

# REQUEST FOR PROPOSAL DOCUMENT

*for*

Selection of Consultant Agency for Preparation of  
DPRs and Providing Architectural Supervision  
Services for Development Works at Temple Shri  
galta ji under Assistant commissioner (first) Jaipur ,  
Devasthan Department (Rajasthan)

## RFP Issuing Authority

Assistant Commissioner (first) jaipur  
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### Disclaimer

The information contained in this Request for Proposal document (the "RFP") or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by or on behalf of Assistant Commissioner (first) Jaipur Devasthan Department, Government of Rajasthan (the "DEPARTMENT") or any of its employees or advisors, is provided to Bidder(s) on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is not an agreement and is neither an offer nor invitation by DEPARTMENT to the prospective Bidders or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in making their technical and financial offers (Bids) pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by DEPARTMENT in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This RFP may not be appropriate for all persons, and it is not possible for DEPARTMENT, its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements, and information contained in the RFP document may not be complete, accurate, adequate, or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements, and information contained in this RFP and obtain independent advice from appropriate sources.

Information provided in this RFP to the Bidder(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. DEPARTMENT accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

DEPARTMENT, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way for participation in this Bid Stage.

DEPARTMENT and its counterparts also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this RFP.

DEPARTMENT may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this RFP.

The issue of this RFP does not imply that DEPARTMENT is bound to select a Bidder or to appoint the Selected Bidder or the Consultant Agency, as the case may be, for the Project and DEPARTMENT reserves the right to reject all or any of the Bidders or Bids without assigning any reason whatsoever.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by DEPARTMENT or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and DEPARTMENT shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding Process.



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## 1. INTRODUCTION

### 1.1. Introduction

- 1.1.1. Assistant Commissioner (first) Jaipur Devasthan Department, Government of Rajasthan (**"DEPARTMENT"**) intends to select a Consultant Agency for preparation of Detailed Project Reports (DPRs) and providing architectural supervision services for development/ conservation/ restoration works at temple Shri galta ji under the control of Assistant commissioner (first) Jaipur ,Devasthan Department (Rajasthan) (the **"Project"**). the temple where development/ restoration/ conservations are required to be undertaken are given below:

S. N.	Name of Temple	Division	Estimated Cost of Works ( Crore)
<b>Temple Galtaji project</b>			
1	Temple Shri galta ji , Jaipur	Devasthan, Jaipur 1	25 crore

### 1.2. Scope of Work

Scope of Work/ activities to be undertaken by the selected Consultant for the assigned Temple shri galta ji Project is given below:

#### 1.1. Preparation of Inception Report

- Visit to the assigned temple site and undertake assessment of existing condition of temple complex (measurements, photographic assessments, visual assessment, etc.) as well as vicinity profile assessment, pilgrim footfall (daily/ monthly/ special functions), nearby other temples and tourist attractions, access road to the temple site, pilgrim amenities (toilets, drinking water, benches, resting spaces, signages), etc.
- Review old data, reports, DPRs, etc. related to the assigned temple site
- Identify the works/ interventions (conservation/ restoration/ repair/ new development works) which are required to be under taken at the Site.
- Coordinate with Assistant commissioner (first) Jaipur ,Devasthan Department officials, officials of other Departments/ local bodies, etc. while undertaking visit to temple site and identification of works
- Assist the Department in finalizing/ approval of identified works of the temple sites falling in forest areas/ eco sensitive zones, near ASI monuments/ State archeology monuments, etc.
- Document history and context of the temple site and conduct benchmarking.

#### 1.2. Preparation of Detailed Project Report (DPR)

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- (i) Conduct topographic survey of the Site (output in Auto CAD/GIS maps) and soli testing for finalized project components/ works
- (ii) Generate satellite imagery map/counters map of the temple site
- (iii) Prepare master plan, drawings, 3-D views, and estimates of the finalized project components
- (iv) Prepare Power Point Presentation (PPTs) of the Project and make to Department and other higher levels in Govt. and stakeholders as and when required
- (v) **Output of DPR (ready for Tender) must include the following:**
  - a) Detailed master plan of the temple site
  - b) Architectural drawings of the finalized works/ components
  - c) Detailed working Good for Construction (GFC) drawings
  - d) 3D drawings & designs, views, elevations
  - e) Structural drawings & designs (wherever applicable) shall be prepared by qualified structural engineer and vetted by MNIT/equivalent institution
  - f) Bills of quantities (BOQ), detailed estimates as per applicable BSR, rate analysis for Non-BSR items
  - g) G-Schedule, tender documents complete in all aspect in close co-ordination with the DEPARTMENT and assist in conducting bid process management
  - h) Output shall be submitted in editable (soft copy) as well as three sets of hard copies

**Note:-**

- The Department reserves the right to include or exclude any project (temples) from the scope of this tender at any point of time.

**1.2.1. Services during Implementation of Works at the Temple Sites:**

- (i) Provide all required working drawings to the contractors during project implementation/ execution at the temple sites.
- (ii) Architectural supervision and overseeing of works while in progress till final completion of all works at the temple sites. Flag-out the issues (if any) to DEPARTMENT immediately in case works are not executed at the Site as per the approved drawings. Intermittent visits to the sites to ensure execution as per approved drawings.
- (iii) Monitor works during implementation and prepare and submit monitoring progress reports in the format prescribed by DEPARTMENT.
- (iv) Making presentations (PPTs) of progress of works at the various levels within the Govt.

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- (v) Any other activity directed by the DEPARTMENT as may be required for implementation of the Project.

**1.3. Brief Description of Bidding Process**

- 1.3.1. As a part of this endeavour, DEPARTMENT has decided to carry out the bidding process for selection of Consultant Agency/Bidder (the "Consultant") to whom the Project as per the terms of this RFP document.
- 1.3.2. DEPARTMENT has adopted a single-stage, two-part (Technical Bid and Financial Bid), open competitive e-bidding process as per the provisions of Rajasthan Transparency in Public Procurement Act (RTPPA), 2012 and Rajasthan Transparency in Public Procurement Rules (RTPPR), 2013 through e-procurement system at [www.eproc.rajabasthan.gov.in](http://www.eproc.rajabasthan.gov.in) (the "Bidding Process") for selection of a Consultant Agency/Bidder for award of the Project.
- 1.3.3. Bidders are invited to submit their Bids (Technical Bid and Financial Bid separately) (the "Bid") for the Project in accordance with the provisions of the RFP document.
- 1.3.4. Bidders shall submit/upload their Technical Bid and Financial Bid in separate files at [www.eproc.rajabasthan.gov.in](http://www.eproc.rajabasthan.gov.in) as per the provisions of this RFP document.
- 1.3.5. Bidders shall submit their quotations as per the Financial Bid format for temple Galta ji project.
- 1.3.6. Bidders may opt to participate & submit their financial bids for Temple galta ji project.
- 1.3.7. The Lowest/Preferred Bidder for Temple Galta ji project shall be selected based on the proposals/bids received for the respective temple galta ji project.
- 1.3.8. Notwithstanding anything contained in this RFP document, the detailed terms specified in the Contract Agreement shall have overriding effect; provided, however, that any conditions or obligations imposed on the Bidder hereunder shall continue to have effect in addition to its obligations under the Contract Agreement.
- 1.3.9. The provisions of RTPP Act, 2012 and RTPP Rules, 2013 thereto shall be applicable for this Bidding Process. Furthermore, in case of any inconsistency in any of the provisions of this RFP Document with the RTPP Act, 2012 and RTPP Rules, 2013 thereto, the later shall prevail.
- 1.3.10. The statements and explanations contained in this RFP document are intended to provide a better understanding to the Bidder about the subject matter of this RFP document and should not be construed or interpreted as limiting in any way or manner the scope of work and obligations of the selected Bidder as set forth in this RFP document or the DEPARTMENT's rights to amend, alter, change, supplement or clarify the scope of work, or the terms thereof or herein contained. Consequently, any omissions, conflicts or contradictions in the RFP document are to be noted, interpreted and applied appropriately to give effect to this intent, and no claims on that account shall be entertained by the DEPARTMENT.

**1.4. Schedule of Bidding Process**

- 1.4.1. DEPARTMENT shall endeavour to adhere to the following schedule for Bidding:

S. N.	Event Description	Date
1	Availability of RFP Document	Document can be downloaded from: <a href="http://www.eproc.rajasthan.gov.in">www.eproc.rajasthan.gov.in</a> , <a href="http://www.sppp.rajasthan.gov.in">www.sppp.rajasthan.gov.in</a> and <a href="https://devasthan.rajasthan.gov.in/Tenders.asp">https://devasthan.rajasthan.gov.in/Tenders.asp</a>
2	Start Date of Downloading RFP document	From:13-06-2025, 5:30 PM
3	End Date of Downloading RFP document	Upto:08-07-2025, 4:00 PM
4	Pre-bid Meeting	24-06-2025, 11:00 AM Bidders shall be required to submit the pre-bid queries in writing on their official letterhead before pre-bid meeting. DEPARTMENT shall endeavour to responds the pre-queries received in writing only. Venue: Office of the Assistant Commissioner (first) Jaipur, Devasthan Department
5	Mode of Submission of Bid	Online at e-Proc website( <a href="http://www.eproc.rajasthan.gov.in">www.eproc.rajasthan.gov.in</a> )
6	Start Date of Online Submission of Bid	From: 13-06-2025, 5:30 PM
7	Last Date of Online Submission of Bid (Bid Due Date)	Upto: 08-07-2025, 04:00 PM
8	Submission of Original Demand Draft for RISL Processing Fee, Bid Document Fee & Bid Security	Upto:08-07-2025, 04:00 PM Venue: Office of the Assistant Commissioner (first) Jaipur, Devasthan Department
9	Date, Time of Technical Bid Opening (Online)	09-07-2025, 11:00 AM
10	Date, Time of Financial Bid Opening (Online)	Will be informed to the Eligible Bidders



The above schedule is tentative. DEPARTMENT reserves the right to modify the  
Schedule of Bidding Process at any time during the Bidding Process at its sole discretion  
without assigning any reason or being liable for the same in any manner whatsoever.

