

यांत्रिक कृषि फार्म, उम्मेदगंज-कोटा
(कृषि विश्वविद्यालय-कोटा)

निविदा प्रपत्र	:	खरीफ, रबी व जायद की विभिन्न फसलों की किस्मों को बीज की आमद, विधायन, लोडिंग, अनलोडिंग, पैकिंग, स्टेकिंग, तुलाई, सिलाई, लोट वाइज दवाई मिलाना, सुखाना, कट्टे भरना, तौलना, टेग व सील लगाना, कट्टों की स्टेकिंग का कार्य।
निविदा आमंत्रित दिनांक	:	24.03.2026
निविदा जमा दिनांक	:	06.04.2026 (दोपहर 01.00 बजे तक)
निविदा खोलने की दिनांक	:	06.04.2026 (दोपहर 02.00 बजे)
निविदा फार्म राशि (रूपये)	:	500/- रूपये
अनुमानित राशि (रूपये)	:	8.92/- लाख
धरोहर राशि (रूपये)	:	17840/-
धरोहर राशि का विवरण	:	NEFT/RTGS संख्या/जमा रसीदराशि.....दिनांक.....
कार्य अवधि	:	01 वर्ष

कार्य निम्नानुसार दर

क्र. स.	कार्य का विवरण	अनुमानित मात्रा	प्रति यूनिट दर (सभी करों सहित)
1.	विधायन कार्य:- (गेंहू, चना, धनियाँ, मैथी, सरसों, मटर, अलसी, धान, सोयाबीन, मूंग, उड़द, अरहर, मसूर व अन्य फसलें)- डिस्टेकिंग, लोडिंग, अनलोडिंग, ग्रेडिंग, बोरी भरना, बोरियों की तुलाई, बोरियों की सिलाई, वापस गोदाम में ले जाकर स्टेकिंग का कार्य एवं प्रत्येक किस्म की ग्रेडिंग के बाद प्लांट की सफाई करना।	8000 क्विं	रु..... प्रति क्विं
2.	पैकिंग कार्य:- (सभी बीजों का किस्मवार) लोडिंग, अनलोडिंग, बोरी खोलकर बीज फैलाना, दवाई मिलाना, सुखाना, निर्देशानुसार कट्टे भरना, टेग सहित कट्टों की सिलाई करना, कट्टों की लोडिंग, अनलोडिंग व गोदाम में स्टेक लगाना।	कट्टा 10 कि.ग्रा. तक	1000 क्विं रु..... प्रति नग
		कट्टा 11-20 कि.ग्रा. तक	2000 क्विं रु..... प्रति नग
		कट्टा 21-40 कि.ग्रा. तक	13750 क्विं रु..... प्रति नग
3.	रॉ बीज (Raw Seed & Second grade) को निर्देशानुसार कट्टे भरना, कट्टों की सिलाई करना, कट्टों की लोडिंग, अनलोडिंग व गोदाम में स्टेक लगाना।	8000 क्विं	रु..... प्रति क्विं
4.	भरी जूट बोरियों को लोडिंग करना (40-50 कि.ग्रा.)	आवश्यकतानुसार	रु..... प्रति नग
5.	भरी जूट बोरियों को अनलोडिंग करना (40-50 कि.ग्रा.)	आवश्यकतानुसार	रु..... प्रति नग
6.	कट्टों की लोडिंग/ अनलोडिंग करना	कट्टा 10 कि.ग्रा. तक	रु..... प्रति नग
		कट्टा 11-20 कि.ग्रा. तक	रु..... प्रति नग
		कट्टा 21-40 कि.ग्रा. तक	रु..... प्रति नग
7.	Urea व DAP कट्टों/ कट्टों की लोडिंग / अनलोडिंग करना (41-50 कि.ग्रा. या अधिक)	आवश्यकतानुसार	रु..... प्रति नग
8.	कपड़े/जूट की थैली में पैकिंग (1-5 कि.ग्रा.)	आवश्यकतानुसार	रु..... प्रति नग
9.	मैनुअल क्लीनिंग:- छोटे लोट जिनकी सफाई ग्रेडिंग प्लांट द्वारा संभव नहीं है, बीजोपचार करना, कट्टे भरना, तुलाई करना टेग सहित सिलाई करना, वापस गोदाम में ले जाकर स्टेकिंग करना	आवश्यकतानुसार	रु..... प्रति क्विं


