

**TRIBAL AREA DEVELOPMENT DEPARTMENT**

**Head Office: Commissioner, Tribal Area Development Department, UDAIPUR**

Phone - 0294-2428721-24, Fax No. 0294-2411417, E-Mail : comm.tad@rajasthan.gov.in, comm.tad@gmail.com



**Tender Form for Supply of Specified Commodities (Food Grains and others) to Tribal Area Development Department (TADD) all over Rajasthan on Rate contract Basis for Period of one year**

Bid form Fee Rs. 400/- (Non-Refundable)

RISL Processing Fees Rs. 1000/- (Non-Refundable)

Bid Security Rs. 96.00 Lakh (Refundable) Bid Value Approx. Rs. 4800.00 Lakh

| Sr.No. | Subject   | Date     | Time     |
|--------|---|----------|----------|
| 1.     | e-publishing Date   | 10.09.16 | 05.00 PM |
| 2.     | Document Download Start Date  | 10.09.16 | 05.00 PM |
| 3.     | Document Download End Date  | 30.09.16 | 11.00 AM |
| 4.     | Pre Bid meeting date, time & place<br>Office of the Commissioner, TAD   | 16.09.16 | 03.00 PM |
| 5.     | Bid Submission End Date   | 30.09.16 | 01.00 PM |
| 6.     | Technical Bid Opening Date  | 30.09.16 | 03.00 PM |
| 7.     | Submission of Demand Draft/ Banker Cheque of Bid Fee (including processing fees and earnest money in physical form) | 30.09.16 | 03.00 PM |
| 8.     | Submission of 3 sealed samples of each Specified Commodities  | 30.09.16 | 03.00 PM |

आतिरिक्त अधिकार  
 जनजाति क्षेत्रीय विकास विभाग  
 राजस्थान-उदयपुर  
 34 निदेश, 1924  
 P.O. TAD, Udaipur  
 आतिरिक्त आयुक्त (प्रथम)  
 जनजाति क्षेत्रीय विकास विभाग  
 उदयपुर (राज.)

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| Sr. No. | Details of Bid Documents   | Page No. |
|---------|--|----------|
| 1.      | e-Tender Notice  |          |
| 2.      | Instructions for submission of e-Tender/Bid  |          |
| 3.      | Technical Cover Check List   |          |
| 4.      | Details of Bidder  |          |
| 5.      | General Terms & Conditions of Bid & Contract   |          |
| 6.      | Technical undertaking  |          |
| 7.      | Annexure-A (Compliance with the code of integrity and no Conflict of Interest)                         |          |
| 8.      | Annexure-B (Declaration by the Bidder regarding Qualifications)  |          |
| 9.      | Annexure-C (Grievance Redressal during Procurement Process)  |          |
| 10.     | Annexure-D (Additional Conditions of Contract)   |          |
| 11.     | Annexure-E (Declarations and Undertaking for monthly & Annually Capacity & Supply commitment)          |          |
| 12.     | Annexure-F (Annual Turnover Statement)   |          |
| 13.     | Annexure-G (Statement of past Supplies and Performance)  |          |
| 14.     | Annexure-H (Affidavit regarding acceptance of Terms & Conditions of Bid)                               |          |
| 15.     | Annexure I (a) & (b) (Statement of Infrastructure & Declaration)                                       |          |
| 16.     | Annexure-J (Pre-STAMP RECEIPT)   |          |
| 17.     | Annexure-K (Technical Specifications of Specified items under relevant Act and Law will be applicable) |          |
| 18.     | Annexure-L (List of required items for Hostels/Residential Schools of TADD all over Rajasthan)         |          |
| 19.     | Financial Undertaking  |          |
| 20.     | Annexure-N (List of required items for per Day Care center of TADD all over Rajasthan)                 |          |
| 21.     | Annexure-O (List of required items for per Maa Bari Center of TADD all over Rajasthan)                 |          |
| 22.     | Annexure-P (List of Day care center Blockwise of TADD all over Rajasthan)                              |          |
| 23.     | Annexure-Q (List of Maa Bari center Blockwise of TADD all over Rajasthan)                              |          |
| 24.     | Annexure-R (List of Hostels/Residential Schools of TADD all over Rajasthan)                            |          |

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Ref. : .....