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A. General

2. INSTRUCTIONS TO BIDDERS

2.1. Scope of Bid

2.1.1. DEPARTMENT wishes to receive Bids for selection of Consultant Agency for preparation of DPRs and providing architectural supervision services for development works at Temple shri galta ji, jaipur under Assistant Commissioner (first) jaipur Devasthan Department (Rajasthan)

2.2. Minimum Eligibility Criteria

S. N.	Particulars	Documents Required
a)	<b>Eligible Entities</b>	
	Bidder must be a registered legal entity under the applicable law in India, with more than 3 years of existence preceding to the Bid due date.	<ul style="list-style-type: none"> <li>Certified copy of certification of registration/incorporation as applicable to legal status and other details viz. GST registration number, PAN number as per Tech Form-2</li> </ul>
b)	<b>Financial Eligibility</b>	
	Bidder must have average annual turnover of 30% of estimated cost of works listed for the respective <b>Temple Galtaji project</b> , in any of the last three financial years of FY 2019-20, 2020-21, 2021-22, 2022-23, 2023-24..	Certificate specifying average annual turnover in any of the last three financial years of FY 2019-20, 2020-21, 2021-22, 2022-23, 2023-24 in the format specified in Bid Forms (Tech Form-7) duly certified by the chartered accountant. Certificate must have UDIN number on it.
c)	<b>Technical Eligibility</b>	
	<p>Bidder must have successfully completed either of the following during last 7 years preceding to the Bid Due Date:</p> <p>(i) Minimum 1 Similar Work costing not less than 80% of estimated cost of works listed for the respective <b>Temple Galtaji project</b>.</p> <p>OR</p> <p>Minimum 2 Similar Works each costing not less than 50% of estimated cost of works listed for the respective <b>Temple Galtaji project</b>.</p> <p>OR</p> <p>(ii) Minimum 3 Similar Works each</p>	<p>Supporting document in the format specified in Bid Forms (Tech Form-8)</p> <p>Work order issued by Govt. Department/ agencies shall only be considered.</p> <p>Supporting documents/evidences including work order/ purchase order and completion/experience certificate from the client must be attached with technical bid</p>



S. N.	Particulars	Documents Required
	costing not less than 40% of estimated cost of works listed for the respective <b>Temple Galtaji project.</b> Similar Works shall mean Detailed Project Report (DPRs)/ architectural services/ project management consultancy services for development/ conservation/ restoration of temples	

**2.3. General Condition for Bidders**

- 2.3.1. Bidder shall be required to submit its Bid containing all details as required in **Bid Forms (Tech Form and Fin Form).**
- 2.3.2. A Bidder shall, in the last 3 years, have neither failed to perform any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Bidder, nor been expelled from any project or contract nor have had any contract terminated for breach by such bidder.
- 2.3.3. A Bidder shall not have a conflict of Interest (the "**Conflict of Interest**") that affects the Bidding Process. Any Bidder found to have a Conflict of Interest shall be disqualified. The Events of Conflict of Interest of a Bidder are given in Clause 6.2.
- 2.3.4. DEPARTMENT reserves the right to contact the Bidder, their bankers, their consultants, their clients and other such sources for verifying the information, references and data submitted by the Bidder in the Bid including the supporting documents/evidences/ certificates submitted by the Bidder(s) as required in the Bid, without further reference to the Bidder(s).
- 2.3.5. Failure by the Bidder to provide all requisite information in the Bid or additional information required by the DEPARTMENT shall be at the Bidders' sole risk and cost, and may impact evaluation of the Technical Bid and/or Financial Bid besides leading to rejection of Bid as being non-responsive.
- 2.3.6. The DEPARTMENT shall be fully entitled to disqualify any Bidder from Bidding Process for any reasons whatsoever including but not limited to the following:
- failure to submit the requisite information and additional documents, based on which bidder has claimed Financial Eligibility/Technical Eligibility, within the required timeframe sought by the DEPARTMENT for evaluation of the Bid;
  - willful misrepresentation in any document submitted by the Bidder;
  - if a Bidder submits more than one Bid;
  - the information submitted, concerning the qualifications of the Bidder, was false or constituted a misrepresentation or was materially inaccurate or incomplete;
  - If a Bidder submits a non-responsive or qualified or conditional Bid;
  - If a Bidder engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as specified in Clause 5 of this RFP document;

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- g) If a Bidder withdraws its Bid during the period of Bid validity as specified in this RFP document and as extended by the Bidder from time to time;
- h) Any other conditions for which forfeiture of Bid Security has been provided under this RFP.

2.3.7. In the event DEPARTMENT disqualifies any Bidder under Clause 2.3.6 hereinabove, the DEPARTMENT may forfeit the Bid Security of such disqualified Bidder.

2.3.8. Any attempts or efforts by a Bidder to influence the processing or evaluation of Bids or decision-making process of the DEPARTMENT or any officer, agent, or advisor thereof, may result in the rejection of such Bidder's Bid. In the event of rejection of Bid in pursuance of this provision, the Bid Security of the concerned Bidder shall be forfeited by the DEPARTMENT at its sole discretion and the Bidder shall not be entitled to lodge any claims in this regard.

#### 2.4. Payments/Fees with the Bid

2.4.1. In terms of this RFP document, a Bidder shall be required to make following payments (RISL Processing Fee, Bid Document Fee and Bid Security) along with submission of its online Bid on [www.eproc.raajasthan.gov.in](http://www.eproc.raajasthan.gov.in).

Description Fee	Amount	Mode of Payment and Payable to
RISL Processing Fee	1,000	Demand Draft (DD) in favour of 'Managing Director, RISL' payable at Jaipur.
Bid Document Fee	2,000	Demand Draft (DD) in favour of Assistant Commissioner (first), Devasthan Department, jaipur payable at jaipur.
Bid Security	40,000	Demand Draft (DD) in favour of Assistant Commissioner (first) ,Devasthan Department, jaipur payable at jaipur.

**Note:-**In case of Small Scale Industries of Rajasthan the Bid Security shall be 0.5% of the quantity offered for supply and in case of sick industries, other than Small Scale Industries, whose cases are pending with Board of Industrial and Financial Reconstruction, it shall be 1% of the value of bid. [Rule No. 42 (2) of the Rajasthan Transparency in Public Procurement Rules 2013]

- 2.4.2. Scanned copy of the Demand Drafts (DDs) for above payments/fee shall be uploaded on [www.eproc.raajasthan.gov.in](http://www.eproc.raajasthan.gov.in) along with the submission of Technical Bid. Original Demand Drafts shall be submitted physically to the DEPARTMENT on date, time and venue as given in Schedule of Bidding Process at Clause 1.3.
- 2.4.3. The Bid shall be summarily rejected if it is not accompanied by the RISL Processing Fee, Bid Document Fee, and Bid Security.
- 2.4.4. Bid Security of ineligible Bidder(s) shall be returned by the DEPARTMENT without any interest as promptly as possible after signing of Contract Agreement with the selected Bidder or when the Bidding process is cancelled by the DEPARTMENT.



- 2.4.5. The Bid Security of the Selected Bidder shall be released without any interest on receipt of Performance Security from it, in accordance with the provisions of the Work Order/ Draft Contract Agreement.
- 2.4.6. The Bid Security shall be forfeited by the DEPARTMENT, at its sole discretion in the following cases:
- a) if the Bidder engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice;
  - b) the Bidder withdraws/modifies/substitutes its Bid during Bid Validity Period, including any extension thereof;
  - c) in case of a Selected Bidder, if it fails to sign the Contract Agreement or fails to furnish the required Performance Security to the DEPARTMENT within the time specified herein and in the Work Order or fails to sign and return a duplicate copy of the Work Order with its acknowledgement within 7 days of issue thereof;
  - d) in case the Bid of the Bidder is determined as being non-responsive due to its being "Conditional" or for any other reason, in the opinion of DEPARTMENT;
  - e) if the Bidder refuses to accept the correction of errors in its Bid;
  - f) any other conditions, with respect to the Bidder as well as the Selected Bidder, for which forfeiture of Bid Security has been provided under this RFP.
- 2.4.7. The DEPARTMENT shall return the Bid Security after the earliest of the following events, namely:
- a) the expiry of Bid Validity Period; or
  - b) the execution of Contract Agreement with the selected Bidder; or
  - c) the cancellation/termination of Bidding Process for any reason whatsoever.
- 2.5. Bid Validity Period**
- 2.5.1. The Bid shall remain valid for a period not less than 90 days from the Bid Due Date (the "Bid Validity Period"). DEPARTMENT reserves the right to reject any Bid which does not meet this requirement.
- 2.5.2. Extension of Bid Validity Period
- a) Prior to the expiry of Bid Validity Period, the DEPARTMENT, may request Bidders to extend the period of validity of their Bids for specified additional period. The request for extension shall be made in writing. A Bidder's refusal for such extension shall be treated as withdrawal of the Bid and in such circumstance the Bid Security shall be returned to the Bidder.
  - b) Bidders who agree for extension of Bid Validity Period, shall be required to extend the validity of their Bid Security/ or provide fresh Bid Security (as applicable) in conformity with this Clause.
  - c) When an extension of the Bid Validity Period is requested, Bidder(s) shall not be permitted to change the terms and conditions of their Bid(s).
- 2.6. Number of Bids and Cost thereof**

