NIB. NO. RSWC/BID/CONSULTANCY/2019-20/ 12722

NOTICE INVITING BIDS

Dated 25.09.2019

Online Bids are invited up to 11.10.2019 by 6.00 PM from eligible Bidders For Consultancy Services to study and suggest measures to increase profit and reduce expenditure on operations of RSWC, diversification, modernisation and scientific management of warehousing business in Rajasthan.

Instructions for submission of online Bid & documents and Details may be seen in the Bidding Document at our official website www.agriculture.rajasthan.gov.in/rswc or the website of State Public Procurement Portal http://sppp.rajasthan.gov.in The bid documents must be uploaded on website www.eproc.rajasthan.gov.in from 26.09.2019 at 3:00 pm to 11.10.2019 at 6:00 pm.

Note:- Any clarification/ amendment/ corrigendum after publication of the NIB shall be uploaded on the e-procurement website i.e. (www.eproc.rajasthan.gov.in) only

Joint Director
RSWC, Jaipur

Signature of bidder with seal
Notice Inviting e-Bid

FOR
Consultancy Services to study and suggest measures to increase profit and reduce expenditure on operations of RSWC, diversification, modernisation and scientific management of warehousing business in Rajasthan

Two Part Online Bid
(Single Stage)

NIB. NO. RSWC/BID/CONSALTANCY/2019-20/12722

Dated 25.09.2019

Bid Submission Start Date : From 26.09.2019 At 03.00 PM
Pre-Bid Meeting : On 01.10.2019 At 11.00 AM
Last Date/ Time Of Download Of Bid Form : Till 11.10.2019 Up To 6.00 PM
Last Date/ Time Of Upload Of The Bid : Till 11.10.2019 Up To 6.00 PM
Date And Time Of Opening Of The Bid : On 14.10.2019 At 03.00 PM
Date And Time Of Opening Of The Financial Bid : To Be Intimated Through Automated Messaging System
Price Of Bid Document : Rs. 1180/- Including GST
Price Of E- Bidding Process Fee : Rs. 1000/-
NOTICE INVITING BIDS

RSWC invites E-bid from eligible bidders for Consultancy Services to study and suggest measures to increase profit and reduce expenditure on operations of RSWC, diversification, modernisation and scientific management of warehousing business in Rajasthan as per the details given in the bid document and as per the schedule given below:-

1. Name of the Department: Rajasthan State Warehousing corporation,
2. Procedure for obtaining and submission of bid documents: Bidder form is to be downloaded from the web site eproc.rajasthan.gov.in. Bid shall be accepted only online (e-procurement).
3. Price of bid document: Rs. 1180/- DD (Demand Draft from any scheduled bank in favour of RSWC payable at Jaipur)
4. Processing Fee for e-procurement charges: Rs. 1000/- DD (Demand Draft from any scheduled bank in favour of M.D., RISL, Jaipur)
5. Bid-Security: Rs 30000/- (Thirty thousand only) BC/DD from any scheduled Bank in favour of RSWC, Jaipur
6. Last date for downloading of the bid document: 11.10.2019 up to 6.00 PM
7. Pre bid meeting date: 01.10.2019 at 11.00 AM
8. Pre bid venue: RSWC Jaipur
9. Last date & time of submission of bids: 11.10.2019 by 6.00 PM
11. Opening of Technical bid: 14.10.2019 at 03.00 PM
12. Opening of Financial Bid: To be intimated separately.
13. Validity of bid (from the date of opening of Technical Bid): 60 Days

Bid form must be downloaded from the website www.eproc.rajasthan.gov.in. Bid shall be accepted only online (e-procurement). BC/DD for E-bidding process fee (Rs. 1000/- for bid in favour of M.D., RISL Jaipur). Bid form fee for the bid Rs. 1180/- & Bid-Security drawn in favour of RSWC, JAIPUR must be deposited in the office of RSWC, before Submission time of Bid. Bid without Bid-Security shall not be accepted. The
Technical Bid & Financial Bid shall be uploaded separately by the bidder. Financial Bid of Bidder who qualifies in technical bid would only be downloaded/opened later on, the date to be intimated by RSWC. Management reserves the right to reject any/all bid/s without assigning any reason thereof.

Online Bids are invited up to 11.10.2019 by 6.00 PM from eligible Bidders For Consultancy Services to study and suggest measures to increase profit and reduce expenditure on operations of RSWC, diversification, modernisation and scientific management of warehousing business in Rajasthan.

Details may be seen in the Bidding Document at our official website www.agriculture.rajasthan.gov.in/rswc or the website of State Public Procurement Portal http://sppp.rajasthan.gov.in The bid documents must be uploaded on website www.eproc.rajasthan.gov.in only. Bid form fee is Rs. 1180/-. Note:- Any clarification/amendment/corrigendum after publication of the NIB shall be uploaded on the e-procurement website i.e. (www.eproc.rajasthan.gov.in) only.

