



**RAJASTHAN STATE MINES & MINERALS LIMITED**  
(A Government of Rajasthan Enterprise)

**TENDER DOCUMENT**

**FOR**

**Spillage Removal and collection from different places at HGO Crushing Plants, manual loading & transportation to ROM platforms at Jhamarkotra Mines of SBU & PC: Rock Phosphate, Jhamarkotra, Udaipur (Rajasthan)**

**Tender No. RSMM/ CO / GGM(Cont)/Cont-18/14-15 Dated 15.09.2014**

Issued by  
General Manager (Contracts),  
Corporate Office, RSMML, Udaipur

**Cost of Non Transferable**

**Tender Document (including VAT) : Rs. 1140/-**

**Place of Sale of Tender** : Office of FA Corporate office.

**Date of Sale of Tender** : From 18.09.2014 to 29.10.2014 up to 1.00 pm

**Date of Receipt of Tender** : 29.10.2014 up to 3.00 pm at C.O, Udaipur.

**Date of Opening of Techno-commercial Part: 29.10.2014 at 3.30 pm at C.o, Udaipur.**

**Registered Office:**

C-89 Jan path Lal Kothi Scheme,  
Jaipur -302 015  
Phone:0141-2743734  
Fax : 0141-2743735

**Corporate Office:**

4, Meera Marg, Udaipur - 313  
001  
Phone  
:(0294)2527211,2428763-67,  
Fax :0294- 2428768,2428739

**SBU & PC - Rock Phosphate,**

Jhamarkotra Rock Phosphate  
Mines, Post: Jhamarkotra -  
313015, UDAIPUR Phone:  
0294-2342441-45 FAX: 0294-  
2342444



## RAJASTHAN STATE MINES & MINERALS LIMITED

(A Government of Rajasthan Enterprise)

Corporate Office : 4- Meera Marg, Udaipur – 313 001,

Phone : 0294-2803519,2428763-67, fax 0294-2428768,2428739

Ref. no :-RSMM/CO / GGM(Cont)/Cont-18/14-15

Dated: 15.09.2014

### **DETAILED NOTICE INVITING TENDER**

Sealed tenders in two parts (Part-A: Techno commercial offer and Part-B: Price offer) are invited for following works from reputed contractors:-

Brief Description of work	Approximate Total contract quantity	Contract Period	EMD/bid Security in (Rs.)
Spillage Removal & Collection from different places at HGO Crushing Plants, manual loading, unloading & transportation to ROM platforms at Jhamarkotra Mines of SBU & PC: Rock Phosphate, Jhamarkotra, Udaipur (Rajasthan)	12000 C.M.	Two Years	Rs. 44,000/-
Cost of tender document is Rs. 1140/- inclusive of VAT, payable by D.D./cash in favour of "RSMM Ltd, Udaipur"			
Period & place of sale of documents: from office of the FA Corporate Office or download from our website.	From 18.09.2014 to 29.10.2014 up to 1-00 pm, In case downloaded from website, tender fee to be deposited with the Techno commercial offer.		
Last Date & Time of Submission of offer	Dated 29.10.2014 up to 3.00 pm at Corporate Office, Udaipur.		
Date of opening of Techno Commercial offer	Dated 29.10.2014 at 3.30 pm at Corporate Office, Udaipur.		

The tenderer shall be pre-qualified on the basis of the following criteria:

- The Tenderer should have minimum turnover of Rs.5.50 Lacs in any one of the immediate four preceding financial years i.e., 2010-11, 2011-12,2012-13,2013-14 in tenderer name.

The price bid of only those bidders shall be opened who qualify in technical bid as per the above criteria & only qualified bidders will be informed about price bid opening. The Tenderer should submit duly attested copy of CA certified balance sheets in support of turn-over.

However, turnover has to be in the name of tenderer & turnover of individual/ partners/Directors/Member of Society shall not be considered. It is to be noted that, in case of Company/ Society & turnover of the Company / Society shall only be considered.

The tenderer who have earlier been awarded contract by the company for any job and which they have abandoned or the contract has been terminated by the company for breach of conditions shall not be eligible to participate in this tender.

The company reserves the right to accept or reject any or all offers without assigning any reason.

Also the company does not bind itself to accept the lowest price offer. The Company shall not be responsible for any postal delay or loss of offer. Offers sent by Fax/Telex/E-Mail shall not be accepted.

**General Manager (Contracts)**

Note: The tenderers are advised to keep visiting our website till due / extended due date of tender for corrigendum/ addendum, if any, to the tender.

SECTION-II  
DEFINITIONS, INTERPRETATIONS AND DECLARATION BY THE  
CONTRACTOR

2.1 DEFINITIONS:

In this document unless otherwise stated:

- (i) The headings and paragraphs numbering are convenience only and shall be ignored in construing the agreement.
- (ii) The singular includes plural and vice versa
- (iii) References to any enactment, ordinance or regulation and rules & regulations made therein includes any amendment thereof or any replacement in whole or in part;
- (iv) References to Articles and Schedules are, unless the context otherwise requires references to Articles of, Clauses of and Schedules to this document

In the contract (as hereinafter defined) the following words and expression shall have the meaning hereby assigned to them, except where the context otherwise requires.

- 2.1.1 "Alteration/Variation order" means, any order given in writing by the Engineer-In-Charge to the Contractor from time to time to effect additions to or deletions from and/or alteration in the work/s.
- 2.1.2 "Approved" shall mean approval in writing by the Company/Engineer-In-Charge/Officer-in-Charge.
- 2.1.3 "Appointing Authority," wherever the expression is used shall mean the Managing Director of the Company.
- 2.1.4 "RSMML" or "COMPANY" shall mean "Rajasthan State Mines & Minerals Limited," having its registered office at C-89/90, Janpath, Lal Kothi Scheme, Jaipur (Rajasthan) and Corporate Office at 4, Meera Marg, Udaipur (Rajasthan) including its successors and assignees or its representatives authorised to act on its behalf for the purpose of contract.
- 2.1.5 "Contract Document" shall mean collectively tender documents, telex/letter of intent, agreed variations, if any, and other documents constituting the tender and acceptance thereof.
- 2.1.6 "Contractor" shall mean the person or persons, firm or company, whose tender has been accepted by the Company and shall include his/its/their legal representatives, administrators, successors, executors and permitted assignee.
- 2.1.7 "Contract" shall mean the agreement between the Company and the Contractor for execution of the work/s including therein all documents such as invitation to tender, instructions to Contractor, general conditions of contract, special conditions of contract, job specification, general requirements, time schedule for completion of work, letter of intent /telegram awarding the work, alteration/ variation order, agreed variations, if any etc. Any subsequent changes made in any of these documents, would be deemed to be a part of the Contract.
- 2.1.8 "Completion Certificate" shall mean the certificate to be issued by the Engineer-in-Charge when the work/s has/have been completed to his satisfaction as per terms of the contract.

- 2.1.9 “Contract Rate” or “Schedule Rate” or “Tendered Rates” or “Rate of Remuneration” means rate entered in figures and words in schedule/s by the Contractor and accepted by the Company as payable to the Contractor for execution/ performance of all contractual obligations as per terms of the contract.
- 2.1.10 “Contract Period” shall be reckoned from the date of issue of letter of acceptance (LOA/Detailed letter of Acceptance (DLOA). mobilization period.
- 2.1.11 “Officer-In-Charge” or “Engineer-In-Charge” shall mean the Officer so designated for the overall supervision, coordination, direction and administration of the contract work from time to time by the Company.
- 2.1.12 “Managing Director” shall mean the Managing Director of Rajasthan State Mines and Minerals Limited.
- 2.1.13 “Head of the SBU & PC- Rock Phosphate” or “Group General Manager” or “GGM (Phos) “ shall mean Group General Manager for the SBU & PC – Rock Phosphate of RSMML or his successor in the office so designated by the Company.
- 2.1.14 “Mines Manager" shall mean the Mining Engineer so designated under Mines Act, 1952 for different Rock Phosphate Mines of the Phosphate Division of Rajasthan State Mines and Minerals Limited.
- 2.1.15 “Mines” shall mean Jhamarkotra Rock Phosphate Mines & Kanpur Group of Mines of the Company under SBU & PC Rock Phosphate situated in the district of Udaipur.
- 2.1.16 “Crushing Plant” shall mean the existing crushing & screening plants (HGO Crushing plants) at Jhamarkotra Mines both old and new.
- 2.1.17 “Letter of Acceptance (LOA)/Detailed letter of Acceptance(DLOA)” shall mean intimation by a letter/telegram to Contractor that his/its tender has been accepted, in accordance with the provision contained in the letter/telegram/telex.
- 2.1.18 “Notice” or “Notice in writing” or “written notice” shall mean a notice written, typed or printed sent (unless delivered personally or otherwise proved to have been received) by registered post to the last known business address or registered/Head/local office of the addressee and shall be deemed to have been received in the ordinary course of post.
- 2.1.19 “Site” shall mean the land or other place on, under, in or through which the work/s are to be carried out and other land or place or area/s provided by the Company for the execution of the contract.
- 2.1.20 “Specifications” shall mean directions, various technical specifications, provisions and requirements attached to and referred to in the contract, which pertain to the method and manner of performing the work/s and the materials to be furnished /used required to be used/consumed and/or provided for executing work/s as may be amplified or modified by the Company or the Engineer-in-Charge from time to time and notified/ communicated to the Contractor during the course of performance of this contract and provide for the unforeseen conditions or in the best interest of the work/s. It shall also include the latest addition including all agenda or corrigenda or relevant rules, regulations regulation codes.
- 2.1.21 “Temporary Works” shall mean and include all temporary work/s of every kind for the execution of the main work as incidental and ancillary thereto.

2.1.22 “Tender” shall mean the offer submitted by the Contractor against this inquiry for acceptance by the Company.

2.2 INTERPRETATIONS:

2.1.1 Wherever it is mentioned that the Contractor shall do or perform or cause to be done certain work/s or provide certain facilities or discharge certain obligation/s or make certain provision/s etc. it is expressly agreed and understood that each and every such work/s, facility, obligation/s or provisions etc. shall be made and/or provided by the Contractor and liability discharged to the satisfaction of the Company at the cost and consequences of the Contractor.

2.1.2 Several clauses and documents forming the contract are to be taken as mutually explanatory. Should there be any discrepancy, inconsistency, error or omission in the contract or for any of the matter/s, the same shall be referred to in writing by the Contractor to the Head of the SBU & PC- Rock Phosphate of the Company whose interpretation/s, decision in writing shall be conclusive, final and binding on the Contractor.

2.1.3 All headings and marginal notes to the various clauses of the contract are solely for the purpose of giving a concise indication and not a summary of the contents thereof, and they shall never be deemed to be part thereof or be used in the interpretation or construction thereof, or of the provisions of the contract.

2.1.4 In the contract, unless otherwise stated specifically, the singular shall include the plural and vice versa, wherever the context so requires, the words importing person/s shall include incorporated companies, registered association, body of individuals or partnership firm.

2.1.5 General conditions of contract shall be read in conjunction with the Special Conditions of Contract, Specification of work and any other documents forming part of this contract wherever the context so requires.

2.1.6 Notwithstanding the sub-division/s of the various clauses of the contract into the separate parts/sections, every part of such shall be deemed to be supplementary to and complementary of each and every other part and shall be read with and into the contract so far as it may be practicable to do so.

2.1.7 Where any portion of the General Conditions of the contract is repugnant to or at variance with any provisions of the Special Conditions of Contract, then, unless a different intention appears, the provisions of Special Conditions of the contract shall be deemed to over-ride the provision of the General Conditions of the Contract and shall to the extent of such repugnancy or variations, prevail.

2.1.8 No Director or official or employee of the Company shall in any way be personally bound or liable for the acts or obligations of the Company under the contract or answerable for any default or omissions in the observance or performance of any of the acts, matters or things which are herein contained.

2.1.9 No verbal agreement or inference from conversation with any officer or employee of the Company either before, during or after the execution of the contract shall in any way affect or modify the terms or obligations contained herein.

2.1.10 No amendments to the contract shall be valid unless specifically made as an amendment to the contract and signed by the authorised representative of the parties.

**2.3 Declaration by the Contractor:**

2.3.1 The contractor should confirm and declare that they have independently inspected existing infrastructure of Jhamarkotra Mines including other related areas, ascertained and obtained all relevant and necessary information data, particulars existing wage structure/ categories, conditions of services of workmen and working conditions, facilities etc. existing industrial environment, and similar nature of work at Jhamarkotra Mines.

2.3.2 The contractor has also ascertained the location and situation of area/site where the contractor would be required to undertake the work, appreciating all pros and cons, and all such other information, whether technical/commercial or otherwise.

2.3.3 The contractor has also assessed and satisfied himself as to the nature, condition, quantum, extent, scope and magnitude of the work, involved in the contract, working conditions of the area/s, The contractor do hereby agrees and undertakes not to raise any dispute and/or objection at any stage on any ground whatsoever.

