Fee should be calculated in accordance with Student type, Course, type of course and other information provided by University. University fee varies from courses to courses and type of student like fee is different for Regular, Private, Ex, Due/Back & improvement student as well as for different courses like Traditional, Professional, self-Finance, Campus etc.
3. **Online Payment Gateway Integration**
As mentioned above after submitting online Examination Form, a page of fee will appear on the screen and student will pay his/her fee through this payment gateway only. The payment gateway should accept all debit card, credit card and net banking of all banks. University will tie up with service provider but vendor should have to integrate with his web application. No other mode of payment will be accepted.
4. **University / department Login Panel**
A unique University / department login and password should be provided to every University / department. Online Examination Forms filled by Students should appear in every particular login panel of University / department. University / department will verify its student and if needed will make corrections in it within time limit given by the University. University / department can download Checklist, Roll list, Admit cards, Attendance sheets and other reports through it.
5. **Check List / Roll List/T.R.**
Online Check List and Roll List will be generated based on the Examination Form filled by the Student in every University / department login. University / department can download it course wise, subject wise, Paper wise, Category wise etc.
6. **Admit Cards**
Online Admit Card should be available for Students. A student can download it after providing his/her Exam form number. Admit cards will be generated only for verified Students by the University / department.
7. **Verification Cards (Attendance Sheet)**
Online Verification Card should be available in University / department login. University / department can download it course wise, Subject wise of individuals or in bulk. Verification Cards will be generated of only verified Students by the University / department.
8. **Admin (Webmaster)**
This module enables the Webmaster to control the entire Examination Portal Process. A Control Panel will be designed for Webmaster in which Administrative control of Online Examination Forms such as staff Login generation, Seat Verification & allotment, Fee Verification & customization, Check List / Roll List generation, Nominal Roll generation, Admit Card generation, Attendance Sheet and Report will be provided. Webmaster will generate Officers/ Staff Login User id and Password for employee. Using that id and Password, Officers/ Staff can perform their tasks assigned to them. Webmaster will verify the Fee submitted by the Student in Bank through Online payment mode. Vendor will perform activities mentioned above.
9. **Reports**
Various Reports will be generated as per requirement of the University like Fee Reports, number of Students in Particular Course, number of Students in Particular Subject and Category wise Students Count etc.
10. **Security**
Now the days hacking and SQL injection is a major threat to any Online Application. So that vendor will take care of every security measures. Examination Form should be secured in every manner.
11. **Online Attendance Sheet**
Online Attendance Sheet will be generated based on the Roll List of the University / department. It will available for University in its Webmaster Control Panel. Even University / department can take Printouts of it from their Control Panel.

1.4. Marks Generation

Students practical/viva/internal marks submission

University / departments have options on their portals for submission of their practical/viva/internal marks online. Only authenticated departments and University / departments can submit their practical/viva/internal marks because the entire system will be validated with university result database. Practical/viva/internal marks updation consists of Enrolment number, Roll number, academic session, University / department name, and course. After submitting above mentioned information a result of that student will be updated and a web page to submit Practical/viva/internal marks and its description will open. After filling those fields Practical/viva/internal marks registration number will be submitted to that particular student. That number will be use for further result with University.

University / departments will prepare a list of Practical, Viva-voce and Internal Assessment of the subjects operated in the Department of the University and the University / department. After clicking on the Fill Online link, the list of the

students available in the above mentioned subject who have filled online examination forms) will be displayed in the department or University / department.

3.6 Online result

By online result option students have to select their course and roll number to generate their particular results online and also have option to download it in pdf format.

1.5 Migration Certificate / Degree Generation

- Students will check their Migration certificates online by entering their Roll number as per University Rules and after approval by the Controller of Examination or Authorised Person of Exam.
- Students will able to download the migration certificate as per University Rules and after approval by the Controller of Examination or Authorised Person of Exam.
- After validating the students Roll number students will receive their Degree as per University Rules and after approval by the Controller of Examination or Authorised Person of Exam.
- The firm must be established small setup in university campus for publish duplicate marksheets, provisional and degree etc.
- The firm must be established small setup in university campus for complete the old T.R. in electronic form approx 10 Years data.
- All T.R. will be printed by Line/dot matrix printer in prescribed format.

Detail approx. work

Part -A: Online Work

1. Design, development, implementation, execution, maintenance and hosting of candidate friendly application for online filling of application form for main exam./suppl. exam./revaluation/Enrollment Number. (Above 30 types of examinations approx.)
2. Storing photograph, signature of the candidate in JPG format.
3. Design and creation of Database as per the scheme provided.
4. Printing of challan as per the bank's requirement with proper fees by giving unique challan number.
5. Provision for Devnagri script in the system for Name of candidates, fathers name & mothers name etc.

Part -B:

I. Pre Examination Work:

1. Feeding/scanning of barcodes/Form no. of the forms received through university.
2. Printing of the checklist as per the scheme in two copies.
3. Updating of the data and providing update list.
4. Generation of Roll no. after getting all the forms, check list and update list.
5. Providing basic Roll List.
6. Providing Numerical Return - College wise/examination centre wise/consolidated In 6 copies as and when required.
7. Providing Q.P. statement subject wise/college wise/examination centre wise and consolidated in 6 copies as and when required.
8. Roll list in 3 copies.
9. Registration summary in 3 copies.
10. Admission card online in one copy.
11. Examination Centre copy in one copy - printed.
12. Alphabetic list.
13. Seating arrangement statement paper wise.
14. Generation of enrollment number for the fresh students.
15. Enrollment slips online.
16. Printing of enrollment register.
17. Statistics as per the specifications.
18. Examination fees statement for the forms received.
19. Supply of pre-scanned OMR sheets of 25X19 cms sized 100GSM map litho (Scan able on Oscan range Scanner) for Elementary Computer Application and Environmental studies with litho code numbering.
20. Centre wise attendance sheet in triplicate for each paper of examination where Coding is done and also for Elementary Computer Application and Environmental studies paper.
21. Supply of OMR award sheets college wise/center wise with actual roll numbers for all practical subjects and such theory paper examinations where coding is not used.
22. Supply of Centre wise, date and session wise written answer books packets Collection list giving unique number to each packet (3 copies)
23. Reconciliation of bank statement/data with fee collected and identification of Application received without fee.