Instructions for submission of online Bid & documents

1. Scanned copies of bid form and other relevant documents signed & Sealed by Bidder should be submitted online only.

2. If required by the Bidder, training for online bidding may be given by DOIT, Yojna Bhawan. Bidder may contact: E-Procurement cell, 1st Floor, Yojna Bhawan, Jaipur.

Help Desk Phone- 0141-4022688
Email- eproc@rajasthan.gov.in
Website- www.eproc.rajasthan.gov.in

3. Bids are to be submitted online only. Hence, rates offered in hard copy would not be accepted.

4. Please read carefully the steps of submitting Bid online.

5. Please call on 0141-402565087, E-procurement cell/RSWC Office 0141-2565087,0141-2565088, for any assistance.

1. The Bidders are required to deposit the following amount in the manner prescribed below against each item in the office of RSWC, Jaipur:-

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Details of Fee/ Bid-Security</th>
<th>Amount</th>
<th>Mode of Payment</th>
<th>Payable in Favour of</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Bid Form Fee</td>
<td>1180/-</td>
<td>Demand Draft from any scheduled bank.</td>
<td>RSWC, Jaipur</td>
</tr>
<tr>
<td>2</td>
<td>Bid-Security (2% of estimated cost)</td>
<td>30,000/-</td>
<td>through BC/DD.</td>
<td>RSWC Jaipur</td>
</tr>
<tr>
<td>3</td>
<td>E-Bidding Process Fee</td>
<td>1000/-</td>
<td>Demand Draft from any scheduled bank.</td>
<td>Managing Director, RISL, Jaipur</td>
</tr>
</tbody>
</table>

Page 3

Signature of bidder with seal
The DD of the above stated amounts are to be deposited by the Bidders mandatorily in the office of RSWC, up to 14.10.2019 by 12.30 PM positively.

2- After the issuance/ Uploading of NIB, any amendments/ corrigendum/ addenda shall be issued/ uploaded only on the E-procurement website i.e. www.eproc.rajasthan.gov.in of the State Government. No request for intimation of such amendments/ clarifications/ corrigendum/ addenda by E-mail/ letters shall be considered.

3- Instructions to Bidder for E-Biding Process:-
   I. The probable Bidders intending to participate in this bid are required to get themselves registered on the website www.eproc.rajasthan.gov.in. Digital Signature Certificate (DSC) Type-II is required under Information Technology Act-2000. The Digital Signature, which will be used for signing the online bids, can be obtained by the Bidders from the agencies authorized by Controller of Certifying Authorities (CCA). The Bidders already having valid Digital Signature Certificates are not required to obtain fresh DSC.

   II The bids shall be submitted online in the format on the above mentioned website with digital signature.
   III The Bidders must ensure that scanned copy of all the documents essential to be enclosed have been attached with the bid form to be submitted online. All the attachments should be in PDF format.
   IV RSWC shall not be responsible in any manner for any delay/ failure on the part of Bidder in online submission of the bids within stipulated date and time.
   V All the columns of the lists/ formats / attachments must be filled completely, clearly and in readable form and submitted online.
   VI RSWC shall not be responsible for any failure of bidder in online submission of the bids which may occur due to improper understanding/ compliance of the instructions for online submission.
SUBJECT: Bid for Consultancy Services to study and suggest measures to increase profit and reduce expenditure on operations of RSWC, diversification, modernisation and scientific management of warehousing business in Rajasthan.

RSWC is a reputed profit generating PSU functioning under the Rajasthan State Warehousing Act 1962 presently engaged in the business of warehousing through its 93 warehouses.

RSWC, Jaipur desires to engage bidders for Consultancy Services to study and suggest measures to increase profit and reduce expenditure on operations of RSWC, diversification, modernisation and scientific management of warehousing business in Rajasthan and invites E-Bids.

1. Objective: -
1.1. The objective of this study is to prepare a detailed project report for technical up gradation, automation, cost effective mechanism, of warehouses.

1.2. Evaluation of present warehousing methods and system.
1.3. Feasibility for diversification of warehousing business.
1.4. Possibilities of improvement in the organisational setup for better utilisation of manpower.

1.5. Further, to incorporate or suggest most financially viable model(s) for its profitable operation.
1.6. Upgrade the organization technologically to be beneficiary of latest instruments and techniques both for organization effectiveness and business profitability by reducing operational cost.