**Section -III**  
Instructions to the Tenderer

**TENDERER TO OBTAIN THE INFORMATION HIS OWN**

- 3.1 The tenderer while offering his tender, shall for all purposes, whatsoever, be deemed to have himself independently obtained all relevant and necessary information for preparing his tender. The correctness or completeness of the details, given in the tender documents is not guaranteed. The details given in the tender document are basically for reference & guidance of the tenderer. The tenderer is required to satisfy him in all respect, before the submission of offer.
- 3.2 The tenderer shall be deemed to have examined the tender document, to have obtained his own information in all matters whatsoever that might affect directly or indirectly the carrying out the works at the contract rates and to have satisfied himself to the sufficiency of his tender. Any error in description or omission in the document shall not vitiate the tender or release the tenderer from his obligations. The tenderer is deemed to know and understood the scope, nature and magnitude of the works and requirement of materials, equipment, tools and labour involved, wage structures, conditions of service of Company's staff/workmen doing similar and same type of work etc and as to what all works he has to complete in accordance with these documents irrespective of any defect, omissions or errors that may be found in the documents.
- 3.3 The tenderer, at the his own responsibility and cost, is encouraged to visit and examine the Site of Works and its surroundings and obtain all information that may be necessary for preparing the offer and entering into a contract with company, in case he is awarded the work. He shall be deemed to have visited & satisfied himself about site and surroundings and all other factors involved in the proper execution of works. The tenderer, if awarded the work, shall not be eligible for raising any dispute or claims, in case he is hindered in execution of work due to his negligence/omission/error in not collecting the details required for execution of work.
- 3.4 All the provisions of Rajasthan Transparency in Public Procurement Act and rules made there under and modification to be issued by the competent authority from time to time will automatically be ipso-facto applicable

**TRANSFER OF TENDER DOCUMENTS**

- 3.5 Transfer of tender documents to other is prohibited. For submitting the offer it is essential to directly purchase the tender document from the Company or download from our website. In case downloaded from website, tender fee to be deposited with the Techno -Commercial offer without which the tender will be rejected.

**ONE BID PER TENDERER**

- 3.6 Each Tenderer shall submit only one Tender, either individually or as a partnership firm or a Private/Public limited Company or a co-operative society.

**COST OF BIDDING**

- 3.7 The Tenderer shall bear all costs associated with the preparation and submission of his offer, and the company will in no case be responsible or liable for those costs, under any conditions.

## GENERAL INSTRUCTIONS FOR FILLING THE TENDER

- 3.8 All signatures in the tender documents shall be dated as well as the pages of all the sections of tender documents shall be initialed at the lower right hand corner and signed wherever specified in the tender papers by the tenderer or by a person holding power of attorney authorizing him/her to sign on behalf of tenderer before submission of the tender. All papers should also bear the stamp of the tenderer.  
The tender shall contain the name, and place of business of person or persons, participants in the tender and shall be signed by the tenderer with his usual signature. Partnership Firms shall furnish the full particulars of all the partners (with a certified copy of Certificate issued by Registrar of Firm's Register & partnership deed in the tender. The tender should be signed either by all the partners or by any one partner duly authorized by all other partners of the firm. Tender by a Corporation/Company shall be signed by an authorized representative and a power of attorney by the Managing Director or Board resolution passed by Board of Directors in that behalf to enclose the tender.
- 3.9 Tenders containing corrections and alterations are liable to be rejected. Any corrections, over-writing and alterations, if inevitable, in the entries of the tender papers will be signed in full by the tenderer with date.
- 3.10 The tender should be made in English/Hindi only. Printed conditions on the back of letters originating from tenderer will be ignored.
- 3.11 Tenderers, in their own interest are advised to read the tender document completely and carefully, to avoid submission of incomplete bid. Tender in which any of the particulars and prescribed information is missing or incomplete in any respect and/or prescribed conditions are not fulfilled are liable for rejection, at the sole discretion of the Company.
- 3.12 The Company takes no responsibility for delay, loss or non-receipt of tenders sent through post/courier service. Offers through Telegraph/Fax/E-mail/Telex shall not be accepted.
- 3.13 **CLARIFICATIONS OF CONTENTS OF TENDER DOCUMENT**
- 3.14 In case an intending tenderer require any clarification in connection with, or any point covered by, the tender documents, or as to any matter or work to be done or not to be done by him in the event the contract for the work is awarded to him, he must submit a request for such clarification in writing so as to reach the Company at least 15 days in advance of the last date fixed for submission of tenderer or as otherwise prescribed in S.C.C.(Special Conditions of Contract) Copies of any such clarifications furnished by the Company will be supplied to all other intending tenderer to whom tender documents may have been sold by the Company and such clarifications will constitute addenda/corrigenda to, and be read as part of the tender document.
- 3.15 The Company will not be bound by any verbal/oral clarification or interpretation of the tender document or of any matter(s) connected with works to be executed in accordance with the tender documents, which may be made by any of its employee, representatives or agent.
- 3.16 Any neglect or failure on the part of the tenderer in obtaining necessary and reliable information upon the foregoing or any other matters affecting the contract shall not relieve him from any risks or liabilities or the responsibility from completion of the works at the scheduled rate/s & time and in strict accordance with the contract document/s.



## **ADDENDA/CORRIGENDA**

- 3.17 Addenda/Corrigenda to Notice Inviting Tender or to this tender document may be issued to clarify documents or to reflect modification in the specifications or terms & conditions or scope of work or for any other reasons.
- 3.18 Addenda/corrigenda to these tender documents, if issued by the company, shall form an integral part of this tender document and must be signed and submitted along with the bid.

## **CURRENCIES OF THE BID AND PAYMENT**

- 3.19 The unit rates and prices shall be quoted by the tenderer entirely in Indian Rupees.

## **SUBMISSION OF TENDERS**

- 3.20 Tender offers along with covering letter (as per Form -a) are to be submitted in two parts namely "Techno-commercial offer"(Part I) and "Price offer"(Part II). Each of the two offers should be kept separately in sealed envelopes and marked with NIT numbers & work, specifying option number, etc.
- 3.21 Both the envelopes should be kept in a sealed envelope addressed to General Manager (Contracts), RSMML, Corporate Office,4-Meera Marg, Distt.- Udaipur, PIN 313001 . This envelope should be marked with NIT number & work etc. Name of work, Techno-commercial bid/ price bid, address of contractor, telephone number etc is to be written on the top of each envelope for clarity.
- 3.22 The sealed offers should be submitted in the office of the General Manager (Contracts), RSMML, Corporate Office,4-Meera Marg, Distt.- Udaipur, PIN 313001 on or before the date and time mentioned in the Notice Inviting Tender. The offers shall be opened on the date and time mentioned in the NIT in the presence of the tenderers or their representative who wish to be present. Tender offers received late will not be accepted.
- 3.23 The Part – I “Techno – commercial Bid” should contain the detailed technical offer and copy of tender document (including addenda/corrigenda, if any) duly signed and sealed along with all its Annexure, Earnest Money Deposit. Any price indication should not be given in the Techno – commercial Bid. The following information / documents are to be given in the Part – I “Techno – commercial Bid”
- i) One complete tender document as issued by Company duly filled in, signed and stamped on each page by the tenderer/authorized representative of the tenderer, as prescribed in different clauses of the tender document in token of the acceptance of the terms and conditions of this tender.
  - ii) Earnest Money Deposit.
  - iii) Power of Attorney in favour of the authorized representative signing the tender, as required.
  - iv) Attested Certificate of Incorporation/Memorandum & Article of Association /Partnership deed duly certified by the Company Secretary/ Gazetted Officer/Notary Public/Magistrate as the case may be. In case the tenderer /contractor makes any change in the constitution of the firm after submission of the offer; they shall have to inform the company at the earliest.
  - v) Copy of PAN card & Service Tax Registration Number .
  - vi) Attested copy of the Balance Sheet for the Financial Years prescribed in the tender conditions in support of the turnover.

- vii) Undertaking that no condition is mentioned in Part II 'Price Bid' and conformation to the effect that the price quoted in part II 'Price Bid' of the tender will be firm. Even if any condition/s, other than like discounts, are mentioned those would be ignored, at the risk & cost of the tenderer.
- viii) "Exceptions & Deviations statement" to be submitted by the tenderer in Form-C.
- ix) Provident Fund Account Number of establishment and its effective date.
- x) Duly filled FORMS A & B of tender document.
- xi) Undertaking/affidavit as per Annex-I,II and V given in tender document.
- xii) Duly attested copies of all such other documents as referred in the tender document.

3.24 Tenderer must submit copies of documents duly attested by Gazetted Officer/Notary Public/Magistrate in support of above required details and any declaration given by the tenderer without requisite supportive documents will not be considered. It may be noted that the bid shall be examined on the basis of documents submitted, as per above required details, furnished along with it. A tenderer shall be fully responsible for consequences including rejection of his tender or cancellation of the Contract if the required attested documents/attested copies of documents are not submitted along with the techno-commercial bid or any information/document is found to be false/fabricated/misleading. The authorized signatory of the tenderer should put his signature along with its stamp on each page of the Techno-commercial bid and should also record the date.

### 3.25 **PART II 'Price Bid'**

- i) The "Price Bid" shall be submitted in one copy. The tenderer is to quote the rates in the format provided at Form-6 of this tender document.
- ii) The rates are to be quoted in Rupees and in the prescribed price bid Performa
- iii) While quoting the price under this part, the tenderer is deemed to have confirmed that the prices quoted are for the total scope of work as described in the tender document and as required to be executed for site requirement.
- iv) The tenderer should quote rates in English, both in figures as well as in words, the rates and amounts tendered by him in the schedule of rates for each item of work and in such a way that insertion and/or interpolation is not possible. Part II of the tender is to be and duly signed, sealed and dated by the tenderer. The rates shall be quoted on firm basis.

### **DEADLINE FOR SUBMISSION OF BIDS**

- 3.26 In the event of specified date for the submission of bids being declared a holiday for the Company, the Bids will be received up to the appointed time on the next working day.
- 3.27 The Company may extend the deadline for submission of Bids by issuing an amendment in accordance with tender Clause, in which case all rights and obligations of the Company and of the Tenderers, which were previously subjected to the original deadline, will then be subjected to the new deadline.

## **LATE BIDS & DELAYED BIDS**

- 3.28 Any Bid received by the Company after the deadline prescribed in the NIT due to any reason whatsoever will not be accepted.  
Any Bid received by the Company after the schedule time of receipt of the tender, but before due time of opening of the tender in such cases tenderer has to deposit the tender in the receipt section where time of receipt shall be recorded by the staff and same shall be marked as a delayed tender

## **OPENING OF THE TENDER**

- 3.29 The envelope containing Part I – Techno-Commercial Bid of the offer will be opened in the office of the General Manager (Contracts), RSMML, Corporate Office, 4-Meera Marg, Distt.- Udaipur, PIN 313001 as mentioned in the NIT. The authorised representative/s of the tenderers is at liberty to be present at the time of the opening of the tender.
- 3.30 If the date fixed for opening of tenders happens to be a holiday for any reason, the tenders will be opened on the next working day at the same time.

## **EXCEPTIONS AND DEVIATION**

- 3.31 Tenderers are advised to submit quotations based on the terms and conditions and specifications contained in the tender document and not to stipulate any deviations. Bids containing stipulations of deviation to the terms and conditions are liable to be ignored. In case it is absolutely unavoidable to deviate from tender conditions then the tenderers should mention the deviations at their risk of rejection only in 'Form 3'. Deviations mentioned anywhere else in the bid shall be ignored without any consequences.

## **EARNEST MONEY/ BID SECURITY**

- 3.32 The tenderer must pay Earnest Money as specified in NIT in the form of crossed demand draft in favour of "RAJASTHAN STATE MINES AND MINERALS LTD." payable at Udaipur and drawn on any Nationalised/Scheduled bank at Udaipur and attach the same in original with the technical bid of the tenderer, failing which the bid is liable to be rejected/ignored. No interest shall be paid by the company on the earnest money so deposited by the tenderer. The earnest money of the tenders whose bid is not found to be acceptable on the basis of pre-qualifying criteria and/or on evaluation of their techno-commercial bids will be returned in original at the earliest. The earnest money of the tenderer who are technically successful but not awarded the work shall be returned back in original after issuance of LOA by successful tenderer. The earnest money deposited by the successful tenderer will be refunded after submission of SD, but shall stand forfeited if the tenderer fails to furnish security deposit and/or fails to commence the work within a period of 15 (fifteen) days from the date of issue of intimation regarding acceptance of tender (LOA).
- 3.33 The earnest money of a tenderer shall be forfeited in the following cases:-
- i. If the tenderer withdraws or modifies the offer after submission of the tender within the validity period.
  - ii. If the tenderer does not submit the prescribed Bank Guarantee/D.D. as security deposit within one month of the date of work order/LOA issued in favour of tenderer.

