

राजस्थान सरकार
निदेशालय चिकित्सा स्वास्थ्य एवं परिवार कल्याण सेवायें, राजस्थान जयपुर

क्रमांक: प्रशि./जीएनएम/नि.पत्रा./14/

दिनांक :

निदेशक,
सूचना एवं जन सम्पर्क विभाग,
सचिवालय, जयपुर।

विषय : जीएनएम प्रशिक्षण सत्र 2014-15 में प्रवेश हेतु कम्प्यूटराईज्ड काउंसलिंग के लिए अल्पकालीन निविदा आमंत्रण के प्रकाशन बाबत।

महोदय,

उपरोक्त विषयान्तर्गत इस निदेशालय के द्वारा जीएनएम प्रशिक्षण सत्र 2014-15 में प्रवेश हेतु कम्प्यूटराईज्ड काउंसलिंग के लिए अल्पकालीन निविदा आमंत्रण का प्रकाशन दैनिक समाचार पत्रों राजस्थान पत्रिका, दैनिक भास्कर, राष्ट्रदूत, दैनिक नवज्योति के राज्य के सभी संस्करणों में कराये जाने हेतु आपको अल्पकालीन निविदा आमंत्रण क्रमांक : प्रशि./जीएनएम/नि.पत्रा./ 14/11.9.2 दिनांक 12.8.14 की 10 प्रतियां संलग्न कर भिजवायी जा रही है इसे प्रकाशित करवाने का श्रम करे।

संलग्न - दस।


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(दिनेश कुमार जांगिड़)
आर.ए.एस
अति० निदेशक (प्रशिक्षण)

क्रमांक: प्रशि./जीएनएम/नि.पत्रा./14/1193

दिनांक : 12/8/14

प्रतिलिपि निम्नांकित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित हैं :-

1. निजी सचिव, मा. चिकित्सा एवं स्वास्थ्य मंत्री महोदय, राजस्थान सरकार, जयपुर।
2. निजी सचिव, प्रमुख शासन सचिव, चिकित्सा एवं स्वास्थ्य विभाग, राजस्थान सरकार, जयपुर।
3. संयुक्त शासन सचिव, चिकित्सा एवं स्वास्थ्य (ग्रुप-3) विभाग, राजस्थान सरकार, जयपुर।
4. रजिस्ट्रार, राजस्थान नर्सिंग काँसिल, जयपुर।
5. जन सम्पर्क अधिकारी, मुख्यालय को भेजकर लेख है कि उक्त अल्पकालीन निविदा आमंत्रण के संबंध में एक प्रेस नोट अति० निदेशक (प्रशिक्षण) की ओर से जारी कराने की व्यवस्था करावें।
6. प्रभारी सर्वर कक्ष, मुख्यालय को प्रेषित कर लेख है कि जीएनएम प्रशिक्षण सत्र 2014-15 की कम्प्यूटराईज्ड काउंसलिंग हेतु अल्पकालीन निविदा आमंत्रण मय प्रपत्र आपको भिजवायी जा रही है। इसे विभागीय वेबसाईट पर अपलोड कराने की व्यवस्था करावें।
7. नोटिस बोर्ड, मुख्यालय।


(दिनेश कुमार जांगिड़)
आर.ए.एस
अति० निदेशक (प्रशिक्षण)
चिकित्सा एवं स्वास्थ्य सेवायें
राज०, जयपुर

TENDER DOCUMENT
FOR
“COMPUTERIZED COUNSELLING”
GNM Training Course Session 2014-2015

Version	Tender Document
Final update	11.08.2014

Directorate of Medical & Health Services

Swasthya Bhawan, Tilak Marg,

C-Scheme, Jaipur – 302005

Rajasthan

Website: www.rajswasthya.nic.in & <http://sppp.raj.nic.in>

राजस्थान सरकार
निदेशालय चिकित्सा स्वास्थ्य एवं परिवार कल्याण सेवायें, राजस्थान जयपुर