- 2.6.1. No Bidder shall submit more than 1 Bid for the Project in response to the RFP document. Any Bidder who submits more than 1 Bid for the same Project shall be disqualified.
- 2.6.2. A member of Consortium/ Single Entity Bidder cannot submit another Bid for the same Project either as a member of any other Consortium or as a Single Entity Bidder. In case of breach of this condition, such bids shall be rejected and Bid Security shall be forfeited.
- 2.6.3. Bidders shall be responsible for all the costs associated with the preparation of their Bids and their participation in the Bidding Process. The DEPARTMENT shall not be responsible or in way liable for such costs, regardless of the conduct or outcome of the Bidding Process.
- 2.7. Visit to the Project Site and Verification of Information**
- 2.7.1. Bidders must ascertain themselves for the site conditions, location, surroundings, climate, access, etc. and other aspects as may be required for the Project. Such visit shall be carried out by the Bidders at their own cost, risk and responsibility. DEPARTMENT shall not be liable for such costs, regardless of the outcome of the Bidding Process.
- 2.7.2. Bidder or any of its authorised representatives shall be granted permission to visit the Project Site by the DEPARTMENT, upon receipt of a written request well in advance to the proposed date of visit to the Project Site. However, the permission would be subject to the express condition that the Bidder shall indemnify the DEPARTMENT from and against all liability in respect of physical injury, loss of or damage to property and any other loss, costs and expenses whatsoever caused in carrying out such visits.
- 2.8. Acknowledgement by Bidder**
- 2.8.1. It shall be deemed that by submitting the Bid, the Bidder has:
- a) made a complete and careful examination of the RFP document
  - b) accepted the risk of inadequacy, errors or mistake in the information provided in the RFP document or furnished by or on behalf of DEPARTMENT relating to any of the matters referred to in Clause 2.8.1 herein; and
  - c) agreed to be bound by the undertakings provided by it under and in terms hereof
- 2.8.2. The DEPARTMENT shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to the RFP document or the Bidding Process, including any error or mistake therein or for any information or data given by the DEPARTMENT.
- 2.9. Right to Accept or Reject any or all Bids**
- 2.9.1. Notwithstanding anything contained in this RFP document, the DEPARTMENT reserves the right to accept or reject any Bid and to annul the Bidding Process and reject all Bids, at any time without any liability or any obligations for such acceptance, rejection or annulment, and without assigning any reasons thereof. In the event that the DEPARTMENT rejects or annuls all the Bids, it may, in its discretion, invite all the participating Bidders to submit fresh Bids hereunder.
- 2.9.2. The DEPARTMENT reserves the right to reject any Bid if:
- a) at any time, a material misrepresentation is made or uncovered, or



- b) Bidder does not provide, within the time specified by the DEPARTMENT, the supplemental information sought by the Bidder for evaluation of the Bidder.

In case it is found during the evaluation or at any time before signing of the Contract Agreement or after its execution and during the period of subsistence thereof including any of the Eligibility Criteria conditions have not been met by the Bidder, or the Bidder has made material misrepresentation or has given any material incorrect or false information, the Bidder shall be disqualified forthwith if not yet appointed as the Consultant Agency either by issue of Work Order or entering into the Contract Agreement, and if the Bidder has already been issued the Work Order or has entered into the Contract Agreement, as the case may be, the same shall, notwithstanding anything to the contrary contained herein or in this RFP document, be liable to be terminated, by communication in writing by the DEPARTMENT to the Bidder, without DEPARTMENT being liable in any manner whatsoever to the Bidder and without prejudice to any other right or remedy which the DEPARTMENT may have under this RFP document and the Draft Contract Agreement under applicable law. In such case, the DEPARTMENT shall have right to forfeit the Bid Security/ or the Performance Security, as the case may be, or any other sum of the Consultant Agency available with the DEPARTMENT. The DEPARTMENT reserves the right to verify all statements, information and documents submitted by the Bidder in response to the RFP document anytime after the submission by the Bidder and till the subsistence of the Contract Agreement. Any such verification or lack of such verification by the DEPARTMENT shall not relieve the Bidder of its obligations or liabilities hereunder nor will it affect any rights of the DEPARTMENT.

**2.10. Communication between the Bidders and the DEPARTMENT**

- 2.10.1. All communications to the DEPARTMENT, in the context of this RFP document and related issues, unless specified otherwise, shall be addressed to;

**Assistant Commissioner (first) Jaipur ,  
Devasthan Department, Government of Rajasthan**

**Address: Mandir shri ramcharan ji sirhodi bazar ,Badi chopper Jaipur**

**E-mail: ac.jaipur1.dev@rajasthan.gov.in**

- 2.10.2. All communications to the Bidders shall be sent to the designated person/representative of the prospective Bidder at the address mentioned in the covering/forwarding letter of its Bid, as addressed to the DEPARTMENT unless the DEPARTMENT is advised otherwise by the concerned prospective Bidder.
- 2.10.3. The DEPARTMENT shall not entertain or enter into any correspondence (written or oral) with the Bidders except where the DEPARTMENT seeks clarification from prospective Bidder or where a prospective Bidder seeks clarification from the DEPARTMENT in writing before submission of Bid, whereupon the DEPARTMENT may provide written clarifications.

**B. RFP Document**

**2.11. Availability of RFP Document**

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2.11.1. The RFP document (in PDF format) shall be available on [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in) and [www.sppp.rajasthan.gov.in](http://www.sppp.rajasthan.gov.in) during the period mentioned in Schedule of Bidding Process at Clause 1.3.

2.11.2. Prospective Bidders can download the RFP document from the above websites

**2.12. Pre-bid Meeting**

2.12.1. A pre-bid meeting shall be held on the date, time and venue mentioned in Clause 1.3 (Schedule of Bidding Process) to clarify and discuss any provisions or requirements related to this RFP document. All interested parties can participate in the pre-bid meeting.

2.12.2. The DEPARTMENT shall endeavour to respond the written queries only received from the prospective Bidders. However, the DEPARTMENT reserves the right not to respond to any query or provide any clarification, in its sole discretion, and nothing in this Clause shall be taken or read as compelling or requiring the DEPARTMENT to respond to any query or to provide any clarification.

2.12.3. Responses to pre-bid queries, amendments/ clarifications, if any, in the RFP Document shall be uploaded on [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in), [www.sppp.rajasthan.gov.in](http://www.sppp.rajasthan.gov.in).

2.12.4. Verbal clarifications and information given by the DEPARTMENT, or its employees or representatives advisors/consultants shall not in any way or manner be binding on the DEPARTMENT.

**2.13. Amendment in the RFP Document**

2.13.1. At any time prior to the Bid Due Date, the DEPARTMENT may for any reason, whether on its own initiative or as a result of a response to a written queries received, modify the RFP document/extend Bid Due Date by issuing an "Addendum". Any modification of the RFP document shall be made by the DEPARTMENT exclusively through the issue of Addendum.

2.13.2. Addendum shall be notified on [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in) or [www.sppp.rajasthan.gov.in](http://www.sppp.rajasthan.gov.in). Such Addendum shall become part of the RFP document.

**C. Preparation & Submission of Bid**

**2.14. Language of the Bid**

2.14.1. The Bid and related documents to the Bid and all correspondence exchanged between Bidder(s) and the DEPARTMENT shall be in English language. Supporting documents and printed literature furnished by the Bidder(s) in another language shall be accepted provided they are accompanied with accurate translation of the relevant passages in the English language. Supporting materials, which are not translated into English, shall not be considered. For the purpose of interpretation and evaluation of the Bid, the English language translation shall prevail.

**2.15. Format and Signing of the Bid**

2.15.1. The Bidder shall provide all the information sought under this RFP document.

2.15.2. Bidder shall submit their Bids in accordance with the provisions set forth in this RFP document. In order to enable consistency among Bids and to facilitate smooth evaluation



by the DEPARTMENT, some formats in which the Bidders shall provide information/data comprising Bids are given in this RFP document. The DEPARTMENT shall evaluate only those Bids that are received in the required format complete in all respects and in line with the instructions contained in this RFP document.

- 2.15.3. The Technical Bid shall be signed and stamped on each page initialed by a person duly authorised to sign on behalf of Bidder holding Power of Attorney, as per the format as specified in **Bid Forms (Tech Form-3)**. The Technical Bid shall be in PDF format with all pages numbered serially along with an index. The PDF format shall be uploaded on the website as provided in this RFP.
- 2.15.4. The Financial Bid shall be submitted in the format as specified in **Bid Forms (FIN Form-1)**.
- 2.15.5. Any corrections in the Technical Bid such as interlineations, erasures or overwriting shall be valid only if they are signed and stamped by a person duly authorized to sign on behalf of Bidder.
- 2.15.6. A single stage two-part (Technical Bid and Financial Bid) system shall be followed for the Bid as outlined below:
- Technical Bid, including Fee details (Bid Document Fee, RISL Processing Fee and Bid Security) in PDF format
  - Financial Bid in MS-Excel format
- 2.15.7. Technical Bid (the "**Technical Bid**") shall consist of the following documents:

S. N.	Document Type	Document Format
1	Letter of the Bid	as per format specified at <b>Tech Form-1</b> (in PDF Format)
2	Bid Document Fee	Scanned copy of Demand Draft (in PDF Format)
3	RISL Processing Fee	Scanned copy of Demand Draft (in PDF Format)
4	Bid Security	Scanned copy of Demand Draft
5	Details of Bidder	as per format specified at <b>Tech Form-2</b> (in PDF format)
6	Certified copy of Certificate of registration/ incorporation as applicable to legal status of the Bidder	Scanned copy of documents (in PDF format)
7	Power of Attorney for Signing Authority	as per format specified at <b>Tech Form-3</b> (in PDF format)
10	Self-Declaration of No Blacklisting	as per format specified at <b>TechForm-4</b> (in PDF format)
11	Anti-Collusion Certificate	as per format specified at <b>TechForm-5</b> (in PDF format)