हस्ताक्षर प्रभारी अधिकारी

हस्ताक्षर फर्म/आपूर्तिकर्ता

निविदा शर्त :-

1. निविदा स्वीकृत/अस्वीकृत करने का पूर्ण अधिकार प्रभारी अधिकारी को होगा।
2. शर्तों में किसी भी प्रकार की कमी व बढ़ोतरी उपस्थित कमेटी/प्रभारी अधिकारी द्वारा की जा सकती है।
3. निविदा फार्म में दर्शाये गये प्रत्येक कार्य की दर पृथक-पृथक देनी होगी।
4. स्टोर कीपर व स्टोर प्रभारी द्वारा बताये गये कार्य को समय पर पूर्ण करना आवश्यक होगा।
5. कार्यरत व्यक्ति के साथ किसी प्रकार की दुर्घटना व मारपीट आदि घटना की पूर्ण जिम्मेदारी ठेकेदार की होगी एवं F.I.R. भी स्वयं को ही करवानी होगी।
6. कार्य सन्तोषजनक या समय पर नहीं किया गया तो कार्य आदेश निरस्त किया जा सकता है और उसका हर्जाना वसूल जावेगा।
7. धरोहर राशि निविदा की कुल राशि का 02 प्रतिशत एवं निविदा फार्म शुल्क एक मुस्त राशि 17840 + 500 = 18340 प्रभारी अधिकारी, यांत्रिक कृषि फार्म उम्मेदगंज (**Officer incharge (RF), Mechanized Agriculture Farm, Ummedganj, Kota**) कोटा के **Bank of Baroda, Dhakadkheri Branch, Kota** के बैंक खाता संख्या:- **57360100004735 (IFSC Code - BARB0DHAKAR)** में RTGS/NEFT द्वारा जमा कराने की रसीद निविदा फार्म के साथ संलग्न/प्रस्तुत करने पर ही निविदा स्वीकार की जावेगी। (किसी भी राशि के पेटे बैंकर चैक, डी.डी. व नगद भुगतान स्वीकार नहीं होगा)।
8. इस कार्य की अनुमानित लागत 8.92 लाख रुपये है। अतः सफल निविदादाता को कार्य आदेश प्राप्ति से पूर्व अमानत राशि के रूप में 5 प्रतिशत तुरंत या अगले 6 कार्य दिवस में जमा कराने होंगे जिसमें उसकी पूर्व में जमा धरोहर राशि समायोजित कर ली जायेगी। जमा राशि पर किसी तरह का ब्याज देय नहीं होगा।
9. निविदा स्वीकृत होने वाले ठेकेदार को 500रुपये का नॉन-ज्यूडिशियल स्टाम्प पेपर पर इकरार नामा भरकर देना होगा।
10. कुल भुगतान की देय राशि में से नियमानुसार टी.डी.एस. व जी.एस.टी काटा जावेगा।
11. किसी भी विवाद का न्याय क्षेत्र न्यायालय कोटा होगा।
12. कार्य का समय प्रातः 8.00 बजे से सांय 5.00 बजे तक रहेगा या आवश्यकतानुसार।
13. ठेकेदार द्वारा लगाये गये श्रमिकों को ग्रेडिंग व हमाली के कार्य का अनुभव होना आवश्यक है।
14. माल को लाने व ले जाने के लिये ट्रैक्टर व ट्रॉली (मय ड्राईवर व डीजल) संस्था की होगी।
15. बोरियों को सिलने के लिये सूतली ठेकेदार की रहेगी एवं कट्टो की सिलाई के लिए धागा संस्था द्वारा उपलब्ध होगा।
16. कार्य अधूरा छोड़ने पर किसी प्रकार का भुगतान नहीं किया जावेगा।
17. निविदादाताओं द्वारा विभिन्न पंजिकरण (फर्म एवं GST) का विवरण एवं छाया प्रति निविदा फार्म के साथ संलग्न करनी होगी। निविदादाता को आधार की फोटो प्रतिलिपि निविदा फार्म के साथ संलग्न करना आवश्यक है।
18. प्रथम न्यूनतम दर वाली पार्टी की धरोहर एवं अमानत राशि कार्य पूर्ण होने तक कार्यालय में जमा रहेगी तथा द्वितीय पार्टी की धरोहर राशि कार्य प्रारम्भ होने तक कार्यालय में जमा रहेगी।
19. फसलों की विभिन्न किस्म होने के कारण प्रत्येक किस्म की ग्रेडिंग के पश्चात् मशीन, चलने, प्लांट की सफाई का कार्य भी करना होगा।
20. बोरी एवं कट्टे की भराई स्टोर इन्चार्ज व स्टोर कीपर के निर्देशानुसार करनी होगी।
21. ग्रेडिंग प्लांट, गोदाम, खलियान आदि स्थानों पर धुम्रपान करना वर्जित रहेगा।
22. खाली बोरियों एवं कट्टों की सफाई करके, 50 की सख्या में बण्डल बांध कर व्यवस्थित रखवाना होगा।
23. उक्त निविदा के सम्पूर्ण कार्य एक-दूसरे से सम्बंधित होने के कारण निविदा की दरो का योग कर न्यूनतम दर वाली फर्म (एक ही फर्म को) को ही सम्पूर्ण कार्य का कार्य आदेश दिया जायेगा।
24. कार्य अवधि कार्य आदेश प्राप्ति से एक वर्ष तक मान्य होगी। कार्य संतोषजनक रहने पर कार्य अवधि अगले एक वर्ष तक बढ़ाई जा सकती है।
25. निविदा स्वीकृत होने पर लिखित में आदेश प्राप्ति के दो दिवस के अन्दर कार्य प्रारम्भ करना आवश्यक होगा।
26. मैंने/हमने बोली से सम्बंधित समस्त शर्तें व प्रक्रियाओं का अध्ययन कर लिया है तथा मैं पूर्णतः सहमत व पालन करने हेतु बाध्य हूँ।

