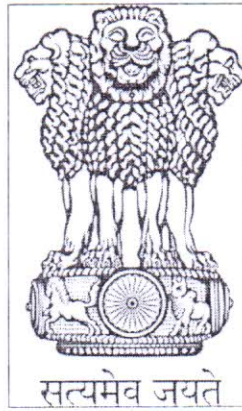



REQUEST FOR PROPOSAL:-

FOR--- SUPPLY OF P O S ROLL AT CHITTAURGARH FORT,
KUMBHALGARH FORT,
ARCHAEOLOGICAL SURVEY OF INDIA ,
JODHPUR CIRCLE, JODHPUR

REFERENCE NO. Tender No. 2



GOVERNMENT OF INDIA
MINISTRY OF CULTURE
ARCHAEOLOGICAL SURVEY OF INDIA
JODHPUR CIRCLE
JODHPUR


Superintending Archaeologist
Archaeological Survey of India
Jodhpur Circle, Jodhpur



Section-1


Table — A: Time and Work Frame

FOR--- SUPPLY OF P O S ROLL AT CHITTAURGARH FORT, KUMBHALGARH FORT, Under Jodhpur Circle (RAJASTHAN)

Manual bids shall not be accepted.

CRITICAL DATE SHEET


1.	Date of Issue of Tender	11.4.19
2.	Bid Document Download / Sale Start Date	11.4.19
3.	Date of Pre Bid Conference-For clarifying issues and doubts, if any, about specifications of material and work projected in Bid document.	--
4.	Due date for submission of filled-in tender document. (Bid Submission start Date)	11.4.19
5.	Bid Submission End Date	24.4.19
6.	Last Date & time of submission of DD of EMD & other Documents.	24.4.19 3.00 PM
7.	Date of opening Financial Bid	26.04.19 3.00 PM
8.	Date of meeting with Bidders post Technical Bid opening for presentation and Document Verification	26.04.19 4.00 PM
9.	Validity of Bid	30 days from the date of opening.


Superintending Archaeologist
Archaeological Survey of India
Jodhpur Circle, Jodhpur



Dear Sir,

1. The Jodhpur Circle, Archaeological Survey of India invites Online Bid in the prescribed form under the (Double) Bid system Technical and Financial Bid for --- Supply of materials.
2. The system of e-tendering shall be adopted, comprising of the Financial Bid.
Document Download: Tender documents may be downloaded from CPPP website <https://eprocure.gov.in/eprocure/app> as per the schedule as given in CRITICAL DATE SHEET
(a) Financial -Bid should, inter alia, indicate item-wise price / financial terms against the items mentioned in the Tender documents.
3. **Bid Submission:-**
Applicants/ intending or interested Bidders are invited to submit their online proposal after carefully **reading** the Request for Proposal (RFP) by providing (a) Financial Bid separately with clearly mentioning (i) Financial Proposal' respectively. Such proposals are to be submitted online within the stipulated date and time as mentioned in the Bid document **as given in CRITICAL DATE SHEET.**
Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>.
Bid documents may be scanned with 100 dpi with black and white option which help in reducing size of the scanned document.
4. **Earnest Money Deposit:-**
The Hard Copy of original instruments in respect of cost of earnest money and Tender Fee must be delivered to the Superintending Archaeologist, Archaeological Survey of India, Jodhpur Circle, Arid Forest Research Institute Campus New Pali Road , Jodhpur -342005, and other documents uploaded on Portal before Bid opening date/ time as mentioned in critical date sheet. Tender shall likely to be liable for legal action for non-submission of original payment instrument like D.D. etc. against the submitted Bid. The Tender without E.M.D. **and other documents** will be rejected summarily.
5. **The E.M.D. be submitted separately as under:-**
Tender inviting authority is the Superintending Archaeologist, Archaeological Survey of India, Jodhpur Circle, Jodhpur.