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S. N.	Document Type	Document Format
13	Financial Eligibility	as per format specified at <b>TechForm-7</b> (in PDF format)
14	Technical Eligibility	as per format specified at <b>TechForm-8</b> (in PDF format)
15	Compliance with the Code of Integrity and No Conflict of Interest (Annexure-A)	as per the format specified at <b>TechForm-9</b> (in PDF format)
16	Declaration by the Bidder regarding Qualifications (Annexure-B)	as per the format specified at <b>TechForm-10</b> (in PDF format)
17	Grievance Redressal During Procurement Process (Annexure-C)	as per the format specified at <b>TechForm-11</b> (in PDF format)
18	Additional Conditions of Contract (Annexure-D)	as per the format specified at <b>TechForm-12</b> (in PDF format)

2.15.8. Financial Bid (the "Financial Bid") shall consist of the following document:

S. N.	Document Type	Document Format
1	Financial Bid	As per as per the format specified in MS Excel format at <b>FINForm-1</b> (format available at <a href="http://www.eproc.rajasthan.gov.in">www.eproc.rajasthan.gov.in</a> )

## 2.16. Submission of Bid

- 2.16.1. Bid shall be submitted in two separate files i.e. (i) Technical Bid (in PDF format) and (ii) Financial Bid (in MS-Excel format). Technical Bid and Financial Bid shall contain all documents/information as set forth in this RFP document and in the format and manner as detailed in Clause 2.15.7.
- 2.16.2. Bid shall be submitted/ uploaded online on [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in) only. Bidders must register on [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in) (Bidders already registered on [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in) before 30-09-2011 must register again). Bidders are advised to refer to the orders issued by the Finance Department, GoR vide F.1(1)FD/GF&AR/2007 (Circular No. 19/2011) dated 30.09.2011 for getting acquainted with e-bidding process.
- 2.16.3. To participate in online Bidding Process, Bidders must procure a Digital Signature Certificate as per Information Technology Act-2000 using which they can digitally sign their Bids. Bidders can procure the same from any Controller of Certifying Authorities (CCA) approved certifying agency, i.e. TCS, Safecrypt, Ncode etc. Bidders who already have a valid Digital Signature Certificate (DSC) need not procure a new DSC.

*[Handwritten Signature]*



- 2.16.4. Bidders are also advised to refer "Bidders Manual Kit" available at e-procurement website for further details about the e-bidding process.
- 2.16.5. Training for the Bidders on the usage of e-bidding System (e-Procurement) is also being arranged by RISL on a regular basis. Bidders interested in training may contact e-Procurement Cell, RISL for booking the training slot.
- Contact No.:** 0141-4022688 (Help desk 10 am to 6 pm on all working days)
- E-mail:** [eproc@rajasthan.gov.in](mailto:eproc@rajasthan.gov.in)
- 2.16.6. Bid (Technical Bid and Financial Bid) submitted/uploaded on [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in) shall be digitally signed with DSC of the Authorised Signatory.
- 2.16.7. After submission of Bid on [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in) the Bidders shall submit original Demand Draft (DD) for RISL Processing Fee, Bid Document Fee and Bid Security as per the date, time and venue mentioned in Schedule of Bidding Process as given at Clause 1.3. Non-submission of the above shall lead to non-acceptance of the Bid submitted/uploaded by the Bidder.
- 2.16.8. Conditional Bid shall not be accepted.
- 2.17. Last Date of Submission of Bid (Bid Due Date)**
- 2.17.1. Bid should be submitted/ uploaded on [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in) during the period given in Schedule of Bidding Process at Clause 1.3 in the manner and form as detailed in the RFP Document. **Bidders are requested to upload their Bids well in time so as to avoid 11<sup>th</sup> hour issues such as slow speed of internet, website hanging/ choking/ slow downloading due to heavy load or any other unforeseen situation.**
- 2.17.2. DEPARTMENT may at its sole discretion, extend the Bid Due Date by issuing an Addendum.
- 2.18. Withdrawal, Substitution and Modification of Bids**
- 2.18.1. A Bidder may withdraw/substitute/modify its Bid (Technical and/or Financial Bid) as per the instruction/procedure (if available) at [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in) till Bid Due Date. Bidder shall not be permitted to withdraw/substitute/modify its Bid after Bid Due Date.
- 2.18.2. Bid withdrawn shall not be opened and processed further.
- D. Opening of Bids**
- 2.19. Opening of Technical Bid**
- 2.19.1. DEPARTMENT, in first-part, shall open/download the Technical Bids on the date and time mentioned in the Schedule of Bidding Process given at Clause 1.3.
- 2.19.2. All the documents comprising of Technical Bid shall be downloaded from [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in) only for the Bidders who have submitted the original Demand Draft (DD) for RISL Processing Fee, Bid Document Fee and Bid Security as per the date, time and venue mentioned in Schedule of Bidding Process given at Clause 1.3 and in conformity with the provisions set-forth in the RFP document.
- 2.19.3. Any information contained in the Bid shall not in any way be construed as binding on the DEPARTMENT, its successors or assigns, but shall be binding on the Bidder if the Project is subsequently awarded to it on the basis of such information.

- 2.19.4. The DEPARTMENT reserves the right not to proceed with the Bidding Process at any time without notice or liability and to reject any or all Bid(s) without assigning any reasons.
- 2.19.5. If any information furnished by the Bidder is found to be incomplete, or contained in format other than those specified herein, the DEPARTMENT may, in its sole discretion, exclude the relevant information from evaluating the eligibility of the Bidder.
- 2.19.6. In the event that a Bidder claims credit for eligibility under the Eligibility Criteria, and such claim is determined by the DEPARTMENT as incorrect or erroneous, the DEPARTMENT shall reject such claim and exclude the same from admissibility for purposes of the Eligibility Criteria. Where any information is found to be patently false or amounting to material misrepresentation, the DEPARTMENT reserves the right to reject the Bid in accordance with provisions of Clause 2.9.2.
- 2.20. Confidentiality**
- 2.20.1. Information relating to examination, clarification, and recommendation for eligibility/qualification of the Bidder shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional advisor advising the DEPARTMENT in relation to or matters arising out of, or concerning the Bidding Process. The DEPARTMENT will treat all information, submitted as part of Bid, in confidence and will require all those who have access to such material to treat the same in confidence. The DEPARTMENT may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/ or DEPARTMENT or as may be required by law or in connection with any legal process.
- 2.20.2. The DEPARTMENT shall conduct a preliminary scrutiny of the opened Technical Bids to assess the prima-facie responsiveness and ensure that the:
- (i) bid is accompanied by relevant document related to Bid Document Fee, RISL Processing Fee and Bid Security;
  - (ii) bid is valid for the period specified in the RFP document;
  - (iii) bid is unconditional and the Bidder has agreed to give the required Performance Security;
  - (iv) other conditions as specified in the RFP document are fulfilled;
  - (v) any other information which the DEPARTMENT may consider appropriate has been furnished by the Bidder.
- 2.20.3. No Technical Bid shall be rejected at the time of Technical Bid opening except the Bids of the Bidders who have not submitted original Demand Draft (DD) for RISL Processing Fee, Bid Document Fee and Bid Security.
- 2.20.4. The Financial Bid shall remain unopened which shall be opened later on a date, time and venue to be intimated to the Bidders who qualify in the evaluation of Technical Bids.
- 2.21. Tests of Responsiveness**
- 2.21.1. Prior to evaluation of Bids, DEPARTMENT shall determine whether each Bid is responsive to the requirements of the RFP Document. A Bid shall be considered responsive only if:



- a) It is received as per the formats specified in Clauses 2.15.7;
  - b) It is received by the Bid Due Date including any extensions thereof in pursuant to Clause 2.17;
  - c) it is signed and submitted in accordance with Clauses 2.15 and 2.16;
  - d) it is accompanied by the Power of Attorney in the format as specified at Tech Form-3;
  - e) it contains all the information and documents (complete in all respects) as requested in this RFP document;
  - f) it contains information in formats same as those specified in this RFP document;
  - g) it does not contain any condition or qualification; and
  - h) it is not non-responsive in terms hereof.
- 2.21.2. DEPARTMENT reserves the right to reject any Bid which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the DEPARTMENT in respect of such Bid.

**2.22. Clarifications by the Bidders**

- 2.22.1. To facilitate evaluation of Bids, DEPARTMENT may, at its discretion, seek clarifications from any Bidder regarding its Bid. Such clarification(s) shall be provided within the time specified by DEPARTMENT for this purpose. Any request for clarification(s) and all clarification(s) in response thereto shall be in writing.
- 2.22.2. If a Bidder does not provide clarifications sought under Clause 2.22.1 above within the prescribed time, its Bid shall be liable to be rejected. In case the Bidder does not provide the clarifications within the stipulated time, DEPARTMENT may proceed to evaluate the Bid by construing the particulars requiring clarification to the best of its understanding, and the Bidder shall be barred from subsequently questioning such interpretation of DEPARTMENT.

**2.23. Opening of Financial Bids**

- 2.23.1. In the second part, the Financial Bids of only Eligible Bidders shall be opened who shall be informed about the venue, date and time of opening of Financial Bids.
- 2.23.2. The Financial Bids of only Technically Qualified Bidders shall be downloaded from [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in) and opened in the presence of representatives of the Eligible Bidders, who choose to attend.

**2.24. Proprietary data**

- 2.24.1. All documents and other information supplied by DEPARTMENT or submitted by a Bidder to DEPARTMENT shall remain or become the property of the DEPARTMENT.
- 2.24.2. Bidders shall treat all information as strictly confidential and shall not use it for any purpose other than for preparation and submission of their Bid. DEPARTMENT will not return any Bid or any information provided therewith.

**2.25. Correspondence with the Bidder**

- 2.25.1. Save and except as provided in this RFP document, DEPARTMENT shall not entertain any correspondence with any Bidder in relation to the acceptance or rejection of any Bid.