Date: ..... 2016

**For Supply of Specified Commodities (Food Grains and others) up to Hostels/Residential Schools, Maa Bari and Day Care Centers (Block Level) under TADD All over Rajasthan**

Single Stage, Two-envelopes unconditional Bids are invited from Producers/Manufacturers/Wholesalers/Suppliers for the Door-to-Door supply of Specified Commodities at **Hostels/Residential Schools, Maa Bari and Day Care Centers (Block Level)** under Tribal Area Development Department (TADD) all over Rajasthan:

| S. No | Details of Commodities   | Estimated Total cost (in Rs.) | Bid Security (EMD) (in Rs.) | Bid Fee (in Rs) | Processing Fee (in Rs) |
|-------|--|-------------------------------|-----------------------------|-----------------|------------------------|
| 1.    | Door-to-Door supply of Specified Commodities (Food Grains and others) at <b>Hostels/Residential Schools</b> under Tribal Area Development Department Govt. of Rajasthan all over Rajasthan | 2900.00 lakh                  | 58.00 Lakh                  |                 |                        |
| 2.    | Supply of Specified Commodities (Food Grains and others) for <b>Maa Bari centers at Block Level</b> under Tribal Area Development Department Govt. of Rajasthan all over Rajasthan         | 650.00 lakh                   | 13.00 lakh                  | 400.00          | 1000.00                |
| 3.    | Supply of Specified Commodities (Food Grains and others) for <b>Day care centers at Block Level</b> under Tribal Area Development Department Govt. of Rajasthan all over Rajasthan         | 1250.00 lakh                  | 25.00 lakh                  |                 |                        |

**The Tender/Bid will only be submitted through online tendering system of [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in). The interested bidders will have to be enrolled/registered with portal of [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in) for participating in the bidding process.**

- Bid document download Start date 10.09.16 time 05.00 P.M.
- Bid submission end date 30.09.16 time 01.00 PM
- Technical Bid opening Date 30.09.16 time 03.00 P.M.
- Submission of Demand draft of Bid Fee, Processing Fees, Bid Security Money and 3 sealed samples of Specified Commodities as proposed to be supplied by the bidder in physical form from 10.09.16 at 05.00 PM up to 30.09.16 at 03.00 P.M.

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For details please visit our website [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in), <http://tad.rajasthan.gov.in>, <http://sppp.rajasthan.gov.in> or contact Commissioner TADD Udaipur at the Telephone number 0294-2428721-24

**Terms & Conditions:-**

1. The Bid Document is not transferable under any circumstances.
2. No physical/offline Tender/Bid will be accepted.
3. The Tender/Bid Fee will be in the form of Demand Draft/Banker Cheque and the Bid Security may be in the form of DD/Banker Cheque/Bank Guarantee of Scheduled Bank drawn in favour of "Commissioner TADD" payable at Udaipur and processing fees will be in the form of Demand Draft/Banker Cheque of Scheduled Bank drawn in favour of MD RISL payable at Jaipur will be submitted in the office of the Commissioner TADD, Udaipur, up to schedule date and time (before opening of technical bid).
4. TADD reserves the right to cancel the Bid without assigning any reason to the bidder or anyone else.
5. The Service Tax & Other Taxes payable if any, under the contract will be paid by the bidder.
6. Conditional Bids and casual letters sent by the Bidder/Supplier will not be accepted.
7. Bidders are requested to read the instructions in the Technical document/Bid before submitting the Bid online.
8. The above Terms & Conditions of the Bids may also be seen on the website [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in), <http://tad.rajasthan.gov.in> or <http://sppp.rajasthan.gov.in> along with the Bid Invitation Notice.
9. A Bidder may be a natural person, private entity, Government owned entity or, where permitted in the bidding documents, any combination of them with a formal intent to enter into an agreement or under an existing agreement in the form of a joint venture. In the case of joint venture:-
  - a) All parties to the joint venture shall sign the bid and they shall be jointly and severally liable; and
  - b) A joint venture shall nominate a representative who shall have the authority to conduct all business for and on behalf of any or all the parties of the joint venture during the bidding process. In the event the bid of joint venture is accepted, either they shall form a registered joint venture company/firm or otherwise all the parties to joint venture shall sign the agreement.
  - c) The required qualifications regarding turnover requirement and working experience requirement of all entities of joint venture will be clubbed together with satisfactory business qualification certificate.
10. TADD has invited e-Tenders for any Bidder who wants to participate in tender. The requirement of average annual turnover for three years will be minimum Rs. 10.00 Crores and working experience of similar nature of work (Door-to-Door supply of Specified Commodities at **Hostels/Residential Schools** of minimum value of Rs. 5 crore in any one of the three immediate financial years (2013-14, 2014-15, 2015-16)