Superintending Archaeologist
Archaeological Survey of India
Jodhpur Circle, Jodhpur

Address for communication, are as given below: -

Contact Details:-

Contact Person	Superintending Archaeologist
Address for communication	O/o The Superintending Archaeologist, Archaeological Survey of India, Jodhpur Circle, Arid Forest Research Institute Campus , Krishi Upaj Mandi, New Pali Road, Jodhpur-342005 Phone No: 0291- 2722090,91
	e-mail – circlejdh.asi@gmail.com circlejodhpur.asi@gov.in

Superintending Archaeologist
Archaeological Survey of India
Jodhpur Circle, Jodhpur

Government of India
Archaeological Survey of India
Jodhpur Circle, Jodhpur

**Name of Work : Supply of Thermal Paper Rolls for
Chittaurgarh Fort, Kumbhalgarh Fort, under
Jodhpur Circle, Jodhpur**


Notice Inviting Tender

The Superintending Archaeologist, Archaeological Survey of India, AFRI Campus, Krishi Upaj Mandi, New Pali Road, Jodhpur Circle, Jodhpur on behalf of President of India, invites tender through E-tender for the Supply of Thermal Paper Rolls of the size, quantity and quality etc. specified below from the approved and eligible Supplier/Contractor Agencies/Companies, Partnership Firms and valid for a period of one year from the date of award contract for the use of E-Ticketing at Booking Counters at Chittaurgarh Fort, Kumbhalgarh Fort of Jodhpur Circle, up to 15.00 hrs. On dt. 26.4.19 which will be opened through E-tendering portal. i.e. <https://eprocure.gov.in/e-procure/app> as given in critical data sheet. Supplier/Contractor should invariably submit the registration, experience and other related certificates along with EMD 2.5% of total cost of supply as per quoted rate on dt. 24.4.2019.

The tender cost of Rs. 1000/- be obtained separately in the form of Demand draft of any Nationalized Bank in favour of Superintending Archaeologist, Archaeological Survey of India, Jodhpur Circle, Jodhpur

The tender of those suppliers who do not deposit earnest money and certificates as stated above will be summarily rejected.




**Superintending Archaeologist
Archaeological Survey of India
Jodhpur Circle, Jodhpur**

Superintending Archaeologist

Item Rate Tender for Supply of materials:-

Price of Tender:- Rs. 1000/- (by D.D. Non refundable)

Name of work:- **SUPPLY OF P O S ROLL AT CHITTAURGARH FORT, KUMBHALGARH FORT, UNDER JODHPUR CIRCLE**

I/We hereby invite tender for supply of material on behalf of the President of India as described in the under mentioned memorandum according to the specifications within the time specified and at the dates specified therein subject to the conditions of the contract.

MEMORANDUM

Name of Office	District/State	Time allowed for completion	Last date of submission as given in CRITICAL DATE SHEET
Superintending Archaeologist, Archaeological Survey of India, Jodhpur Circle, Arid Forest Research Institute Campus, Krishi Upaj Mandi, New Pali Road, Jodhpur 342005	Jodhpur Rajasthan	30 Days	Date of Opening as given in CRITICAL DATE SHEET

Estimated Cost :- Rs. 600000/-

Earnest Money Rs. 15000/-

Security deposit- 10% by FDR as per terms and condition, payable immediately on the acceptance of the tender.

Contractor's Name:-

READ TERMS AND CONDITIONS BEFORE FILLING UP THE SCHEDULE. SIGN ON ALL PAGES

Item No.	Description and specification of Material to be supplied	Total quantities to be supplied	Rate per unit of each item including all taxes		Unit	Amount in figures
			In figures	In words		
	Supply of Good Quality POS PRINT Roll of size (79MM X 50 MTR 55 GSM Paper)					
1	Chittaurgarh Fort, Distt. Chittaurgarh	5000 Nos			Nos	
2	Kumbhalgarh Fort Distt Rajsmand	5000 Nos			Nos	
	Total	10000 Nos				

Total Amount in Figures.


Total Amount in words.

Note: - (i) The total tendered cost for supply of materials should be quoted item rate for each item including all taxes and other charges as applicable. The same must be filled words and figures and signed by contractor/authorized signatory.

(ii) The tender must be submit a Roll for Sample purpose with DD of EMD submission.