2. Eligibility criteria for the Bidder

2.1. Bidder may be a sole propriety firm / Partnership firm/ company / consortium / Joint venture.
2.2. The Bidder should be registered with the competent authorities so as to meet statutory requirements of GST, registration no. PF, Works Contract Registration under section 7 and 11 of Contract Labour Act 1970, PAN.

2.3. The average annual turnover of the Bidder should be at least 1.0 Crore for the subject matter of procurement services during any of last five financial years i.e. from 2013-14 up to 2017-18 for which bidder should either enclose a certificate issued by Chartered Accountants or should enclose final accounts for last five years.

2.4. The Bidder should have successfully completed at least three assignments of similar nature as referred in scope of work during last 5 years.

3. Earnest Money Deposit (Bid-Security):-

i) Bid-Security Rs 30000/- is to be furnished @2% of estimated value through DD from any scheduled nationalized bank.

ii) Bid without Bid-Security, Bid Fee of Rs. 1180/- and processing fee of Rs.1000/- shall not be accepted.

4. Last Date & time of downloading of Bid: 11.10.2019 by 6.00 PM
5. Bid documents can be obtained by way of download only from the official website www.eproc.rajasthan.gov.in (Rajasthan states e-procurement portal).

6. Date, time & venue of Pre-Bid Meeting 01.10.2019 at 11.00 AM, RSWC, Jaipur.

7. Last date & time for submission (online uploading) of Bid : 11.10.2019 by 6.00 PM

8. (A) Bid along with all the documents to be uploaded online only on the website: www.eproc.rajasthan.gov.in
   (B) Bid to be addressed to: Managing Director, Rajasthan State Warehousing Corporation, Jaipur.

9. The Bid must be valid for Sixty days (60) from the date of opening of Technical Bids.

10. Bid through Email / Fax / Telegram/Postal/ Personal Delivery will not be accepted. RSWC, assumes no responsibility for any failure in uploading the bid online by the Bidder.

11. This Notice of Bid is an integral part of the enclosed bid document.

12. Bidders are advised to quote strictly as per the terms and conditions of the bid documents and should not make any deviations / exceptions. Technical Bids shall be opened on 14.10.2019 at 03:00 PM in presence of the Bidder or their authorized representatives who wish to be present, at the Rajasthan State Warehousing Corporation, Head Office, Jaipur.
INSTRUCTIONS TO BIDDERS

1. SUBMISSION OF BIDS

1.1 Each Bidder shall submit its bids by uploading online on the website www.eproc.rajasthan.gov.in for Consultancy Services to study and suggest measures to increase profit and reduce expenditure on operations of RSWC, diversification, modernisation and scientific management of warehousing business in Rajasthan.

1.2 The Bidder must submit (upload online) their Bids in three Documents separately as mentioned in Clause 1.1 above as detailed below.

**DOC – I: Bid-Security, DD for e-Bid processing fee and bid form fee (This document will be part of DOC- II)**

**DOC – II: TECHNICAL BID**

**DOC – III: FINANCIAL BID**

1.2.1 DOC – I This document contain: DD for EMD and DD for bid form fee and bid processing fee (This would be part of DOC- II)

1.2.2 DOC – II: TECHNICAL BID

To contain the following:

Complete set of Bid document duly signed and stamped

Note: Under no circumstances, should Bidder enter any price in Technical Bid. Financial Bid (Price offer) shall be uploaded through softcopy provided in the e-procurement website. Price offer should not be revealed in any hardcopy document throughout this bidding process.

The above documents shall form one set of the DOC–I Bids. In addition to online submission the Bidder shall also submit two sets of hard copies of DOC–I Bids, i.e. original and duplicate sets to RSWC, jaipur before last date and time of online submission. Both the sets shall be sealed and marked ‘Original DOC–I Bids’ and ‘Duplicate of DOC–I Bids’ on the respective covers and both together sealed in a cover super scribed as:

**DOC – II: TECHNICAL BID (Original and Duplicate) including of credentials in Performa as under:**

**DUE FOR SUBMISSION ON: 11.10.2019 by 6.00 PM FOR:** Consultancy Services to study and suggest measures to increase profit and reduce expenditure on operations of RSWC, diversification, modernisation and scientific management of warehousing business in Rajasthan

A. General information:

1. Name of the firm:

2. Nature of the firm:

3. Year of establishment:

4. Company Registration No.:

5. Registered Address:
6. Correspondence Address: With Tel. & Fax No. & E-mail

7. Address of Branches if any:

8. Name & address of Directors & Key persons, in case of Limited Company
9. Name, Address, Telephone, Fax & E-mail for correspondence. of proprietor,

