



कृषि अनुसंधान उपकेन्द्र, खानपुर, झालावाड़ (राज.)  
Agricultural Research Sub Station, Khanpur, Jhalawar  
(कृषि विश्वविद्यालय, कोटा)  
(Agriculture University, Kota)



प्रभारी अधिकारी

No. F.18(04)/ARSSK/Ag. Operations/2025/4679-4682

Date: 31/01/2025

निविदा जमा करने की अन्तिम तिथि व समय: 12.02.2025 दोपहर 01:00 बजे बोली फार्म शुल्क रूपये: 200/-

निविदा खोलने की तिथि व समय: 12.02.2025 दोपहर 02:00 बजे

निविदा प्रपत्र

संवेदक का नाम व पूर्ण पता : .....

संवेदक का पहचान पत्र एवं संख्या : .....

संवेदक का मोबाईल नं. : ..... फोन नं. ....

धरोहर राशि बैंक जमा रसीद	
निविदा फार्म शुल्क बैंक जमा रसीद	

क्र. सं.	कार्य विवरण	अनुमानित क्षेत्रफल	बोली राशि रूपये	
			अंकों में	शब्दों में
01	हाथ से कटी हुई फसल (25 हैक्टेयर) की थ्रेसिंग करवाने हेतु कम्बाईन मशीन मय ड्राईवर व डीजल उपलब्ध करवाना।	25.00 हैक्टेयर		

हस्ताक्षर संवेदक


निविदा शर्त :-

1. बोलीदाता को बोली फार्म शुल्क रूपये 200/- व धरोहर राशि रूपये 2100/- प्रभारी अधिकारी, कृषि अनुसंधान उपकेन्द्र, खानपुर, झालावाड़ के बैंक ऑफ बडौदा शाखा खानपुर के खाता संख्या 39160100013681 IFSCCode BARB0KHAJHA में जमा करवाकर रसीद निविदा फार्म के साथ संलग्न करनी होगी। बिना धरोहर राशि के निविदा स्वीकार नहीं की जायेगी।
2. निविदा स्वीकृत/अस्वीकृत करने का पूर्ण अधिकार कमेटी का होगा।
3. शर्तों में किसी भी प्रकार की कमी व बढ़ोतरी मनोनित कमेटी द्वारा की जा सकती है।
4. उपरोक्त कार्य सम्बंधित अधिकारी के निर्देशों के तहत पूर्ण होने पर तथा सम्बंधित विभाग अधिकारी के सन्तुष्ट होने पर ही बिल का भुगतान किया जावेगा।
5. हाथ से कटी हुई फसल (25 हैक्टेयर) की थ्रेसिंग करवाने हेतु कम्बाईन मशीन मय ड्राईवर व डीजल उपलब्ध करवाने का कार्य की अवधि में फसल में किसी प्रकार के नुकसान नहीं होना चाहिए, यदि नुकसान होता है तो उसकी जिम्मेदारी ठेकेदार की होगी।
6. कार्य समाप्ति के बाद ठेकेदार का किसी प्रकार का दखल फार्म पर नहीं होगा।
7. अद्योहस्ताक्षरकर्ता को उपरोक्त निविदाएँ बिना किसी कारण बताएँ निरस्त करने का पूर्ण अधिकार रहेगा।