Signature of the Supplier/contractor

Superintending Archaeologist


Superintending Archaeologist
Archaeological Survey of India
Jodhpur Circle, Jodhpur

Should this tender be accepted I/We hereby do agree to abide to by and full fill all the terms and provisions of the said conditions annexed hereto so far as applicable and or in default thereof to forfeit and pay to the President of India or his successor in office the sum of money mentioned in the said conditions. A sum of Rs.....is herewith forwarded in Bank Demand Draft No. ----- & Date----- as earnest money. If I/We fail to commence the supply of materials to specified in the above memorandum or if I/We fail to deposit the amount of security deposit specified of contract (ii) (a) in the above memorandum in accordance with the clause I of the said conditions of contract I/We agree that the said President of India or his successor in the office shall without prejudice to any other right or remedy shall be at liberty to forfeit the earnest money absolutely . I/We further agree that the said President of India or his successor in office shall also be at liberty to cancel the acceptance of the tender if I/We fail to deposit security amount as aforesaid.

Give Particulars & number

Signature & seal of the Supplier/Contractor

Address with TIN No.

Signature of witness


Address:-

Dated the

The above tender is hereby accepted by me on the behalf of the President of India.

Dated :-





Superintending Archaeologist
Archaeological Survey of India
Jodhpur Circle, Jodhpur

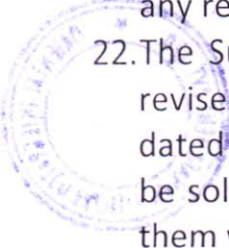
Signature of the officer by whom
Tender is accepted

TERMS AND CONDITIONS :-

1. The Supplier/contractor , whose tender is accepted, will be required to furnish a security deposit 10 % of tendered cost. On the due date fulfilment of his contract, (*unless* exempted)
2. No tender shall be entertained after the deadline under any circumstances what so ever.
3. The rates to be quoted should be for a single number roll. The rates should be inclusive of Excise Duty, Sales Tax and GST for delivery at above said monuments of Jodhpur Circle. The rates should be valid for One year.
4. The Materials should be packed safely and be delivered at ticketed monuments of Jodhpur Circle i.e. Chittaurgarh Fort, Kumbhalgarh Fort, in consultation of this office.
5. Failure to supply the required quantity of materials within the specified time or violation of any of the conditions of the contract may lead to the cancellation of contract and the loss if any, incurred by the board on this account will be recovered from the defaulter, the Supplier/Contractor is not entitled to enhanced rate under any circumstance.
6. The A.S.I. reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Documents or to reject any or all tenders without giving any notice or assigning any reason. The decision of the Superintending Archaeologist, Archaeological Survey of India, Jodhpur Circle, Jodhpur in this regard shall be final and binding on all parties in all circumstances.
7. The Successful tenderer will have to deposit Performance Security of 10% of order value in the form of Bank Guarantee or Fixed Deposit Receipt (F.D.R.) made in the name of the Company/Firm/Agency/Supplier/Contractor by hypothecated/pledged in favour of the Superintending Archaeological Survey of India, Jodhpur Circle, Jodhpur drawn on scheduled bank which should be valid for one year.
8. Conditional bids shall not be considered and will be out rightly rejected in the very first instances.
9. The Supplier/Contractor shall also be liable for depositing all taxes. Levies, cess etc. on amount of supply of materials by him to the A.S.I. to the concerned tax collection authorities from time to time as per extant rules and regulations on the matter.
10. All entries in the tender form should be legible and filled in clearly. No overwriting or cutting is permitted in the Financial Bid Form. In such cases, the tender shall be summarily rejected. However, corrections, if any, in the Technical Bid Application must be initialled by the person authorized to sign the tender bids.