10. Permanent Account Number:

11. Registration No. of PF.

12. GST Registration Certificate (Valid as on Bid Date):

13. Works Contract Registration under section 7 and 11 of Contract Labour Act 1970:

14. A copy of Latest Income Tax Return:

15. Name of banker Telephone, Fax & E-mail with full address:

16. Type of account and account No.:

17. Information regarding proof of eligibility in the format of check-list is attached as Annexure A.
### 18. Technical criteria:

The Bidder shall be rated on the following parameters:

<table>
<thead>
<tr>
<th>S.N.</th>
<th>Criteria</th>
<th>Yes/No</th>
<th>Remark</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>The bidder should have an experience of implementation of a similar nature of project worth Rs. 15.00 lacs or more in warehousing organization during last five years.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>The Bidder should be registered with the concerned authorities for meeting out statutory requirements of having GST, registration no. of PF, Works Contract Registration under section 7 and/or 11 of Contract Labour Act 1970 and PAN</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Whether the average annual turnover of the Bidder is at least 30.00 Lacs during any of last five financial years. (2013-14 to 2017-18) (Bidder have to enclose either a certificate issued by Chartered Accountants or copy of final accounts of the bidder firm for last five years)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Team composition - personnel should be on the roll of bidder</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a</td>
<td>At least Personnel having qualification of Degree and/or MBA/Warehousing management and at least 10 years experience of working in some reputed/premier institution/organization in Warehousing business.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>b</td>
<td>At least one personnel having B. Tech. Or/and M. Tech. / MBA/M.Sc in agriculture having experience of 10 years in warehousing management business</td>
<td></td>
<td></td>
</tr>
<tr>
<td>c</td>
<td>Cost Accountant</td>
<td></td>
<td></td>
</tr>
<tr>
<td>d</td>
<td>Chartered Accountant</td>
<td></td>
<td></td>
</tr>
<tr>
<td>e</td>
<td>Logistic Expert</td>
<td></td>
<td></td>
</tr>
<tr>
<td>f</td>
<td>Warehousing Constriction Agent</td>
<td></td>
<td></td>
</tr>
<tr>
<td>g</td>
<td>HR Manager</td>
<td></td>
<td></td>
</tr>
<tr>
<td>h</td>
<td>Support Staff</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
1.2.3 **DOC – III: FINANCIAL BID**

To contain the following:
*Financial Bid Performa (Financial bid should be submitted in separate envelop in the format available with this bid document. In no case the financial offer/ rates should be revealed/ filled in any of the technical bid document.)*

---

2.0 OPENING OF BIDS

2.1 The ‘Technical bids' (DOC – II) and Bid-Security (DOC – I) shall be opened on dated 14.10.2019 at 03:00 PM in presence of Bidder or their authorized representatives who wish to be present at the time of opening.

2.2. **Evaluation of technical proposals:** - evaluation of proposals shall be carried out on the basis of their responsiveness to the scope of work, applying the evaluation criteria and points system specified in technical criteria. Each responsive proposal will be given a technical score. A proposal to be considered unsuitable shall be rejected at this stage if it does not respond to important aspects of the scope of work or if it fails to achieve the minimum technical score indicated in the technical criteria as may be determined by the evaluation committee of RSWC.

2.3 Financial bids of those Bidders who qualify on the basis of detailed evaluation of technical bids will be opened later on a date to be specified. The date and time of such opening shall be intimated to Bidder and the Bidder or their one authorized representative shall be allowed to attend.

2.4 Selection method: selection shall be based on the lowest rate quoted in financial Bid

---

3.0 AMOUNTS TO BE IN FIGURES AND WORDS

3.1 The Bidder shall quote his price in both in figures as well as in words in English. The amounts of Bid offered by the Bidder shall be in the ‘Financial Bid Performa’ of the Bid document and duly signed by the Bidder.

---

4.0 CORRECTIONS AND ALTERATIONS

4.1 All scanned copies of entries in the Bids shall either be typed or be in ink, erasures and over-writing are not permitted and may render such Bids liable to summary rejection. All corrections and alterations shall be duly attested by the Bidder with date and seal.

---

5.0 ALL PAGES TO BE INITIALLED

All pages of the Bid document shall be initialled with seal at the lower right hand corner or signed with seal wherever required in the Bid documents by the Bidder or by a person holding power of attorney (copy to be enclosed with DOC – II of Bid) authorizing him to sign on behalf of the Bidder before submission of Bids. All signatures in Bids documents shall be dated as well.

---

6.0 ADDENDA/CORRIGENDUM

6.1 RSWC may issue Addenda/corrigendum to the Bid documents prior to the date of submission of the Bid to clarify documents or to reflect modifications in the design or contract terms. All such addendum/corrigendum issued shall form part of Bid document and the RSWC may, at its discretion, extend the deadline for the submission of bids for reasonable time to take the amendment/s into account in preparing the bids.