क्रमांक: प्रशि./जीएनएम/नि.पत्रा./14/1192

दिनांक : 12-8-14

- अल्पकालीन निविदा सूचना -

निदेशालय के अधीन संचालित राजकीय एवं निजी नर्सिंग स्कूल्स में जी.एन.एम. प्रशिक्षण सत्र 2014-15 में कम्प्यूटरीकृत प्रवेश प्रक्रिया अपनायी जानी है। इसके लिए निर्धारित तिथि तक प्राप्त आवेदन पत्रों का विवरण कम्प्यूटर में फीड करने, प्रिन्ट आउट की जांच के बाद सम्भावित त्रुटियों का करक्शन करने तथा आरक्षण की श्रेणीवार मैरिट सूचियां तैयार कर काउंसलिंग के विभिन्न चरणों के अन्तर्गत प्रशिक्षण केन्द्र आवंटित करने का कार्य कराने हेतु अनुभवी संस्थान/फर्मों से अल्पकालीन निविदा सील बन्द लिफाफों में तकनीकी बिड एवं वित्तीय बिड आमंत्रित की जाती हैं :-

कार्य की अनुमानित लागत रुपये 5.00 लाख

अर्नेस्ट मनी रुपये 10,000/-

निविदा फार्म लागत रुपये 200/-

निविदा फार्म के बिक्री प्रारम्भ करने की तिथि 13.08.2014 पूर्वान्ह 11:30 से

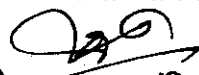
निविदा फार्म के बिक्री की अन्तिम तिथि एवं समय 21.08.2014 अपरान्ह 4:00 बजे तक

निविदा प्राप्ति की तिथि एवं समय 22.08.2014 अपरान्ह 2:00 बजे तक

तकनीकी बिड खोलने की तिथि एवं समय 22.08.2014 अपरान्ह 3:00 बजे तक

वित्तीय बिड खोलने की तिथि एवं समय 25.08.2014 अपरान्ह 3:00 बजे।

1. निविदा फार्म एवं विस्तृत विवरण (तकनीकी स्पेशिफिकेशन एवं निविदा शर्तें) इस निदेशालय की वेबसाइट www.rajswasthya.nic.in तथा <http://sppp.raj.nic.in> पर देखा जा सकता है तथा डाउनलोड किया जा सकता है।
2. निविदादाता फर्म का वार्षिक टर्न ओवर राशि 30.00 लाख से कम नहीं होना चाहिए।
3. निविदाएं निदेशालय चिकित्सा एवं स्वास्थ्य सेवायें क0न0 115 राजस्थान, जयपुर में दिनांक 22.08.2014 को अपरान्ह 3:00 बजे खोली जावेगी।
4. निविदा फार्म कार्यालय समय में निविदा फार्म के बिक्री की अन्तिम तिथि 21.08.2014 को सायं 4:00 बजे तक निदेशालय के क0न0 115 से प्राप्त किये जा सकते हैं।
5. यह निविदा राजस्थान लोक उपायन पारदर्शिता नियम 2013 के अध्याधीन मानी जावेगी।


(दिनेश कुमार जांगिड़)

अति. निदेशक (प्रशिक्षण)
चिकित्सा एवं स्वास्थ्य सेवायें
राज. जयपुर

राजस्थान सरकार
निदेशालय चिकित्सा स्वास्थ्य एवं परिवार कल्याण सेवायें, राजस्थान जयपुर

— निविदा प्रपत्र —
(तकनीकी निविदा)