हस्ताक्षर प्रभारी अधिकारी

हस्ताक्षर फर्म/आपूर्तिकर्ता
(मय सील)

श्रीमान् प्रभारी अधिकारी,
यांत्रिक कृषि फार्म, उम्मेदगंज-कोटा।

मैने/हमनें बोली से सम्बन्धित समस्त शर्ते व प्रक्रियाओं को ध्यानपूर्वक पढ़ ली हैं एवं मुझे मान्य हैं। मैं आपके फार्म पर उपरोक्त कार्य करना चाहता हूँ।


हस्ताक्षर फर्म/आपूर्तिकर्ता

नाम.....

पता.....

वॉट्सऐप/मों नं०.....

E.mail ID:.....


26/03/2020

The Rajasthan Transparency in Public Procurement Rules, 2013

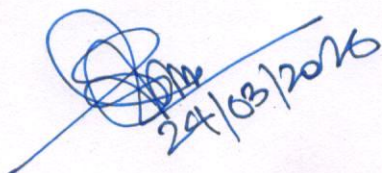
Annexure A : Compliance with the Code of Integrity and No Conflict of Interest

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.

Handwritten signature and date: 24/03/2016

The Rajasthan Transparency in Public Procurement Rules, 2013

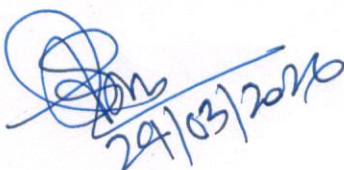
A Conflict of Interest is considered to be a situation in which a party has interests that could improperly influence that party's performance of official duties or responsibilities, contractual obligations, or compliance with applicable laws and regulations.

- 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.

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:

A handwritten signature in blue ink, followed by the date 29/03/2016 written below it.

The Rajasthan Transparency in Public Procurement Rules, 2013

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:

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:


24/03/2024

The Rajasthan Transparency in Public Procurement Rules, 2013

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.

A handwritten signature in blue ink, followed by the date 24/03/2016.

The Rajasthan Transparency in Public Procurement Rules, 2013

- (c) Every appeal may be presented to First Appellate Authority or Second Appellate Authority, as the case may be, in person or through registered post or authorised representative.