II. Post Examination Work:

1. Updating of Roll data incorporating all the corrections received up to updation time.

2. Preparations of compilation marks list after compiling the data for each student for part -I/II/III in case of UG Examination and previous/final in case of PG examinations and Semester examination.
3. Supply of coding number allotment registers examination wise/paper wise.
4. Evaluation through double scanning of OMR answer-sheets of Elementary Computer Application and Environmental studies subjects.
5. Posting of marks awarded by examiners on OMR award sheets, through double scan or on manual award sheets through double punching.
6. Providing Exception Report within 2 days of supply of last awards by exam section.
7. Preparation of the result as per the scheme, within 2 days of the receipt of exception report from exam section.
8. Preparation and supply of T.R. in 3 copies, on the day of declaration of result.
9. Supply of Mark sheets on the day of declaration of result with photographs on Laser printer of individual candidate printed on pre-numbered mark sheets of 90 gsm A4 or A4/2 sized paper and as per.
10. Preparation and supply of Provisional certificates of final year candidates on 80 Gsm paper (size 20x20 cms) on the day of declaration of the result.
11. Press Release.
12. Providing data to the University for posting of results on the internet.
13. Statistical summary as per the approved format.
14. Preparation of Merit list of first 25 candidates for each exam.
15. Providing statement regarding roll numbers (paper wise) securing highest marks for displaying answer books i.e.- Name of exam., paper, marks secured, roll numbers, fictitious number, examiner number etc. in 3 copies.
16. Preparation and supply of Tabulation registers for RL candidate on the declaration of result of the concerned examination.
17. Paper wise list of candidates being absent in single paper.
18. Preparation of result T.R.'s, marks sheets etc. for the RL candidates and absentee candidates on weekly basis.
19. Preparation of data for supplementary candidates for final year students where supplementary exam is scheduled.
20. Providing all information e.g. T.R., Merit lists, Highest marks etc. in Electronic form and in CDs.

III. Supplementary Exam. Work:

1. Hosting of examination forms with pre-generated roll no and centre, for supplementary candidate on internet as done for the main examination.
2. Supplementary candidate on internet as done for the main examination.
3. Generation of challan bearing the same number as of form number.
4. Collection of manual forms received in the University and giving them the new roll no / centre.
5. Rest pre and post exam work as done for main examination.

IV. Revaluation:

1. Hosting of data of each candidate for submission of revaluation form as per the conditions framed by the University along with the challan.
2. Software to be developed to receive the forms of the candidates whose result is declared at a later stage with the challan.
3. Printing of check list of all the forms received.
4. Updating of data as per the check list corrections.
5. Preparation of list paper wise/packet wise for fetching copies for revaluations.
6. Preparation of OMR award sheet with old fictitious roll numbers where coding is used.
7. Preparation of OMR award sheet with new fictitious roll numbers where coding is not used.
8. Receipt of flaps and preparations of database for actual roll numbers and fictitious roll numbers.
9. Exception Report if any when award are received.
10. Preparation of revaluation result as per the scheme.
11. Preparation of TR/Mark-sheets.
12. Preparation of Form 77 statement, change, no change letter. (Formats to be provided by examination Section)

The process mentioned in item number 9-12 of Revaluation keeps on repeating till the last result is out.

- V Preparation and supply of final database after merging all the revaluation results, corrections, supplementary results, corrections, supplementary results for further use in next exam.

- VI Preparation and supply of final year passed students data for awarding degree in Excel Sheet in Hindi (Devnagri Script) and English.

- VII All formats will be approved by the examination section.

- VIII All examination related work which is not covered above work also be executed by the firm.

Other Terms and conditions -

1. The firm will have to start the online work within 07 days from the date of issue of the work-order.
2. For online examination related work, the firm should have a separate website which should not host any other application other than J.R.Rajasthan Sanskrit University.
3. Examination Website must be available for whole year or for the period specified by the University, whichever is later.
4. There should be no advertisement on the website other than that of the J.R.Rajasthan Sanskrit University advertisement.

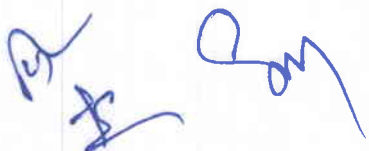
5. Hosting server uptime must be at least 95%.
6. Location of the server must be in India.
7. Data should be in encrypted form only.
8. There should be a system ensuring total security/Confidentiality during the implementation phase.
9. No information regarding candidates etc. is to be transmitted on to anyone else in any form.
10. Coding Work/Scanning of OMR sheets would be done in the university premises (to be provided by the university)
11. The firm will have to provide students Service/Helping 18 hours a day, except Sundays and National holidays.
12. The firm will do all work regularly in the smooth manner without any hurdle in the process of pre-exam and post exam work. In the case of any changes require for systematic and smooth execution, the tenderer will change necessary amendment in the Online or off line process.
13. For smooth executing of the specified work, if any changes require in the Online/off line process, the tenderer will make necessary upgradation/changes/amendment without any extra cost or charges.
14. At the end of two/three years, the approved agency will transfer all computer applications developed and tested for error free operation of the project to the University Intranet server with all rights for the software including modification of its source codes and operation of it through a third part.
15. If in case of non executions or non timely executions, university have right to get the work done from the other firm or the risk & cost of tender for timely completion of the work.
16. Schedule of specified work will be provided by the university in due course and the same must be followed by the tendered.
17. The firm sitated office at jaipur and will also intimate name of person's alongwith his telephone number to coordinate with controller of examination for day to day activities and implementation the work in the stipulated period.
18. After completion of the examination work database with suited software of the students in all respect must be provided to the University for Further Use like issuing the mark sheet, provisional degree, duplicate mark sheet, migration certificate in the form of useable softcopy for the above purpose.
19. **Firm have to update software time to time as per university requirement/instruction.**
20. All rates quoted must be FOR destination and should include all incidental charges except Central/Rajasthan Sales Tax, Service Tax which should be shown separately, In case of local supplies the rates should include all taxes, etc., and no cartage or transportation charges will be paid by the University and the delivery of the goods shall be given at the premises of Purchase Officer.
21. (i) **Comparison of Rates :** In comparing the rates tendered by firms outside Rajasthan and those in Rajasthan but not entitled to Price Preference under the Rules, the element of Rajasthan Sales Tax (VAT) shall be excluded whereas that of Central Sales Tax shall be included.
(ii) While comparing the rates in respect of firm within Rajasthan the element of Rajasthan Sales Tax (VAT) shall be included.
22. The approved supplier shall be deemed to have carefully examined the Scope of work, conditions, specifications, size, make and drawings, etc. of the goods to be supplied. If he has any doubts as to the mean sing of any portion of these conditions or of the specification, drawing etc. he shall, before signing the contract, refer the same to the purchase officer and get clarifications.
23. The contractor shall not assign or sub-let his contract or any substantial part thereof to any other agency.
24. Accuracy and confidentiality are required to be ensured by the firm. Any leakage or inaccuracy shall invite heavy penalty (double the amount of the work order) and the firm will have to accept the penalty imposed by the Purchase committee in such matters.
25. **Inspection:**
 - (a) The Purchase committee or his duly authorized representative shall at all reasonable time have access to the suppliers premises and shall the power at all reasonable time to inspect and examine the materials and workmanship of the goods/equipment/machineries during manufacturing process or afterwards as may be decided.
 - (b) The tenderer shall furnish complete address of the premises of his office, godown and workshop where inspection can be made together with name and address of the person who is to be contacted for the purpose.
26. The tenderer shall be responsible for the proper packing so as to avoid damage under normal conditions of transport and delivery of the material in good condition to the consignee at destination. In the event of any loss, damage, breakage or leakage or any shortage the tenderer shall be liable to make good such loss and shortage found at the checking/inspection of the materials by the consignee. No extra cost on such account shall be admissible.
27. The contract for the service can be repudiated at any time by the Purchase committee if the services are not made to his satisfaction after giving an opportunity to the tenderer of being heard and recording of the reasons for repudiation.
28. Direct or indirect canvassing on the part of the tenderer or his representative will be a disqualification.
Delivery:(a).The bidder whose tender is accepted shall arrange to supply the ordered data/reports in which errors detected as per specifications mentioned in this document and within time period.
(b). Warranty/Guarantee Clause: Bidder will have to resubmit the report/data to JRRSU within two days of notice if such condition arises after final submission of the same. This clause will be valid for one year term after final submission of data/ reports. Otherwise the bidder shall pay such damages as may arise by the reason of the breach of