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11. The Supplier/Contractor should quote the rate and amount in figure as well as in words. The amount for each item should be worked out and the total for all items should be given.
12. Rates quoted by the Supplier/Contractor in item rate tender in figures and words shall be accurately filled in so that there is no discrepancy in the rates written in figures and words.
13. Whenever the rates quoted by the Supplier/Contractor in figures and in words tally but the amount is not worked out correctly, the rate quoted by the Supplier/Contractor will be taken as correct and not the amount.
14. The total cost of all items of tender quoted by the bidders shall be worked out for deciding the lowest bidder for acceptance of tender.
15. The rate quoted should include all taxes etc. A.S.I. will not entertain any claim whatsoever in this regard.
16. The tender should be signed by the supplier/authorized signatory in case of a firm. All tenders should have the signature of a witness. The seal of the contractor/firm should be fixed below the signature.
17. In case supplier's signature on tender is fixed in an Indian language, the rate/amount should also be written in the same language. In the case of illiterate contractors the rates should be attested by a witness.
18. The discretion of acceptance of a tender. Will rest with S.A., A.S.I. Jodhpur who does not bind himself to accept the lowest tender and reserve to himself the authority to reject any or all of the tenders received, without assigning any reason. Any tender, in which any of the prescribed conditions are not fulfilled or are incomplete in any respect is liable to be rejected & reserve the right for accepting the whole or any part of the tender & tenderer shall be bound to perform the same at the rates quoted by him.
19. The Supplier/Contractor shall not be permitted to tender for supply in the Archaeological Survey of India, Circle office (Responsible for award and supply of contracts) in which his near relative is posted as an officer in any capacity.
20. The tender of the supply of materials shall not be witnessed by a suppliers/contractor who himself/themselves/has/have tendered or who may tender for the same work.
21. On the issue of the supply order, the Supplier/Contractor will supply the materials. If he fails to do so within the stipulated time or he withdraws afterwards, his E.M.D. will be forfeited in full. No enhancement of rates for any reason will be permitted after opening of the tender.
22. The Supplier/Contractor must produce income-tax clearance certificate in revised form as notified under Ministry of Finance O.M No. 67/30/69/ITAE dated 2nd July, 1970, and other relevant documents before the tender can be sold to him. If he downloads the same from website, he should enclose them with the tender. If he found to be ineligible, his tender will be rejected


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23. Special Condition:

1. In case of manufacturer he should have been in business for the last three year.
2. In the case of distributors or importers, the firm should be in the line of business for the last five years.
3. The firm should produce its audited balance sheet along with the nature of business done during the last five year.
4. The Supplier/Contractor shall include procurement clearance at the port and delivery at Jodhpur Circle.
5. The selection will be based on financial competency of the firm/individual experience and price.

I agree to supply rates quoted in my tender be approved and further I hereby agree to fulfill all the terms and conditions laid down in the notice inviting tender as above.

Signature of the supplier/contractor
Authorized signatory with seal

Superintending Archaeologist


Superintending Archaeologist
Archaeological Survey of India
Jodhpur Circle, Jodhpur


1. The rate of each item for supply of material should be quoted in figures and words against the item put to tender including all taxes and other charges as applicable.
2. All corrections/over writings in case of rate/amount etc. should be duly attested with signature of the contractor/ authorised signatory.
3. Canvassing in connection with tenders is strictly prohibited and the tender submitted by the contractors who resort to canvassing is liable to be rejected.
4. Earnest Money should be submitted in this office in the form of D.D. (Nationalized Bank) (issued after published of NIT) drawn in favour of Superintending Archaeologist, Archaeological Survey of India, Jodhpur circle, or F.D.R. duly pledged in favour of Superintending Archaeologist, Archaeological Survey of India, Jodhpur circle, along with the other documents upto as per the schedule as given in CRITICAL DATE SHEET: Date and time of opening of tender as per the schedule as given in CRITICAL DATE SHEET: The bid without E.M.D. will be rejected summarily.
5. The tenderer must attach a D.D. (Issued on or before last date of selling the tender form) of Rs.1000/- as a cost of tender form (Non refundable) in favour of The Superintending Archaeologist, Archaeological Survey of India, Jodhpur circle.
6. The contractor/Supplier/Contractor will be permitted to attend at the time of tender opening.
7. The tender documents are available on website:- www.asi.nic.in/ www.asijodhpurcircle.in/ Central public Procurement portal. which may be downloaded and submitted online on <https://eprocure.gov.in/eprocure/app> upto as per the schedule as given in CRITICAL DATE SHEET:
8. If the date of opening of the tender happens to be a holiday the tenders will be opened on the next working day.
9. The undersigned reserves the right to reject any or all the tenders without assigning any reason.
10. Supplier/Contractor should have visit the working site prior to rate tendering as well as have to furnish certificate thereof in written along with the tender.
11. The material should be supplied as per the specifications mentioned in the schedule.
12. The quantity of Item of work/material can be increased/decreased as per site requirement.
13. Before start the supply of materials the contractor must sign the agreement in this office.
14. The tender of supply of material shall remain open for acceptance for a period of 90 days from the date of opening of the tenders. If any tenderer withdraw his tender before the said period or make any modifications in the terms & conditions of the tender, which are not acceptable to the Deptt. Then the Govt. Shall be forfeited 100% of the said Earnest money absolutely.