- iii. If the tenderer does not execute the agreement, in the prescribed form within one month of the date of work order/LOA issued in favour of tenderer.
- iv) If it is established that the tenderer has submitted any wrong information/ forged documents along with the tender or thereafter.
- v) If the tenderer fails to commence the work within the time specified in the tender.

#### **VALIDITY**

- 3.34 Tender submitted by tenderer shall remain valid for acceptance for a period 120 days, from the date of opening of the tender (Part I of the offer). An offer with a validity period of less than 120 days is liable to be rejected. The tenderer on its own shall not during the said period of 120 days or in extended period cancel and/or withdraw his tender nor shall he make any variation therein. In case of tenderer revoking, cancelling, modifying and/or withdrawing his bid during the validity of bid, the earnest money deposited by him along with tender shall stand forfeited. And tender will not be considered further evaluation.

#### **EXAMINATION OF BIDS AND DETERMINATION OF RESPONSIVENESS:**

- 3.35 Prior to the detailed evaluation of Bids, the Company will determine whether each Bid:
- i) meets the eligibility criteria ;
  - ii) has been properly signed;
  - iii) is accompanied by the required securities; and
  - iv) is substantially responsive to the requirements of the Bidding documents.
- 3.36 A substantially responsive Bid is one which confirms to all the terms, conditions, and specification of the Biding documents without material deviation or reservations. A material deviation or reservation is one:
- i) which affects in any substantial way the scope, quality, or performance of the work; and/or
  - ii) which limits in any substantial way, inconsistent with the Bidding documents, the Company's right or the Bidder's obligation under the contract; and/or whose rectification/acceptance would affect unfairly the competitive position of the other Bidders presenting substantially responsive Bids.

#### **EVALUATION OF TECHNO-COMMERCIAL BID**

- 3.37 The techno-commercial bids of substantially responsive tenderer's will be evaluated from all aspects. The RSMML reserves the right to assess the capability and competency of the tenderer based upon the information provided by the tenderer in the techno-commercial bid and the information that may otherwise be available to and/or gathered by the RSMML. The decision of the RSMML as to which tenderer is capable & competent to carry out the work shall be final. The tenderer should, therefore, see that he has required level of technical, financial & managerial competence & experience before submitting the tender.
- 3.38 If a Bid is not substantially responsive, it may be rejected by the Company at its sole discretion.
- 3.39 The tenderer shall be prepared to furnish clarification/information and attend meetings/discussion as required by the company from time to time.

### **3.40 NEGOTIATION**

- 3.40.1 Negotiations shall be conducted with the lowest tenderer only. In case of non satisfactory achievement of rates from lowest tenderer, RSMML may chose to make a written counter offer to the lowest tenderer and if this is not accepted, RSMML may decide to reject and re-invite fresh tenders or to make the same counter offer to the second lowest tenderer, then to third lowest tenderer and so on in order of initial bidding, and work order shall be awarded to the tenderer who accepts the counter offer.
- 3.40.2 In the case,when the quotations given by the tenderer during negotiations is higher than the original quotations of tenderer then the tenderer will be bound by the lower rate originally quoted by the tenderer.
- 3.40.3 In case of negotiations, representative of tenderer attending negotiations must possess written authority from the tenderer to the effect that he is competent to modify/amend the submitted tender deviations and rates offered by them.

### **CORRECTION OF ERRORS:**

- 3.41 Price Bid (Part – II) of substantially responsive will be checked by the Company for any arithmetical errors. Errors will be corrected by the Company as follows:
- a) where there is discrepancy between the amounts in figures and in words, the lower of the two would be taken; and
  - b) where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern; and
  - c) Discrepancy in totaling or carry forward in the amount quoted by the contractor shall be corrected. The tendered sum so corrected and altered shall be substituted for the sum originally tendered and considered for acceptance instead of original sum quoted by the tenderer.
- 3.42 The amount stated in the Bid will be adjusted by the Company in accordance with the above procedure for the correction of errors and, shall be considered as binding upon the Bidder.
- 3.43 Price Bid (part II) only of techno-commercially acceptable tenders shall only be opened. Only such short listed tenderers will be informed about the date and time of opening of the price bids.

### **PROCESS TO BE CONFIDENTIAL**

- 3.44 Information, relating to the examination, clarification, evaluation and comparison of Bids and recommendations for the award of a contract shall not be disclosed to the Bidders or any other person not officially concerned with such process. Any effort by a Bidder to influence the Company's processing of Bids or award decision may result in rejection of his bid.
- 3.45 The tenderer may note that indulgence in submitting unsolicited offers or submitting unsolicited correspondence after submission of bid is liable to debar him from participating in RSMML tenders.

### **INTERFERENCE WITH PROCUREMENT PROCESS**

- 3.46 In case the bidder
- i) Withdraws from the procurement process after opening of financial bids;

- ii) Withdraws from the procurement process after being declared the successful bidder
- iii) Fails to enter procurement contract after being declared the successful bidder;
- iv) Fails to provide performance security or any other document or security required in terms of the bidder documents after being declared the successful bidder, without valid ground,

Shall, in addition to the recourse available in the bidding documents or the contract be punished with fine which may extend to fifty lakh rupees or ten percent of the assessed value of contract , whichever is less.

## **NOTIFICATION OF AWARD AND SIGNING OF AGREEMENT**

- 3.47 The tenderer, whose Bid has been accepted, will be notified of the award by the Company, through postal communication or through facsimile confirmed by registered letter/speed post. This letter (hereinafter and in Conditions of Contract called the "Letter of Acceptance") will state the sum unit that the Company will pay to the Contractor in consideration of the execution and completion of the Works by the Contractor as prescribed in the Contract (hereinafter and in the Contract called "the Contract Price").
- 3.48 The notification of award will constitute the formation of Contract. The execution of agreement as per clauses, below would be the formalization of agreement that was commenced with the issuance of LOA.

## **SIGNING OF THE CONTRACT AGREEMENT**

- 3.49 The successful tenderer shall be required to execute an agreement on non-judicial stamp paper of appropriate value under Indian Stamp Act with the company within 30 days from the date of intimation regarding acceptance of tender, LOA etc. The cost of execution of agreement including non-judicial stamp paper shall be borne by the contractor.
- 3.50 The contract agreement shall consist of –
  - An agreement on non-judicial stamp paper of appropriate value
  - Tender document, along with the addend/corrigenda, if any.
  - Telex/Letter of Acceptance & Detailed Letter of Acceptance.
  - Agreed Variation, if any,
  - Any other document as mutually agreed.

## **RIGHTS OF COMPANY**

- 3.51 The Company reserves the right -
  - i) to reject any or all the tenders, in part or in full, without assigning any reason, there to,
  - ii) not to accept the lowest tender or assign reasons for not accepting the lowest tender.
  - iii) to increase / decrease the quantity and period of contract, without any additional obligation on it.
  - iv) not to carry out any part of work.
  - v) to reject the offer, if is established that the tenderer has submitted any wrong / misleading information or forged documents along with offer or thereafter.

- vi) to further split the work amongst more than one contractor if considered expedient at the sole discretion of the Company.

The company may exercise any of the above right at any time prior to the award of contract, 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 RSMML's action.

#### **REFUSAL / FAILURE**

3.52 In the event the Tenderer, after the issue of communication of Acceptance of Tender by the Company (LOA), fails/refuses to accept the award and/or commence execution of the work as herein before, the Tenderer shall be deemed to have abandoned the contract and such an act shall amount to and be construed as the Contractor's calculated and willful breach of contract, and in such an event the Company shall have full right to claim damages/compensation thereof in addition to the forfeiture of Earnest Money/Security Deposit deposited.

## Section- IV

### GENERAL CONDITIONS OF CONTRACT (GCC)

#### INTERPRETATION OF CONTRACT DOCUMENT

- 4.1 Except if and to the extent otherwise provided by the contract, the provisions of the general conditions of the contract and special conditions of the contract shall prevail over those of any other documents forming part of the contract.
- 4.2 Several documents forming the contract are to be taken as mutually explanatory. Should there be any discrepancy, inconsistency, error or omission in the contracts or any of the matter may be referred to the Officer-incharge whose decision shall be final and binding.
- 4.3 In case of any inconsistency or contradiction between the provisions of General Conditions of Contract and Special Conditions of Contract, the Special Conditions of Contract shall prevail unless and until provided otherwise.

#### 4.4 **SECURITY DEPOSIT**

- a) The contractor shall furnish a Security Deposit @ 10% of the accepted total value of the contract through account payee Demand Draft in favour of RSMML, Udaipur /Bank Guarantee, within 30 days of the issuance of such communication of acceptance of tender/Detailed Letter of Acceptance (DLOA)/Letter of Acceptance (LOA), for due fulfillment of all or any of the terms & conditions of the contract. The Bank Guarantee shall be provided only in the approved format of the company from a PSU(except SBI) / ICICI/Axis/HDFC Bank having its branch at Udaipur on non-judicial stamp paper of 0.1% of BG value subject to minimum of Rs. 200/- whichever is higher. No amendment in this format shall be acceptable to the company. The Bank Guarantee shall be valid for the entire contract and/or extended period, if any, plus a grace period of six months. The Company shall be entitled to encash the same and appropriate the whole of the amount or part thereof against its dues or sums payable as contained herein.
- b) The entire Security Deposit shall be refunded after six months of the expiry of contract, provided always that the Contractor has been first paid all the bills including his final bill subject to deductions as are permissible under these terms and all other dues to the Company arising out of this contract, if any, have been fully met by the Contractor and the Contractor has rendered “No claim and No Dues Certificate” to the Company.
- c) The Security Deposit shall be liable to be forfeited wholly or partly at the sole discretion of the Company, should the Contractor either fail to fulfill the contractual obligations or fail to settle in full, his dues to the Company. In case of premature termination of the contract, the Security Deposit will be forfeited and the Company will be at liberty to recover the loss suffered by it from the Contractor.
- d) If the Contractor or their employees cause any damage or destroy and property belonging to the Company or others during the execution of the contract, the same shall be made good by the Contractor at his own expense and in default thereof, the Engineer-In-Charge may cause the same to be made good by other agencies and recover expenses from the contractor (for which the certificate of the Engineer-In-Charge shall be final and binding on the contractor).
- e) The Company may deduct from the Security Deposit any sum due and any other sum that may be fixed up by the Company as being the amount of loss or losses or



damages suffered by it due to delay in performance and/or non-performance and/or partial performance of any of the terms of the contract.

- f) All compensations or other sums of money payable by the Contractor to the Company or recoveries to be made under the terms of this contract may be deducted from any sums which may be due to the Contractor from the Company on any account and in the event of the such amount being insufficient the Contractor shall within ten days of such shortfall make good in cash, failing which the balance amount shall be recovered by way of invoking the bank guarantee furnished as security.
- g) In the event of bank guarantee amount being insufficient, then the balance recoverable amount shall be deducted from any sum, then due or which at any time thereafter may become due to the contractor. The Contractor shall pay to the company on demand any balance remaining due.
- h) In case the Bank Guarantee is invoked for any reason/s, the contractor is required to furnish a fresh Bank Guarantee in the same format for the same amount and for the same period as the original Bank Guarantee within a period of 30 days from the date of invoking of original Bank Guarantee.
- i) In the event of security amount at any time during the currency of the contract falling short of the specified amount, the Contractor shall forth with make good the deficit on demand, so that the total amounts of Security Deposit will not at any time be less than the amount so specified. The Company may recover the same by way of additional deductions from bills.
- j) No interest is payable on S.D. amount.

## **PROVIDENT FUND**

- 4.5 The contractor shall be wholly responsible for complying with the fulfillment of the provisions of the Employees Provident Fund and Miscellaneous provisions Act, 1952 including subsequent amendments & notifications, in respect of the employees engaged for the work.
- 4.6 The Contractor shall have to get himself registered (if not already registered) with the Regional Provident Fund Commissioner (RPFC) under the Employees Provident Fund and Miscellaneous Provisions Act, 1952. Tenderer is required to submit the copy of the PF Registration Number received from RPFC office before starting the work, failing which the contract is liable to be terminated.
- 4.7 The tenderer who are not coming under the purview of EPF & MP Act but are required to deposit the PF due to applicability of Contract Labour (R&A) Act may deposit amount of PF deducted from salaries of the labour/employees and employer's contribution with PF Trust of RSMML along with 1.10% administrative charges. An affidavit (as per Annexure) for this purpose will be required to be furnished on a stamp paper of appropriate value with the Techno Commercial (Part -I) of the offer.
- 4.8 However, each running account / Final bill must be submitted along with the name of the labour/employee deployed for the work, wages / salaries paid to them, amount of PF deducted from salaries of the labour/employees and employer's contribution, amount deposited in RPFC office/Trust against each employee's name and copy of the challans for the amount deposited in RPFC office/Trust till previous month, failing which no payment will be made for Running Account bill submitted by the contractor to the Officer-In-charge.