(6) Fee for filing appeal

- (a) Fee for first appeal shall be rupees two thousand five hundred and for second appeal shall be rupees ten thousand, which shall be non-refundable.
- (b) The fee shall be paid in the form of bank demand draft or banker's cheque of a Scheduled Bank in India payable in the name of Appellate Authority concerned.

(7) Procedure for disposal of appeal

- (a) The First Appellate Authority or Second Appellate Authority, as the case may be, upon filing of appeal, shall issue notice accompanied by copy of appeal, affidavit and documents, if any, to the respondents and fix date of hearing.
- (b) On the date fixed for hearing, the First Appellate Authority or Second Appellate Authority, as the case may be, shall,-
- (i) hear all the parties to appeal present before him; and
- (ii) peruse or inspect documents, relevant records or copies thereof relating to the matter.
- (c) After hearing the parties, perusal or inspection of documents and relevant records or copies thereof relating to the matter, the Appellate Authority concerned shall pass an order in writing and provide the copy of order to the parties to appeal free of cost.
- (d) The order passed under sub-clause (c) above shall also be placed on the State Public Procurement Portal.

FORM No. 1

[See rule 83]

Memorandum of Appeal under the Rajasthan Transparency in Public Procurement Act, 2012

Appeal Noof

Before the (First / Second Appellate Authority)

1. Particulars of appellant:

- (i) Name of the appellant:
- (ii) Official address, if any:
- (iii) Residential address


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- 2. Name and address of the respondent(s):
 - (i)
 - (ii)
 - (iii)
- 3. Number and date of the order appealed against and name and designation of the officer / authority who passed the order (enclose copy), or a statement of a decision, action or omission of the Procuring Entity in contravention to the provisions of the Act by which the appellant is aggrieved:
- 4. If the Appellant proposes to be represented by a representative, the name and postal address of the representative:
- 5. Number of affidavits and documents enclosed with the appeal:

6. Grounds of appeal:

(Supported by an affidavit)

7. Prayer:

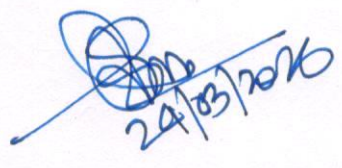
Place
 Date
 Appellant's Signature

Annexure D : Additional Conditions of Contract

1. Correction of arithmetical errors

Provided that a Financial Bid is substantially responsive, the Procuring Entity will correct arithmetical errors during evaluation of Financial Bids on the following basis:

- i. if there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Procuring Entity there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;


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- ii. if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- iii. if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (i) and (ii) above.

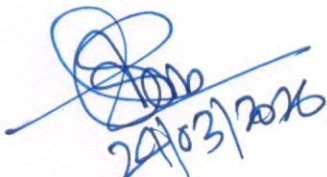
If the Bidder that submitted the lowest evaluated Bid does not accept the correction of errors, its Bid shall be disqualified and its Bid Security shall be forfeited or its Bid Securing Declaration shall be executed.

2. Procuring Entity's Right to Vary Quantities

- (i) At the time of award of contract, the quantity of Goods, works or services originally specified in the Bidding Document may be increased or decreased by a specified percentage, but such increase or decrease shall not exceed twenty percent, of the quantity specified in the Bidding Document. It shall be without any change in the unit prices or other terms and conditions of the Bid and the conditions of contract.
- (ii) If the Procuring Entity does not procure any subject matter of procurement or procures less than the quantity specified in the Bidding Document due to change in circumstances, the Bidder shall not be entitled for any claim or compensation except otherwise provided in the Conditions of Contract.
- (iii) In case of procurement of Goods or services, additional quantity may be procured by placing a repeat order on the rates and conditions of the original order. However, the additional quantity shall not be more than 25% of the value of Goods of the original contract and shall be within one month from the date of expiry of last supply. If the Supplier fails to do so, the Procuring Entity shall be free to arrange for the balance supply by limited Bidding or otherwise and the extra cost incurred shall be recovered from the Supplier.

3. Dividing quantities among more than one Bidder at the time of award (In case of procurement of Goods)

As a general rule all the quantities of the subject matter of procurement shall be procured from the Bidder, whose Bid is accepted. However, when it is considered that the quantity of the subject matter of


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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.


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