

राजस्थान सरकार
निदेशालय चिकित्सा एवं स्वास्थ्य सेवायें राजस्थान, जयपुर।
क्रमांक प्रशि0/जीएनएम/नि.फा/11/1069 दिनांक 27/05/2011


—अल्पकालीन निविदा सूचना—

निदेशालय के अधीन संचालित राजकीय एवं निजी नर्सिंग स्कूल्स में जी.एन.एम. प्रशिक्षण सत्र 2011-12 में कम्प्यूटरीकृत प्रवेश प्रक्रिया अपनायी जानी है। इसके लिये निर्धारित तिथि तक प्राप्त आवेदन पत्रों का विवरण कम्प्यूटर में फीड करने, प्रिन्ट आऊट की जांच के बाद सम्भावित त्रुटियों का करक्शन करने तथा आरक्षण की श्रेणीवार मैरिट सूचिया तैयार कर काउन्सलिंग के विभिन्न चरणों के अन्तर्गत कम्प्यूटराईज्ड प्रशिक्षण केन्द्र आवंटित करने का कार्य कराने हेतु खुली निविदा जारी की जाती है। विवरण निम्नानुसार है :-

कार्य की अनुमानित लागत 5.00 लाख
अरनेस्ट मनी 10,000/-रूपये
निविदा फार्म लागत 100/-रूपये

निविदा फार्म बिक्री प्रारम्भ करने की तिथि 01.06.11 पूर्वान्ह 11:30 से
निविदा फार्म बिक्री को अन्तिम तिथि एवं समय 13.06.11 पूर्वान्ह 11:30 तक
निविदा प्राप्ती की अन्तिम तिथि एवं समय 14.06.11 पूर्वान्ह 1:30 तक
तकनीकि विड् खोलने की तिथि 14.06.11 अपरान्ह 2:30 तक

1. निविदा का विस्तृत विवरण (तकनीकि स्पेशिफिकेशन एवं निविदा शर्तें) इस निदेशालय की बेबसाईट www.rajaswasthya.nic.in पर देखा जा सकता है।
2. तकनीकि विड् मीटिंग का आयोजन निदेशालय चिकित्सा एवं स्वास्थ्य सेवायें क0न0 115 राजस्थान जयपुर में दिनांक 14.06.11 को अपरान्ह 2:30 बजे किया जायेगा।
3. निविदा फार्म कार्यालय समय में निदेशालय के क0न0 115 में प्राप्त किये जा सकते हैं।


(बी.के.दोसी)
अतिरिक्त निदेशक (प्रशिक्षण)
चिकित्सा एवं स्वास्थ्य सेवायें,
राजस्थान, जयपुर

**Directorate of Medical & Health Services
Rajasthan, Jaipur**

Tender Documents

For

**Counselling Arrangement For
GNM Nursing Training Course
Year 2011-12**

GENERAL TERMS & CONDITIONS OF TENDERS AND CONTRACT

N.B. TENDERER SHOULD READ THESE CONDITIONS CAREFULLY AND COMPLY STRICTLY WHILE SENDING THEIR TENDERS. IF A TENDERER HAS ANY DOUBT REGARDING THE TERMS & CONDITION AND SPECIFICATIONS, MENTIONED IN THE TENDER NOTICE HE SHOULD, BEFORE SUBMITTING THE TENDER, REFER THESE TO THE ADDITIONAL DIRECTOR (TRAINING), MEDICAL & HEALTH SERVICES, RAJASTHAN JAIPUR AND OBTAIN CLARIFICATION. THE DECISION OF THE ADDITION DIRECTOR (TRAINING), MEDICAL & HEALTH SERVICES RAJASTHAN JAIPUR SHALL BE FINAL AND BINDING ON THE TENDERER.