## **CONTRACTOR TO BE LIABLE FOR ALL PAYMENT TO HIS WORKERS/EMPLOYEES:**

- 4.9 The contractor shall be liable for payment of all wages and other benefits, such as leave with wages, contributory provident fund, bonus, free medical aid etc., to his employees and labour as per the statutory requirements as in force or, may be applicable from time to time during the currency of the contract.
- 4.10 The contractor shall bear all liabilities for employee and labour employed or retained by him as regards to their employment, litigation and any other action arising out of operation of this contract or at the termination/completion of this contract.
- 4.11 The company shall not pay any additional amount on any such account. The only remuneration payable to the contractor by the company will be on the basis of accepted rates and work executed thereof.

### **4.12 STATUTORY OBLIGATION**

The Contractor shall be responsible for the payment of any and all contributions, duties, levies & taxes including service tax payable to the Central or State Government authorities or execution of the works under the contracts. The Contractor shall also be responsible for full compliance with all obligations and restrictions imposed by the labour law or any other law affecting employer-employee relationship with all applicable Central, State, Municipal and local laws and regulations and requirements, of any Central, State or Local Govt. agency or authority. Contractor further agrees at his cost to defend, indemnify and hold company harmless and indemnified from all or any liability or penalty which may be imposed by the Central, State or Local authorities, including Directorate General of Mines' Safety etc or any other civil or criminal court, tribunals by reason of any violation by contractor or his sub-contractor/s of such laws, regulations or requirements and also from all claims, suits, or proceedings that may be brought against the Company arising under or out of or by reasons whatsoever work provided for by this contract, by third parties, or by Central or State Govt. authorities or any administrative or quasi judicial tribunal. The Contractor in whose favor the tender is awarded shall be required to furnish necessary information under Contract Labours (Regulation & Abolition) Act, 1970, Mines Act and Rules & Regulations made there under to the Manager (Pers.) of the company before starting the work. The Contractor shall obtain license under the above act/s if applicable.

## **TAXES**

- 4.13 The rates quoted by the contractor will be inclusive of all taxes, duties, levies including service tax as applicable on this contract (up to the last date of submission of bids). The rates quoted shall be on 'firm price' basis during the pendency of the contract period and the contractor shall not be eligible for any escalation (except as mentioned in the tender document) in the rates on what so ever ground.

**Service tax** is the liability of the contractor and therefore the rate offered for the services as required in tender document will be inclusive of service tax. The present rate of service tax is @12.36 %. While quoting the rates the bidders are advised to take into consideration the general & other exemptions, if any, available to them under the provision of Service Tax Act.

## **VARIATION IN STATUTORY TAXES, DUTIES & LEVIES:**

- 4.14 Any fresh imposition /withdrawal or variation in statutory duties, taxes or levies made by statutory authorities after the last date of submission of bids, will be reimbursed to contractor or recovered by the Company, as the case may be. The reimbursement to/recovery from the contractor will be made against submission of supporting documents and for only such taxes/duties/levies that are directly applicable to the contract and reflected in his running bills.  
The company shall be fully entitled to deduct income tax and/or any other levies at sources as per the rules and instructions as may be applicable for this purpose from time to time.

#### **INDEMNITY**

- 4.15 The Contractor shall at all times, indemnify and keep indemnified the Company, including its employees, authorized agents and the Officer-in-charge its successors from any and all liability for damages resulting from or arising out of or in any way connected with the operation covered by the contract and he shall make good all losses and damages arising there from. In case the Company shall incur any cost or expenses or suffer any loss on account of any claim demand or course of action brought against them and arising out of the operations covered by the contract, the Company shall have the power (without being bound to do so) to defend, contest or compromise any such claim, demand or cause of action. Any amount that may become payable by the Company and any cost, expense etc that may be incurred by the Company in this behalf, shall also be recoverable from the Contractor.
- 4.16 All sums payable by way of compensation/s under any of these conditions shall be considered as reasonable compensation to be applied to the use of the Company without reference to the actual loss or damage sustained and whether or not any damage shall have been sustained.
- 4.17 Contractor shall also keep indemnified the Company against all claims of its staff under Industrial Disputes Act, Payment of Wages Act, and Mines Act and other Acts/Rules applicable on the awarded work to the contractor.

#### **WAIVER AND LIABILITY TO PAY COMPENSATION:**

- 4.18 In any case in which any of the powers conferred upon the Company shall have become exercisable and the same have not been exercised, the non-exercise thereof shall not constitute a waiver of any of the conditions hereof and such powers shall be exercisable in the event of any further case of default by the Contractor, the contractor shall be liable to pay compensation amount to the extent of the whole of his Security Deposit and the liability of the Contractor for past and future compensation shall remain unaffected.
- 4.19 In the event the Company exercising the powers vested in it under the aforesaid clause, it may, take possession of all or any tools and equipment, explosives, materials and stores lying in or upon the works or the site thereof belonging to the Contractor or procured by him and intended to be used for the execution of the work or any part thereof the same be taken by paying reasonable compensation as decided by Officer In-Charge, otherwise the Officer-In-Charge may give notice to the Contractor, requiring him/it to remove such tools, equipment, materials or stores from the premises(within a time to be specified in such notice), and in the event of the contractor failing to comply with such requisition the Officer-In-Charge may remove them at the contractor's expenses or sell them by auction and/or private sale on account of the contractor and at his/its risk in all respects without any future notice as to the date, time or place of sale and the certificate of the Officer-in-Charge

as to the expenses of any such removal and the amount of the proceeds and expenses of any such sale shall be final, conclusive and binding on the Contractor.

**COMPANY NOT LIABLE TO PAY COMPENSATION:**

4.20 The Contractor shall have no claim against the Company for any business loss, idle charges, compensation upon failure, delay, omission etc. on the part of the Company to carry out any or all the provisions of the contract for any reason whatsoever. The Company's decision in the matter shall be final and binding on the Contractor.

**NO CLAIM IF WORK IS ABANDONED OR POSTPONED:**

4.21 The Contractor have no claim, whatsoever against the Company if the work or any part thereof covered by the contract is postponed to any later date and/or withdrawn in part in the overall interest of the Company or for security or for any other reason/s. The Company's decision in this regard shall be final and binding on the Contractor.

**NO COMPENSATION FOR ALTERATION IN OR RESTRICTION OF WORK:**

4.22 If at any time after the commencement of the work the company shall for any reason or under instructions of any other statutory authority required not to do the whole work or part thereof as specified in the schedule of work to be carried out, the Officer-in-Charge shall give notice in writing of the fact to the contractor, who shall have no claim to any payment or compensation whatsoever on any account or profit or compensation or advantage/s which he might have derived from the execution of the work in full, but which he did not drive in consequences of the full amount of the work not having been carried out, nor shall have any claim or compensation by reason of any alternations having been made in the original specifications and instructions which shall involve any curtailment of the work as originally contemplated.

**COORDINATION AND INSPECTION OF WORK**

4.23 The co-ordination and inspection of the day-to-day work under the contract shall be the responsibility of the Officer-in-Charge. The written instructions regarding any particular job will normally be issued by the Officer-in-Charge or his authorized representative. A register shall be maintained by the Contractor in which the Officer-in-Charge after inspection shall write the instructions to be issued by the Officer-In-Charge and these will be signed immediately by the Contractor or his authorized representative by way of acknowledgement.

**DISCREPANCIES BETWEEN INSTRUCTIONS**

4.24 Should any discrepancy occur between the various instructions furnished to the Contractor, his agents or staff or any doubt arising as to the meaning of any instructions or should there be any misunderstanding between the Contractor's staff, the Contractor shall refer the matter immediately in writing to the Officer-in-Charge whose decision thereon shall be final and conclusive and no claim for losses alleged to have been caused by such discrepancies shall in any case be admissible.

**CONTRACTOR'S SUBORDINATE STAFF AND THEIR CONDUCT**

4.25 The contractor shall have the sole and exclusive responsibility for execution & supervision of the work by qualified staff. The work shall be executed by the Contractor with his/their best skill, attention and supervision. The Contractor shall

employ and engage to the satisfaction of the Officer-in-Charge sufficient and qualified staff to execute and supervise the execution of the works, in such manner as will ensure work of the best quality and expeditious working. Whenever in the opinion of the Officer-in-Charge additional and sufficiently qualified staff is considered necessary, they shall be employed by the Contractor without additional charge on account thereof. The Contractor shall ensure to the satisfaction of the Officer-in-Charge that sub-contractors, if any, provide competent and efficient supervision, over the work entrusted to them.

- 4.26 Whenever any of the Contractor's agents, sub-agents or other employees shall in the opinion of the Officer-in-Charge be found to be guilty of any misconduct or be incompetent or insufficiently qualified or negligent in the performance of their duties or that in the opinion of the Company and/or the Officer-in-Charge, it is undesirable for administrative or any other reason for such person or persons to be employed on the works, the Contractor, if so directed by the Officer-in-Charge, shall at once remove such person or persons from employment thereon. Any person or persons so removed from the works shall be immediately replaced at the expenses of the Contractor by a qualified and competent substitute. Should the Contractor be requested to repatriate any person removed from the work, he shall do so and shall bear all costs/compensation in connection therewith.
- 4.27 The Contractor shall be responsible for the proper conduct and behaviour of all the staff and shall exercise a proper degree of control over them and in particular and without prejudice to the aforesaid generally the Contractor shall be bound to prohibit and prevent any employees from trespassing or acting any way detrimental or prejudicial to the interest of the community or of the properties or occupiers of lands and properties in the neighbourhood and in the event of such employee so trespassing, the Contractor shall be responsible thereof and relive the Company of all consequent claims or actions for damages or injury or any other grounds, whatsoever.

#### **DAMAGE TO PROPERTY:**

- 4.28 The Contractor including his sub-contractor/s, if any, shall be responsible for making good at his cost to the satisfaction of the Company any loss or any damage to buildings, structures, equipment, installations, properties etc, belonging to the Company or being executed or procured or being procured by the Company or of other agencies within the premises of the Company, if such losses or damages is due to fault and/or negligence or willful acts, omission, and/or any other reason whatsoever of the Contractor and/or his sub-contractor/s, their employees, agents, representative etc.

#### **POWER OF ENTRY**

- 4.29 During execution of Contract, if in the opinion of Officer Incharge, it is found that :
- i) Contractor has failed to execute the Contract in conformity with contract document or
  - ii) Contractor has substantially suspended work or the works for a continuous period of 15 days without permission from the Officer Incharge , or
  - iii) Contractor has failed to carry on and execute the works to the satisfaction of the Officer Incharge, or
  - iv) Contractor has committed or suffered or permitted any other breach of any of the provisions of the contract on his part to be performed. or

- v) Contractor has abandoned the works, or
  - vi) Contractor during the continuance of the contract has becomes bankrupt.
- then in any of such events, the Company shall be free to take appropriate action against the contractor as per provisions of contract.

#### **POWER TO ORDER SUSPENSION OF WORK:**

- 4.30 The Company may, from time to time, by direction in writing and without in any way invalidating the contract, order the contractor to suspend the work or any part thereof at any time and for such times and for such reasons as he may consider necessary. After such directions to suspend the work, or any part thereof, has been given, the Contractor shall not proceed with the work or part thereof directed to be suspended until he receives a written order from the Company to so proceed. The decision of the Company in the matter shall be final and binding on the Contractor. The Contractor shall not be entitled for any extra payment in case of such suspension. The work of any other part thereof shall not be suspended by the Contractor without prior knowledge and approval of the Company. If the Contractor is compelled to suspend the work or any part thereof he should report to the Officer-in-Charge, furnish the reasons, necessitating such suspension of work, and obtain prior approval. In case such suspension is necessitated for reasons beyond control and period of suspension becomes more than 3 months at a stretch then Company may consider to make some adhoc/advance payment against the work done. The quantum and mode of payment shall be mutually decided. It will be however, sole discretion of company & will not be available as right of the contractor.

#### **LIENS:**

- 4.31 If, at any time, there should be any lien or claim for which the company might have become liable and which is chargeable to the Contractor, the Company shall have the right to retain out of any payment then due or thereafter to become due an amount sufficient to completely indemnify the Company may pay and discharge the same by and payable to the Contractor. If any lien or claim remains unsettled after all payments due to the Contractor are appropriated on the account, the Contractor shall refund or pay to the Company all moneys that the later may be compelled to pay in discharging of such lien or claim including all costs and reasonable expenses thereof.

#### **CHANGE IN CONSTITUTION:**

- 4.32 The Contractor shall obtain prior approval in writing of the Company before any change is made in the constitution of the firm/company or induction or retirement of any of the partners/directors. If prior approval as aforesaid is not obtained the Contractor shall be deemed to have acted in contravention of the contract and the contractor shall be responsible for the same.