condition herein contained. Nothing herein contained shall prejudice any other right of the Purchase officer in that behalf under this contract otherwise.

29. (1) Agreement and security deposit :
- Firm will have to execute an agreement in the prescribed format within a period of 7 days of receipt of order and deposit security equal to 5% of the value of the stores for which tenders are accepted within 7 days from the date of dispatch on which the acceptance of the firm is communicated to him. Agreement of the tender on a stamp paper Rs. 500/-.
 - The earnest money deposited at the time of tender will be adjusted towards security amount. The Security amount shall in no case be less than earnest money.
 - No interest will be paid by the University on the security money.
- (2) Forfeiture of Security Deposit: Security amount in full or part may be forfeited in the following cases :
- When any terms and conditions of the contract is breached.
 - When the tenderer fails to make complete work satisfactorily. Notice of reasonable time will be given in case of forfeiture of security deposit. The decision of the Purchase committee in this regard shall be final.
- (3) The expenses of completing and stamping the agreement shall be paid by the tenderer and the University shall be furnished free of charge with one executed stamped counter part of the agreement.
30. All examinations related material must be sent to J.R.Rajasthan Sanskrit University Campus, Jaipur from time to time.
31. **Insurance :**
The data/reports will be delivered at the destination office in perfect condition. The selected firm, if he so desires may insure the goods (data, web application and equipments used by firm etc.) against loss by theft, destruction or damage, by fire, flood, under exposure to whether or otherwise viz., (war, rebellion, riot, etc.,) The insurance charges will be borne by the selected firm and Tendering Authority will not pay such charges if incurred.
32. **Payments:** Advance payment will not be paid. Payment shall be made by the University only after completion of work order or delivery of services and acceptance to the Tasks detailed in section 'Scope of work' and 'Deliverables' to the entire satisfaction of the University.
33. At present there is no tax on this job so the above rates are deemed as inclusive of tax. In future if any tax is imposed by Govt. under GST or any other scheme, will be paid extra.
34. The agency should deploy sufficient human resources for successful and timely completion of the work. Minimum staff to be deployed is only given in the human resource requirement.
35. The agency will be required to compensate for mistakes committed in the work, errors in the data entered/result processed etc. or any other errors due to lapses from the part of agency, delays etc. A committee appointed by the Vice-chancellor/monitoring committee will examine the reason for mistake as well as fix responsibility.
36. University will have the right to outsource any part of the work assigned to the agency if the agency is found incapable of completing the work within the time period or not able to provide the work satisfactory in timely and will recover the said amount from the agency.
37. Income Tax may be deducted at source as per rules.
38. Loss of Revenue to the Tendering Authority: The bidder shall be vicariously liable to indemnify the Tendering Authority in case of any misuse of data / information by the bidder, deliberate or otherwise, which comes into the knowledge of the purchaser during the performance or currency of the contract.
39. Change orders: The Tendering Authority may at any time, by a written order given to the bidder, make changes within the general scope of the Contract. If any such change causes an increase or decrease in the cost of, or the time required for, the bidder's performance of any part of the work under the contract, whether changed or not changed by the order, and equitable adjustment shall be made in performance security, Contract price or delivery schedule, or both, and the contract shall accordingly be amended. Any claims by the bidder for adjustment under this clause must be asserted within thirty (30) days from the date of the bidder's receipt of the purchaser's changed order.
40. Contract Amendments: - No variation in or modification of the terms of the Contract shall be made except by written amendment signed by both the parties i.e. the Bidder and the Purchaser.
41. Tendering Authority Right to Accept any bid and to reject any or all bids : The tendering Authority reserves the right to accept any bid, and to annul the tender process and reject all bids at any time prior to award of contract, without assigning reasons & without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for the Purchaser's action.
42. Notification of award: Prior of the expiration of the period of the bid validity, the Tendering authority will notify the successful bidder in writing that its bid has been accepted. The notification of award will constitute the formation of contract. Upon the successful bidder's furnishing of performance security, the Tendering Authority will notify each unsuccessful bidder and will discharge its EMD.
43. Force Majeure :
- Notwithstanding the provisions of contract, the bidder shall not be liable for forfeiture of its performance security, or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the contract is the result of an event of Force Majeure.
 - For purposes of this clause, "Force Majeure" means an event beyond the control of the bidder and not involving the bidder's fault or negligence and not foreseeable. Such events may include but are not restricted to acts of not foreseeable. Such events may include but are not restricted to acts of the Tendering Authority either in its