### 3. CRITERIA FOR EVALUATION

#### 3.1. Evaluation Technical Bids

- 3.1.1. In first part, the DEPARTMENT shall carry out a detailed evaluation of the Technical Bid in order to determine whether the Technical Bid is in accordance with the requirements set forth in the RFP.
- 3.1.2. Bidders who meet the Minimum Eligibility Criteria set forth in Clause 2.2 and other key terms of the RFP document shall be termed as **"Eligible Bidders"**.
- 3.1.3. Bidders who do not meet the Minimum Eligibility Criteria set forth in Clause 2.2 and other key terms of RFP document shall be termed as **"Ineligible Bidders"**. Bids of Ineligible Bidders shall not be processed further.
- 3.1.4. The DEPARTMENT shall notify about the date, time and venue of opening of Financial Bids in second part only to Eligible Bidder.

#### 3.2. Evaluation of Financial Bids

- 3.2.1. In second part, the DEPARTMENT shall examine and compare the Financial Bids submitted by the Eligible Bidders, taking into account the following factors:
  - a) Overall, completeness and compliance as per the instructions given in this RFP Document.
  - b) The Financial Bid that does not meet minimum acceptable standards of completeness, consistency and detail as required by RFP document shall be rejected for non-responsiveness.
  - c) Conditional Bids are liable to be rejected.
- 3.2.2. **Bidders may opt to participate & submit their financial bids for Temple galta ji project .**
- 3.2.3. **The Lowest/Preferred Bidder for Temple galta ji project shall be selected on the proposals/bids received for the temple galta ji project and rate in BOQ must be given in rupees .**
- 3.2.4. Bidder in its Financial Bid shall be inclusive of GST and all applicable taxes, duties, cess, surcharges, **Bidder shall be selected based on the Consultancy Fee in its Financial Bid for Temple galta ji project.** Consultancy Fee quoted by the levies, etc.
- 3.2.5. After opening, Financial Bids shall be ranked on the basis of the Consultancy Fee quoted by the Eligible Bidders in their Financial Bid for Temple galta ji project. **Bidder quoting the lowest Consultancy Fee shall be ranked as Lowest Bidder (L1)** and other Bidders in ascending order (e.g. L2, L3, L4, etc. on the basis of lowest to highest Consultancy Fee.
- 3.2.6. Bidder quoting the lowest Consultancy Fee (L1 Bidder) shall be finally selected and adjudged as the successful Bidder for Temple galta ji project.
- 3.2.7. After selection, a Work Order shall be issued by the DEPARTMENT to the lowest /Selected Bidder who shall, within 5 days of receipt of the Work Order, sign and return the copy of the Work Order in acknowledgement thereof. In the event copy of the Work

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Order duly signed by the Selected Bidder is not received by stipulated date, the DEPARTMENT may, unless it consents to extension of time for submission thereof, cancel the Work Order on account of failure of the Selected Bidder to acknowledge the Work Order and forfeit the Bid Security of such Bidder as damages.

- 3.2.8. After acknowledgement of the Work Order as aforesaid by the lowest/ Selected Bidder, it shall cause the Selected Bidder to submit the Performance Security as specified in Clause 4.1. within 10 days of issuance of Work Order and shall be required to execute Contract Agreement within 15 days of issuance of Work Order. Bidder shall not be entitled to seek any deviation, modification, or amendment in the Contract Agreement. Cost of stamp duties, registration, and charges (if any) imposed under applicable Law in connection with entry into and performance of the Contract Agreement (including signing of Agreement and extension thereof) shall be borne by the Consultant Agency solely.
- 3.2.9. In case, the Contract Agreement is not executed within 15 days, for reasons attributable to the Selected Bidder, the DEPARTMENT reserves the right to cancel the Work Order and forfeit the Bid Security/ Performance Security, as the case may be.
- 3.2.10. In case lowest Bidder (L1 Bidder) withdraws or is not selected for any reason, DEPARTMENT, in its sole discretion, may award the project to the Bidder(s) next in the rank. In the event no Bidder is selected during bidding process, the DEPARTMENT in sole its discretion, may annul the bidding process.

#### 4. OTHERS

##### 4.1. Performance Security

- 4.1.1. For securing the due and punctual performance of its obligations under the Contract Agreement, the Consultant Agency shall, within 15 days of issue of Work Order by the DEPARTMENT to the Selected Bidder, a Performance Security, for an amount equivalent to 5% of the Consultancy Fee quoted in the Financial Bid and accepted by DEPARTMENT, from a Scheduled Bank in favour of "Assistant Commissioner (first), Devasthan Department, Jaipur", payable at Jaipur the "Performance Security").
- 4.1.2. As per Clause 75 of RTTP Rules 2013, Performance Security shall be furnished in any one of the following forms:
- a) Bank Draft or Banker's Cheque of Scheduled Bank
  - b) National Saving Certificates and any other script/ instrument under National Savings Scheme for promotion of small saving issued by a Post Office in Rajasthan
  - c) Bank Guarantee/s of a Scheduled Bank
  - d) Fixed Deposit Receipt (FDR) of a Scheduled Bank
- 4.1.3. No interest shall be payable on Performance Security. DEPARTMENT shall release/refund the Performance Security to Selected Bidder/Consultant Agency upon expiry of Agreement Period/ prior termination of Agreement Period subject to deduction of any amount payable by Selected Bidder/Consultant Agency to the DEPARTMENT.
- 4.1.4. Performance Security shall be forfeited and shall be payable as compensation to DEPARTMENT for any of the events mentioned below:
- a) when the Selected Bidder fails to execute the Work Order or the Agreement to the satisfaction of DEPARTMENT; or
  - b) when any terms and conditions of the Work Order and subsequently of the Agreement is breached by the Successful Bidder; or
  - c) to adjust any accepted dues against the Successful Bidder from any other contract/ arrangement with DEPARTMENT; or
  - d) failure by the Successful Bidder to pay DEPARTMENT any established dues under any other contract/ arrangement; or
  - e) if the Successful Bidder breaches any provision of the Code of Integrity and No Conflict of Interest prescribed for Bidders specified in the RTTP Act, 2012 and the RTTP Rules, 2013.
- 4.1.5. Bank guarantee or electronic bank guarantee (e-BG) of a scheduled bank. It shall be got verified from the issuing bank.
- 4.1.6. Fixed Deposit Receipt (FDR) of a scheduled bank. It shall be in the name of procuring entity on account of bidder and discharged by the bidder in advance. The procuring entity shall ensure before accepting the Fixed Deposit Receipt that the bidder furnishes an undertaking from the bank to make payment/premature payment of the Fixed Deposit Receipt on demand to the procuring entity without requirement of consent of the bidder concerned. In the event of forfeiture of the performance security, the Fixed Deposit shall be forfeited along with interest earned on such Fixed Deposit.
- 4.1.7. Performance security shall remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the bidder, including warranty obligations and maintenance and defect liability period.



## 5. FRAUD AND CORRUPT PRACTICES

### 5.1. Fraud and Corrupt Practices

- 5.1.1. Bidders and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Bidding Process. Notwithstanding anything to the contrary contained herein, DEPARTMENT may reject a Bid without being liable in any manner whatsoever to the Bid if it determines that the Bid has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the Bidding Process.
- 5.1.2. Without prejudice to the rights of DEPARTMENT under Clause 5.1.1 hereinabove, if a Bid is found by DEPARTMENT to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Bidding Process, such Bidder shall not be eligible to participate in any RFP issued by during a period of 2 years from the date such Bidder is found by DEPARTMENT to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.
- 5.1.3. For the purposes of this Clause 5, the following terms shall have the meaning hereinafter respectively assigned to them:
- a) **"corrupt practice"** means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the Bidding Process (for avoidance of doubt, offering of employment to, or employing, or engaging in any manner whatsoever, directly or indirectly, any official of DEPARTMENT who is or has been associated in any manner, directly or indirectly, with the Bidding Process or the Work Order or has dealt with matters concerning the Contract Agreement or arising there from, before or after the execution thereof, at any time prior to the expiry of 1 (one) year from the date such official resigns or retires from or otherwise ceases to be in the service of DEPARTMENT, shall be deemed to constitute influencing the actions of a person connected with the Bidding Process); or (ii) engaging in any manner whatsoever, whether during the Bidding Process or after the issue of the Work Order or after the execution of the Contract Agreement, as the case may be, any person in respect of any matter relating to the Project or the Work Order or the Contract Agreement, who at any time has been or is a legal, financial or technical advisor of DEPARTMENT in relation to any matter concerning the Project;
  - b) **"fraudulent practice"** means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the Bidding Process;
  - c) **"coercive practice"** means impairing or harming or threatening to impair or harm, directly or indirectly, any person or property to influence any person's participation or action in the Bidding Process;
  - d) **"undesirable practice"** means (i) establishing contact with any person connected with or employed or engaged by DEPARTMENT with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Bidding Process; or (ii) having a Conflict of Interest; and

- e) **"restrictive practice"** means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the Bidding Process.