*Handwritten notes:*  
Final  
Bids  
[Signatures]

[Handwritten signature]

**Commissioner TADD**

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**Instructions to Bidders for online submission of e-Bid**

1. The Bidders who are interested in bidding can download Bid Documents from <http://eproc.rajasthan.gov.in>
2. Bidders, who wish to participate in this Bid, will have to be registered on <http://eproc.rajasthan.gov.in>. To participate in online tenders, Bidders will have to procure Digital Signature Certificate (type II or III) as per Information Technology Act-2000 using which they can sign their electronic Bids. Bidders can procure the same from any CCA approved certifying agency i.e. TCS, safe-crypt, (n) code etc or Government of Rajasthan, e-procurement Cell, Department of IT&C, Government of Rajasthan for further assistance. Bidders who already have a valid Digital Certificate need not to procure a new Digital Certificate. For new Digital Signature Contact No. 0141-4022688 (Help Desk 10.00 AM to 6.00 PM on all working days) email: [eproc@rajasthan.gov.in](mailto:eproc@rajasthan.gov.in), Address: e-procurement cell, RISL, Yojana Bhawan, Tilak Marg, C-Scheme, Jaipur.
3. Bidder will submit their offer on-line in electronic formats both for technical and financial proposals; however DD/Banker Cheque/B.G. for Bid fees, processing fees and Bid security should be submitted manually in the office of tendering authority (Commissioner TADD, Udaipur) before scheduled date & time as mentioned in NIT. Scanned copy of DD should be uploaded along with the online Bid.
4. Before electronically submitting the tenders, it should be ensured that all the Bid papers including conditions of contract are digitally signed by the Bidder.
5. Training for the Bidders on the usage of e-Tendering system is also being arranged by RISL on regular basis. Bidders interested for training may contact e-Procurement Cell, RISL for booking the training slot.
6. Bidders are also advised to refer "Bidders manual" available under "Download" section for further details about the e-tendering process.
7. The prospective bidders if they so desire may participate in the bid to clarify the doubts in respect of bidding document before last date of submission of Bid in any working day.
8. Bidders will have to enter the documents in the "cover" as per the following order:-

**(A) Technical Cover-**

**(a) In the Fee Cover (in PDF format)**

- a. Scanned copy of DD/ Banker's Cheque for Bid fee in favour of "Commissioner TADD", payable at Udaipur.
- b. Scanned copy of DD/Banker's Cheque /Bank guarantee for Bid security in favour of "Commissioner TADD.", payable at Udaipur.
- c. Scanned copy of DD/Banker's Cheque for processing fees in favour of MD , RISL payable at Jaipur.

**(b) In the Technical document cover (in PDF format)-**

Scanned copy (signed & sealed) of the Technical Bid along with the Annexures and supporting papers (except BoQ Sheet) for evaluation of Technical Bids.

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 [Signature]

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**(B) Financial Cover (.xls format)-**

The Bill of Quantity (BoQ) must be uploaded after entering the rate offered for COMBO PACK to TADD in the uploaded BoQ as per enclosed technical specifications of Specified Commodities as per prevailing Act like FSSAI/BIS/ISO/HSCCP etc. of each commodities and amendments from time to time:-

**BoQ shall be first downloaded from the web site and after filling the rates in the BoQ, the same shall be uploaded.**

- Bidders will enter name of the firm on BoQ Only.
- Bidders are requested not to edit or change any item or quantity.