- sovereign or contractual capacity, or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- c. If a force Majeure situation arises, the bidder shall promptly notify the purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the Tendering Authority in writing the bidder shall continue to perform its obligations under the contract as far as is reasonably practical and shall seek all prevented by the force majeure event.
44. Termination for insolvency: The tendering authority may at any time **terminate the contract** by giving written notice to the bidder, without compensation to the bidder, if the bidder becomes **bankrupt or otherwise insolvent** provided that such termination will not prejudice or affect any right of action **or remedy which has accrued** or will accrue thereafter to the purchaser.
45. Termination for Convenience: The tendering authority, may, by written notice sent to the bidder, terminate the contract, in whole or in part at any time for its convenience. The notice of termination shall specify that termination is for the Tendering Authority's convenience, the extent to which performance of work under the Contract is terminated and the date upon which such termination becomes effective.
46. The bidder shall not assign or sub-let his contract or any substantial part (Except Human Resources to be deployed at the university and Helpline facilities) thereof to any other agency.
47. The bidder shall pay the expenses of stamp duty for execution of agreement.
48. If a bidder imposes conditions, which are in addition to or in conflict with the conditions mentioned herein, his tenders is liable to summary rejection. In any case none of such conditions will be deemed to have been accepted unless specifically mentioned in the letter of acceptance of tender issued by the Purchase committee.
49. Use of online documents and information
- The bidder shall not, without the Tendering Authority's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample or information furnished by or on behalf of the Tendering Authority in connection therewith, to any person other than a person employed by the bidder performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far, as may be necessary for purpose of such performance.
 - The bidder shall not, without the tendering authority's prior written consent, make use of any document or information enumerated in this document except for purposes of performing the contract.
 - Any document, other than the contract itself, shall remain the property of the Tendering Authority and shall be returned (in all copies) to the purchaser on completion of the Bidder's performance under the contract, if so required by the purchaser.
50. Rejection :
- Various reports mention in the section 'Deliverables' should be stipulated format and consistent with data.
 - Final data submitted in corrupt or unrecognizable or incomplete in terms of part fields or containing any security threats will not be accepted and will have to be resubmitted by the firm at his own cost to JRRSU.
51. The bidder shall be responsible for the proper packing so as to avoid damage under normal conditions of transport by rail and road or air and delivery of the student data (CD/DVD/HDD) in the good condition to the consignee at destination. In the event of any loss, damage, breakage or leakage or any shortage the bidder shall be liable to make good such loss damage, breakage or leakage or any shortage the bidder shall be liable to make good such loss and shortage found at the time of checking / inspection by the consignee. No extra cost on such account shall be admissible.
52. The Contract for the supply can be repudiated at any time by the Purchase committee if the supplies are not made to his satisfaction after giving an opportunity to the bidder of being heard and recording the reasons for repudiation.
53. The time specified for delivery in the tender form shall be deemed to be the essence of the contract and the successful bidder shall arrange services within the specified period.
54. The tendering authority reserves the right to carry out the capability assessment of the bidder and the Purchaser's decision shall be final in this regard. The individual signing the tender or other document, in connection with the tender must certify as to whether he or she has signed as:
- A "Sole proprietor" of the firm or constituted attorney of such sole proprietor.
 - A partner of the Bidder, if be partnership, in which case he must have authority to refer to arbitration disputes concerning the business partnership either by virtue of the partnership agreement or a power of attorney.
 - Constituted attorney of the Bidder, if it is a company.
55. Firm will be required to attend any problem raised at any level i.e. data capturing, data entry and submission of data. Any call will have to be attended/rectified within an hour.
56. "No Claim" Certificate: The bidder shall not be entitled to make any claim, whatsoever, against the Tendering Authority under or by virtue of or arising out of this contract nor shall the Tendering Authority entertain or consider any such claim, if made by the bidder after he shall have signed a "no claim" certificate in favour of the Tendering Authority in such forms as shall be required by the Tendering Authority after the works are finally accepted.
57. Passing of Property: Ownership shall not pass to the Tendering Authority unless and until the data and documentation thereof have been tested and accepted in accordance with the conditions of the contract to the entire satisfaction of tendering authority.
58. The JRRSU will be free to use data and reports submitted in any possible way. The tendering authority reserves the right to release the order for whole or part of the products as per the requirements of the Tendering authority.

59. The selected firm shall indemnify the tendering authority against all third party claims of infringement of patent, trademark/copyright or industrial design rights arising from the use of the products supplied by the selected firm.
60. The selected firm shall provide training on appropriate aspects wherever desirable that tendering authority feels necessary to such persons as nominated by the Tendering Authority.
61. Acceptance: If the data submitted to JRRSU does not match with the verified data form, JRRSU shall reject the data and firm will be responsible for rectifying the error to extent as required by JRRSU.
62. Blacklisting: The tendering authority would forfeit all the performance securities deposits against the supply orders placed on to it, if selected firm is blacklisted.
63. If any dispute arises out the contract with regard to the interpretation, meaning and breach of the terms of the contract, the matter shall be referred to the Hon'ble Vice Chancellor, J.R.Rajasthan Sanskrit University, Jaipur whom decision shall be final.
64. The Purchase Committee reserves the right to accept any tender not necessarily the lowest, reject any tender without assigning any reasons and accept tender for all or anyone or more of the articles for which tender has been given or distribute items of stores to more than one firm/supplier.
65. In case of demand any data /papers should be delivered by the firm to C.E. or authorized person of the University.
66. If any dispute arises out of the contract with regard to the interpretation, meaning and breach of the terms of the contract, the matter shall be referred to by the Parties to the Vice-Chancellor and his decision shall be final.
67. All legal proceedings, if necessary arises to institute may by any of the parties (JRRSU or Contractor) shall have to be lodged in courts situated in Jaipur and not elsewhere.



Server All information that required as above should be store online Server maintained by the vander.