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8. ठेकेदार के श्रमिकों के फार्म पर कार्य करते समय किसी भी दुर्घटना के लिए विश्वविद्यालय की जिम्मेदारी नहीं होगी।
9. निविदादाता के पास आयकर का पेन नम्बर (PAN), आधार नम्बर व कम्बाईन मशीन का रजिस्ट्रेशन व चालक लाइसेन्स होना आवश्यक है। तथा उक्त दस्तावेज की सत्यापित प्रति कार्यालय में निविदा फार्म के साथ जमा करवानी होगी।
10. कार्य अवधि के अर्न्तगत काम में आने वाले सभी सामानों की सुरक्षा व नुकसान की जिम्मेदारी ठेकेदार की होगी एवं खोने पर भरपाई की जावेगी।
11. संवेदक या उनके श्रमिकों को सुबह 08:00 बजे से शाम को 06:00 बजे तक यथा स्थान रहना होगा नहीं पाये जाने पर ठेका निरस्त कर दिया जावेगा।
12. कार्य अधूरा छोड़ने पर किसी प्रकार का भुगतान नहीं होगा।
13. संवेदक को कम्बाईन मशीन सहित निर्देशानुसार यथा स्थान पर रहना होगा नहीं पाये जाने पर कार्यादेश निरस्त कर दिया जावेगा।
14. कार्य की आवश्यकता एवं आपात स्थिति को देखते हुए एक से अधिक निविदा दाताओं को निविदा की न्यूनतम दर पर कार्य आदेश दिया जा सकता है।
15. सफल बोलीदाता को निविदा राशि का 5 प्रतिशत सेक्यूरिटी के रूप में जमा करवाना होगा (धरोहर राशि को समायोजित करते हुए) व 500 रुपये के गैर न्यायिक बॉड पर समझौता निष्पादित करना होगा।
16. एक समान दर प्राप्त होने की स्थिति में कय समिति/संस्था का निर्णय अंतिम व मान्य होगा।
17. निविदा स्वीकृत होने पर लिखित में आदेश प्राप्ति के बाद 5दिन में कार्य प्रारम्भ करना होगा।
18. प्लेसमेन्ट एजेन्सी को निविदा फार्म के साथ पंजीकरण पत्र की छाया प्रति साथ में लगानी होगी।
19. धरोहर राशि पर कोई ब्याज देय नहीं होगा।
20. अद्योहस्ताक्षर कर्ता को उपरोक्त निविदा बिना किसी कारण बताएँ निरस्त करने का पूर्ण अधिकार रहेगा।

हस्ताक्षर संवेदक

  
प्रभारी अधिकारी



### Compliance with Code of Integrity and Conflict of Interest Code of Integrity

Any person participating in 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 information 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 anticompetitive 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) 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.
- b) 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:
  - c) have controlling partners/shareholders in common; or
  - d) receive or have received any direct or indirect subsidy from any of them; or have the same legal representative from purpose of the Bid; or
  - e) have the 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 decision of the Procuring Entity regarding the bidding process; or 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 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 specification of the Goods, Works or Service that are the subject of the Bid; or 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.

Date:

Place:

Signature of the Bidder with Seal

Name:

Designation:

Address:

*G.P*

**Declaration by the Bidder regarding Qualifications  
(To be submitted by the bidder on his Letter Head)**

In relation to my/our Bid submitted to ..... for procurement of..... in response to their Notice Inviting Bids No..... Dated ...../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 specification in the Bidding Document;
3. I/We have been not insolvent in receivership, bankrupt or being wound up, not have my/our affairs administrated by a court or a judicial officer, not have my/our business activities suspended and not the subject of legal proceeding for any of the foregoing reasons;
4. I/We do not have, and our directions and officers not have, been convicted of any criminal offence related to my/our professional conducted or the making of false statement 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 proceeding;
5. I/We do not have a Conflict of Interest as specification in the Act, Rules and the bidding document, which material affects fair competition.

Date:

Place:

Signature of the Bidder with Seal

Name:

Designation:

Address:





### Grievance Redressal during Procurement Process

The designation and the address of the First Appellate Authority: Director Research, Agriculture University, Kota.

The designation and the address of Second Appellate Authority: Hon'ble Vice-Chancellor, Agriculture University, Kota.

#### 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:

Providing that after the declaration of a Bidder as successful the appeal may be filled only by a Bidder who has participated in procurement proceeding:

Providing 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 filled only by a Bidder whose Technical Bid found to be acceptable.

2. The officer to whom an appeal is filled 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 Procuring Entity, as the case may be, may file a second appeal to second Appellate Authority specified in the Bidder 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 participating 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.
- (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 authorized representative.

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**6. Fee for Filing Appeal:**

- (a) Fee for first appeal shall be 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, as the case may be upon filing of appeal, shall issue notice accompanied copy of appeal, affidavit and documents, if any, to the respondents and fix date of hearing.
- (b) On the date of 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 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.

Date:

Place:

Signature of the Bidder with Seal

Name:

Designation:

Address:

*Handwritten signature*



**Additional Conditions of Contract**

**1. Correction of Arithmetic 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. Procurement Entity's Right to Vary the Quantity:**

- (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 & 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 documents 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 one than more Bidder at the time of Award (in Case of Procurement of Goods):**

As a general rule, all the quantities of the subject matter of procurement shall be procured from the Bidder, whose Bid is accepted. However, when it is considered that the quantity of the subject matter of procurement to be procured is very large and it may not be in the capacity of the Bidder, whose Bid is accepted, to deliver the entire quantity or when it is considered that the subject matter of procurement to be procured is of critical and vital nature, in such cases, the quantity may be divided between the Bidders, 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.