**Note:-** The financial Bids of only those Bidders would be opened and considered, whose bids are found techno commercially qualified as per terms and conditions of tender.

**Special Note :-**

All Bidders are advised not to wait till last date and are advised to submit their tender/Bid at the earliest. The TADD will not be responsible for any last minute rush in website. No extension in deposition of Tender/Bid will be allowed.

*Handwritten signatures and initials:*  
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 [Initials]

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**TECHNICAL COVER CHECK LIST**

| Sr. No. | Particulars  | Enclosed (Yes/No) | Page No |
|---------|--|-------------------|---------|
| 1.      | Bidder should have executed similar nature of work (Door-to-Door supply of Specified Commodities at <b>Hostels/Residential Schools</b> of minimum value of Rs. 5 crore in any one of the three immediate financial years (2013-14, 2014-15, 2015-16). The bidder should provide & append copies of purchase orders and successful completion certificates in support of his claim. |                   |         |
| 2.      | Minimum average annual turnover of Rs. 10.00 Crore of last three financial years (2013-14, 2014-15, 2015-16). Bidder should submit last three years audited (C.A. certificate for 2015-16 will be accepted) Balance-Sheet and profit and loss account.   |                   |         |
| 3.      | Copy of PAN card and TIN Registration Number with attested copy of relevant certificate.   |                   |         |
| 4.      | The Bidders will have to submit a valid sales tax clearance certificate from the concerned Commercial Taxes Officer up to F. Y. 2015-16  |                   |         |
| 5.      | Attested copy of Registration Certificate of Partnership Firm/Co. issued by Competent Authority.   |                   |         |
| 6.      | Certificate/License/Documents which are required should be complete and updated.   |                   |         |
| 7.      | Technical Undertaking  |                   |         |
| 8.      | Authorization letter in form of a person who is signing the tender documents on behalf of Bidder   |                   |         |
| 9.      | Annexure-A (Compliance with the code of integrity and no Conflict of Interest))  |                   |         |
| 10.     | Annexure-B (Declaration by the Bidder regarding Qualifications))   |                   |         |
| 11.     | Annexure-C (Grievance Redressal during Procurement Process)  |                   |         |
| 12.     | Annexure-D (Additional Conditions of Contract)   |                   |         |
| 13.     | Annexure-E (Declarations and Undertaking for monthly & Annually Capacity & Supply commitment)  |                   |         |
| 14.     | Annexure-F (Annual turnover Statement) duly certified and signed by Chartered Accountant.  |                   |         |
| 15.     | Annexure-G (Statement of past Supplies and Performance)  |                   |         |
| 16.     | Annexure-H (Declaration regarding acceptance of Terms & Conditions of Bid)   |                   |         |
| 17.     | Annexure-I (a) & (b) (Statement of Infrastructure & Declaration)   |                   |         |
| 18.     | Annexure-J (Pre-STAMP RECEIPT)   |                   |         |
| 19.     | Annexure-K (Technical Specifications of Specified items under relevant Act and law will be applicable)   |                   |         |

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|     |   |  |  |
|-----|---|--|--|
| 20. | Annexure-L (List of required items for Hostel/Residential Schools of TADD all over Rajasthan)   |  |  |
| 21. | Annexure-N (List of required items for Per Day Care center of TADD all over Rajasthan)  |  |  |
| 22. | Annexure-O (List of required items for Per Maa Bari Center of TADD all over Rajasthan)  |  |  |
| 23. | Annexure-P (List of Day Care center Block wise of TADD all over Rajasthan)  |  |  |
| 24. | Annexure-Q (List of Maa Bari center Block wise of TADD all over Rajasthan)  |  |  |
| 25. | Annexure-R (List of Hostels of TADD all over Rajasthan)   |  |  |
| 26. | Attach three sealed samples of each Specified Commodities (Samples to be deposited physically in TADD Udaipur Head office before 30.09.16 at 03.00 P.M) |  |  |

*Handwritten signature and initials*



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**Details of Bidder**

e-Bid Notice No. .... dated .....