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**6.1. Miscellaneous**

**6. MISCELLANEOUS**

- 6.1.1. The Bidding Process shall be governed by, and construed in accordance with, the RTPP Act, 2012 and RTPP Rules, 2013 and the Courts at jaipur shall have exclusive jurisdiction over all disputes arising under, pursuant to and/ or in connection with the Bidding Process.
- 6.1.2. DEPARTMENT, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to;
- a) suspend and/or cancel the Bidding Process and/ or amend and/ or supplement the Bidding Process or modify the dates or other terms and conditions relating thereto;
  - b) consult with any Bidder in order to receive clarification or further information;
  - c) qualify or not to qualify any Bidder and/ or to consult any Bidder in order to receive clarification or further information; retain any information and/ or evidence submitted to DEPARTMENT by, on behalf of, and/ or in relation to any Bidder; and/ or
  - d) independently verify, disqualify, reject and/ or accept any and all submissions or other information and/ or evidence submitted by or on behalf of any Bidder.
- 6.1.3. It shall be deemed that by submitting the Bid, the Bidder agrees and indemnifies DEPARTMENT, its employees, project management consultant, agents and advisers, irrevocably, unconditionally, fully and finally from any and all liability for claims, losses, damages, costs, expenses or liabilities in any way related to or arising from the exercise of any rights and/ or performance of any obligations hereunder and the RFP document, pursuant hereto, and/ or in connection with the Bidding Process, to the fullest extent permitted by applicable law, and waives any and all rights and/ or claims it may have in this respect, whether actual or contingent, whether present or in future.
- 6.2. Conflict of Interest**
- 6.2.1. A Conflict of Interest for DEPARTMENT or its personnel and Bidders 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.
- 6.2.2. The situations in which the DEPARTMENT or its personnel may be considered to be in Conflict of Interest includes, but not limited to, following:-
- a) A Conflict of Interest occurs when DEPARTMENT's personnel's private interests, such as outside professional or other relationships or personal financial assets, interfere or appear to interfere with the proper performance of its professional functions or obligations as a procurement official.
  - b) Within the procurement environment, a Conflict of Interest may arise in connection with such private interests as personal investments and assets, political or other outside activities and affiliations while in the service of, employment after retirement from DEPARTMENT's service or the receipt of a gift that may place DEPARTMENT's personnel in a position of obligation.
  - c) A Conflict of Interest also includes the use of DEPARTMENT's assets, including human, financial and material assets, or the use of DEPARTMENT's office or knowledge gained from official functions for private gain or to prejudice the position of someone DEPARTMENT's personnel does not favour.
  - d) A Conflict of Interest may also arise in situations where DEPARTMENT's personnel is seen to benefit, directly or indirectly, or allow a third party, including family, friends or

someone they favour, to benefit from DEPARTMENT personnel's actions or decisions.

6.2.3. 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) they have controlling partners in common;
- b) they receive or have received any direct or indirect subsidy from any of them;
- c) they have the same legal representative for purposes of the Bid;
- d) they 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;
- e) A Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the subject matter of procurement of the Bidding Process.

### 6.3. Prohibition against Collusion amongst Bidder(s)

6.3.1. Each Bidder shall warrant by its Bid that the contents of its Bid have been arrived at independently. Any Bid which has been arrived at through connivance or collusion or pooling amongst two or more Bidder(s) shall be deemed to be invalid and the Bid Security of concerned Bidder(s) shall be forfeited at sole discretion of DEPARTMENT.

### 6.4. Interpretation of Documents

In the interpretation of this RFP, unless the context otherwise requires:

- (i) The singular of any defined term includes the plural and *vice versa*, and any word or expression defined in the singular has the corresponding meaning used in the plural and *vice versa*;
- (ii) Reference to any gender includes the other gender;
- (iii) Unless otherwise stated, a reference to a Clause, Paragraph, Subparagraph, Annex, Exhibit, Attachment, Schedule or Recital is a reference to a Clause, Paragraph, Subparagraph, Annex, Exhibit, Attachment, Schedule or Recital of this RFP;
- (iv) A reference to any agreement is a reference to that agreement and all annexes, attachments, exhibits, schedules, appendices and the like incorporated therein, as the same may be amended, modified, supplemented, waived, varied, added to, substituted, replaced, renewed or extended, from time to time, in accordance with the terms thereof;
- (v) The terms "include" and "including" shall be deemed to be followed by the words "without limitation", whether or not so followed;
- (vi) Any reference to a person shall include such person's successors and permitted assigns;
- (vii) A reference to a "writing" or "written" includes printing, typing, lithography and other means of reproducing words in a visible form;
- (viii) Any date or period set forth in this RFP shall be such date or period as may be extended pursuant to the terms of this RFP;
- (ix) A reference to "month" shall mean a calendar month, a reference to "week" shall mean a calendar week and a reference to "day" shall mean a calendar day, unless otherwise specified.
- (x) The terms "hereof", "herein", "hereto", "hereunder" or similar expressions used in this RFP mean and refer to this RFP and not to any particular Article, Clause of this RFP. The terms "Article", "Clause", "Paragraph" and "Schedule" mean and refer to this RFP.



- (xi) refer to the Article, Clause, Paragraph and Schedule of this RFP so specified.  
In case of any conflict, discrepancy or repugnancy between the provisions of RFP document, provisions of the Contract Agreement shall prevail and supersede the provisions of all other documents;
- (xii) The descriptive headings of Articles and Sections are inserted solely for convenience of reference and are not intended as complete or accurate descriptions of content thereof and shall not be used to interpret the provisions of the Agreement.
- (xiii) All capitalized words and expressions used in the RFP shall have the meaning as ascribed to them in the RFP. In case the same is not defined in the RFP then they shall have the same meaning as ascribed to them in the Contract Agreement.
- (xiv) The provisions of RTPP Act, 2012 and RTPP Rules, 2013 shall be applicable for this bidding. Furthermore, in case of any inconsistency in any of the provisions of this RFP document on one hand and the RTPP Act 2012 and the RTPP Rules, 2013 on the other hand, the later shall prevail.

#### 6.5. Grievance Handling During Bidding Process

- 6.5.1. Any grievance of a Bidder pertaining to the Empanelment process shall be by way of filing an appeal to the first or second Appellate Authority, as the case may be, in accordance with the provisions of chapter III of The Rajasthan Transparency in Public Procurement Act, 2012 and Chapter VII of The Rajasthan Transparency in Public Procurement Rules, 2013.

Particulars	Designation
First Appellate Authority	Commissioner , Devasthan Department, Government of Rajasthan
Second Appellate Authority	Secretary , Devasthan Department, Government of Rajasthan

*2019*

**Bid Forms**

not



**Tech Form-1: Letter of the Bid**  
(to be submitted by the Bidder)

Ref.

Dated: .....

Assistant Commissioner (first) Jaipur,  
Devasthan Department, Government of Rajasthan  
Address: Mandir shri ramcharan ji sirhodi bazar ,Badi chopper Jaipur  
E-mail: ac.jaipur1.dev@rajasthan.gov.in

**Sub:- RFP for Selection of Consultant Agency for Preparation of DPRs and Providing Architectural Supervision Services for Development Works at Temple Shri galta ji Jaipur under Assistant commissioner (first) Jaipur , Devasthan Department (Rajasthan)**

Dear Sir,

Being duly authorized to represent and act on behalf of \_\_\_\_\_ (hereinafter referred as the "Bidder"), and having reviewed and fully understood all of the qualification requirements and information provided, the undersigned hereby expresses its interest and apply for the Bid for Selection of Consultant Agency for Preparation of DPRs and Providing Architectural Supervision Services for Development Works at Temple Shri galta ji, Jaipur under assistant commissioner (first) Jaipur , Devasthan Department (Rajasthan) (the "Project").

We are enclosing our Bid with the details as per the requirements of the RFP Document, for your evaluation.

The undersigned hereby also declares that the statements made and the information provided in the Bid are complete, true and correct in every detail.

We confirm that our Bid is valid for a period of 90 days from the due/last date of submission of Bid (Bid Due Date) and our Technical Bid and Financial Bid are unconditional.

We hereby also confirm the following:

1. The Bid is being submitted by \_\_\_\_\_ (name of Bidder) in accordance with the conditions stipulated in the RFP Document.

We have examined in detail and have understood the terms and conditions stipulated in the RFP document issued by Assistant Commissioner (first) Jaipur, Devasthan Department, Government of Rajasthan ("DEPARTMENT") and in any subsequent communication sent by it. We further confirm that we have examined and have no reservations to the RFP document, including Addendum/ issued vide ..... dated..... We understand that the Addendum shall form an integral part of the RFP document.

2. We acknowledge and confirm that we have undertaken a due diligence audit of all aspects of the Project, including legal due diligence, Consultant Agency's obligation to implement the Project and on the basis of its independent satisfaction hereby agree to undertake the Project in accordance with the terms and conditions of this RFP document.
3. We agree and undertake to abide by all these terms and conditions. Our Bid is consistent with all the requirements of submission as stated in the RFP document or in any of the subsequent communications from DEPARTMENT.

4. The information submitted in our Bid is complete, is strictly as per the requirements stipulated in the RFP document, and is correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omissions in our Bid.
5. We agree to submit Bank Guarantee for a sum of **Rs 1,00,000/-** as Performance Security on being identified as Selected Bidder as per terms and conditions of RFP document.
6. In the event of our Bid being accepted, we agree to enter into the Contract Agreement within the stipulated period furnished in the Work Order with the DEPARTMENT for exclusive implementation, incorporating the conditions of the Bid including the Draft Contract Agreement thereto annexed and written acceptance thereof.
7. We confirm that we have studied the provisions of the relevant Indian laws and regulations required to enable us to prepare this Bid and as applicable for implementation of the Project in the event that we are finally selected.
8. Our Financial Bid is inclusive of GST, all applicable taxes, duties, cess, surcharges, levies, etc.
9. Notwithstanding any qualifications of conditions, whether implied or otherwise, contained in our Bid we hereby represent and confirm that our Bid is unqualified and unconditional in all respects and we agree to the terms of the RFP document including the Draft Contract Agreement.
10. We confirm that all the terms and conditions of the Bid are firm and valid for acceptance for a period of 90 days from the Bid Due Date.