---

7.0 BID PRICE TO BE ALL INCLUSIVE

7.1 Every bidder shall quote the rates for activities as per scope of work as specified in financial bid form or otherwise bid shall be rejected with forfeiture of security deposit.

7.2 The Bid price quoted shall be inclusive of all costs including insurance, taxes **including GST**, duties etc. and any claim whatsoever for enhancement of Bid price quoted on any account shall not be entertained.

7.3 The price should be firm and there shall be no increase/escalation of total contract price till completion of the agreement.

---

Signature of bidder with seal
8.0 INFORMATION
8.1 The information given in the Bid documents and the plans and drawings forming part thereof is merely intended as general information without any undertaking on the part of the RSWC as to their accuracy and without obligation relative thereto upon the RSWC. Before submitting bids, the bidder are advised to inspect the sites at his own and the environments and be well acquainted with the actual working and other prevalent conditions, facilities available, rules and regulations of Central and State Government Acts governing the operation of the Warehouses. No claim will be entertained later on the grounds of lack of knowledge.

9.1 The enclosures to be attached along with DOC-I of the Bid shall include the following besides other such enclosures which may have been specified elsewhere in the Bid documents:
9.2 Valid PAN, GST Registration No. Certificates in true copies/photocopies duly attested.
9.3 Power of Attorney or Authority letter of the person who has signed the Bids.
9.4 Any other documents required in terms of this notice.

10.0 GENERAL
10.1 The Bids shall be filled complete in all respects and shall be together with requisite information in the manner detailed above. Any Bids incomplete in any respect and violating any of the instructions shall be liable to be rejected. If the space in the Bids or any schedule or Performa is insufficient, pages may be separately added and numbered.
10.2. Financial Bid Evaluation criteria: The financial evaluation/ comparison shall be based on the sum of the total price quoted Including all costs and all taxes including GST, duties, insurance, etc. applicable to the bidder as per law of the Central/ State Government/ local authorities, which will be the price for comparison and placement of orders.
10.4 The acceptance of Bids will rest with the RSWC and it is not binding on the RSWC to accept the lowest Bids or any of the Bids. The RSWC reserves the rights to reject any or all the Bids without assigning any reason thereof.
10.5 Conditional Bids and Bids which are incomplete and otherwise considered defective and not in accordance with the Bid conditions, etc are liable to be rejected.
10.6 If the Bidder deliberately gives wrong information in his Bids, the RSWC reserves the right to reject such Bids at any stage or to cancel the contract, if awarded and forfeit Bid security.
10.7 Canvassing in any form in connection with the Bids is strictly prohibited and the Bids submitted by the Bidder who resort to canvassing are liable for rejection.
10.8 The Bids submitted by a Bidder shall become property of the RSWC who shall have no obligation to return the same to the Bidder.
10.9 The RSWC shall not be liable for any expenses incurred by the Bidder in the preparation and submission of the Bids irrespective of whether the Bids is accepted or not.
10.10 Other facilities, if any, provided by the RSWC to the Bidder beyond the provisions of Agreement, charges of such facilities shall be recovered from the Bidder.
The Bidder shall have to carefully study and understand the conditions, etc. If there is any doubt about the meaning of any terms, conditions then it should be Clarified in pre-bid meeting.
10.11 Bidders are hereby explicitly warned that the Individuals signing the Bid must specify as follows:-

|   |   |
---|---|
| a. | Whether signing as sole proprietor of the firm. |
| b. | Whether signing as registered active partner of the firm. |
| c. | Whether signing for the firm as an authorized signatory. |
| d. | In case of companies and registered firms whether signing as secretary, manager, Partner, Director, etc. will submit an authorization from the company/firm to do this. A copy of any document under which such authority is given should be forwarded with the bid. |
10.12 The Bidder shall not Assign or Sublet his contract.
10.13 The Bidder should Sign the Bid Form at the end of each page as token of his acceptance of all the terms and conditions of the Bid.
10.14 Bids shall be submitted online only.
10.15 When the Bid Security in full or in part is proposed to be forfeited, a notice will be given to the Bidder to explain within 15 days as to why the Bid Security should not be forfeited for failure to complete the work done.
10.16 In the event of any breach of conditions of the contract at any time on the part of the Bidder, the contract may be terminated summarily by the RSWC with such conditions as may be deemed fit.
10.17 Remittance charges on payment made to firms through cheques/RTGS etc. will be borne by the successful Bidder/contractor.
10.18 All legal proceedings, arising out of this contract shall be subject to the jurisdiction of the courts situated at Jaipur only.
10.19 In case of any dispute arising out of any matter related to the bid/contract/LOI/agreement, the matter will be referred to Sole Arbitrator appointed by MD, RSWC whose decision shall be final and binding on both the parties. The place of arbitration shall be Jaipur. The fees and other expenses of the arbitrator shall be borne by both parties equally.