|     |   |  |  |
|-----|---|--|--|
| 1.  | Name of the Firm  |  |  |
| 2.  | Telephone No.   |  |  |
| 3.  | Mobile No.<br><br>Email ID  |  |  |
| 4.  | Office Address of the Firm/Co.  |  |  |
| 5.  | Address of the Shop/Office/Godown etc.  |  |  |
| 6.  | Constitution of the Firm whether Proprietorship/Partnership/Company   |  |  |
| a)  | <b>In case of Proprietorship Firm</b>   |  |  |
|     | Name, Father's Name and Residential address of the Proprietor.  |  |  |
| b)  | <b>In case of Partnership Firm</b>  |  |  |
|     | Name, Father's Name and Residential address of all the Partners.  |  |  |
|     | Note: (Enclose the Registration certificate from the Registrar of Firms or its attested copy/Photocopy of Partnership Deed (attach separate sheet if space is insufficient).) |  |  |
| c)  | <b>In case of Company</b>   |  |  |
| i)  | Regd. No. of the Company  |  |  |
| ii) | Name and address of the Directors of the company (Attach separate sheet if space is insufficient)   |  |  |
| 7.  | <b>BANK DETAILS OF BIDDER</b><br>Banker's name with branch<br><br>Account type<br><br>Account number/IFS Code   |  |  |
| 8.  | VAT Registration No.<br>-----   |  |  |
| 9.  | PAN No. of the Bidder   |  |  |
| 10. | Service Tax Registration No. of the   |  |  |

*Handwritten notes:*  
Final  
Date

*Handwritten signatures and initials*

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|     |  |                                   |  |
|-----|--|-----------------------------------|--|
|     | <b>Bidder. if applicable</b>   |                                   |  |
| 11. | Bid security of RS. ....<br>Deposited vide CR<br>No. ....<br>dated ..... Pay order<br>No. .... dated ..... drawn<br>On .....<br>Name of Bank & branch) |                                   |  |
|     | *(to be filled by the Office)  |                                   |  |
|     |  | Signature of the Bidder with Seal |  |
|     |  | (Name _____)                      |  |
|     |  | (Designation _____)               |  |

\* Attach separate sheet for details, where required.

\* In case of authorized representative signing this document enclose copy of the authority letter.

*Handwritten notes and signatures:*  
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 13/11  
 [Signature]  
 [Signature]

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**General Terms & Conditions of Bid & Contract:-**

**Important Instruction:-**The Law relating to procurement "The Rajasthan Transparency in Public Procurement Act, 2012"[hereinafter called the Act] and the "Rajasthan Transparency in Public Procurement Rules, 2013"[hereinafter called the Rules] under the said Act have come into force which are available on the website of State Public Procurement Portal <http://sppp.rajasthan.gov.in>. Therefore, the Bidders are advised to acquaint themselves with the provisions of the Act and the Rules before participating in the bidding process. If there is any discrepancy between the provisions of the Act and the Rules and this bidding document, the provisions of the Act and the Rules will be prevail.

**N.B.:-**

- (a) The objective of the Bid is to provide good quality Specified Items at remunerative price of combo pack for door to door supply at Hostels/Residential Schools, Maa Bari and Day Care Centers (Block Level) under TADD.
- (b) Bidder should read these terms & conditions carefully and comply to it strictly while submitting their bids. If a bidder has any doubt regarding the terms & conditions and specifications mentioned in the tender notice/catalogue, he should get his doubt clarified during the pre bid meeting on 16.09.16 at 03.00 P.M. in the office of Commissioner TADD Udaipur. The decision of the Commissioner TADD, Udaipur will be final and binding on the bidder.

**II. THE CLAUSES, TERMS & CONDITIONS ARE AS FOLLOWS:-**

E-tenders are invited from Specified items Producers/ Manufactures/Wholesalers/ Suppliers situated in India for **Specified items on rate contract** as per specifications prescribed and for its door to door supply at Hostels/Residential Schools as per Annexure-L, Maa Bari as per Annexure-O and Day Care Centers as per Annexure-N **(Block Level)** under TADD.