Thanking You,

Yours faithfully,

**For and on behalf of** : \_\_\_\_\_ (Name of Bidder)

**Signature** : \_\_\_\_\_ (Authorised Signatory)

**Name of the Person** : \_\_\_\_\_

**Designation** : \_\_\_\_\_

**Seal of the Bidder:** \_\_\_\_\_

**Date** : \_\_\_\_\_

**Place** : \_\_\_\_\_

*Handwritten signature*



Tech Form-2: Details of the Bidder

1	Name of Bidder	
2	Legal Status of Bidder	
3	Date of Incorporation/Registration	
4	Address of Bidder	
5	Brief Description of Bidder's Organisation a) Ownership Structure b) Background of Promoters c) Management Structure	
6	Details of Individual(s) who shall serve as the point of contact/communication for DEPARTMENT	Name: Designation: Address: Mobile: E-mail:
7	Particulars of Authorised Signatory	Name: Designation: Address: Mobile: E-mail:

**Note:**

Bidder shall also submit certified copy of certificate of registration/ incorporation as applicable to legal status of the Bidder and other details viz. GST registration number, PAN number, etc. number duly signed by Authorised Signatory with Bidder's Seal.

Thanking You,

Yours faithfully,

For and on behalf of : \_\_\_\_\_ (Name of the Bidder)

Signature : \_\_\_\_\_ (Authorised Signatory)

Name of the Person : \_\_\_\_\_

Designation : \_\_\_\_\_

Seal of the Bidder : \_\_\_\_\_

Date : \_\_\_\_\_

Place : \_\_\_\_\_

### Tech Form-3: Power of Attorney for Signing Authority

(to be submitted on Non-Judicial Stamp Paper of Requisite Value as per Prevalent Stamp Duty)

Know all men by these presents, We \_\_\_\_\_ (name of the Bidder and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr./Ms. (name), \_\_\_\_\_ who is presently employed with us, -

\_\_\_\_\_, name Bidder, and holding the position of \_\_\_\_\_, as our true and lawful attorney (hereinafter referred as the "Authorized Signatory") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Bid for Selection of Consultant Agency for Preparation of DPRs and Providing Architectural Supervision Services for Development Works at Temple Shri galta ji, Jaipur under Assistant Commissioner (first) Jaipur Devasthan Department (Rajasthan) (the "Project") issued by Assistant Commissioner (first) Jaipur, Devasthan Department, Government of Rajasthan ("DEPARTMENT") including but not limited to signing and submission of all Bids, Bids and other documents and writings, providing information/responses to the DEPARTMENT, representing us in all matters before the DEPARTMENT, signing and execution of all contracts including the Contract Agreement and undertakings consequent to acceptance of our Bid, and generally dealing with the DEPARTMENT in all matters in connection with or relating to or arising out of our Bid for the said Project and/or upon award thereof to us and/or till the entering into the Contract Agreement with the DEPARTMENT.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Authorised Signatory pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Authorised Signatory in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, \_\_\_\_\_, THE ABOVE NAMED PRINCIPALS HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025

For

\_\_\_\_\_  
(Signature, name, designation and address)

Witnesses:

- 1.
- 2.

(Notarized)

Accepted

\_\_\_\_\_  
(Signature)

(Name, Title and Address of the Authorised Signatory)

#### Notes:

- The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants and when it is so required, the same should be under common seal affixed in accordance with the required procedure.
- Wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a board or shareholders' resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.

*2019*



**Tech Form-4: Self Declaration – No Blacklisting**

**Assistant Commissioner (first) Jaipur,  
Devasthan Department, Government of Rajasthan**

**Address: Mandir shri ramcharan ji sirhodi bazar ,Badi chopper Jaipur**

**E-mail: ac.jaipur1.dev@rajasthan.gov.in**

In response to RFP for Selection of Consultant Agency for Preparation of DPRs and Providing Architectural Supervision Services for Development Works at Temple Shri galta ji , jaipur under Assistant commissioner (first) , Devasthan Department (Rajasthan)(the "Project").dated \_\_\_\_\_, as an Authorised Signatory of \_\_\_\_\_ (name of Bidder), I hereby declare that presently that the \_\_\_\_\_ (name of Bidder), at the time of bidding:

- a) is incompetent to get into a contract as per the provisions of Indian Contract Act, 1872.
  - b) possesses the necessary professional, technical, financial and managerial resources and competence required by the RFP document issued by Assistant commissioner (first) Jaipur, Devasthan Department, Government of Rajasthan(the "DEPARTMENT").
  - c) has fulfilled its obligations to pay such of the taxes payable to Government of India and the State Government or any local authority as specified in the RFP document.
  - d) is having unblemished record and is not declared ineligible for corrupt & fraudulent practices and is not barred either indefinitely or for a particular period of time by any State/ Central Government/ Union Territory (UT)/ Public Sector Undertaking (PSU).
  - e) is not barred under the Rajasthan Transparency Public Procurement (RTPP) Act, 2012 and Rajasthan Transparency Public Procurement (RTPP) Rules, 2013 from participating in Bidding Process.
  - f) does not have any previous transgressions with any entity in India or any other country during the last 3 years.
  - g) does not have any debarment by any other procuring entity.
  - h) is not insolvent in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and is not the subject of legal proceedings for any of the foregoing reasons.
  - i) does not have, and our directors/officers/office bearers (wherever applicable) not have been convicted of any criminal offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a procurement contract within a period of 3 years preceding to the Bid Due Date, or not have been otherwise disqualified pursuant to debarment proceedings.
  - j) does not have a conflict of interest as mentioned in the RFP Document which materially affect the fair competition.
  - k) will comply with the code of integrity as specified in the RFP document.
- If this declaration is found to be incorrect then without prejudice to any other action that may be taken as per the provisions of the applicable Act and Rules thereto prescribed by GoR, our Bid

Security/ Performance Security maybe forfeited in full and our Bid, to the extent accepted, may  
be cancelled.

Thanking You,

For and on behalf of : \_\_\_\_\_ (name of the Bidder)  
Signature : \_\_\_\_\_ (Authorised Signatory)  
Name of the Person : \_\_\_\_\_  
Designation : \_\_\_\_\_  
Seal of the Bidder : \_\_\_\_\_  
Date : \_\_\_\_\_  
Place : \_\_\_\_\_

*201*

*See*



**Tech Form-5: Anti-Collusion Certificate**

We hereby certify and confirm that in the preparation and submission of this Bid in response to the RFP issued by Assistant commissioner (first) Jaipur, Devasthan Department, Government of Rajasthan (the "DEPARTMENT") for Bid for Selection of Consultant Agency for Preparation of DPRs and Providing Architectural Supervision Services for Development Works at Temple Shri gaita ji, Jaipur under Assistant commissioner (first) Jaipur, Devasthan Department (Rajasthan) (the "Project"), we have not acted in concert or in collusion with any other Bidder or other person(s) and also not done any act, deed or thing which is or could be regarded as anti-competitive.

We further confirm that we have not offered nor paid nor shall offer nor pay, directly or indirectly, any illegal gratifications, in cash or kind, to any person or agency in connection with the Bid.

Date this \_\_\_\_\_ Day of \_\_\_\_\_ 2025

For and on behalf of : \_\_\_\_\_ (name of the Bidder)  
Signature : \_\_\_\_\_ (Authorised Signatory)  
Name of the Person : \_\_\_\_\_  
Designation : \_\_\_\_\_  
Seal of the Bidder : \_\_\_\_\_  
Date : \_\_\_\_\_  
Place : \_\_\_\_\_

**Tech Form-6: Financial Eligibility**

**Certificate of Annual Turnover from Statutory Auditor on its Letterhead**

S. N.	Particulars	Annual Turnover (In Rupees)
1	FY 2019-20	
2	FY 2020-21	
3	FY 2021-22	
4	FY 2022-23	
5	FY 2023-24	

This is to certify that the information contained above are correct as per the audited financial accounts of the Bidder.

UDIN No.

Date: (Signature, Name & Designation of the Authorised Signatory of Audit Firm)

Name and Seal of Audit Firm

**Note:-**

- a) The above Form shall be filled and certificate by a chartered accountant. Above certificate must have UDIN No it.



**Tech Form-7: Technical Eligibility**

1	Name of Eligible Project (Similar Works)	
2	Project	
3	Project Description	
4	Project Cost(Rs.)	
5	Bidder's Role in the Project (detail out the nature of activities performed by the Bidder)	
6	Name of Client	
7	Value of Consultancy	
8	Duration of Consultancy	Start Date:----- End Date:-----
9	Status of Project for which Consultancy Services Provided along with drawings and actual photos of completion	
10	Copy of Work Order/Agreement/Purchase order	
11	Copy of Completion Certificate/Experience certificate issued by the Client	

**Note:-**

- Bidder shall submit details of the executed Similar Works (as defined in Clause 2.2 of the RFP document) strictly in the above formats along with supporting documents including work order/ purchase order, completion certificate/experience certificate from the client in support of its Technical Eligibility.
- DEPARTMENT reserves the right to contact the Bidder(s), their bankers, their consultants, their clients and other such sources to verify the information, references and data submitted by the Bidder(s) in the Bid including the supporting documents/evidences submitted by Bidder in support of its Technical Eligibility, without further reference to the Bidder(s).

**Tech Form-8: Compliance with the Code of Integrity and No Conflict of Interest**

**Annexure A : 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.

i. 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.

Doc1

18 Signature of bidder with seal



**Tech Form-9: Declaration by the Bidder regarding Qualifications**

**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:

Doc1

19Signature of bidder with seal

**Tech Form-10: Grievance Redressal During Procurement Process**

**Annexure C : Grievance Redressal during Procurement Process**

The designation and address of the First Appellate Authority is \_\_\_\_\_  
The designation and address of the Second Appellate Authority is \_\_\_\_\_

**(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

20 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.

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21 Signature of bidder with seal

FORM No. 1  
[See rule 83]  
Procurement

Appeal No. .... of .....  
Before the .....

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)

①

(vi)

City

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:

affidavit)

7.