Other Conditions (Related to examination)

Section VI A: General Conditions of Contract संविदा की सामान्य शर्तें

1 Introduction परिचय	
1.1	Code of Integrity (सत्यनिष्ठा की संहिता)
1.1.1	(1) उपापन प्रक्रिया में अनुचित फायदे के लिए या अन्यथा उपापन प्रक्रिया को प्रभावित करने की एवज में किसी रिश्ते, इनाम या दान या प्रत्यक्ष रूप से या अप्रत्यक्ष रूप से किसी तात्त्विक फायदे का कोई प्रस्ताव नहीं करेगा; (2) सूचना का ऐसा दुर्यपदेशन या लोप नहीं करेगा जो किसी वित्तीय या अन्य फायदा अभिप्राप्त करने के लिए या किसी बाध्यता से प्रविरत रहने के लिए गुमराह करता हो या गुमराह करने का प्रयास करता हो; (3) उपापन प्रक्रिया की पारदर्शिता, निष्पक्षता और प्रगति को बाधित करने के लिए किसी भी दुरभिसंधि, बोली में कूट मूल्य वृद्धि या प्रतियोगिता विरोधी आचरण में लिप्त नहीं होगा; (4) JRRSU और बोली लगाने वालों के बीच साझा की गयी किसी भी जानकारी का उपापन प्रक्रिया में अनुचित लाभ प्राप्त करने के आशय से दुरुपयोग नहीं करेगा; (5) उपापन प्रक्रिया को प्रभावित करने के लिए किसी भी पक्षकार को या उसकी सम्पत्ति को प्रत्यक्ष या अप्रत्यक्ष रूप से क्षति या नुकसान पहुंचाने, ऐसा करने के लिए धमकाने सहित किसी भी प्रपीडन में लिप्त नहीं होगा; (6) उपापन प्रक्रिया के किसी भी अन्वेषण या लेखापरीक्षा में बाधा नहीं डालेगा; (7) हित का विरोध, यदि कोई हो, प्रकट करेगा; (8) पिछले तीन वर्षों के दौरान भारत या किसी अन्य देश में किसी भी संस्था के साथ किसी पूर्व नियमभंग को या किसी अन्य उपापन संस्था द्वारा किसी विवर्जन को प्रकट करेगा;
1.1.2	JRRSU shall take legal action against the Supplier under Section 11(3), 46 and chapter IV of the Act, if it breaches any provisions of the Code of Integrity, or is determined to have engaged in corrupt, fraudulent, coercive or collusive practices in competing for or in execution of the Contract.
1.1.3	The Supplier shall permit JRRSU to inspect the Supplier's Accounts and records relating to the performance of the Supplier and to have them audited appointed by auditors by the JRRSU, if so required by JRRSU.
2.2	Language
2.2.1	The Contract as well as all correspondence and documents relating to the Contract exchanged by the Supplier and JRRSU, shall be written in the language specified in the SCC. Supporting documents and printed literature that are part of the Contract may be in another language provided they are accompanied by a self attested accurate translation of the relevant passages in the language specified in the SCC, in which case, for purposes of interpretation of the Contract, this translation shall govern.
2.2.2	The Supplier shall bear all costs of translation of the governing language and all risks of the accuracy of such translation.
2.3	Notices
2.3.1	Any Notice given by one party to the other pursuant to the Contract shall be in writing to the address specified in The SCC. The term "in writing" means communicated in written form or electronic form with proof of receipt.
2.3.2	A Notice shall be effective when delivered or on the Notice's effective date, whichever is later.
2.4	Governing Law
2.4.1	The Contract shall be governed by and interpreted In accordance with the laws of the Central and the State Governments.
2.5	Specifications and Standards
2.5.1	i. The Supplier shall ensure that the Services comply with the technical specifications and other provisions of the Contract. ii. The Services supplied under this Contract shall conform to the standards mentioned in

Section VI, Schedule of Supply and shall bear such marks.	
2.6	Force Majeure
2.6.1	The Supplier shall not be liable for forfeiture of its Performance Security, penalties, or termination for default if and to the extent that delays in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
2.6.2	For purposes of this Clause, "Force Majeure" means an event or situation beyond the control of the Supplier that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the Supplier. Such events may include, but not be limited to, acts of JRRSU in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.
2.6.3	If a Force Majeure situation arises, the Supplier shall promptly notify JRRSU in writing of such condition and the cause and effects thereof. Unless otherwise directed by JRRSU in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means at his cost for performance not prevented by the Force Majeure event.
3 Contract Details	
3.1	Joint Venture, Consortium or Association and changes in the constitution of the supplier - N.A
3.2	Sub Contracting
3.2.1	The Supplier shall not sublet or assign the Contract or its any part to anyone without the prior written approval of JRRSU. The Supplier shall notify JRRSU in writing of all subcontracts to be awarded under the Contract. Subcontracting shall in no event relieve the Supplier from any of its obligations, duties, responsibilities, or liability under the Contract. The capability details of such subcontractors shall be provided to JRRSU who shall evaluate and take a decision as to whether to approve it or not.
3.3	Scope of Work
3.3.1	The Services to be supplied shall be as specified in Section IV, Scope of Work.
3.3.2	Unless otherwise stipulated in the Contract, the Scope of Work shall include, at the supplier's cost, all such services/items not specifically mentioned in the Contract but that can be reasonably inferred from the Contract as being required for attaining Delivery and Completion of the Services as if such items were expressly mentioned in the Contract.
3.4	Change Orders and Contract Amendments
3.4.1	JRRSU may at any time order the Supplier through Notice make changes within the general scope of the Contract in any one or more of the following: (i) Specifications, where services to be supplied under the Contract; (ii) The Services to be provided by the Supplier.
3.4.2	If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract. Price or in the Delivery and Completion Schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this Clause must be asserted within twenty-eight (28) days from the date of the Supplier's receipt of JRRSU's change order.
3.4.3	Prices to be charged by the Supplier for any Services that might be needed but which were not included in the Contract shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.
3.5	Delivery
3.5.1	Delivery of the Services shall be in accordance with the Schedule specified in the Section IV, Scope of Work.
3.6	Supplier's Responsibilities
3.6.1	The Supplier shall supply all the Services included in the Scope of Work