1. निविदा बाबत :- जीएनएम प्रशिक्षण सत्र 2014-15 में कम्प्यूटरीकृत प्रवेश हेतु कम्प्यूटरों में डाटा फीड करने, प्रिन्ट करने, करेक्शन करने, मेरिट सूचीयां तैयार करने, अभ्यर्थियों के काल लैटर प्रिन्ट करने एवं प्रशिक्षण केन्द्र आवंटन करने आदि संबंधी कार्य हेतु निविदा।
2. निविदा देने वाली फर्म का नाम एवं पूरा पता
.....
..... टेलीफोन नं.
3. निविदा जिसको सम्बोधित / प्रस्तुत की जानी है :- अतिरिक्त निदेशक (प्रशिक्षण) चिकित्सा एवं स्वास्थ्य सेवायें, राज. जयपुर।
4. संदर्भ :- निविदा सूचना संख्या क्रमांक दिनांक ।
5. निविदा शुल्क रुपये 200/- नगद रसीद संख्या दिनांक द्वारा जमा करा दिये गये हैं।
6. निविदा फार्म के बिक्री की तिथि 13.08.2014 को प्रातः 11:30 बजे से दिनांक 21.08.2014 को सायं 4:00 बजे तक (कार्यालय दिवस में)।
7. निविदा प्राप्ति की तिथि 22.08.2014 को अपराह्न 2:00 बजे तक ।
8. तकनीकी निविदा खोलने की तिथि 22.08.2014 को अपराह्न 3:00 बजे ।
9. वित्तीय बिड खोलने की तिथि 25.08.2014 को अपराह्न 3:00 बजे ।
10. मैंने / हमने अतिरिक्त निदेशक (प्रशिक्षण) चिकित्सा एवं स्वास्थ्य सेवायें, राज. जयपुर द्वारा जारी की गयी निविदा क्रमांक दिनांक में वर्णित सभी शर्तों, तकनीकी स्पेशिफिकेशन तथा संलग्न परिशिष्टों अ,ब,स,द,ई को पढ़ लिया है तथा इन्हे स्वीकार करने/मानने के लिए मैं/हम बाध्य है तथा इस स्वीकृति हेतु मैंने/हमने निविदा प्रपत्र के प्रत्येक पृष्ठ पर हस्ताक्षर करके फर्म की सील (रबड स्टेम्प) लगा दी है।
11. अमानत राशि रु. 10,000/- (अक्षरे दस हजार रु. मात्र) का बैंकर्स चेक/बैंक ड्राफ्ट न. दिनांक जो (बैंक का नाम) पर आहरित किया गया है/नकद रसीद संख्या दिनांक संलग्न हैं।
12. आयकर पेन नम्बर (पेन कार्ड की प्रति संलग्न)
13. तकनीकी निविदा के साथ पेपर के नमूने (विभिन्न साईज यथा A.4, FS, 15 x 2) (प्रस्तुत करें)।

निविदा दाता के हस्ताक्षर व मुहर

GENERAL TERMS & CONDITIONS OF TENDER 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 SPECIFICATION, 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 ADDITIONAL DIRECTOR (TRAINING), MEDICAL & HEALTH SERVICES, RAJASTHAN JAIPUR SHALL BE FINAL AND BINDING ON THE TENDERER.

1. Sealed tender will be received till 2:00PM on 22.08.2014 in the office of Additional Director (Training), Medical & Health Services, Jaipur, Rajasthan.
2. The Tenderer should submit following Certificate Documents with Technical Bid. After called **"COVER A" (Technical Bid)**
 - a. Earnest Money. D.D./ Cash Receipt.
 - b. Latest Annual Turn Over statement & last three years turn over not be less than Rs. 30.00 Lacs.
 - c. Copy of latest Balance Sheet, Profit & Loss A/c.
 - d. Undertaking of Non-Black Listing and Non-Banning in enclosed Performa (Annexure - A).
 - e. The bidders should submit the information of Computer Equipments, Staff etc. in enclosed Performa (Annexure-B).
 - f. Copy of Income Tax Pan No.
 - g. Samples of paper duly signed with seal of A.4, FS, 15X 2 Size.
 - h. Tender fees Receipt/D.D if Tender form is Downloaded from Internet.
 - i. Certificate for SSI Units of Rajasthan (Annexure- E).

Note:- EMD/Tender Fees should be in favor of "D.D.O. DM&HS, Rajasthan, Jaipur".

3. TENDER WILL BE LIABLE FOR OUTRIGHT REJECTION IF:-
 - a. Any Rates are disclosed in Cover-A.
 - b. Any Discount/ Special offers are made in Cover-A & B.
4. Financial Bid duly filled as per "Annexure-D" giving the rates for **"COMPUTERIZED COUNSELING" GNM TRAINING COURSE SESSION 2014-2015** 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), Medical & Health Services, Rajasthan Jaipur and should be super scribed **"FINANCIAL BID FOR COMPUTERIZED COUNSELING GNM TRAINING COURSE SESSION 2014-2015"**

5. (A) Latest VAT/CST should be mentioned clearly & separately
- (B) If the VAT/CST is exempted, it should be specified in Annexure "D".
6. Both Covers (A & B) should be sent to Additional Director (Training), Medical & Health Services, Rajasthan Jaipur up to prescribed time & date. All received tenders will be opened in the presence of tenderers who choose to be present. Cover B will be opened in the presence of tenderers who satisfy the standard criteria laid down by the department on the details furnished by the tenderer in Cover-A and compliance of Tender Terms & Conditions.
7. In event of tender being submitted by proprietary firm the tender must be signed by sole proprietor. In event of 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.
- a. Any change in the Constitution of the firm/ Company be notified fore with by the Tenderer in writing to the Additional Director (Training) Medical & 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 Tender 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 & Health Services, Rajasthan Jaipur a written agreement to this effects. The Tenderers receipt for acknowledgement or date of any partner subsequently accepted as above shall bind all of them and will be a sufficient reason for discharge for any of the purpose of the contract.