#### **IF THE CONTRACTOR DIES:**

- 4.33 Without prejudice to any of the rights or remedies under the contract if any of the partners of the Contractor dies, the death of any partner shall not affect the rights of the Company. However, the legal heirs of the deceased partner and remaining partners shall continue to remain liable to the Company.

## **COMPLIANCE IN RESPECT OF VARIOUS ACTS**

- 4.34 The Contractor shall at his own cost, observe, perform and comply with the provisions of the Acts applicable during the execution of the Contract, and Rules/Bye-laws framed there under as applicable to this work. The Rajasthan Transparency In Public Procurement Act 2012 and rules made there under shall be applicable.
- 4.35 It will be the sole responsibility of the Contractor to ensure all sorts of payments to his workers and submissions of returns in time, as required by various Statutory Authorities concerned. In case of default by the Contractor in making statutory payments in time, the Company reserves the right to deduct necessary amount from the Contractor's bills towards such payments without prejudice to the rights & remedies of the Company.

### **RECORDS, REGISTERS ETC.**

- 4.36 The contractor shall have to ensure that its supervisory staff/ managers maintains all records, registers, details etc., as required by the RSMML and/ or under the various Acts, Enactments, Statutes, Rules, Regulations, etc., as applicable to this contract and make available the same to the RSMML and/or its authorized representative at such place & time as may be directed.

### **COMPENSATION AND LIABILITY:**

- 4.37 Insurance shall be affected by the contractor at his cost for all the contractor's employees and persons engaged in the performance of the contract. If any of the work is sublet the contractor shall require the sub-contractor to provide for workman's compensation and employer's liability insurance for the latter's employees if such employees are not covered under the Contractor's insurance.
- 4.38 In case of an accident in respect of which Workman's Compensation Act or Motor Vehicles Act, Fatal Accident Act or Mines Act etc. applies it shall be lawful for the Officer-in-charge to retain money out of due and payable amount to the contractor, such sum or sums of money as may in the opinion of the Officer-in-Charge shall be final in regard to all such matters arising under this clause and the Contractor shall be bound by such decisions of the Officer-in-charge.
- 4.39 The Company shall not be liable for or in respect of any damages or compensation payable as per law in respect of or in consequence of any accident or injury to any workman or other person in the employment of the contractor or any of his sub-contractor or third party etc and the Contractor shall indemnify and keep indemnified the Company against all such injury, damages and compensation and against all claims, demands, proceedings, costs, charges and expenses, whatsoever in respect of or in relation thereto.

### **LIABILITY FOR ACCIDENT TO PERSONS:**

- 4.40 Besides the liabilities of the Contractor under the "Workmen's Compensation Act", Fatal Accident Act, M.V. Act, "Mines Act" the following shall also apply to the Contractor.
- 4.41 On the occurrence of any accident resulting in death or bodily injury to a workman employed/engaged by the contractor, the Contractor shall be liable for intimating

within 8(eight) hours of happening of such accident/s in writing to the Officer-in-Charge the fact of such accident, besides taking immediate remedial measures.

- 4.42 The Contractor shall indemnify the Company, against all claims/compensation, loss or damage sustained by the Company resulting directly or indirectly from his failure to give intimation in the matter aforesaid, including the penalties or fines, if any, payable by the company as consequences of workmen's Compensation Act, Fatal Accident Act, Motor Vehicle Act, Mines Act or otherwise to conform to the provisions of the said Act/s in regard to such accident.

#### **FORCE MAJEURE:**

- 4.43 Neither the Contractor nor the Company shall be considered to be in default in the performance of their respective obligations under this contractor if such performance is prevented or delayed because of the conditions constituting force majeure which shall include but not limited notice/s from the Directorate of Mines Safety Office other Statutory Authority, Civil Commotion, Fire accidents, epidemics, War, acts of God or because of any law, order, proclamation or ordinance of any Government or any authority thereof or forced stoppage of mining, sand storms/other causes and for failure of transportation or for any other cause beyond reasonable control of the party affected, provided notice of such cause is given in writing by the party affected within 14 days of the happening of the event. In case it is not possible to serve the said notice within the said period of 14 days then within the shortest possible period. Power cuts/partial power failure/interruption shall not be construed as force majeure for this purpose and the same shall not affect in any way the performance of the Contract. As soon as the cause of force majeure has been removed, the party whose ability to perform its obligation has been affected shall notify the other of such cessation. Should one or both the parties be prevented from fulfilling their contractual obligations by state of force majeure lasting for a continuous period of three months both the parties shall consult each other and decide about the future course of action regarding the contract?

#### **SERVICE OF NOTICE ON CONTRACTOR:**

- 4.44 Any notice hereunder may be served on the Contractor or his/its duly authorised representative at the work site or may be served by registered mail directly to the address furnished by the Contractor. Proof of issue of any such notices shall be conclusive of the fact that the Contractor having been duly informed of all contents therein. The contractor shall furnish to the Company, the name, designation and addresses of his/its authorised agent at the work site and at Udaipur.

#### **SERVICE OF NOTICE AND COMMUNICATION WITH THE COMPANY AND THE OFFICER-IN-CHARGE**

- 4.52 Notice and communication addressed to the Company or the Officer-in-Charge, as the case may be, shall be deemed to have been duly delivered.
- (a) In the case of the Company, if dispatched by registered AD/Speed post to the Company's Group General Manager at Jhamarkotra Mine, Udaipur and copy to authorized representative at the Jhamarkotra Mine, Udaipur, and



- (b) In the case of the Officer Incharge, if dispatched or left at or posted to the address of his/its authorized representative, in the case of posting on the day on which they would have reached such address in the ordinary course of business, and in other cases on the day on which they were delivered to or left at such address.
- 4.45 Notice and communication addressed to the Company shall be valid only if duly signed by the Contractor or his duly authorized partner or his principal officer acting for him on his behalf.

**TERMINATION:**

- 4.46 If the Contractor fails to execute the work or any part thereof with such diligence as will ensure its completion within the time specified in the contract, or extension thereof, or fails to complete the said work within such time or fails to perform any of his obligations under the contract or in any manner commits a breach of any of the provision of the contract, it shall be open to the Company in its option, by written notice to the contractor:-
- (a) To determine the contract; in which event the contract shall stand terminated and shall cease to be in force and effect on and from the date notified by the company in this behalf, whereupon the contractor shall stop forthwith all or any of the contract work, then in progress and the Company may on its part, may take over the work remaining incomplete by the Contractor and the contractor and his sureties if any, shall be liable to the company for any excess cost occasioned by such take over and completion by the Company or by appointing any other agency over and above the rates of remuneration payable under the contract.
  - (b) Without determining the contract, to take over the work of the Contractor or any part thereof and complete the same through any other agency at the risk and cost of the Contractor and the Contractor, and his sureties shall be liable to the company for any excess cost/additional cost occasioned by such work having been so taken over and completed by the Company and/or through any other agency over and above the remuneration payable under the contract.
- 4.47 Before determining the contract, as aforesaid, and provided that, in the judgment of the company the default or defaults committed by the Contractor is or are curable or may be cured by the Contractor if any opportunity is given to him to do so, the Company may, by notice, in writing, call upon the Contractor to cure the default within such time as may be specified in the notice.

In the event of the Company proceeding in the manner herein above prescribed-

- (a) The whole of the Security Deposit furnished by the Contractor or retained by the Company shall be liable to be forfeited, without prejudice to the right of the Company to recover from the Contractor, the excess cost referred to aforesaid.
  - (b) The money that may have become due to the Contractor on account of work executed by him/its already shall not be payable to him/its until after the expiry of six calendar months reckoned from the date of determination of contract or from the taking over of the work or part thereof by the company as the case may be, during which period the responsibility for faulty execution of work, under the contract rest exclusively with the Contractor and shall be subject to deduction of all amounts due from the Company to the Contractor, whether under the terms of the contract or otherwise, authorized or required to be recovered or retained by the Company.
- 4.48 The Company shall also have the right to proceed in the manner prescribed in sub-clauses above, in the event of the contractor abandoning the execution of the contract

work for a continuous period of one month, or becoming bankrupt or insolvent, or compounding with his creditors or assignees the contract in favour of his creditors or any other person or persons, or being a firm or a corporation goes, into voluntary liquidation, provided that in the said event, it shall not be necessary for the Company to give any prior notice to the Contractor.

- 4.49 Termination of the contract as aforesaid shall not prejudice or affect the rights of the Company which may have accrued up to the date of such termination.

#### **DISPUTE, JURISDICTION**

- 4.50 The place of the contract shall be Udaipur, Rajasthan. In cases of any differences, the same shall be resolved by mutual discussions and agreement. However the decision of the Head of the SBU & PC Rock Phosphate of the company shall be final and binding.
- 4.51 No courts other than the courts located at Udaipur, Rajasthan shall have jurisdiction over any matter concerning any aspect of the work under this tender.
- 4.52 The contractor shall not stop or abandon the work due to and during the pendency of such disputes or differences.

#### **APPEALS:**

- 4.53 Subject to section 40, of Rajasthan Transparency in Public Procurement rules 2013, if any bidder or prospective bidder is aggrieved that any decision action or omission of procuring entity is in contravention to the provisions of this act or rules or guidelines issued there under, he may file an appeal to designated First and Second Appellate Authority within a period of ten days from the date of such decisions or action, omission as the case may be clearly giving the specific ground on which he feel aggrieved on Form No.1(see rule 83)- Memorandum of appeal under the Rajasthan Transparency in Public Procurement act 2012 with prescribed fees.

## **SECTION-V**

### **Special Conditions of Contract (SCC)-Chapter -1**

#### **APPLICABILITY**

- 5.1 These terms and conditions are in addition to the General terms & conditions specified in earlier Sections of this tender document. These special terms & conditions as detailed in this section in the following clauses shall prevail upon the General terms & conditions, should there be any discrepancy or conflict or contradiction between the two.

#### **PREQUALIFICATION CRITERIA:**

- 5.2 The tenderer shall be pre-qualified on the basis of the following criteria:
- i. The Tenderer should have minimum turnover of Rs.11.00 Lacs in any one of the immediate four preceding financial years i.e., 2010-11, 2011-12, 2012-13, 2013-14 in tenderer name.

The price bid of only those bidders shall be opened who qualify in technical bid as per the above criteria & only qualified bidders will be informed about price bid opening. The Tenderer should submit duly attested copy of CA certified balance sheets in support of turnover.

However, turnover has to be in the name of tenderer & turnover of individual/partners/Directors/Member of Society shall not be considered. It is to be noted that, in case of Company/ Society , the turnover of the Company / Society shall only be considered.

The tenderer who have earlier been awarded contract by the company for any job and which they have abandoned or the contract has been terminated by the company for breach of conditions shall not be eligible to participate in this tender.

The company reserves the right to accept or reject any or all offers without assigning any reason.

Also the company does not bind itself to accept the lowest price offer. The Company shall not be responsible for any postal delay or loss of offer. Offers sent by Fax/Telex/E-Mail shall not be accepted.

- 5.3 Even though the bidders meet the above qualifying criteria, they are subject to be disqualified, if it is established that tenderer has :
- a. made misleading or false representation in the form(s), statement(s) and attachment(s) submitted in proof of the pre-qualification requirements; and/or
  - b. it is established from our records that the tenderer has poor performance by way of abandoning the works, not completing the contract properly, inordinate delays in completion, or financial failures etc.

#### **EVALUATION OF PRICE BID & CRITERIA FOR DECIDING L-1**

- 5.4 The price bids of the techno-commercially acceptable tenderers will be evaluated to ascertain the relative status with respect to overall contract values for the total tendered work. The tenderer with the lowest grand total of amount payable for the total tendered work shall be decided as the successful tenderer i.e. L-1 tenderer.

## SECTION V-Chapter-2

### SCOPE OF WORK, PERIOD OF CONTRACT, COMPENSATION & AND SPECIAL CONDITIONS OF THE CONTRACT

#### **5.2.1 SCOPE OF WORK**

Scope of work for “Spillage Removal & Collection from different places at HGO Crushing Plants, manual loading & transportation to ROM platforms at Jhamarkotra Mines of SBU & PC: Rock Phosphate, Jhamarkotra-313 015, Udaipur (Rajasthan)” generally shall include but not limited to the followings:

- i) Removal and collection of spillage material from different places at HGO Crushing Plants, manual loading, unloading & transportation to ROM platforms at Jhamarkotra Mines of SBU & PC: Rock Phosphate, Jhamarkotra, Udaipur (Rajasthan). The spillage material is to be collected by the contractor manually by deployment of 10 no. labours per day, loaded into the tractor-trolley/tipper up to specified height/capacity, and transported to the designated ROM platforms, as per instruction of Engineer In charge.
- ii) The approximate quantity to be handled is 500 Cubic metres per month.
- iii) The contractor shall comply with all the relevant labour laws and safety regulations, as are required to be followed for this work, during the tenure of the contract, such as issue of safety shoes (twice in a year), helmets, uniforms, identity cards etc.
- iv) The contractor shall be required to work in & around opencast mines. Hence, the contractor shall ensure that their operations strictly adhere to all applicable safety laws etc. The contractor shall ensure that no damage is caused to RSMML during their working and that safety of their employees is ensured.
- v) RSMML shall not be responsible in any way for injury caused to the contractor’s employee while working.
- vi) The technical terms and conditions, specifications, to carry out the work as mentioned in Central Labour Rate Contract or reference, if any, shall be applicable.
- vii) The contractor will have to maintain proper records of the trips, which will have to be verified by the Engineer In charge on a day-to-day basis.
- viii) The contractor will be eligible to receive the remuneration from RSMML in respect of the complete work done as per details given in the LOA/DLOA/agreement on monthly basis for such quantity only as verified by the Engineer Incharge. No advance shall be payable. The contractor shall have to ensure that 12 labours throughout the month shall be deployed. In case in any day less than 10 labourers are deployed then the charges will be deducted per person at the rate prevailing at the time.