10.20
(i) The RSWC reserves the right to reject any bid without assigning any reasons.
(ii) If the Bidder resigns from his offer or offers new terms after opening of the bid, his Bid shall be rejected and Bid-Security shall be forfeited.
(iii) The submission of more than one bid and under different names is prohibited.
(iv) Any relationship or business connection that may exist between the Bidder and any official of the RSWC should be declared. If this information is found to have been suppressed, then Contract, if any, entered into may be cancelled forthwith without notice and compensation and any amount which may have been deposited shall be forfeited.

11 CLARIFICATION OF BID DOCUMENTS
11.1 Prospective Bidders requiring any further information or clarification on the bid documents may notify in writing before the time of pre-bid meeting.
11.2 A pre-bid meeting of all prospective Bidders will be held at the address, date & time indicated in ‘Notice Inviting Bid’ to attend queries of the Bidders.
11.3 The RSWC response will be uploaded on RSWC website www.agriculture.rajasthan.gov.in/rswc.

12.0 AMENDMENT OF BID DOCUMENTS
12.1 At any time prior to the deadline for submission of bids, the RSWC may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the bid documents by amendment/corrigendum/addenda.
12.2 The amendment, which shall be part of the Bid Document, will be notified only online on the E-procurement portal i.e. www.eproc.rajasthan.gov.in. along with www.agriculture.rajasthan.gov.in/rswc
12.3 In order to afford prospective Bidder reasonable time to take the amendment/s into account in preparing their bids, the RSWC may, at its discretion, extend the deadline for the submission of bids.
13.0 LANGUAGE OF BID
13.1 The bid prepared by the Bidder, and all correspondence and documents relating to
the bid exchanged by the Bidder and/or the RSWC, shall be written in the
*English/Hindi language.*

14.0 BID CURRENCIES
14.1 Prices shall be quoted in Indian Rupee only.

15.0 BID SECURITY
15.1 The Bidders shall furnish, as part of their Bid, a Bid security of an amount
mentioned as under:
Bid-Security to be furnished is Rs. 30000/- in the form of *Bankers Cheque/Demand
Draft:*
15.2 Successful Bidder shall have to deposit Performance Security of an amount equal to
5% of total contract price including taxes, duties as quoted. The amount deposited
against Bid security will be adjusted in this account. The Security is to be deposited
by way of DD/B.G. from scheduled bank in favour of The RSWC, within 15 days
from the date of issue of LOI. The LOI issued to the successful Bidder shall form
the part of the agreement. Non submission of performance security shall lead to
forfeiture of EMD/BID Security.
The performance Security will be refunded after successful and satisfactory
execution of the contract. If the Bidder fails to deposit the required security amount
within the period specified, such failure will be treated as breach of the terms &
conditions of the bid and will result in the forfeiture of the Bid security of the bid at
the discretions of the MD.RSWC for reasons to be recorded.
15.3 Any Bid submitted without Bid security in accordance with clause 15.1 above will
be *rejected by RSWC.*
15.4 Bid security of unsuccessful Bidders will be discharged or returned promptly upon
signing of the agreement with the successful Bidder, but in any event not later than
Ninety (90) days after the expiry of period of bid validity prescribed RSWC.

16.0 PERIOD OF VALIDITY OF BIDS
16.1 Bids shall remain valid for a period of *sixty (60) days* from the date of opening of
Technical Bids.
16.2 Notwithstanding clause 16.1 above, the RSWC may solicit Bidder’s consent to an
extension of the period of bid validity. The request and the responses there to shall
be made in writing (or by email). However Bidder can refuse the request to extend
the period of validity without forfeiting his bid security. A Bidder agreeing to the
request to extend the validity period however will not be permitted to modify his
bid.

17.0 Letter Of Intent (LOI)
17.1 The RSWC will notify the successful Bidder in writing by letter, or by email the
acceptance of the bid(LOI).
17.2 The Letter Of Intent (LOI)/acceptance of bid will constitute the formation of a
contract, until the contract/agreement has been effected pursuant to clause 18.

18.0 SIGNING OF CONTRACT/AGREEMENT
18.1 At the time of issue of LOI, the RSWC will send the successful Bidder the ‘Form of
Contract’ provided in the Bid document, containing all clauses of Terms and

---

*Signature of bidder with seal*
Conditions between the parties.

18.2 Unless extended within fifteen (15) days of acceptance of LOI, the successful Bidder shall sign with date and seal the Contract/agreement jointly with the RSWC and return it to the RSWC Office at Jaipur. The signing of agreement shall take place only after submission of the required document not submitted with the bid. On behalf of the successful Bidder the agreement shall be signed only by the authorized signatory in whose favour the valid authority has been issued (copy need to be attached).