8. EARNEST MONEY

- a. Tender shall be accompanied by an Earnest Money 2% of the estimated cost (as mention in NIT) not less than Rs. 10,000/-. Without which tenders will not be considered. The amount should be deposit in either of the following mode in favour of **D.D.O. DM&HS, Rajasthan, Jaipur**
- i. Cash through treasury challan deposit under head "8443-Civil Deposit, Kha-head Deposit not bearing interest- 103-Security Deposits". Challan should be deposit in State Bank of Bikaner & Jaipur, Tilak Marg, Jaipur Branch.
- ii. Bank Drafts / Bankers cheque of the scheduled Bank.
- b. **Refund of earnest money:** The earnest money of unsuccessful tenderer shall be refunded soon after final acceptance of tender.
- c. **Partial exemption from earnest money:** Firms which are registered SSI unit with Commissioner of Industries Rajasthan, shall furnish the amount earnest money of in respect of items for which they are registered as such subject to

their furnishing registration certificate in original or Photostat copy or a copy there of duly attested at the rate of 0.5% of the estimated cost.

- d. The Central Government and Government of Rajasthan Undertaking Firms need not to furnish any amount of earnest money.
- e. The earnest money/ security deposit lying with the Department/ office in respect of other tenders awaiting approval of rejected or on account of contracts being completed will not be adjusted towards earnest money of the fresh tenders. The earnest money may however, be taken into consideration in case tenders are re-invited.

Note: The partial exemption of earnest money (@0.5% of the estimated cost) may be allowed only to the SSI Unit of Rajasthan on furnishing a certificate issued from the General Manager, DIC. Department of Industries, Rajasthan in the Performa at Annexure – E.

- f. **Forfeiture of earnest money:** The earnest money will be forfeited in the following cases:-
 - i. When tenderer withdraws or modified the offer after opening tender but before acceptance of tender.
 - ii. When tenderer does not execute the agreement if any, prescribed within the specified time.
 - iii. When tenderer does not deposit the security money after the work order is given.
 - iv. When tenderer fails to commence the work/services of the **"Computerized Counseling"** as per work order within the time prescribed.

- 9. .
 - 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 condition 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, Correction if should be made clearly and initialed with date. Element of the Rajasthan VAT/CST & other taxes including in rates.
 - III. No paper should be detached from the tender form.

- IV. 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. Non receipt of Terms & Conditions duly signed with the tender shall render the tender to be rejected.
- V. 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 be 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.

10. Tax - Only one kind of the tax VAT/CST/Service tax will be payable whether Rajasthan VAT/CST Service tax. Depending on the relative station of service procurement as the case may be.

11. SECURITY DEPOSIT & AGREEMENT

- a. All firms whose offers are accepted will have to deposit a Security Deposit equal to five percent (5%) of the total value of approximate quantity as per NIT in favor 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 tender will be adjusted towards security deposit and balance will be given in one of the following forms only:- Bank Drafts/Bankers Cheque of the scheduled Bank.
- b. Successful tenderers will have to execute an agreement on a 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.
- c. In case of breach of any Terms & 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.

- d. Central and Rajasthan State Government Undertakings need not furnish amount of Security Deposit.
 - e. Firms which are registered as SSI Unit with the Department of industries, Rajasthan shall furnish the amount of security deposit @ 1% of total value of approximate quantity as per tender specification on furnishing certificate from Department of Industries, Rajasthan as mentioned in note given below the condition no. 8 (EARNEST MONEY).
 - f. 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.
12. Subletting or assigning contract to third party is prohibited. In the event of Tenderer violating this condition, the Director (PH) Medical and Health Services, Rajasthan, Jaipur shall be at liberty to place the contract elsewhere 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.

13. LIQUIDATED DAMAGES

- a. The time specified for delivery/ completion of Computerized Counseling work in the tender form shall be deemed to be the essence of the contract and the successful Tenderer shall arrange for complete workout within the period on receipt of order from the Purchasing Officer. (Additional Director, Training).
- b. In case of extension in the work period with liquidated damages the recovery shall be made on the basis of following percentage of value of Tender.