1. Sealed tender will be received till 01:30 PM on 14-06-11 by the Additional Director (training). Directorate of Medical and Health Services, Rajasthan, Jaipur.
2. The Tenderer should send along with the Tender the following certificates for the tendered in separate cover here after called "COVER A" (Technical Bid).
 - 1) Earnest Money.
 - 2) Latest Annual Turnover statement.
 - 3) Copy of latest Balance Sheet, Profit & Loss A/c.
 - 4) Undertaking of Non-Black listing & Non-Banning in enclosed Performa. (Annexure-A).
 - 5) The firm/bidders should submit the list of computer equipments, staff, etc. in enclosed Performa. (Annexure-B).
3. Financial Bid duly filled as per Annexure-"D" giving the rates for Counselling arrangement for GNM Nursing training course year 2011-12 in individual envelopes should be sent in separate sealed cover here after called, "COVER-B (Financial Bid)". COVER-B should also be addressed to the Additional Director (Training) of Medical and Health Services, Rajasthan, Jaipur and should be superscribed "FINANCIAL BID FOR ." COUNSELLING ARRANGEMENT FOR GNM NURSING TRAINING COURSE YEAR 2011-12
4. Both covers (A&B) should be sent to the Additional Director (training) Directorate of Medical & Health services, Rajasthan, Jaipur upto prescribed time & date. All received tenders will be opened in the presence of tenderers who choose to be present. Cover B will be opened only for those tenderers who satisfy the standard criteria laid down by the department on the details furnished by the tenderer in COVER A, in compliance of Tender terms & conditions.
5. (i) In event of Tender being submitted by proprietary firm the tender must be signed by sole proprietor. In event of a partnership firm tender must be signed on its behalf by a person holding a power of attorney authorizing him to do so; and in the case of company, the tender must be signed by authorised signatory as the manner laid in the Articles of association.
(ii) Any change in the Constitution of the Firm/ Company shall be notified forthwith by the Tenderer in writing to the Additional Director (training), Medical and Health Services Rajasthan, Jaipur and such change shall not relieve any former member of the Firm/ Company from the liability under the contract. No new partner /partners shall be accepted in the Firm by the Tenderer in respect of the contract unless he/ they agree to abide by all its terms and conditions and deposit with the Additional Director (training), Medical and Health Services Rajasthan Jaipur a written agreement to this effect. The

Tenderers receipt for acknowledgement or date of any partnersubsequently accepted as above shall bind all of them and will be a sufficientreason for discharge for any of the purposes of the contract.

6. EARNEST MONEY

1) Tender shall be accompanied by an earnest money 2% of the estimated cost (as mention in NIT) without which tenders will not be considered. The amount should be deposited in either of the following forms in favour of DDO, Medical & Health services, Rajasthan, Jaipur.

a) Cash through treasury challan deposited under head "8443-civil Deposits, Kha-Deposit not bearing interest-103- Security Deposits." Challan should be deposited in State Bank of Bikaner & Jaipur, Tilak Marg, Jaipur Branch.

b) Bank Drafts/Bankers cheque of the scheduled Bank.

2) Refund of earnest money: - The earnest money of unsuccessful tenderer shall be refunded soon after final acceptance of tender.

3) The earnest money/security deposit lying with the Department/office in respect of other tenders awaiting approval or rejected or on account of contracts being completed will not be adjusted towards earnest money for the fresh tenders. The earnest money may however, be taken into consideration in case tenders are re-invited.

7. (i) Tender form shall be filled in ink or typed. No tender filled in pencil shall be considered. The tenderer shall sign the tender form at each page and at the end in token of acceptance of all the terms and conditions of the tender.

(ii) The rates must be written both in words and figures. In case of discrepancy between the prices quoted in words and in figures, lower of the two shall be considered. There should not be errors and/ or overwriting, Corrections if should be made clearly and initialed with dates. Element of the Rajasthan should be mentioned separately.

(iii) (A) No paper should be detached from the tender form.

(B) The tenderer shall sign with seal on every page of the tender form and Terms & Conditions (Annexure-B) in token of his acceptance of all the Terms & Conditions of the tender and return the same along with tender. He should also sign at the bottom of each page of the original tender Specification, Non receipt of terms and conditions duly signed with the tender shall render the tender to be rejected.

(iv) Any change or insertion of any other condition or stipulation in the above terms of supplies are not allowed and if so found, shall render the tender to the rejected without notice.

NOTE: - Specification in Financial Bid (Annexure-D) should not differ from the original tender Specification, otherwise tender may liable to be rejected.