### **5.2.2 SPECIAL CONDITIONS:**

- a) The Contractor shall carry out the work on all working days other than holidays declared by the Company.
- b) The Contractor shall depute his accredited representative at working site to supervise the work and to receive the instructions of the Company. It shall be the duty of representative/s to call on at the office of Unit/ Project concerned of the RSMML every day and generally to remain in touch with RSMML office to obtain instructions about their working. The contractor shall ensure that such instructions are duly complied with.
- c) At the time of blasting, the area of blasting shall have to be vacated by your persons as per requirement.

### **5.2.3 INCIDENTAL & CONTINGENT WORKS**

The contractor will have to make its own arrangements for all incidentals or contingent works related to the contracted work at its own cost & expenses and the same would not qualify for any extra payment.

### **5.2.4 MISCELLANEOUS LIABILITIES**

The contractor shall be responsible for making all arrangements at its cost and expenses for: -

- i) All rules & regulations applicable under Mines Act, 1952 and applicable rules and regulations.
- ii) Suitable accommodation for its staff/labour/workers etc.
- iii) Tools, equipments, machinery, water, and any other requirement for accomplishing the work satisfactorily.
- iv) Transport, loading, unloading, and any other matter connected with the allotted work.
- v) Drinking water, medicines, and medical aid, for the staff/labour/workers etc. at the working sites.
- vi) Compliance of Safety rules and discipline of the labours/workers/ staff employed.
- vii) Workmen compensation policy, which should be renewed from time to time to cover entire period of contract.
- viii) Providing safety boots, dust masks, safety goggles, safety belts and other protective equipment's as may be/ are required under the law and as may be directed by the statutory authority/RSMML from time to time, to the laborers/workers/ staff etc deployed at work sites.

5.2.5 The RSMML shall not in any manner be responsible for any or part of the above obligations of the contractor. If any expenditure is incurred by the RSMML on the above items that will be recovered from the contractor's bills/security deposit.

5.2.6 The entire responsibility on account of accident/damage or personal injury which may occur to Contractor's equipment/ appliances or his employees shall

be exclusively borne by the Contractor and no claim whatsoever shall be entertained by the Company on this account.

#### **5.2.7 PERIOD OF CONTRACT**

The period of contract for the work envisaged under this tender shall be Two years from the date of issue of LOA / DLOA, inclusive of 15 days period allowed for mobilization of equipments & commencement of the work.

The above period of two years of contract includes 15 days period allowed for mobilization reckoned from the date of issue of LOA/DLOA. However, the Contractor shall use this mobilization period for doing necessary preparatory works. The Contractor shall commence the work at full scale within mobilization period from the date of issue of LOA/DLOA. The work shall be executed strictly as per time schedule by deploying adequate skilled personnel, equipment, tools, tackles etc.

#### **5.2.8 QUANTITY**

The approximate quantity for the work shall be 500 Cu. M. per month i.e. 12000 Cu m for two years. However this quantity is only indicative and susceptible to variation from time to time as per the requirement so determined by the company as per its absolute discretion. No guarantee regarding overall, monthly, weekly or daily quantum of work can be given. The Contractor shall neither be entitled nor be eligible to raise any claim on account of their vehicles/equipments /manpower being idle on any day or for any period during the contractual completion period.

#### **5.2.9 PRICE & PRICE VARIATION**

The price quoted and finally accepted by the company shall be deemed to include and cover all costs, expenses, taxes (including Service tax), duties, levies and liabilities of every description and all risk of every kind to be taken in execution. No increase in rates on these accounts shall be permitted. The company shall be deducting applicable taxes as prevailing, from the bills of the contractor. RSMML shall not be responsible for any such liability on the contractor in respect of this contract and exclusion of any applicable taxes at prescribed rates due to ignorance or otherwise shall not form a reason for claiming anything extra at a later date. The quoted price should remain firm & fix for the period of this contract.

#### **5.2.10 TERMS OF PAYMENT**

- 5.2.10.1 For payment purposes the contractor shall raise the bill on monthly basis to receive its remuneration from the RSMML and the bills shall be duly verified by the Engineer-In-charge. Weight of material as per volume of tractor/trolley shall be taken into consideration & treated as final for the purpose of this contract. The rates as accepted by the Company shall only be considered for billing purpose.
- 5.2.10.2 The Contractor, on submitting the bill duly verified by the Engineer In-Charge for the work done, is entitled to receive a monthly payment within a period of fifteen (15) days after submission of the bill. This payment will be made after making necessary deductions as stipulated elsewhere in the contract. The Company shall deduct Income Tax at source at prevailing rate from the bills of the contractor. Other statutory taxes shall also be deducted from the bills as applicable from time to time.

- 5.2.10.3 The contractor will be eligible to receive the remuneration from RSMML in respect of the complete work done as per details given in the LOA/DLOA/agreement on monthly basis for such quantity only as verified by the Engineer Incharge. No advance shall be payable. The contractor shall have to ensure that 12 labours through the month are deployed. In case in any day less than 10 labourers are deployed then the charges will be deducted per person at the rate prevailing at the time.
- 5.2.10.4 The Company shall make payment due to the Contractor by crossed Account Payee Cheque/RTGS..

#### **5.2.11 RESOURCES, MANPOWER, FACILITIES ETC.**

- 5.2.11.1 The contractor will have to bring and deploy requisite machinery, labours, tools, tackles etc., deploy tractor/trolley required to execute the contract at its own cost and to the entire satisfaction of the RSMML.
- 5.2.11.2 The contractor shall make its own arrangements for facilities like fuel, lubricants, and diesel etc., required for satisfactory execution of the contract.
- 5.2.11.3 The contractor shall not take out their deployed equipments from the site without the permission of Engineer Incharge except in case of major repair of deployed equipment.
- 5.2.11.4 RSMML shall not provide any facility to the contractor for execution of work at site except supply of drinking water at a point only.

#### **5.2.12 SUSPENSION OF WORK**

Head of the SBU & PC Rock Phosphate of RSMML may, from time to time, by direction in writing and without in any way invalidating the contract, order the contractor to suspend the work or any part thereof at such time and for such reasons as he may consider necessary. After such directions to suspend the work or any part thereof has been given, the Contractor shall not proceed with the work or part thereof directed to be suspended until he receives a written order from the Head of the SBU & PC Rock Phosphate of RSMML to so proceed. The Contractor shall not be entitled for any extra payment in case of such suspension. The work of any part thereof shall not be suspended by the Contractor without prior knowledge and approval of the Company. If the Contractor proposes to suspend the work or any part thereof he should report to the Engineer-in-Charge, furnish the reasons, necessitating such suspension of work, and obtain prior orders from the Head of the SBU & PC Rock Phosphate of RSMML.

#### **5.2.13 COMPENSATION**

- 5.2.13.1 In case the Contractor fails to mobilise and commence the work within the stipulated / extended period, the company shall recover a pre determined and agreed compensation @ 0.5% of the annual contract value on fortnightly basis from the contractor. In the event the compensation exceeds 2% of annual contract value, provisions including termination of contract, forfeiture of EMD/SD, withdrawal of DLOA shall apply at sole discretion of Company
- 5.2.13.2 Besides, failure of the contractor to work will also entitle the Company to get the work done by making alternative arrangements at the cost and expense of the contractor and to recover from it the full difference of cost in making restoration of working up to the quantity of work allotted to the another agency.

- 5.2.13.3 However, compensation for shortfalls in the contractual targets could be reduced or waived off if adequate justification or grounds exist for such a reduction or waiver based on the written request by the contractor for the same.
- 5.2.13.4 The compensation, if levied, shall be recovered immediately from the bills of the contractor at the rate of 0.5% of the contract value on fortnightly basis maximum to the tune of 2%.
- 5.2.13.5 Notwithstanding anything contained in clauses herein above, the RSMML may require the contractor to improve the performance of work within seven days of the receipt of a notice by the RSMML and if the contractor fails to improve its performance on pro-rata basis within this period of seven days, then the RSMML may get the work done by other agency at the cost & risk of the contractor without any further notice.
- 5.2.13.6 The contractor shall be liable to pay to the RSMML all costs, damage, charges, losses, etc., suffered or incurred or occasioned or sustained by the RSMML or by any other third party due to the negligent act or omission or un-workmen like performance of the contractor or its workmen or due to the breach of any of the terms of the contract or failure to carry out the work in accordance with contract by the contractor or its workmen. The decision of the RSMML in this respect shall be final and binding on the contractor. The recovery for any amount under this clause may be effected by the RSMML either from the running bills or from the security deposit or set off against any other dues of the contractor, at the discretion of the RSMML.
- 5.2.13.7 The contractor shall make such satisfaction and pay compensation as may be assessed by a lawful authority in accordance with the law enforced on the subject for all damages, injury or disturbances which may be done by the contractor and shall indemnify and keep indemnified fully and completely, the RSMML against all claims which may be made by any person or persons in respect of any such damages, injury or disturbances and all cost and expenses in connection therewith.
- 5.2.13.8 Any amount due and payable to the contractor, including security deposit refundable to them under the contract, may be appropriated and set off by the RSMML against any claim or dues of the RSMML arisen or arising out of this contract or any other contract against the contractor.
- 5.2.13.9 The contractor has to complete 6000 (Six Thousand ) man days during the contract period of two year to carry out the work. If he fails to do so then he will be liable to pay compensation for each short man days at the rate prevailing at the time.

#### **5.2.14 RISK & COST**

The Company shall have full right to forfeit the whole security deposit and payment of other pending bills payable to the contractor for non fulfillment of the contractual obligations within the scheduled/specified time period. The work can be completed by engaging third party at the risk and cost of the contractor.

### **CLOSING OF THE CONTRACT**



- 5.2.14.1 On completion of the work, the Contractor shall submit his/its last monthly bill as final bill. The last & final bill along with following documents and any other document/information etc. as required by the Officer-in-Charge for his satisfaction are required to be submitted to the Officer-In-Charge.
- i) Month-wise details of work executed by the contractor,
  - ii) A certificate to the effect that no outstanding claims/payments are due to the persons employed by the Contractor or his Subcontractor, if any
  - iii) Details of PF deposited by the contractor,
  - iv) No claim certificate by the contractor, in favour of company that No claim is due of whatsoever nature or description towards the company and he will not claim any dues after the closure of the contract,
  - v) Indemnification Bond on Rs. 100/- Non Judicial stamp paper.
- 5.2.14.2 On receipt of this last & final bill, the Company shall verify the same, determining the total value of the work done of the contract and after deducting all the sums already paid to him/it and/due to the company on any account and such further sums as the Company on any account and such further sums as the Company is already authorized or required to reserve or retain on the terms of the contract or otherwise, make over to the contract as his final payment subject to the Contractor furnishing a certificate to the effect that he has no further claim of whatsoever nature or description on the Company.

### **UNDERTAKING**

- 5.2.15 I/We have carefully gone through & fully understood all above special terms and conditions dealt in various chapters of this section of tender spelt out in various chapters, clauses, sub-clauses etc. and these are acceptable to we/us.