1. Bidder should submit last 3 years audited (Unaudited can be accepted in case 2015-16) accounts (e.g. Balance Sheet & Profit & Loss Account) for verification of turnover which is shown in Annexure 'F'.
2. Bidder should have executed similar nature of work (Door-to-Door supply of Specified Commodities at Hostels/Residential Schools of minimum value of Rs. 5 crore in any one of the three immediate financial years (2013-14, 2014-15, and 2015-16).
3. Bidder should submit attested copy of PAN CARD & TIN Registration Certificate.
4. Bidder should submit attested copy of Sales Tax clearance certificate with Bid documents subject to assessment (up to 2015-16).
5. Bidder will have to submit an income tax clearance certificate (A.Y. 2014-15) from the Income tax officer of the circle concerned along with the tenders without which tender may not be considered.

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6. Successful Bidder should submit attested copy of valid Registration Certificate/License/any document (FSSAI, BIS, AGMARK, ISO, HSCCP) which are required for production and supply of Specified items.
7. Bidder should submit name and address of the location of Shop, Go down, production and packaging plant with details of concern person with telephone number and email id etc.
8. Bidder should submit Annexure A to D as per order No. ,फ.1(8)/वित्त/ साविलेनि/2011 दिनांक 04.02.2013 (परिपत्र संख्या 3/2013) issued by Secretary Finance (Budget), Finance (G&T) Department, Government of Rajasthan.
9. Bidder should submit declaration regarding that he is not blacklisted by any government or any public sector undertaking and regarding compliance of terms & conditions of Bid documents as per Annexure-'H'.
10. Bidder should submit declaration and undertaking for monthly capacity and supply commitment as per Annexure-'E'.
11. Bidder should submit declaration regarding turnover of the company as per Annexure-'F'.
12. Bidder should submit performance certificate of last 3 years as per Annexure-'G'.
13. Bidder should submit declaration regarding Infrastructure Shop/Office/Go down/Loading Vehicle, Employees etc. as per Annexure-'I' (a) (b).
14. Bidder should submit Pre-Stamp Receipts for refund of Bid security money, in case of bidders who are disqualified technically, as per Annexure-'J'.
15. Bidder should submit 3 sealed samples of each specified commodities.
16. Bidder should submit authorization for the person signing this proposal to bind Bidder to the proposal and to any contract resulting there from. (If any)
17. Bidder should submit Bid form with signature on each page.
18. No Bid will be accepted after due date & time fixed for receiving of Bid.
19. If the last date fixed for opening of Bids in the office is declared to be a holiday, the next working day will be deemed to be the last date for the purpose. The explanation will also apply in relaxation to other dates fixed for any purpose whatsoever.
21. a). TAD Department reserves the right to reject any or all the tenders without assigning any reason thereof.

*Handwritten initials/signatures on the left margin.*

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- b. Bids are invited for mostly grocery & consumer items for supply to TADD however if any unforeseen condition arises during bidding process (before finalization of above bids), TADD will be free to fulfill such commitments through separate or alternative arrangements as per TADD business policy. In this regard no objection from bidder will be entertained.
22. Validity of Bid offer is 3 months from the date of opening the Bid.
23. E-Bid will be submitted up to date & time as per e-Bid notice for Supply of Specified Commodities items on rate contract for One Year form Date of Contract.
24. Bidder should have permission/License to Manufacturing/ Production/ Whole selling/retail selling of Specified items as per specifications given in the Bid Form.
25. Bids will be submitted to Commissioner TADD, Udaipur through <https://eproc.rajasthan.gov.in> of Govt. of Rajasthan.
- a) Bidder should file Bid duly furnishing the required information as per Bid Document.
- b) Bids should be strictly in conformity with prescribed terms and conditions. Bids should not contain any conditions other than the prescribed terms & conditions. Bids, which deviate from these terms and conditions, are liable to be rejected.
- c) Before the last date for the submission of Bid, TADD may amend any of the Bid conditions, as may be desired and if such an amendment is absolutely necessary and the same will be made available on the website <http://tad.rajasthan.gov.in>/<http://eproc.rajasthan.gov.in>/<http://sppp.rajasthan.gov.in>.
26. **Pre Qualification of Bidder:-**  
The offers will be pre-qualified on the basis of the following criteria:
- A Minimum average annual turnover Rs. 10.00 Crore of last three financial years (2013-14, 2014-15, 2015-16) . Bidder should submit last three years audited (C.A. certificate for 2015-16 will be accepted) Balance-Sheet and profit and loss account along with Bid; failing which Bid will be rejected.
- B Bidder should have executed similar nature of work (Door-to-Door supply of Specified Commodities at Hostels/Residential Schools of minimum value of Rs. 5 crore in any one of the three immediate financial years (2013-14, 2014-15, 2015-16) The bidder should provide & append copies of purchase orders and satisfactory successful completion certificates in support of his claim in any part of India.
27. **The bidder should submit along with the Bids the following certificates for the items:-**
- (i) The Bid form fee Rs. 400.00 downloaded from the website will be submitted in the form of D.D./Banker cheque in favour of Commissioner TADD payable at Udaipur. The bidders are also required to deposit processing fee of Rs. 1000.00 in the form of D.D./Banker cheque in favour of M.D., RISL payable at Jaipur. The Bid fee, processing fee and Bid security will be deposited physically at the office of Commissioner TADD, Udaipur before the last date & time of Technical Bid Open.