8. SECURITY DEPOSIT & AGREEMENT

(i) All firms whose offers are accepted will have to deposit a Security Deposit equal to five per cent (5%) of the total value of approximate quantity as per NIT in favour of Director (PH), Medical & Health Services, Rajasthan, Jaipur. The security amount shall in no case be less than earnest money. The earnest money of successful tenderer will be adjusted toward security deposit and balance will be given in one of the following forms only :-

(A) Bank Drafts/Bankers cheque of the scheduled Bank.

(ii) Successful tenderers will have to execute an agreement on a Non Judicial Stamp Paper of Rs.500/- or as per rules in the prescribed form with the Director (PH), Medical & Health Services, Rajasthan, Jaipur and deposit security for the performance of the contract within 5 days from the date on which the acceptance of the tender, under Registered post, is communicated to him. The security will be refunded after six months from the date of expiry of the contract or on the expiry of Guarantee, if any whichever is later and after satisfied there are no dues outstanding against the tenderer. The department will pay no interest on security deposit/Earnest money deposit. (iii) In case of breach of any terms and conditions of the contract or on unsatisfactory performance, the amount of security deposit shall be liable to forfeiture in full or part by Director (PH) Medical & Health services, Rajasthan, Jaipur and decision of Director (PH) Medical & Health services, Rajasthan, Jaipur shall be final. The expenses of completing and stamping the agreement shall be paid by the tenderer and the department shall be furnished free of charge with one executed stamped counter part of the agreement.

Given below the condition no. 8 (EARNEST MONEY).

(iii) It is to be noted that earlier years earnest money/security deposit, even if lying in this department, shall not be considered towards this contract and therefore fresh security deposit should be furnished.

9. Subletting or assigning contract to third party is prohibited. In the event of Tenderer violating this condition, the Additional Director (Training) Medical and Health Rajasthan, Jaipur shall be at liberty to place the contract else where on the Tenderer's account and at his risk. The tenderer shall be liable for any loss or damage, which the Government may sustain in consequence or arising out of such replacement of the contract.

10. LIQUIDATED DAMAGES

(i) The time specified in the tender form shall be deemed to be the essence of the contract and the successful Tenderer shall arrange

(ii) In case of extension in the period with liquidated damages the recovery shall be made on the basis of following percentages of value of which the tenderer has failed to supply.

11. Remittance charges and any other tax if applicable on payment made to the firms will be borne by the firms.

12. All correspondence in this connection should be addressed to the Additional Director (training), Directorate of Medical & Health Services Swasthya Bhawan Tilak Marg, C-Scheme, Rajasthan, Jaipur. Technical questions should be referred to the Additional Director (training), Medical and Health Services, Rajasthan, Jaipur direct by correspondence or by personal contact.

13. Additional Director (Training) Medical & Health Services, Rajasthan, Jaipur is prima facie of the view that the firm is guilty of an offence involving moral turpitude in relation to business dealings, which if established would result in business dealing with it banned.

14. Any certificate/documents/information submitted by the tenderer found to be false/forged/fabricated etc. than bidder shall be liable for the appropriate legal action along with disqualification, banning, suspension etc. etc.

15. (i) Attested copy of Partnership Deed in case of Partnership Firms.

(ii) Registration Number and year of registration in case partnership firm is registered with Registrar of Firms.

- (iii) Address of residence and office, telephone numbers in case of Sole Proprietorship.
- (iv) Registration issued by Registrar of Companies in case of Company.
16. Extra stipulation or any other condition contrary to the above Tender conditions are not acceptable and may render the tender liable to rejection.
17. The tenderer must sign at the below of Terms & Conditions agreeing to abide by all conditions of the tender and accept them in to.
18. **FALL CLAUSE**
The prices charged for Counseling arrangement for GNM Nursing training course year 2011-12 the contract by successful Tendered shall in no event exceed the lowest price at which the successful Tendered to any other persons during the period of the contract. If any time, during the period of the contract, the tenderer reduces the sales price chargeable under the contract, he shall forth with notify such reduction to the Additional Director (training), Medical & Health Services, Rajasthan, Jaipur and the price payable under the contract after the date of coming into force of such reduction or sale shall stand correspondingly reduced.
19. Legal proceeding if any arising out of the Tender shall have to be lodged in courts situated in Jaipur City only.
20. The Committee can relax the terms and conditions in the exigency of the department work. In case of urgency the Terms & Conditions will be relaxed by the Additional Director (training), Medical & Health Services, Rajasthan, Jaipur.