For and on behalf of the Tenderer  
(Authorized Signatory)Seal & Date

(In the letter head of the tenderer)  
LETTER OF SUBMISSION OF TENDER

Form "A"

DATE:

From:

To:  
The Group General Manager (Contracts),  
Rajasthan State Mines & Minerals Ltd.,  
4, Meera Marg, Udaipur- 313 004

Sub: - Tender for Spillage removal and collection from different places at HGO Crushing Plants, manual loading & transportation to ROM platforms at Jhamarkotra Mines of SBU & PC: RP, Jhamarkotra, Udaipur (Rajasthan)

Ref: - Tender No. RSMM/ CO / GGM(Cont)/Cont-18/14-15 Dated 15.09.2014

Dear Sir,

1. I/We possessing requisite competence, resources, experience, skill & expertise, hereby tender my/our offer for execution of the above work as mentioned in the tender document. I/We have carefully examined the documents connected with the above-mentioned work and agree to abide by the same. We do hereby confirm and declare that we have independently inspected existing infrastructure of Jhamarkotra Mines including other related areas, ascertained and obtained all relevant and necessary information data, particulars existing wage structure/categories, conditions of services of workmen and working conditions, facilities etc. existing industrial environment, and similar nature of work at Jhamarkotra.
2. I/We agree to complete the contract at the schedule of rates quoted by me/us for the work in accordance with all the terms & conditions of the Tender Document.
3. It is expressly understood by me/us that the time is the essence of the contract. I/We agree to complete the contract as per terms and conditions as mentioned in the tender document. In case of failure on my/our part, I/We shall pay compensation to the Company as per the provisions and stipulation as contained in the terms and conditions of the tender documents.
4. I/We have deposited Earnest Money in the form of pay order/crossed Demand Draft in favor of RSMML payable at Udaipur particulars thereof are mentioned herein below.  
D.D. No                      Date                      Name and Address of Bank                      Amount
5. I/We further agree to furnish the Security deposit and accept all the terms and conditions laid down in the Tender Document in this respect.
6. In the event of acceptance of our tender, I/We hereby agree to abide by and fulfill all terms and conditions referred to in the tender document including price offer and in case of any default thereof the company shall have the right to forfeit the Earnest Money amount of Rs. 35,000/- (Rupees thirty five thousand Only) and/or security deposit or pay to the company such sums of money as stipulated in the tender documents.
7. I/we enclose documentary proof of my/our experience of execution of work/s of similar nature and value, ownership of equipment proposed to be deployed for this work etc and all other requisite document as specified in the tender documents.
8. I/We am/are fully aware of the statutes/laws/rules in connection with working at the site. I/We agree to abide by the applicable statutory provisions.
9. I/We hereby confirm that Price Bid (Part II) of the tender contains no stipulation.
10. I/We agree to accept the decision of the Company in respect of pre-qualification of my/our offer.
11. I/We hereby declare that the decision of the RSMML management in selection/rejection of the tender/contractor shall be acceptable and binding on me/us.

Signature of bidder(s)  
With seal

Check list to be enclosed with 'techno-commercial (part i) bid'

**On the letter head of the tenderer**

**Tender No. RSMM/ CO / GGM(Cont)/Cont-18/14-15 Dated 15.09.2014**

Name of Tenderer \_\_\_\_\_

The Check List should be submitted' along with Techno-commercial (Part-I) BID' in the Performa as given below:-

1.0	Name of the tenderer	
2.0	Address for Communication with the tenderer	
3.0	<b>Status of the tenderer:</b> Individual/Partnership firm/Proprietorship firm/ Co-operative Society registered under RCA- 1965/ Private Limited Company/ Public Sector undertaking /any other NB: Attach supporting documents (partnership deed, certificate of registration of firm etc.) duly attested in support of your status	
4.0	Power of attorney / Board Resolution in favour of the authorized representative signing the tender	Enclosed /Not Enclosed
5.0	Turn over during last 4 financial years. 2010-11 2011-12 2012-13 2013-14	
6.0	Whether Enclosed duly attested copies of audited balance sheets & P&L accounts of above financial year.	Enclosed /Not Enclosed
7.0	Any other information	
8.0	Whether the tenderer has accepted the terms and conditions of this tender by signing on each page of this tender.	Yes / No.
9.0	Whether the tenderer has proposed any addition/modification/deviation to the terms & conditions of the tender.	Yes / No. Note: If yes, please provide details as per Exceptions and Deviations statement
10.0	Tenderer should submit an undertaking on non-judicial stamp paper that there is no case /litigation is pending against him with the company.	Yes /No.
11.0	Affidavits on non judicial stamp paper that tenderer is not having or had any litigation with the Company, if any, give details.	
12.0	The Tenderer/Bidder would give a declaration that they have not been banned /suspended or de-listed by RSMML.	
13.0	Details of Earnest money	No. & Date. Name of Bank Payable at
14.0	Undertaking that We have not enclosed any additional condition and or deviations from the tender conditions	

	along with "Price Bid". If any such additional condition and/ or deviation is found enclosed with the "Price Bid", then same may be treated as withdrawn from our side.	
15.0	PAN No.	
16.0	Service Tax Registration Number	
17.0	PF account No. with Copy of P.F. registration certificate or affidavit as per annexure	
18.0	MSMED (Micro, small and medium enterprises development) Act Reg. No. if registered. Alternatively provide a declaration that this act is not applicable to the tenderer.	
19.0	Any other information, if any	

1. If the above documents are not submitted while submitting the tender, then the tenderer will not be considered technically eligible and its Price Bid will not be opened, and for which, the Tenderer itself will be responsible . Company is not bound to ask the tenderer to submit the left out details, if any, after submission of tender on due date.
2. The Tenderer shall enclose the required document strictly in the sequence/order as listed above and shall be flagged by super scribing the concerned S. No. Any loose document(s) enclosed haphazardly shall not be considered for techno-commercial evaluation of the Tenderer.
3. Before enclosing the document read carefully the tender document conditions/stipulations and encloses the requisite documents only.
4. Photocopies of the documents shall be attested by the gazetted officer or Notary public

**(Authorized Signatory)**

Name of the Tenderer: -----

Designation/ Relationship of  
the Authorized Signatory with the tenderer:

Date: -----

Place: -----

## EXCEPTIONS AND DEVIATION

**Tender No. RSMM/ CO / GGM(Cont)/Cont-18/14-15 Dated 15.09.2014**

Bidders may stipulate here exceptions and deviations to the tender conditions, if considered unavoidable.

No.	Page No. of tender document	Clause No. of tender documents	Subject	Deviation

Name and signature of Bidder with Seal

Date:

**FORM "C"**

**Tender No. RSMM/ CO / GGM(Cont)/Cont-18/14-15 Dated 15.09.2014  
(On the letter head of the tenderer)**

**PROFORMA FOR 'PRICE BID'**

This part of tender should contain the 'PRICE BID' only and should be submitted in a separate sealed envelop superscribing on the envelop the tender No., Name and Address of the tenderer and indicating in bold letter 'PRICE BID' only. The Price Bid should be submitted, strictly in proforma as given below:-

Sub: Work for spillage removal and collection from different places at HGO Crushing Plants, manual loading and transportation to ROM platforms at Jhamarkotra Mines of SBU & PC: Rock Phosphate, Jhamarkotra, Udaipur (Rajasthan)

**PROFORMA FOR SCHEDULE OF QUANTITIES & RATE**

S. No.	Particulars	Approx. total tender Quantity	Unit	Rate per unit in figures & in words	Total Value (Qty x Rate) Rupees
1.	Spillage Removal & Collection from different places at HGO Crushing Plants, manual loading, unloading & transportation to ROM platforms at Jhamarkotra Mines of SBU & PC: Rock Phosphate, Jhamarkotra, Udaipur (Rajasthan)	12000 cubic metres For two year	Cubic metres		

Note:

- 1 Quantities cannot be predicted exactly. However, approximate quantities have been indicated.
2. Unit rate quoted by the bidders shall be inclusive/ including of all taxes and duties, cost of preparatory works, and finishing works , including service tax etc. The present rate of service tax is 12.36% .
3. In case of difference between the quoted rates in words and figures, the lower of the two shall be considered.
4. All incidental or contingent works required for performance of work as above shall be done by the bidders at its cost & expenses and it would not qualify for extra payment.

Signature of the Bidder & Seal

Date:

**FORM “E”****Tender No. RSM/ CO / GGM(Cont)/Cont-18/14-15 Dated 15.09.2014**

Name of the tenderer :

**Bank Details of Tenderer for RTGS/NEFT/Online refund of EMD**

Sl.No.	Description	Details
1	Name of Tenderer	
2	e-mail ID	
3	Mobile no.(for SMS)	
3	Bank Account No.	
4	Banker details: a) Name b) Branch No. c) Address	
5	Type of A/c : Saving / Current / CC/ any other	
6	IFSC code	

(Signature of the Tenderer with Seal)

**ANNEXTURE-I**

Affidavit in support of PF declaration in support of tender

I \_\_\_\_\_ S/O \_\_\_\_\_ aged \_\_\_\_\_ Years \_\_\_\_\_ Resident of \_\_\_\_\_ On behalf of the tenderer i.e. M/S \_\_\_\_\_

Hereby take oath and state as under:

1. That I/we have submitted a tender for \_\_\_\_\_.
2. That I/we have gone through the terms & conditions of the tender document.
3. That the provisions of the EPF & MP Act are not applicable on me/us (i.e. the above tenderer / contractor).
4. That in case during the currency of the contract, I/we come under the purview of the EPF & MP Act, and then I/we will get myself/ourselves registered with the concerned PF Commissioners.

Deponent  
(Authorized signatory)

**Verification**

I, the above mentioned deponent make oath and state that my above statement is true and correct to my personal knowledge, and no part of it is wrong and that nothing material has been concealed. So help me god.

Deponent  
(Authorized signatory)



**UNDERTKING**  
(on non judicial stamp paper worth Rs10/- )

**Tender No. RSMM/ CO / GGM(Cont)/Cont-18/14-15 Dated 15.09.2014**

Name of Tenderer .....

I .....S/o Shri .....

aged.....Years , resident of

.....on behalf of the tenderer i.e.

M/s .....hereby undertake oath and  
state as under:

- 1) I/we are not having or had any litigation with the RSMML/any other company in relation to the work. In case of litigation with RSMM or any other company, I/we hereby undertake that such litigation will not restrict me/us in smooth execution of tendered work.
- 2) I/we have not been banned/suspended/de-listed by RSMML.
- 3) I/we declare that I/we have not mentioned any exception/deviation of the tender conditions in our offer.
- 4) I/we declare that price bid is in prescribed Performa & no conditions are attached to it. Even if any condition/s found, those would be ignored at the risk & cost of us.
- 5) That we are registered under MSMED Act & registration number of the firm is.....(Copy enclosed) or that we are not registered under MSMED Act.
- 6) I/We do hereby declare that I/We have fully read and understood the purpose and contents of all the terms and conditions of this contract, nature, quantum, contract period and scope of work of the tender document and all terms& conditions of this tender and these are acceptable to we/us.
- 7) ) I/We do hereby declare that I/We have fully read and understood the provision of Rajasthan Transparency in public procurement Rules 2013 and all terms& conditions mentioned therein are acceptable to we/us.

Signature of Tenderer(s)  
(Authorized signatory)  
With Seal  
Place:

Date:

**PROFORMA OF GUARANTEE BOND FOR SECURITY DEPOSIT**

(To be issued by a public sector except SBI/ ICICI/Axis/HDFC bank having its Branch office at Udaipur on non-judicial stamp paper of 0.1% of BG value subject to minimum of Rs. 200/- whichever is higher )

B.G. \_\_\_\_\_ Dated \_\_\_\_\_

This Deed of Guarantee made between \_\_\_\_\_ a bank, having its registered office at \_\_\_\_\_ and its head office at \_\_\_\_\_ and wherever the context so required include its successors and assignees (hereinafter called the Surety/Bank) AND Rajasthan State Mines and Minerals Limited, a company incorporated and registered under Indian companies Act,1956, having its registered office at C-89/90 Lal Kothi Scheme, Janpath, Jaipur and Corporate office at 4 Meera Marg, Udaipur and wherever its context so required includes its successors and assignees(hereinafter called 'the company).

Whereas the Company having agreed to exempt M/s. \_\_\_\_\_ a company/partnership firm \_\_\_\_\_ (address of registered/H.O.) where ever the context so require includes its successors and assignees (hereinafter called 'the Contractor) from the demand under the terms and conditions of letter of Acceptance no. \_\_\_\_\_ dated \_\_\_\_\_ issued in favour of the Contractor and agreement dated \_\_\_\_\_ entered into between RSMML and M/s. \_\_\_\_\_(Contractor), hereinafter called 'the said letter of Acceptance/agreement' which expression shall also include any amendment, modification or variations thereof made in accordance with the provision thereof, of cash security deposit for the due fulfillment by the said letter of Acceptance/agreement on production of unconditional and irrevocable Bank Guarantee for Rs. \_\_\_\_\_( Rs. \_\_\_\_\_) being equivalent to \_\_\_\_\_% of Contract value of Rs. \_\_\_\_\_.

Now this deed witnesseth that in consideration of said bank having agreed on the request of the Contractor to stand as surety for payment of Rs. \_\_\_\_\_ as security deposit to the company subject to the following conditions.

We, \_\_\_\_\_(Bank) do hereby undertake to pay to the company as amount not exceeding Rs. \_\_\_\_\_ against any loss or damage caused to or suffered or would be caused to or suffered by the company by reason of any breach by the said contractor of any of the terms and/or conditions contained in the Letter of Acceptance/Agreement The decision of the Company, as to any such breach having been committed and loss/damage suffered to shall be absolute and binding on us.