Delay up to one fourth period of the prescribed delivery period	2.5%.
Delay exceeding one fourth but not exceeding half of the prescribed delivery period	5%.
Delay exceeding half but not exceeding three- fourth of the prescribed delivery period	7.5%
Delay exceeding three fourth of the prescribed period	10%

- c. Fraction of a day in reckoning the period of delay in supplies shall be eliminated if it is less than half a day.

- d. The maximum amount of liquidated damage shall be 10%.
 - e. If the supplier requires an extension of time in completion of contractual services/work on account of occurrence of any hindrance, he/she shall apply in writing to the authority, who has placed the supply/work order, for the same immediately on occurrence of the hindrance but not after the stipulated date of completion of services /work procurements.
 - f. Completion of Counseling work period may be extended with or without liquidated damages. If the delay in the services/work or if the delay is on account of hindrances beyond the control of the tenderer, the extension in Counseling work period may be granted without Liquidated Damage.
 - g. If the tenderer is unable to complete the Computerized Counseling work within the specified or extended period, the purchasing officer shall be entitled to execute the work or any part thereof from elsewhere without notice to the tenderer on his (i.e. Tenderer) account and risk. The tenderer shall be liable to pay any loss or damage which the purchasing officer may sustain by reasons of such failure on the part of the tenderer. The tenderer shall not be entitled to any gain on such purchases made against default. The recovery of such loss or damage shall be made from any sums accruing to the tenderer under this or any other contract with the Government. If recovery is not possible from the bill and the tenderer fails to pay the loss or damage, within one month of the demand, the recovery of such amount or sum due from the tenderer shall be made under the Rajasthan Public Demand Recovery Act 1952 or any other law for the time being in force. In case more than one supplier has been approved for any item under the approved list circulated to the purchasing officers, the risk purchases may be made at a higher rate from any other firm whose rate is duly approved. It is mandatory for the approved supplier to acknowledge receipt of orders within fifteen days from the date of dispatch of order, failing which the purchasing officer will be at liberty to initiate action to purchase the items on risk purchase system at the expiry of the prescribed supply period.
14. Remittance charges and any other tax if applicable on payment made to the firms will be borne by the firms.
15. All correspondence in this connection should be addressed to the Additional Director (Training), Medical & Health Services, Tilak Marg C-Scheme, Jaipur, Rajasthan. Technical Questions should be referred to the Additional Director (Training), Medical & Health Services, Jaipur, Rajasthan by correspondence or by personal contact.

16...

- a. Direct or indirect canvassing on the part of Tenderers or Their representative shall disqualify their tenders.
- b. Supplier may be disqualified, banned or suspended from business during the rate contract, if :-
 - i. Fails to execute a contract or fails to execute it satisfactorily;
 - ii. No longer has the technical staff or equipment considered necessary;
 - iii. Is declared bankrupt or insolvent or its financial position has become unsound and in the case of a limited company, it is wound-up or taken into liquidation;
 - iv. The firm is suspected to be doubtful loyalty to state;
 - v. The state bureau of investigation or any other investigating agency recommends such a course in respect of a case under investigation;
 - vi. Additional Director (Training) Medical & Health Services, Jaipur, Rajasthan 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.

17. 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 alongwith disqualification, banning, suspension etc.

18. .

- a. The quantity indicated in the NIT Specifications are mere estimates and are intended to give an idea to the prospective tenderers to enable them to decide whether they will undertake to supply the article to this department on most competitive rates. The figures indicated in the NIT do not constitute any commitment on the part of department to purchase any of the articles in the quantities shown therein against each or in any quantity whatsoever.
- b. It is clarified that purchase preference only be granted to the industries of Rajasthan. SSI Unit shall have to produce a competency certificate from the Industries Department of Rajasthan as per rules.
- c. (A) .Comparison of Rates: In comparing the rates tendered by firm outside Rajasthan and those in Rajasthan but not entitled to Price Preference under

the Rules, the element of Rajasthan VAT shall be excluded whereas that of Central Sales tax shall be included.

(B) While comparing the rates in respect of firms within Rajasthan, the element of Rajasthan VAT shall be included.