3.7	JRRSU's Responsibilities
3.7.1	Whenever the Services requires that the Supplier obtain permits, approvals, and other licenses from Local public authorities, JRRSU shall, if so requested by the Supplier, will make its best effort to support the Supplier in complying with such requirements in a timely and expeditious manner.
3.8	Extensions of Time
3.8.1	If at any time during performance of the Contract, the Supplier should encounter conditions impeding timely providing Services pursuant to GCC Clause 3.5, the Supplier shall promptly notify JRRSU in writing of the delay, its likely duration, and its cause. As soon as practicable after receipt of the Supplier's notice, JRRSU shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without penalties depending on the nature of causes of delay, by issuing an amendment of the Contract.
3.8.2	Except in case of Force Majeure, as provided under GCC Clause 2.11, or reasons beyond the control of the Supplier under GCC Clause 3.8.1, a delay by the Supplier in the performance of its supply obligations shall render the Supplier liable to the imposition of penalties pursuant to GCC Clause 4.5.
4 Contract Price and Payments	
4.1	Contract Price
4.1.1	दर संविदा के अधीन कीमतें, कीमत गिरने के खण्ड के अध्याधीन होंगी। कीमत गिरने संबंधी खण्ड, दर संविदा के निबंधनों और शर्तों में सम्मिलित किया जायेगा। कीमत गिरने का खण्ड, दर संविदाओं में कीमत सुरक्षा क्रियाविधि है और यह उपबंध करता है कि यदि दर संविदा धारक, दर संविदा के चालू रहने के दौरान किसी भी समय राज्य में किसी को दर संविदा कीमत से कम कीमत पर समान माल, संकर्मों या सेवाएं देने के लिए उसकी कीमत कोट करता/कम करता है तो उस दर संविदा के अधीन उपापन की विषय वस्तु के समस्त परिदान के लिए दर संविदा कीमत, कीमत कम करने या कोट करने की तारीख से स्वतः कम हो जायेगी और दर संविदा तदनुसार संशोधित की जायेगी। समानान्तर दर संविदा धारण करने वाली फर्मों को भी कम की हुई कीमत अधिसूचित करके अपनी कीमत कम करने का अवसर देते हुए पुनरीक्षित कीमत की उनकी स्वीकारोक्ति से सूचित करने के लिए पन्द्रह दिन का समय दिया जायेगा। इसी प्रकार यदि कोई समानान्तर दर संविदा धारक फर्म, दर संविदा के चालू रहने के दौरान अपनी कीमत कम करती है तो उसकी कम की गयी कीमत अन्य समानान्तर दर संविदा धारक फर्मों और मूल दर संविदा धारक फर्म को अपनी कीमतें तत्समान कम करने के लिए संसूचित की जायेगी। यदि कोई दर संविदा धारक फर्म, कीमत कम करने से सहमत नहीं होती है तो उनके साथ आगे और संव्यवहार नहीं किया जायेगा। Except as otherwise provided in this rule all other provisions of Chapter-V shall, mutatis mutandis, apply.
4.2	Terms of Payment
4.2.1	1. Payment for the Design, Develop, Test, Implement and Training of On line Pre and Post Exam Work - Full payment will be done after sucessfull completion of the work within the 15 days 2- For Repair and Maintence of On line Pre and Post Exam Work - Quaterly Payment shall be done प्रत्येक त्रिमासिक बिल के साथ जीएसटी जमा के चालान प्रस्तुत करने होंगे।
4.2.2	In case of disputed services, 10 to 25% of the amount of the price of such services may be withheld and will be paid on settlement of the dispute.
4.2.3	Advance Payment will not be made.
4.3	Forfeite of Performance Security
4.3.1	The proceeds of the Performance Security shall be forfeited and shall be payable as compensation to JRRSU on happening of any of the events mentioned below: (I) when the Supplier does not sign the Agreement in within the specified time; after issue of letter of acceptance/ placement of supply within the specified period or; (II) when the Supplier fails to commence the supply of the Services as per supply order within the time specified; or (III) when Supplier fails to make complete supply of the Services satisfactorily within the

	time specified; or (IV) when any terms and conditions of the Contract is breached; or (V) failure by the Bidder to pay JRRSU any established dues under any other contract; or (VI) if the Supplier breaches any provision of the Code of Integrity. Notice of reasonable time will be given in case of forfeiture of Performance Security. The decision of JRRSU in this regard shall be final.
4.3.2	The Performance Security shall be discharged by JRRSU and returned to the Supplier not later than sixty (60) days following the date of satisfactory completion of the Supplier's performance obligations under the Contract including any warranty, and/or maintenance obligations, unless specified otherwise in the SCC.
4.4	Penalties
4.4.1	if the Supplier fails to deliver any or all of the Services within the period specified in the Contract, the JRRSU shall, without Prejudice to all its other remedies under the Contract, deduct From the Contract Price, as Penalties on the following basis which the Supplier has failed to supply or complete: - The powers of the competent authority of JRRSU under this condition shall in no way affect or prejudice the powers in certain events to terminate the contract vested in him as herein provided or forfeiture of security deposit. कार्य को विलम्ब से पूर्ण करने की स्थिति में The General Financial & Accounts Rules (GF&AR) में उल्लेखित प्रावधानों के अनुसार Line Spanwise शास्त्री आरोपित की जायेगी जो कि निविदा मूल्य का 10 प्रतिशत से ज्यादा नहीं होगी। फर्म के कार्य से विश्वविद्यालय प्रशासन के संतुष्ट न होने की स्थिति में बकाया बिलों की राशि तथा Performance security की राशि जब्त करते हुये फर्म का कार्यादेश निरस्त किया जा सकता है। ऐसी स्थिति में कार्य पुनः आवंटन करने पर अधिक भुगतान की राशि भी सवेदक से ही वसूली योग्य होगी।
4.4.2	Recoveries of penalties shall ordinarily be made from bills. Amount may also be withheld to the extent of such penalties and in case of failure in satisfactory services; Their amount along with amount of penalties shall be recovered from his dues and Performance Security available with the JRRSU. In case the balance of recovery is not possible recourse will be taken to Section 53 of the Act or any other law in force.
5 Termination and Disputes	
5.1	Termination for Default
5.1.1	JRRSU, without prejudice to any other remedy under the provisions of the Act, the Rules or the Contract for breach of Contract, by Notice of default sent to the Supplier, may terminate the Contract in whole or in part: - If the Supplier fails to deliver any or all of the Services within the period specified in the Contract, or within any extension thereof granted by JRRSU pursuant to GCC Clause 3.8 [Extension of Time]; or - If the Supplier fails to perform any other obligation under the Contract. - If the Supplier, in the judgment of JRRSU has breached any provision of the Code of Integrity, as defined in the Act, the Rules and GCC Clause 2.3 [Code of Integrity] in competing for or in executing the Contract.
5.1.2	In the event JRRSU terminates the Contract in whole or in part, pursuant to GCC Clause 5.1.1 (a), JRRSU may procure, upon such terms and in such manner as it deems appropriate the Services similar to those undelivered or not performed,, and the Supplier shall be liable for JRRSU for any additional costs for such similar Services and such additional cost shall be recovered from the dues of the Supplier with JRRSU.
5.2	Termination for Insolvency
5.2.1	The JRRSU may at any time terminate the Contract by giving Notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In such event, termination will be without compensation