(Supported by an

**Prayer:**

Place

Date \_\_\_\_\_

**Appellant's Signature**

Doc1

**22Signature of bidder with seal**

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Selection of Consultant Agency for Preparation of DPRs and Providing Architectural Supervision  
Services for Development Works at Temples Shri galta ji under Assistant Commissioner (first) jaipur  
Devasthan Department (Rajasthan)

RFP  
Document

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**Tech Form-11: Additional Conditions of Contract**

**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. 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.
- ii. 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 50% 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):** Dividing quantities among more than one bidder at the time of award- 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 if such condition is specified in the bidding documents. Counter offer to first lowest bidder (L1), in order to arrive at an acceptable price, shall amount to negotiation. However, any counter offer thereafter to second lowest bidder (L2), third lowest bidder (L3) etc., (at the rates accepted by L1) in case of splitting of quantities, as pre- disclosed in the bidding documents, shall not be deemed to be a negotiation.

23 Signature of bidder with seal

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Item Rate BoQ

Tender Inviting Authority: Assistant Commissioner(First) Devasthan Department Jaipur, Government of Rajasthan

Name of Work: Selection of Consultancy Fee for Preparation of DPRs and Providing Architectural Supervision Services for Development Works at Temple Shri Gaita Ji under Assistant Commissioner(First) Devasthan Department Jaipur

Contract No: .../2025-26

Name of the Bidder/  
Bidding Firm /  
Company :

**PRICE SCHEDULE**  
(NON BSR Items)  
(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 )

Sl. No.	Item Description	Qty	Units	Quoted Amount of Estimated Value of work (20 Lacs) inclusive GST and Other applicable Taxes	Quoted Amount of Estimated Value of work (20 Lacs) inclusive GST and Other applicable Taxes	TOTAL AMOUNT In Words
1		2	3	4	5	6
2	Selection of Consultancy Fee for Preparation of DPRs and Providing Architectural Supervision Services for Development Works at Temple Shri Gaita Ji under Assistant Commissioner(First) Devasthan Department Jaipur	1.00	Job			0.00 INR Zero Only
Total in Figures				0.00	Zero Only	
Quoted Rate in Words				INR Zero Only		

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### ANNEXURE-1: SCOPE OF WORK AND OTHER TERMS

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## 2. Scope of Work

Scope of Work/ activities to be undertaken by the selected Consultant for the assigned Temple galta ji Project is given below:

### 2.1. Preparation of Inception Report

- (vii) Visit to the assigned temple site and undertake assessment of existing condition of temple complex (measurements, photographic assessments, visual assessment, etc.) as well as vicinity profile assessment, pilgrim footfall (daily/ monthly/ special functions), nearby other temples and tourist attractions, access road to the temple site, pilgrim amenities (toilets, drinking water, benches, resting spaces, signages), etc.
- (viii) Review old data, reports, DPRs, etc. related to the assigned temple site
- (ix) Identify the works/ interventions (conservation/ restoration/ repair/ new development works) which are required to be undertaken at the Site.
- (x) Coordinate with Assistant commissioner (first) Jaipur, Devasthan Department officials, officials of other Departments/ local bodies, etc. while undertaking visit to temple site and identification of works
- (xi) Assist the Department in finalizing/ approval of identified works of the temple sites falling in forest areas/ eco sensitive zones, near ASI monuments/ State archeology monuments, etc.
- (xii) Document history and context of the temple site and conduct benchmarking.

### 2.2. Preparation of Detailed Project Report (DPR)

- (vi) Conduct topographic survey of the Site (output in Auto CAD/GIS maps) and soil testing for finalized project components/ works
- (vii) Generate satellite imagery map/counters map of the temple site
- (viii) Prepare master plan, drawings, 3-D views, and estimates of the finalized project components
- (ix) Prepare PowerPoint Presentation (PPTs) of the Project and make to Department and other higher levels in Govt. and stakeholders as and when required
- (x) **Output of DPR (ready for Tender) must include the following:**
  - i) Detailed master plan of the temple site
  - j) Architectural drawings of the finalized works/ components
  - k) Detailed working Good for Construction (GFC) drawings

- l) 3D drawings & designs, views, elevations
- m) Structural drawings & designs (wherever applicable) shall be prepared by qualified structural engineer and vetted by MNIT/equivalent institution
- n) Bills of quantities (BOQ), detailed estimates as per applicable BSR, rate analysis for Non-BSR items
- o) G-Schedule, tender documents complete in all aspect in close co-ordination with the DEPARTMENT and assist in conducting bid process management
- p) Output shall be submitted in editable (soft copy) as well as three sets of hard copies

2.3. **Services during Implementation of Works at the Temple Sites:**

- (i) Provide all required working drawings to the contractors during project implementation/ execution at the temple sites.
- (ii) Architectural supervision and overseeing of works while in progress till final completion of all works at the temple sites. Flag-out the issues (if any) to DEPARTMENT immediately in case works are not executed at the Site as per the approved drawings. Intermittent visits to the sites to ensure execution as per approved drawings.
- (iii) Monitor works during implementation and prepare and submit monitoring progress reports in the format prescribed by DEPARTMENT.
- (iv) Making presentations (PPTs) of progress of works at the various levels within the Govt.
- (v) Any other activity directed by the DEPARTMENT as may be required for implementation of the Project.

3. **Deliverables and Payment Milestone**

Following shall be the deliverables and payment milestone for consultancy work of each of the temple assigned to the Consultant Agency:

S. N.	Deliverables	Timeline for Submission of Deliverables	Payment (%age of Consultancy Fee quoted in the Financial Bid and approved by Department) Payable by Department to the Consultant Agency
1	Submission and approval of the Inception Report identification of the proposed	30 Days of issuance of LoA (T1)	10%



S. N.	Deliverables	Timeline for Submission of Deliverables	Payment (%age of Consultancy Fee quoted in the Financial Bid and approved by Department) Payable by Department to the Consultant Agency
	components and broad cost estimate at different projects, after carrying out site visits and stakeholder consultation.		
2	Submission of <b>Draft DPR</b> (complete with detailed drawings, BOQ, detailed estimates, etc. mentioned in the RFP Document)	90 Days of issuance of LoA (T2)	30%
3	Submission of <b>Final DPR</b> after incorporating the comments received from the Department	15 days of receiving comments from the Department on DPR	20%
	Submission of <b>G-Schedule and Tender Documents</b> for issue of tenders for selection of Contractors for Works	10 days of submission of Final DPR	-
5	<b>Issue of Work Order to the Contractors</b>	-	10%
6	Architectural Monitoring of Works during Work execution Stage <i>[till completion of work]</i>	During implementation period	Remaining Consultancy Fee (30%) shall be paid to the Consultant Agency in proportion to the payment to be made to the Contractor.

**Note:-**

- Total Consultancy Fee payable to the Consultant Agency shall be adjusted with the actual cost of works executed at the Site.
- The Department reserves the right to include or exclude any project (temples) from the scope of this tender at any point of time.

**4. Contract Agreement Period**

- 4.1. Contract Agreement to be signed with the Consultant Agency shall be valid for a period of 1 year from the date of signing of the Agreement (the 'Agreement Period') in accordance with applicable provisions of RTPP Act 2012 and RTPP Rules 2013.

**5. Sub-letting**

- 5.1. Consultant Agency shall not be allowed to assign/ sub-let its rights and obligations under this RFP and the Contract Agreement to any other entity/ person, failing which DEPARTMENT shall be entitled to take strict action against the Consultant Agency including termination of the Agreement on account of event of default of the Consultant Agency.

**6. Liquidated Damages**

- 6.1. In case of delay in timely submission of deliverables and deficiency in delivery of Scope of Work/ services by the Consultant Agency, the liquidated damages shall be applicable as per rule 58 (3) of the General Financial & Accounts Rules (Part-II) of Finance Department, Government of Rajasthan.

**7. Settlement of Disputes**

- 7.1. Any Dispute, difference or controversy of whatever nature howsoever arising under or out of or in relation to this Agreement (including its interpretation) between the DEPARTMENT and the Consultant Agency and so notified in writing by either Party to the other Party (the 'Dispute') shall in the first instance, be attempted to be resolved amicably between the Parties within maximum period of 60 days from date of formal communication of the dispute by either party.
- 7.2. In case the Parties fails to reach at the amicable solution within the above given period, the dispute shall be referred to the Secretary/ Principal Secretary/ Additional Chief Secretary, Devasthan Department, Government of Rajasthan whose decision shall be final.
- 7.3. In case Consultant Agency is aggrieved/ not agreeing by the decisions, then Consultant Agency shall be entitled to seek resolution of dispute by referring the dispute to court of laws in jaipur (Rajasthan).
- 7.4. Notwithstanding anything mentioned hereinabove, Contract Agreement shall be construed and interpreted in accordance with and governed by the laws of India, and the courts in the State of Rajasthan at Jaipur (Rajasthan) shall have exclusive jurisdiction over matters arising out of or relating to this Agreement.
- 8. Termination Due to Event of Default of the Consultant Agency**
- 8.1. DEPARTMENT may terminate the Contract Agreement in following cases, after issuing a termination notice to the Consultant Agency:
- 8.1.1. Consultant Agency fails to submit deliverables for the project within the given time schedule and such default is not remedied within 30 days of issue of notice thereof by DEPARTMENT to the Consultant Agency.
- 8.1.2. Consultant Agency fails to rectify the deficiencies in scope of work/ deliverables and such default is not remedied within 30 days of issue of notice thereof by DEPARTMENT to the Consultant Agency.

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- 8.1.3. Any other matter/ issue/default of the Consultant Agency relating to implementation of the Project for which notice has been issued by DEPARTMENT to the Consultant Agency and such default is not remedied within 30 days of issue of notice thereof by DEPARTMENT to the Consultant Agency.
- 8.2. Performance Security of the Consultant Agency shall be forfeited as damages on account of termination of the Contract Agreement due to event of default of the Consultant Agency.

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