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- The bidders will submit scanned copy of the DD/BC/BG in technical Bid (Cover-A & B).
- (ii) In event of Bid being submitted by proprietary firm, Bid must be signed by sole proprietor. In event of a partnership firm Bid 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 Bid must be signed by authorized signatory as the manner lay in the articles of Association.
- (iii) Any change in the Constitution of the Firm/Company will be notified forthwith by the bidder in writing to the Commissioner TADD, Udaipur and such change will not relieve any former member of the Firm/ Company from the liability under the contract. No new partner/partners will be accepted in the Firm by the Bidder in respect of the contract unless he/they agree to abide by all its terms and conditions and submit with the Commissioner TADD, Udaipur a written agreement to this effect. The contractors receipt for acknowledgement or date of any partner subsequently accepted as above will bind all of them and will be sufficient to discharge for any of the purposes of the contract if the Bidders submitting BG as Bid Security. The BG should be valid for a period of six months from the date of issue of opening of tenders.

**PLEASE NOTE THAT: -**

- a. All above mentioned documents must be submitted.
- b. All attested documents must be submitted in Hindi or English language. If the documents are not in Hindi or English, they should be translated in Hindi or English & attested by authorized translator. Translated copy along with copy of original document must be submitted.
- c. The point of supply will be Hostels/Residential Schools, Maa Bari and Day Care Centers (Block Level) under TADD all over the Rajasthan.
- d. Bid will be liable for outright rejection if:-
- i. Any rates are disclosed in cover-A & B.
  - ii. Any discounts/ special offers are made in cover-A & B.
- e. The Bidder will submit Profit & Loss account & Balance Sheet and annual turnover statement of the preceding three financial years.
- f. **If the following item/certificate not submitted, the Bid will not be considered valid:-**
- i. Bid form fee, Processing fee and Bid security.
  - ii. Undertaking to supply the commodities as specified in the tender having FSSAI/ISO/BIS/HSCCP/Agmark Certificate as the case may be, if applicable.
  - iii. Duly signed scanned copy of acceptance of terms & conditions.
  - iv. Duly attested photocopy of Sales Tax registration and clearance certificate.
  - v. Income- Tax clearance certificate.
  - vi. Three sealed samples of Specified items

28.

Financial Bid duly filled as per Part II giving the rates offered to TADD on COMBO PACK (Supply of Specified Commodities at Hostels/Residential Schools, Maa Bari and Day Care Centers (Block Level) under TADD items of different Brands for quoted

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Items should be submitted through portal <https://eproc.rajasthan.gov.in> of rajasthan In only format (BoQ). It should not be disclosed in Technical Bid.