We, \_\_\_\_\_ (bank) do hereby undertake without any reference to the Contractor or any other person and irrespective of the fact whether any dispute is pending between the Company and the Contractor before any court or tribunal or Arbitrator relating thereto, to pay the amount due and payable under this guarantee without any demur, and/or protest merely on the very first demand from the Company stating that the amount claimed is due by way of loss or damage caused to or suffered by or would be caused to or suffered by the Company by reason of any breach by the said contractor of any of the terms and condition contained in the said Letter of Acceptance/agreement by reason of the said contractor's failure to perform the covenants contained in said letter of Acceptance/agreement. Any such demand made on the bank shall be conclusive absolute and unequivocal as regards the amount due and payable by the bank under this guarantee. However, bank's liability under this guarantee shall be restricted to an amount not exceeding Rs. \_\_\_\_\_.

We, \_\_\_\_\_(bank) further agree that the guarantee herein above contained shall remain in full force and effect during the period that would be taken for the performance of the agreement and that it shall continue to be enforceable till all the dues of the company under or by virtue of the agreement have been fully paid and its claim/s satisfied or discharged or till the company certifies that the terms and the conditions of the said Letter of Acceptance/agreement have been fully and properly carried out by the said contractor and accordingly discharges the guarantee, unless a

demand or claim under this guarantee is made on the bank in writing on or before \_\_\_\_\_( scheduled completion date, plus six months), the bank shall be discharged from all liability under this guarantee thereafter unless otherwise further extended by the bank.

In order to give full effect to the guarantee herein contained the company shall be entitled to act as if, we(bank) are your principal debtor in respect of all your claims against the Contractor hereby guaranteed by us as aforesaid and we hereby expressly waive all our rights of surety-ship and other rights, if any which are in any way inconsistent and/or contrary to the above or any other provision of this guarantee, the bank's guarantee to pay hereunder will not be determined or affected by your proceeding against the Contractor and the bank will be liable to pay the said sum as and when demanded by you merely on first demand being made on the bank by you and even before any legal or other proceedings taken against the contractor. Any letter of demand delivered at the bank's above branch/divisional office or Udaipur branch office under the signatures of the company's Financial Advisor and/or Head of SBU & PC - Rock Phosphate or any of the Directors shall deemed to be sufficient demand under this guarantee.

We, \_\_\_\_\_(bank) further agree that the company shall have the fullest liberty without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and conditions of the said Letter of Acceptance/agreement or to extend time of performance by the said Contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the Company against the said Contractor and to forbear or enforce any of the terms and conditions relating to the Letter of Acceptance/Agreement and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said contractor or for any fore bearance act, or omissions on the part of the company or any indulgence of the Company to the said Contractor or by any such matter or things whatsoever which under the law relating to the sureties would but for this provisions have effect of so relieving us.

This guarantee herein contained would come into force from the date of issue and would not be affected by any change in the constitution of the contractor or ourselves or liquidation or winding up or dissolution or insolvency of the contractor nor shall it be affected by any change in company's constitution or by any amalgamation or any absorption thereof or therewith but shall ensure for and be available to and enforceable by absorbing or amalgamated company or concern till the payment or amount not exceeding Rs. \_\_\_\_\_ is made by the Bank.

The guarantee will not be discharged or affected if the Company holds/obtain any other security/guarantee/promissory note from any person and/or the contractor and this guarantee shall be in addition to any such guarantees.

We, \_\_\_\_\_(Bank) lastly undertake not to revoke this guarantee during this currency except with the previous consent of the company in writing.

The bank has power to issue this guarantee in favour of the Company and the undersigned has full powers to do so under power of Attorney dated \_\_\_\_\_ granted to him by the bank.

For the purpose of enforcing legal rights in respect of this guarantee Udaipur courts in the state of Rajasthan alone shall have jurisdiction.

IN WITNESSETH I, HEREBY \_\_\_\_\_ SON OF \_\_\_\_\_(designation) \_\_\_\_\_(branch) constituted attorney of the said bank have set my signatures and bank seal on this guarantee which is being issued on non-judicial stamp of proper value as per Stamp Act prevailing in the state of \_\_\_\_\_ executed at \_\_\_\_\_ this the \_\_\_\_\_ day of \_\_\_\_\_ 2014.

**COMPLIANCE WITH THE CODE OF INTEGRITY AND NO CONFLICT OF INTEREST**

Any person participating in a procurement process shall:

- (a) not offer any bribe, reward or gift or any material benefit either directly or indirectly in exchange for an unfair advantage in procurement process or to otherwise influence the procurement process;
- (b) not misrepresent or omit that misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation;
- (c) not indulge in any collusion, Bid rigging or anti-competitive behavior to impair the transparency, fairness and progress of the procurement process;
- (d) not misuse any information shared between the procuring Entity and the Bidders with an intent to gain unfair advantage in the procurement process;
- (e) not indulge in any coercion including impairing or harming or threatening to do the same, directly or indirectly, to any party or to its property to influence the procurement process;
- (f) not obstruct any investigation or audit of a procurement process;
- (g) disclose conflict of interest, if any, and
- (h) disclose any previous transgressions with any Entity in India or any other country during the last three years or any debarment by any other procuring entity.

**Conflict of Interest:**

The Bidder participating in a bidding process must not have a Conflict of Interest.

A Conflict of interest is considered to be a situation in which a party has interests that could improperly influence that party's performance of official duties or responsibilities, contractual obligations, or compliance with applicable laws and regulations.

- 1. A Bidder may be considered to be in Conflict of Interest with one or more parties in a bidding process if, including but not limited to:
  - a. have controlling partners/shareholders in common; or
  - b. receive or have received any direct or indirect subsidy from any of them; or
  - c. have the same legal representative for purposes of the Bid; or
  - d. have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of the Procuring Entity regarding the bidding process; or
  - e. the Bidder participates in more than one Bid in a bidding process. Participation by a Bidder in more than one Bid will result in the disqualification of all Bids in which the Bidder is involved. However, this does not limit the inclusion of the same subcontractor, not otherwise participating as a Bidder, in more than one Bid; or
  - f. the Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the Goods, Works or Services that are the subject of the Bid; or
  - g. Bidder or any of its affiliates has been hired (or is proposed to be hired) by the Procuring Entity as engineer-in-charge/consultant for the contract.

**DECLARATION BY THE BIDDER REGARDING QUALIFICATIONS**

**Declaration by the Bidder**

In relation to my/our Bid submitted to ..... for procurement of ..... in response to their Notice Inviting Bids No..... Dated..... I/we hereby declare under Section 7 of Rajasthan Transparency in Public Procurement Act, 2012, that:

1. I/we possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Document issued by the Procuring Entity;
2. I/we have fulfilled my/our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as specified in the Bidding Document;
3. I/we are not insolvent, in receivership, bankrupt or being wound up, not have my/our affairs administered by a court or a judicial officer, not have my/our business activities suspended and not the subject of legal proceedings for any of the foregoing reasons;
4. I/we do not have, and our directors and officers not have, been convicted of any criminal offence related to my/our professional conduct or the making of false statements or misrepresentations as to my/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. I/we do not have a conflict of interest as specified in the Act, rules and the Bidding Document, which materially affects fair competition;

Date:.....

Signature of Bidder.....

Place:.....

Name:.....

Designation:.....

Address:.....

**GRIEVANCE REDRESSAL DURING PROCUREMENT PROCESS**

The designation and address of the First Appellate Authority is –

Mines Department  
Government of Rajasthan,  
Jaipur

The designation and address of the Second Appellate Authority is –

Finance Department  
Government of Rajasthan,  
Jaipur

**(1) Filing an appeal**

If any Bidder or prospective bidder is aggrieved that any decision, action or omission of the Procuring Entity is in contravention to the provisions of the Act or the Rules or the Guidelines issued there under, he may file an appeal to First Appellate Authority, as specified in the Bidding Document within a period of ten days from the date of such decision or action, 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 the appeal may be filed only by a Bidder who has participated in procurement proceedings:

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

- (2) The officer to whom an appeal is filed under para (1) shall deal with the appeal as expeditiously as possible and shall endeavor to dispose it of within thirty days from the date of the appeal.
- (3) If the officer designated under para (1) fails to dispose of the appeal filed within the period specified in para (2), or if the Bidder or prospective bidder or the Procuring Entity is aggrieved by the order passed by the First Appellate Authority, the Bidder or prospective bidder or the Procuring Entity, as the case may be, may file a second appeal to Second Appellate Authority specified in the Bidding Document in this behalf within fifteen days from the expiry of the period specified in para (2) or of the date of receipt of the order passed by the First Appellate Authority, as the case may be.

**(4) Appeal not to lie in certain cases**

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

- (a) determination of need of procurement;
- (b) provisions limiting participation of Bidders in the Bid 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.

**(5) Form of Appeal**

- (a) An appeal under para (1) or (3) above shall be in the annexed Form along with as many copies as there are respondents in the appeal.
- (b) Every appeal shall be accompanied by an order appealed against, if any, affidavit verifying the facts stated in the appeal and proof of payment of fee.

- (c) Every appeal may be presented to First Appellate Authority or Second Appellate Authority, as the case may be, in person or through registered post or authorized representative.
- (6) **Fee for filing appeal**
  - (a) Fee for first appeal shall be rupees two thousand five hundred and for second appeal shall be rupees ten thousand, which shall be non-refundable.
  - (b) The fee shall be paid in the form of bank demand draft of banker's cheque of a Scheduled Bank in India payable in the name of Appellate Authority concerned.
- (7) **Procedure for disposal of appeal**
  - (a) The First Appellate Authority or Second Appellate Authority, as the case may be, upon filing of appeal, shall issue notice accompanied by copy of appeal, affidavit and documents, if any, to the respondents and fix date of hearing.
  - (b) On the date fixed for hearing, the First Appellate Authority or Second Appellate Authority, as the case may be, shall:
    - (i) hear all the parties to appeal present before him; and
    - (ii) peruse or inspect documents, relevant records or copies thereof relating to the matter;
  - (c) After hearing the parties, perusal or inspection of documents and relevant records or copies thereof relating to the matter, the Appellate Authority concerned shall pass an order in writing and provide the copy of order to the parties to appeal free of cost.
  - (d) The order passed under sub-clause (c ) above shall also be placed on the State Public Procurement Portal.

**FORM NO. 1**  
**(See rule 83)**

**Annexure-VII**

**Memorandum of Appeal under the Rajasthan Transparency in Public Procurement Act, 2012**

Appeal No..... of.....  
Before the..... (First/Second Appellate Authority)

1. Particulars of appellant:

(i) Name of the appellant:

(ii) Official address, if any:

(iii) Residential address:

2. Name & address of the respondent(s):

(i)

(ii)

(iii)

3. Number & date of the order appealed against and name and designation of the officer/authority who passed the order (enclose copy), or a statement of a decision, action or omission of the Procuring Entity in contravention to the provisions of the Act by which the appellant is aggrieved:

4. If the Appellant proposes to be represented by a representative, the name and postal address of the representative:

5. Number of affidavits and documents enclosed with the appeal:

6. Grounds of appeal:

.....(Supported by an affidavit)

7. Prayer:

.....

Place:.....

Date:.....

Appellant's Signature



**ADDITIONAL CONDITIONS OF CONTRACT**

**1. Correction of arithmetical errors:**

Provided that a Financial Bid is substantially responsive, the Procuring Entity will correct arithmetical errors during evaluation of Financial Bids on the following basis:

- (i) if there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Procuring Entity there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;
- (ii) If there is an error in a total corresponding to the addition or subtraction of sub totals, the sub totals shall prevail and the total shall be corrected; and
- (iii) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (i) & (ii) above.  
If the Bidder that submitted the lowest evaluated Bid does not accept the correction of errors, its Bid shall be disqualified and its Bid Security shall be forfeited or its Bid Securing Declaration shall be executed.

**2. Procuring Entity's Right to Vary Quantities:**

- (i) At the time of award of contract, the quantity of Goods, works or services originally specified in the Bidding Document may be increased or decreased by a specified percentage, but such increase or decrease shall not exceed twenty percent, of the quantity specified in the Bidding Document. It shall be without any change in the unit prices or other terms and conditions of the Bid and the conditions of contract.
- (ii) If the Procuring Entity does not procure any subject matter of procurement or procures less than the quantity specified in the Bidding Document due to change in circumstances, the Bidder shall not be entitled for any claim or compensation except otherwise provided in the Conditions of Contract.
- (iii) In case of procurement of Goods or services, additional quantity may be procured by placing a repeat order on the rates & conditions of the original order. However, the additional quantity shall not be more than 25% of the value of Goods of the original contract and shall be within one month from the date of expiry of last supply. If the supplier fails to do so, the Procuring Entity shall be free to arrange for the balance supply by limited Bidding or otherwise and the extra cost incurred shall be recovered from the supplier.