**Additional Director (Training),
Medical and Health Services
Rajasthan, Jaipur.**

I/We have read the above terms and conditions and I/We agree to abide by the same.

Signature of Tenderer with seal

Technical & special terms & condition

1. The firm/bidder having experience of such type of counseling will be preferred, however the committee can relax, if they think appropriate.
2. The firm/bidder should submit the list of computer equipment, UPS, Staff. etc. with the bid document.
3. Counseling will be executed/conducted only at one place i.e Jaipur
4. The firm/bidder should display the real time counseling status at least with two LCD Projectors.
5. The firm/bidders should kept a provision of UPS with sufficient capacity for uninterrupted counseling session on the basis of last years, it is expected that about 30000 applications may be received. About 4000 seats in about 165 institutions are available.
6. There would be three counseling in a normal practice but if extends than the bidder will have to execute it without any further cost.
7. It is expected that all the processes of counseling would be completed in three months, but may be extended.
8. Payment may be made as below :-

(i)	After all data feeding	25%
(ii)	After first counseling	20%
(iii)	After second counseling	20%
(iv)	After third counseling	20%
(v)	After completion	15%
9. The firm/bidder should have the application/ database software for the assignment. Charges of the software required for the assignment will be borne by the bidder.
10. The firm/bidder should provide a copy of application & database software's and data in the form of CD before the 1st counseling. (at least two days before)
11. All type of reports should be generated in place/counseling center.
(No information should be taken outside the premises)
12. All equipments & staff should be installed and remain in place two days before, prior to the counseling date. So that mock testing of the system can be done efficiently.
13. Minimum Hardware requirement.

- 6- Computer (P-IV or above)
- 3 Laser Printer (20-22 PPM or above)
- 2 UPS (5 KVA or above)
- 2 LCD Projectors (3000 Lumens or above)
- 14. The firm/bidder should provide software training to atleast 2-3 department staff.
- 15. The firm/bidder should provide the application software, database, various report in CD after each counselling session.
- 16. The firm/bidder and its staff should provide the proper support to the department staff during counselling session.

Signature of Tenderer with seal

Undertaking & certificate

1. We(Name of firm) do hereby undertake that our company/firm has not been black listed/banned by any Govt. (Government of India/State Govt.) & their subordinate Departments of participation/submission of tenders.

Signature of Tenderer with seal

Envelope for Technical Bid

We undertake that we are in the capacity to deploy the equipments and staff for the assignment:-

1. Name of the firm & Address
2. No. of computer equipments available.
3. No of Programmer's / Software Engineer and engaged with you with name.
4. No of Computer Operators with name.
5. No. of UPS.
6. Detail of the other equipments(LCD Projector etc)
7. Total Numbers of man power engaged with firm.

Signature of Tenderer with seal

Statement of work experience

We undertake that we have conducted the following assignment:-

Signature of Tenderer with seal

Note: - Any evidence should be enclosed

Envelope for Financial bid for the Counselling arrangement
for GNM Nursing training course
year 2011-12

S.No.	Name of work	Unit	Net rate per unit	rate of VAT/CS/SERVICE TAX, If applicable
1.	Data feeding of application forms. Generation of check list reports editing of records if required Generation of merit list Generation of call letters Computerized counselling with LCD display Generation of allotment letters Generation of cheque/cash depositions slip any other computerised work	one job		

Signature

Name in capitals

Company/Firm

Date

Seal

Note :-

1. Separate Sheets if required may be enclosed.
2. Rate Should be quoted for complete assignment
3. No Quantity or Cash Discounts should be offered.
4. Rate Should Be Written Both in Words and Figures.
5. Read all the Terms & Conditions before filling the Annexure-D

Signature of Tenderer with seal