18.3 The ‘Agreement’ between the RSWC and successful Bidder shall be effective from the date of signing it by the successful Bidder and RSWC.
19. SCOPE OF WORK*:

19.1 To study and prepare a report regarding expenditure reduction of RSWC Warehouse operation.
19.2 To study and suggest measure to enhance revenue of RSWC Warehouse.
19.3 To suggest measures to generate additional storage capacity and other income.
19.4 To study organizational functioning of RSWC.
19.5 To study business operations of RSWC.
19.6 To study warehouse locations and their viability.
19.7 To suggest for diversification of RSWC activities.
19.8 To suggest step for modernization & mechanization.
19.9 To suggest ways to Increase warehousing capacity.
19.10 To suggest breakeven point for each warehouse of RSWC.
19.11 To suggest procedure and ways for scientific management our Warehouses.
19.12 To suggest areas for maximum application of IT.
19.13 To suggest ways and measures for optimum utilization of manpower
19.14 To suggest other steps/measures which may be in the interest of RSWC functioning.

* While preparing the report all provision of RSWC Rules/Act may be kept in view.
20. Support of RSWC
20.1 Any information that is necessary required for understanding the process operation.
20.2 Relevant personnel for meeting and discussion, subject to due notice, provide timely feedback on deliverables.
20.3 Any other data, services, facilities etc as mutually agreed.

21.0 Payment terms
21.1 The firm will submit the invoice for payment after completing the work as specified in scope of work read with financials quoted by the bidder.
21.2 All taxes as applicable will be deducted at source.
21.3 No advance payment at any stage or segment of work of scope shall be made.

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

22.1 Bidder shall comply with direction for public procurement given by Finance Department Rajasthan.

23. Appellate Authorities :-
23.1 First Appellate Authority – Executive Director, RSWC
23.2 Second Appellate Authority - Managing Director & Chairman, RSWC.
Annexure A : Compliance with the Code of Integrity and 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 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 transparency, fairness and progress of the procurement process;

(d) not misuse any information shared between the procuring Entity and the Bidder an intent to gain unfair advantage in the procurement process;

(e) not indulge in any coercion including impairing or harming or threatening to do so, directly or indirectly, to any party or to its property to influence 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.

i. A Bidder may be considered to be in Conflict of Interest with one or more parties 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 them in a position to have access to information about or influence on the 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 of Bidder in more than one Bid will result in the disqualification of all Bids in which Bidder is involved. However, this does not limit the inclusion of the 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 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) to Procuring Entity as engineer-in-charge/consultant for the contract.

Doc1

Signature of bidder with seal
Annexure B : 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:  
Place:  
Signature of bidder
Name:
Designation:
Address:

Signature of bidder with seal
Annexure C: Grievance Redressal during Procurement Process

The designation and address of the First Appellate Authority is Executive Director, RSWC
The designation and address of the Second Appellate Authority is Managing Director & Chairman, RSWC

(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 thereunder, 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 endeavour 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.

Doc1

Signature of bidder with seal
(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 authorised 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 or 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]

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 and address of the respondent(s):
   (i)
   (ii)
   (iii)

3. Number and 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
Annexure D: 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 subtotals, the subtotals 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) and (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 and 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.
3. Dividing quantities among more than one Bidder at the time of award (In case of procurement of Goods)

As a general rule all the quantities of the subject matter of procurement shall be procured from the Bidder, whose Bid is accepted. However, when it is considered that the quantity of the subject matter of procurement to be procured is very large and it may not be in the capacity of the Bidder, whose Bid is accepted, to deliver the entire quantity or when it is considered that the subject matter of procurement to be procured is of critical and vital nature, in such cases, the quantity may be divided between the Bidder, whose Bid is accepted and the second lowest Bidder or even more Bidders in that order, in a fair, transparent and equitable manner at the rates of the Bidder, whose Bid is accepted.
To,
Managing Director,
Rajasthan State Warehousing Corporation,
Jaipur

SUB.: Bid Consultancy Services to study and suggest measures to increase profit and reduce expenditure on operations of RSWC, diversification, modernisation and scientific management of warehousing business in Rajasthan.

1. We have examined the complete Bid Document with Annexures the receipt of which is hereby duly acknowledged. We, the undersigned, Consultancy Services For Study and Preparation Of Detailed Project Report For measures to increase the profit and reduce the expenditure on operations of RSWC, diversification, modernisation and scientific management of warehousing business Jaipur as specified in Bid document in conformity with the said Bid Document, including Addenda Nos., (_____________) (if any).