19. **Validity:** Tenders shall be valid for a period of six months from the date of opening the tender and the offered rates will be valid for one year from the date of approval.
20. The Department reserves the right to accept any tender not necessarily the lowest, reject any tender without assigning any reasons and accept tender for all or anyone or more of the articles for which tenderer has been given order distribute items.
21. The tenderer shall furnish the following documents at the time of execution or agreement.
 - a. Attested copy of Partnership Deed in case of Partnership Firms.
 - b. Registration Number and Year of registration in case partnership firm is registered with Registrar of Firms.
 - c. Address of residence and office, telephone numbers in case of Sole Proprietorship.
 - d. Registration issued by Registrar of Companies in case of Company.
22. The Purchase Committee will have the right of rejection of all or any of the quotations without giving any reason for the same. The right to conclude parallel rate contracts with another firm for the **COMPUTERIZED COUNSELING GNM TRAINING COURSE SESSION 2014-2015** is also reserved by the Additional Director (Training), Medical & Health Services, Rajasthan, Jaipur.
23. The Additional Director (Training), Medical & Health Services, Rajasthan, Jaipur can extend the original rate contract, subject to Original Terms & Conditions for a period deemed fit by him, but not exceeding six months, for which the tenderer will have to abide. However the extension beyond six months can be granted on mutual consent.
24. The contract for the **COMPUTERIZED COUNSELING GNM TRAINING COURSE SESSION 2014-2015** work can be repudiated at any time by the Additional Director (Training), Medical & Health Services, Rajasthan, Jaipur if the execution of work is not made to his satisfaction after giving an opportunity to the Tenderer of being heard and after reasons for repudiation - being recorded by him in writing.
25. Extra stipulation or any other condition contrary to the above Tender conditions are not acceptable and may render the tender liable to rejection.

26. The Tenderer must sign at the below of Terms & Conditions agreeing to abide by all conditions of the tender and accept them in total.

27. **FALL CLAUSE:** The prices charged for "**COMPUTERIZED COUNSELING GNM TRAINING COURSE SESSION 2014-2015**" the contract by successful Tenderer shall in no event exceed the lowest price at which the successful Tenderer to any other person 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.

28. Legal proceeding if any arising out of the Tender shall have to be lodged in Courts situated in Jaipur City only.

29. The Purchase Committee can relax the Terms & Conditions in the exigency of the department work. In case of urgency the Terms & Conditions may be relaxed by the Additional Director (Training), Medical & Health Services, Rajasthan, Jaipur.



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

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 & CONDITIONS

1. The firm/bidder having experience of such type of **COMPUTERIZED COUNSELING** will be preferred; however the Purchase 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. **COMPUTERIZED 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. Failing which penalty will be imposed at the rate of Rs. 2000 per day.
5. The firm/bidders should keep a provision of UPS with sufficient capacity for uninterrupted counseling session. Failing which penalty will be imposed at the rate of Rs. 2000 per day.
6. On the basis of last years, it is expected that about 30000 applications may be received. About 6000 seats, in about 180 institutions are available.
7. It is supposed that there shall be three rounds of **COMPUTERIZED COUNSELING**. If it extends further than the tenderer have to execute it without any further cost.
8. It is expected that all the processes of **COMPUTERIZED COUNSELING** would be completed in three months, but may be extended.
9. **Payment may be made as below:**

1.	After all data feeding off all application	25%
2.	After first counseling	20%
3.	After second counseling	20%
4.	After third counseling	20%
5.	After completion	15%

10. The firm/bidder should have the application/ database softwares/ network setup/ SMS facility for the assignment. Charges of the development, customization, maintenance and management of the softwares required for the assignment will be borne by the bidder.
11. The firm/bidder should provide a copy of application & database softwares all data in the form of CD and user-manual before the 1st counseling. (at- least two days before)

12. All type of reports should be generated in place/counseling center with the help of installed computers, printers and network (DMP/Laser and relevant stationary). No information should be taken outside the premises.
13. 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. Failing which penalty will be imposed at the rate of Rs. 2000 per day.