Date:..... Place:.....

Signature of the Bidder with Seal  
Name:  
Designation:  
Address:

*Handwritten signature*



## AGREEMENT (See Rule 68)

An agreement made this ----- day of ----- between -----  
----- (hereinafter called "**the approved supplier**", which expression shall, where the context so admits, be deemed to include his heirs successors, executors and administrators of the one part and the Government of the State of Rajasthan (herein after called "the Government" which expression shall, where the context so admits, be deemed to include his successors in office and assigns) of the other part.

2. Whereas the approved supplier has agreed with the Government to supply to the \_\_\_\_\_ of the State of Rajasthan at its Head Office as well as at branches offices throughout Rajasthan, all those articles set forth in the schedule appended hereto in the manner set forth in the conditions of the tender and contract appended herewith and at the rates set forth in column \_\_\_\_\_ of the said schedule.
3. And whereas the approved supplier has deposited a sum of Rs. \_\_\_\_\_ in \_\_\_\_\_.
- (1) Cash/Bank Draft/Challan no./Banker Cheque No. \_\_\_\_\_ dated \_\_\_\_\_.
  - (2) PostOfficeSavingsBankPass Book duly hypothecated to the Departmental authority.
  - (3) National Savings Certificates/Defence Savings Certificates, KisanVikasPatras, or any other script/instrument under National Saving Schemes for promotion of Small Savings, if the same can be pleased under the relevant rule. (The certificates being accepted at surrender value) as security for the due performance of the aforesaid agreement which has been formally transferred to the departmental authority.
4. Now these Presents witness:
- (1) In consideration of the payment to be made by the Government through \_\_\_\_\_ at the rates set forth in the Schedule hereto appended the approved supplier will duly supply the said articles set forth in \_\_\_\_\_ and \_\_\_\_\_ thereof in the manner set forth in the conditions of the tender and contract.
  - (2) The conditions of the tender and contract for open tender enclosed to the tender notice No. \_\_\_\_\_ dated \_\_\_\_\_ and also appended to this agreement will be deemed to be taken as part of this agreement and are binding on the parties executing this agreement.
  - (3) Letters Nos. \_\_\_\_\_ received from tenderer and letters nos. \_\_\_\_\_ issued by the Government and appended to this agreement shall also form part of this agreement.
  - (4) (a) The Government do hereby agree that if the approved supplier shall duly supply the said articles in the manner aforesaid observe and keep the said terms and conditions, the Government will through \_\_\_\_\_ pay or cause to be paid to the approved supplier at the time and the manner set forth in the said conditions, the amount payable for each and every consignment.

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(b) The mode of Payment will be as specified below:-

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

5. The delivery shall be effected and completed within the period noted below from the date of supply order:-

S.No.	Items Quantity	Delivery period
-------	----------------	-----------------

6. (1) (i) In case of extension in the delivery period with liquidated damages, the recovery shall be made on the basis of following percentages of value of stores which the tenderer has failed to supply :-

(a) Delay upto one fourth period of the prescribed delivery period.	2½%
(b) Delay exceeding one fourth but not exceeding half of the prescribed delivery period.	5%
(c) Delay exceeding one fourth but not exceeding three fourth of the prescribed delivery period.	7½%
(d) Delay exceeding three fourth of the prescribed delivery period.	10%

**Note :** (i) Fraction of a day in reckoning period of delay in supplies shall be eliminated if it is less than half a day.

(ii) The maximum amount of agreed liquidated damages shall be 10%.

(iii) If the supplier requires an extension of time in completion of contractual supply on account of occurrence of any hinderences, he shall apply in writing to the authority which had placed the supply order, for the same immediately on occurrence of the hinderence but not after the stipulated date of completion of supply.

(2) Delivery period may be extended with or without liquidated damages if the delay in the supply of goods is on account of hinderences beyond the control of the tenderer.

7. All disputes arising out of this agreement and all questions relating to the interpretation of this agreement shall be decided by the Government and the decision of the Government shall be final.

In witness whereof the parties hereto have set their hands on the..... day of ..... 199.....

Signature of the approved supplier.

Signature for and on behalf of Governor  
Designation

Date:

Date:

Witness No. 1  
Witness No.2

1. Witness  
2. Witness

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