	to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to the JRRSU.
5.3	Termination for Convenience
5.3.1	JRRSU, by Notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The Notice of termination shall specify that termination is for the JRRSU's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.
5.4	Dispute Resolution
5.4.1	Dispute Resolution Mechanism shall be as stated in Appendix A




Appendix A: Dispute Resolution Mechanism

Any dispute arising from the Contract shall be resolved amicably, as far as possible. The levels of the Dispute Resolution mechanism shall be as follows:

- I. Amicable resolution between representatives of Parties to the Contract
- II. If a question, difference or objection arises in connection with or out of the contract agreement or the meaning of operation of any part thereof or the rights, duties or liabilities of either party have not been settled by amicable resolution through mutual discussions, it shall be referred to the appropriate Empowered Dispute Resolution Committee for decision, if the amount of the claim is more than Rs.50000/-.

Dispute Resolution Mechanism will have the following Committees at the levels of Head of the Department and Administrative Secretary of the Department:

1. Head of the Department Level Committee: to address disputes in contracts of value upto Rupees One Crore:

The Committee shall Constitute.

I. V. C.

II. Comptroller Finance

III. Registrar as Member Secretary

2. Administrative Secretary Level Committee: to address disputes in contracts of value of more than Rupees One Crore:

The Administrative Department Level Committee shall comprise of Administrative Secretary of the Department, Representative of Finance Department not below the rank of Deputy Secretary, Law Secretary or his nominee, not below the rank of Joint Legal Remembrancer, Registrar, Member-Secretary.

NOTE: As the JRRSU is other than a Department of the State Government, the concerned Administrative Department will decide the levels of various members of the two Dispute Resolution Committees.

- III All legal proceedings, if necessary arise to institute by any of the parties shall have to be lodged in courts situated in jaipur Rajasthan and not elsewhere.
- IV Procedure of reference to the Dispute Resolution Committee:
The Supplier shall present his representation to the JRRSU along with a fee equal to two percent of the amount of dispute; not exceeding Rupees One lakh, within three months of occurrence of the Dispute. The Procuring Entity shall prepare a reply of representation and shall represent its stand before the concerned Dispute Resolution Committee. From the side of the Supplier, the claim case may be presented by himself or through a representative. After hearing both the parties, the Dispute Resolution Committee shall pronounce its decision which shall be final and binding both on the Supplier and the JRRSU.

Section VI B: Special Conditions of Contract संविदा की विशेष शर्तें

The following Special Conditions of Contract (SCC) shall supplement the General Conditions of Contract (GCC). Whenever there is a conflict, the provisions herein shall prevail over those in the GCC.

GCC	Description
1.1.1	The language shall be : Both tEnglish and Hindi
1.1.2	उपापन संस्था का नाम – जगद्गुरु रामानन्दाचार्य राजस्थान संस्कृत विश्वविद्यालय, ग्राम-मदाऊ, पोस्ट-भांकरोटा, जिला जयपुर-302026
1.1.3	The Supplier shall provide a Performance Security of 5 percent of the Contract Price and sign the Agreement within 10 days of communication of acceptance of its Bid. संवेदक को नियमानुसार राशि का नॉन ज्यूडिशल स्टाम्प पर कार्यालय द्वारा निर्धारित प्रारूप में अनुबन्ध पत्र भरकर प्रस्तुत करना होगा। इसका व्यय संबंधित संवेदक द्वारा ही वहन किया जायेगा।