14. Minimum hardware and other requirement:

Computer (P-IV or above)	6 nos.
Dot Matrix Printer	1 nos.
Laser Printer (20-22 PPM or above)	3 nos.
UPS (5 KVA or above)	2 nos.
LCD Projectors (3000 Lumens or above)	2 nos.
Computer operator well-versed in Hindi and English Typing	6 nos.
Printing Stationary (Size A4, Legal), Printer Cartridges etc	Ready stock
Network setup for computers (Extension boards, Network Switches, LAN Cables etc)	As per the requirement
Bulk SMS (for sending time-to-time SMS alerts to the candidates)	1 lakh

NOTE: BACKUP OF AFORESAID ITEMS SHOULD BE ENSURED. (MIN. 20% OF THE QUANTITY MENTIONED ABOVE)

15. The firm/ bidder should provide software training to at least 2-3 department staff.
16. The firm/ bidder should ensure to submit the progress of all work on daily basis. Status of data-feeding, making merit lists, general categories and allotment of seats to Additional Director (Training)/Joint Director (Training) in CD or through E-Mail at admh-adm-rj@nic.in
17. The firm/ bidder should provide the copy of latest application software, database, various report in CD after-each counseling.
18. The firm/ bidder and its staff should provide the support to the department staff during counseling and its smooth execution.
19. The firm/ Bidder will submit an Affidavit on Non Judicial Stamp Paper of Rs 10/- for declaration that all statements & documents produced by him are true.

Signature of Tenderer with Seal

ANNEXURE –D

Directorate of Medical & Health Services, Rajasthan. Jaipur
"COMPUTERIZED COUNSELING GNM TRAINING COURSE SESSION 2014-2015"

(Indian Rupees)

Name/ Nature of Work	Rate	Rate Incl. VAT/ Service Tax, If applicable
Data feeding of application forms using customized software application with data-validation facility. Generation of check list, summary and detailed reports, editing of records. Generation of merit list of different categories, mixing of lists of different categories e.g. ST/SC, ST/SC-TSP (Male-Female), Generation of call letters, Sending time-to-time SMS alerts to the candidates, developing software to check eligibility (under age/over age for different categories check on allotment of female on female seats etc.) Real-time display of information through LCD Projectors, Generation of allotment letters, Generation of cheque/cash deposition slip and any other computerized work required at the time of counseling. Backup arrangements of printing stationary, printer cartridges, UPS, computer operators, network setup, computers, printers etc for smooth execution of counseling session and all related expenses.		

(In Words:)

Place:

Date :

Note:

1. Separate Sheets if required may be enclosed.
2. Rate should be quoted for complete assignment.
3. No Quantity or Cash Discount should be offered.
4. Rate should be written both in words and figures.
5. Penalty will be imposed 5 times of the error %, in case error % is more than 0.5% (i.e. min. 99.50% data-feeding efficiency is compulsory)
6. Read all the Terms & Condition before filling the Annexure –D.

Signature
Name in capitals
Company/Firm Seal

Signature of Tenderer with seal

CERTIFICATE

I/We (Name of firm) certify that the rates are responsible and not sold on lower rates to anyone than charge from this institution

Place:

Date:

Signature of Tenderer with seal

Annexure –A

UNDERTAKING & CERTIFICATE

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

Signature of Tenderer with seal

Annexure –B

STATEMENT OF COMPUTER EQUIPEMENTS AND STAFF

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

Item Description	Nos.
Computer (P-IV or above)	
Dot Matrix Printer	
Laser Printer (20-22 PPM or above)	
UPS (5 KVA or above)	
LCD Projectors (3000 Lumens or above) with Screen	
• Programmer/ Software Engineer (Fulltime/ Permanent)	
Computer operator well-versed in Hindi and English Typing	
Helping staff/ Technical staff	
Preferred Front End/ Back End Softwares	Provide brief info

NOTE: KINDLY ENCLOSE THE STAFF DETAILS IN THE FOLLOWING FORMAT.

STAFF DETAILS

SNo.	Name	Father's Name	Designation	Qualification	Mobile no.

- Copy of Pay-slip & EPF Id for Fulltime/ Permanent

Signature of Tenderer with seal

ANNEXURE -C

STATEMENT OF WORK EXPERIENCE

I/We undertake that I/ we have conducted the following assignment:-

With Govt. Departments:

1. -----

2. -----

3. -----

With Other Agencies:

1. -----

2. -----

3. -----

Signature of Tenderer with seal

Note: Evidence should be enclosed

ANNEXURE -E

CERTIFICATE FOR SSI UNIT OF RAJASTHAN

It is certified that M/s ----- is a small scale industry registered permanently with the department vide registration no. -----date ----- for the manufacture/formulation/fabrication of the following item.

1. -----

2. -----

3. -----

Signature of Tenderer with seal

Note : Every page of the Tender form/ Terms & Conditions must be signed by the tenderer with seal.