15. Supplier/Contractor exempted from payment of earnest money and Security Deposit in individual cases should be attached with the tender an attested copy of competent authority letter exempting them from the payment of earnest money and security deposited and should produced original whenever called upon to do so.

Signature of the Supplier/Contractor

Superintending Archaeologist


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Archaeological Survey of India
Jodhpur Circle, Jodhpur


Instructions for Online Bid Submission:-

The Bidders are required to submit soft copies of their Bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the Bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their Bids online on the CPP Portal.

More information useful for submitting online Bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION:-

1. Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>.) by clicking on the link "**Online Bidder Enrolment**" on the CPP Portal which is free of charge.
2. As part of the enrolment process, the Bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the Bidders will be required to register their valid Digital Signature Certificate (Class II or. Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify/N-Code/E-Mudhra etc.), with their profile.
5. Only one valid DSC should be registered by a Bidder. Please note that the Bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC / e-Token.

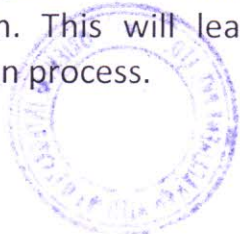

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Archaeological Survey of India
Jodhpur Circle, Jodhpur

SEARCHING FOR TENDER DOCUMENTS:-

1. There are various search options built in the CPP Portal, to facilitate Bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the Bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
2. Once the Bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the Bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
3. The Bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS:-


1. Bidder should take into account any corrigendum published on the tender document before submitting their Bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the Bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the Bid.
3. Bidder, in advance, should get ready the Bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every Bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the Bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a Bid, and need not be uploaded again and again. This will lead to a reduction in the time required for Bid submission process.



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SUBMISSION OF BIDS:-


1. Bidder should log into the site well in advance for bid submission so that they can upload the Bid in time i.e. on or before the Bid submission time. Bidder will be responsible for any delay due to other issues.
2. The Bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
4. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of Bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during Bid submission time. Otherwise the uploaded bid will be rejected.
5. Bidders are requested to note that they should necessarily submit their financial Bids in the format provided and no other format is acceptable. If the price Bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the Bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the Bidder). No other cells should be changed. Once the details have been completed, the Bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
6. The server time (which is displayed on the bidder' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
7. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized person until the time of bid opening. The confidentiality of the bids is maintained using the secured socket layer 128 bit encryption technology. Data storage encryption of sensitive field is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after tender opening by the authorized bid openers.
8. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

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Archaeological Survey of India
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9. Upon the successful and timely submission of bids (i.e. after clicking "Freeze bid submission" in the portal), the portal will give a successful bid submission message and a bid summary will be displayed with the bid no. and the date and time of submission of the bid with all other relevant details.
10. The Bid summary has to be printed and kept as an acknowledgement of the submission of the Bid. This acknowledgement may be used as an entry pass for any Bid opening meetings.

ASSISTANCE TO BIDDERS:-

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender inviting authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online Bid submission or queries relating to CPP Portal in general may be directed to the the 24x7 CPP Portal Helpdesk Mobile Number +918826246593 Tel The 24x7 Helpdesk Number 0120-4200462, 4001002.


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Archaeological Survey of India
Jodhpur Circle, Jodhpur



TENDER ACCEPTANCE LETTER:-

(To be given on Contractor Letter Head)

To,

Date:

Superintending Archaeologist
Archaeological Survey of India
Jodhpur Circle, Jodhpur

Sub:- Acceptance of Terms & Conditions of Tender.

Tender Reference No:-

Name of Tender / Work: -----

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/ Work' from the web site(s) namely:-

as per your advertisement, given in the above mentioned website(s).

2. I/ We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No.----- to ----- (including all documents like annexure (s) schedule (s) , etc.), which form part of the contract agreement and I /we shall abide hereby by the terms conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organization to have also been taken into consideration, while submitting this acceptance letter.

4. I/ We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.

5. I/ We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully

(Signature of the Bidder, with Official Seal)