If our Bid is accepted, we undertake, Consultancy Services to study and suggest measures to increase profit and reduce expenditure on operations of RSWC, diversification, modernisation and scientific management of warehousing business in Rajasthan as per detail given in the bid document/ agreement.

2. If our Bid is accepted, we will provide the Performance Security for the due performance of the Contract.

3. We understand that you reserve to yourself the right to accept or reject this Bid whether it is lower, the same or higher than any other Bid, or for any other reason whatsoever.

4. We undertake to do any extra work not covered by the above Financial Bid Performa which may be ordered by the ‘RSWC’ and hereby agree that the value of such extra work shall be determined as provided for in the ‘Terms and Conditions’ of the Contract or as mutually agreed.

5. We agree to abide by this Bid for the period of 90 days from the Opening of Technical Bids or extended date pursuant to Clause 16 of the instruction to Bidder, and it shall remain binding on us for that period.

6. Until a formal Contract is executed, the letter of acceptance or letter of intent shall constitute a binding contract.

7. All correspondence related to this Bid is to be addressed to the undersigned (Bidder) at the following address (also give phone & fax nos., mobile no. and email id):

_____________________________________________________________________

Dated this ___________ day of _______________2019

_____________________________________________________________________

(Signature)
(In the Capacity of)
Duly authorized to sign Bid for and on behalf of
Witness (signature of Witness with address)

Annexure E

Signature of bidder with seal
# CHECK LIST (TECHNICAL BID)
To be filled by the bidder

<table>
<thead>
<tr>
<th>SN</th>
<th>Particulars</th>
<th>Details to be Filled By Bidder</th>
<th>Pg. No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Name of the Bidder Firm</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Name of the Owner (Enclose verification from respective bank/Partnership Deed/Memorandum of Articles and Association etc.)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Office Address</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Phone no,</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Fax,</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mobile,</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Email,</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Website (if any)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Proprietorship Firm/ Partnership Firm/ Registered Company (Enclose Copy of relevant Documents)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>GSTIN (Registration with the Sales Tax department) (Enclose Copy of Certificates of GSTIN)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Latest GST challan/Return (Enclose Payment copy of latest Challan of last quarter)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Income Tax Permanent Account No. (Enclose copy of PAN No.)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Registration Of PF</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Works Contract Registration under section 7 and/or 11 of Labour Contract Act 1970</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Whether the average annual turnover of the Bidder is at least 30.00 Lacs during any one of last five financial years.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
(Bidder have to enclose either a certificate issued by Charted Accountants or copy of final accounts of the bidder firm for last three years)

11. **Experience**  
The bidder should have an experience of implementation of a project worth Rs.15.00 Lacs or more in warehousing organization/business during last five years. (Enclose Copy of relevant Documents)

<table>
<thead>
<tr>
<th>12</th>
<th>Team composition - personnel should be on the roll of bidder</th>
</tr>
</thead>
<tbody>
<tr>
<td>a</td>
<td>At least Personnel having qualification of Degree and/or MBA/Warehousing management and at least 10 years experience of working in some reputed/premier institute/organization in Warehousing business.</td>
</tr>
<tr>
<td>b</td>
<td>At least one personnel having B. Tech. Or/and M. Tech. / MBA/M.Sc in agriculture having experience of 10 years in warehousing management business</td>
</tr>
<tr>
<td>c</td>
<td>Cost Accountant</td>
</tr>
<tr>
<td>d</td>
<td>Chartered Accountant</td>
</tr>
<tr>
<td>e</td>
<td>Logistic Expert</td>
</tr>
<tr>
<td>f</td>
<td>Warehousing Constriction Agent</td>
</tr>
<tr>
<td>g</td>
<td>HR Manager</td>
</tr>
<tr>
<td>h</td>
<td>Support Staff</td>
</tr>
<tr>
<td>13</td>
<td>bid fee/Bid processing fee/Bid security(Mention detail of DD)</td>
</tr>
</tbody>
</table>

**Please Note:** All the Copies Submitted should be duly attested/Certified by a Gazetted Officer/Notary public/Oath Commissioner/Self Attested.
### PRICE SCHEDULE

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Item Description</th>
<th>Lump Sum price inclusive of all Applicable Taxes and duties (in. Rs.)</th>
<th>TOTAL AMOUNT in Rs. P</th>
<th>TOTAL AMOUNT In Words</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Quoted Lump Sum price inclusive of all Applicable Taxes (including remuneration out-of-pocket expenses and other miscellaneous expenditure)</td>
<td>0.00</td>
<td>INR Zero Only</td>
<td></td>
</tr>
</tbody>
</table>

Total in Figures

Quoted Rate in Words

INR Zero Only