Others

- 1 संवेदक द्वारा उपापन संस्था में कार्य पर लगाये गये सेवानिष्पादकों/कर्मिकों के सम्बन्ध में.
 - (a) न्यूनतम मजदूरी अधिनियम 1948 (केन्द्रीय अधिनियम 11, वर्ष 1948) के वैधानिक प्रावधानों की अनुपालना का दायित्व सम्बन्धित संवेदक का होगा।
 - (b) श्रम विभाग द्वारा निर्धारित न्यूनतम मजदूरी दर के अनुसार श्रमिकों को मजदूरी के भुगतान करने का दायित्व सम्बन्धित संवेदक का होगा।
 - (c) संवेदक को राज्य/केन्द्र सरकार की नवीनतम दरों के अनुसार अपने समस्त श्रमिकों का नियमानुसार ई. पी.एफ. एवं ई.एस.आई. जमा कराना होगा, जिसमें नियोजित श्रमिकों की मजदूरी राशि के कटौती और संवेदक का अंशदान शामिल होगा।
 - (d) राज्य में लागू श्रम नियमों के अन्तर्गत अपने समस्त श्रमिकों का नियमानुसार ई.पी.एफ. एवं ई.एस.आई. की राशि जमा कराने का दायित्व संवेदक का होगा।
 - (e) सभी प्रकार के करों को जमा करवाने की जिम्मेदारी संवेदक की ही होगी। संवेदक द्वारा गत माह में जमा कराये गये वस्तु एवं सेवा कर (GST) के चालान की प्रति आगामी माह के बिल के साथ अनिवार्य रूप से संलग्न की जायेगी। वस्तु एवं सेवा कर (GST) की राशि जमा कराने के प्रमाण स्वरूप चालान की प्रति प्रस्तुत नहीं किये जाने पर आगामी माह के बिल में वस्तु एवं सेवा कर (GST) का भुगतान नहीं किया जायेगा। उक्त स्थिति में वस्तु एवं सेवा कर (GST) के सम्बन्ध में उत्पन्न होने वाले किसी भी प्रकार के दायित्वों के निर्वहन का उत्तरदायित्व संवेदक का होगा।
 - (f) श्रम विधि के अन्तर्गत नियमों, उपनियमों व अधिसूचनाओं तथा केन्द्र/राज्य सरकार द्वारा समय-समय पर जारी किये गये दिशा-निर्देशों की पालना करने का दायित्व संवेदक का ही होगा। श्रम विधि के अन्तर्गत निर्धारित नियमों, उपनियमों व अधिसूचनाओं, दिशा-निर्देशों आदि की पालना नहीं करने की स्थिति में उसके परिणामों/दायित्वों के लिए संवेदक स्वयं उत्तरदायी होगा।
 - (g) कार्य सम्पादन अवधि के दौरान कार्य के संबंध/संदर्भ में किसी भी प्रकार की क्षतिपूर्ति या मुआवजा देने/ई.एस.आई. करवाने/सामूहिक दुर्घटना बीमा कराने इत्यादि की जिम्मेदारी एवं दायित्व संवेदक का होगा, इसके लिए उपापन संस्था की कोई जिम्मेदारी नहीं होगी।
 - (h) यदि संवेदक द्वारा नियमानुसार निर्धारित न्यूनतम मजदूरी का भुगतान नहीं किए जाने की शिकायत उपापन संस्था को प्राप्त होती है तो उपापन संस्था इस संबंध में श्रम विभाग को अनिवार्य रूप से सूचित करेगी और नियमानुसार आवश्यक होने की स्थिति में संवेदक को Debar कराने की कार्यवाही करेगी।
 - (i) The persons/ Employee by the Contractor should not have any Police antecedents of the persons whom they are recommending. Any person deployed by the Contractor should not indulge in act record/criminal cases against them. The Contractor should make adequate enquiries about the character and of misconduct or otherwise or later if any. Service will be ceased with immediately effect, if any employee deployed by the Agency found in such activities.
 - (j) The Contractor shall provide names, addresses and mobile numbers of the Employee

	along with their ID card and copies. (k) The Contractor shall be responsible for any damages done to the property of the University by the personnel so employed. JRRSU will be free to recover it from the security deposit given by the Agency or from any other dues. (l) For all intents and purposes, the Contractor shall be the "Employer" within the meaning of different Labour Legislations in respect of manpower so employed and deployed in this University. The persons deployed by the Agency in the JRRSU shall not have any claims like employer and employee relationship against JRRSU. (m) The Contractor shall be solely responsible for the redressal of grievances if any of its staff deployed in JRRSU. The JRRSU shall, in no way, be responsible for settlement of such issues whatsoever.
2	The contractor from the date of work order shall designate one of his senior employees as Manager who will be the single point of contact (SPOC) throughout this contract. The Contractor shall provide the contact numbers, e-mail ID and other relevant details of the SPOC to JRRSU.
3	If the Contractor and /or its employees are found to be directly or indirectly involved in any unwanted activities, its services would be discounted/ terminated. The Contractor is responsible for the character of the all workers provided by him.
4	In case, the Contractor fails to comply with any statutory /taxation liability under appropriate law, and as a result thereof JRRSU is put to any loss/obligation, monetary or otherwise, JRRSU will be entitled to get itself reimbursed out of the outstanding bills or the Performance Security Deposit of the Agency, to the extent of the loss or obligation in monetary terms.
5	The Contractor shall be liable for depositing all taxes, levies, Cess etc. on account of service rendered by it to JRRSU to the concerned tax collection authorities from time to time as per extent rules and regulations in the matter.
6	The contractor should ensure 24*7 Customer Supports for the Student and others
7	The contractor shall provide for development The University Managment Information System duly authorize to run/operate as department.
8	समस्त विधिक कार्यवाहियां, यदि सस्थित किया जाना आवश्यक हो, किसी भी पक्षकार (विश्वविद्यालय या बोलीदाता) द्वारा जयपुर में स्थित न्यायालय में ही की जाएगी, अन्यत्र नहीं की जाएगी।
9	आरटीपीपी नियम-2013 के नियम 75 (अ) अनुसार अतिरिक्त परफोरमेन्स सिक्योरिटी देय होने पर जमा करानी होगी
10	आरटीपीपी नियम-2013 के अनुसार अनुबन्ध में आपसी सहमति से अभिवृद्धि की जा सकेगी।
11	विश्वविद्यालय को GST Number — 08AAAJ0903F22N पर इनपुट क्रेडिट उपलब्ध करवाये जाने की जिम्मेदारी फर्म की होगी।

Section VI C: Contract Forms संविदा के प्रारूप

Agreement (to be executed on a non judicial stamp of appropriate value)

An agreement made this day ----of---- between ---(herein after "the 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 J. R. Rajasthan Sanskrit University (hereinafter called "the JRRSU") which expression shall, where the context so admits, be deemed to include his successors in office and assigns) of the other part.

WHEREAS the JRRSU invited Bids for services for development the University Managment Information Systemand has accepted a Bid by the Supplier for the supply of those Services for the sum of (Amount in figures and words (herein after "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS

In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Contract referred to-

1. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:

- The JRRSU's Notification to the Supplier of Award of Contract.
- The Bid Submission Sheet and the Price Schedules including negotiated Price, if any, submitted by the Supplier.
- The Special Conditions of Contract,
- The General Conditions of Contract,
- The Schedule of Supply,
- Instructions to Bidders,
- The Notice Inviting Bids,
- All the Annexures

In the event of any discrepancy or inconsistency within the Contract documents, the documents shall prevail in the order listed above.

- In consideration of the payments to be made by the JRRSU to the Supplier as indicated in this Agreement, the Supplier hereby covenants with the JRRSU to provide the Goods and Related Services in conformity in all respects with the provisions of the Contract.
- The JRRSU hereby covenants to pay the Supplier in consideration of the provision of the Goods and Related Services, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Central and the State Government on the day, month and year first mentioned herein before.

Signed
(for the supplier)

Witness:

- 1.
- 2.

Name :
Designation
Address
Signed
(for JRRSU)

Witness:

- 1.
- 2.

Name :
Designation
Address