29. The Bidder will sign the Bid form at each page and at the end in token of acceptance of all the terms and conditions of the Bidder and then scanned copy will be uploaded on e-portal **except BoQ.**

**30. WITHDRAWALS, SUBSTITUTION AND MODIFICATION OF BIDS:-**

No Bid will be withdrawn, substituted or modified after the last time and date fixed for receipt of Bids as prescribed in [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in)

**31. SUBMISSION OF SAMPLES & DEMONSTRATIONS:-**

(i) Samples of Specified items must be sent free of Fee on demand by Commissioner TADD, Udaipur even though the specifications or descriptions etc. are mentioned in the Bid form. No sample will be accepted after the prescribed period. In the event of non submission of samples within the prescribed period on demand, the Bid will not be considered and Bid security will be forfeited.

(ii) Samples should be strictly according to the item quoted in the Bid form, failing which these will not be considered. Such sample must be delivered free of charge to the Commissioner, TADD, Udaipur, or any authorized/designated officer by Commissioner TADD, Udaipur to be conveyed while placing order. Sample must be submitted duly sealed and marked suitably either by writing on the sample or on a slip or durable paper securely fastened to the sample with the particulars as mentioned below:-

(A) Name and full address of the firm/manufacturer.

(B) Specified items Quality, date and Batch/lot number of Manufacturing/Packing.

(iii) No change in marking on samples will be allowed after the submission of the sample. Samples should be submitted along with separate challan in triplicate. Samples without challan will not be accepted.

**32. OPENING OF TENDERS:-**

a. Technical Bids will be opened on 30.09.16 at 03.00 P.M.

b. The Financial Bids of only technically qualified Bidders will be considered. Only the successful Bidders in technical Bids are eligible to participate in further proceedings.

c. Rate offered by the qualified technical Bidders will be taken into consideration to arrive at lowest rate of Combo pack offered by the Bidders' viz. L1, L2 and so on.

d. The accepted rate is for the supply of contracted quantity in all respects for the quantity tendered. Any request for revision of the rate due to price fluctuations in International and Domestic Markets or for any other reason during the contract period will not be entertained and stand rejected.

e. If the date fixed for opening of Bids happens to be Govt. holiday, the tenders filled online will be opened on the next working day at the same time specified above.

**33. BID SECURITY:-**

(a) Every Bid should be accompanied by Demand Draft/Banker Cheque/ Bank Guarantee Rs. 96.00 Lakh (The Bidder request to submit the bid security based on type of

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institutions they are offering institutions i.e. type-1 (Hostels/Residential Schools), type-2 (Maa Bari centers) and type-3 ( Day care centers) as the case may be.) drawn on any Nationalized/ Scheduled Bank in favour of "Commissioner TADD" payable at Udaipur towards BID SECURITY, If bid security in the form of B.G., it should be valid for 6 month. Bids without Security stand summarily rejected. Bidders enclosing cheque also stand summarily rejected. In case of unsuccessful Bidder the BID SECURITY will be returned after the successful Bidder executes the agreement. Bid Security deposit will not carry any interest.

- (b) Bid Security of the successful Bidder may be adjusted towards Performance Security and they should deposit the balance Performance Security in the form of B.C./D.D./B.G. in favour of "Commissioner TADD" payable at Udaipur from any Nationalized / Schedule Bank. In case of furnishing bid security by way of D.D/B.C.
- (c) The Bid Security of unsuccessful Bidder will be refunded soon after finalization of the Bid. Bidder has to produce a Pre-Stamp Receipt as per Annexure-J with the Bid document.
- (d) In lieu of bid security, a bid securing declaration shall be taken from departments of the State Government and Undertakings, Corporations, Autonomous bodies, Registered Societies, Cooperative Societies which are owned or controlled or managed by the state Government and Government undertakings of the central Government.
- e) The Bid Security Deposit lying with the TADD in respect of other tenders awaiting approval or rejected or on account of contracts being completed will not be adjusted towards Bid Security for the fresh tenders. The Bid Security may, however, be taken into consideration in case tenders are re-invited for the same item.
- (f) No interest will be paid on Bid Security by the TADD.
- (g) The Bid security will be forfeited in the following cases:
  - I. When Bidder withdraws or modifies the offer after opening of tenders.
  - II. When Bidder does not execute the agreement, if any, prescribed within the specified time or extended time by competent authority on the request of the Bidder.
  - III. When the Bidder does not deposit the security money after the supply order is given.
  - IV. When the Bidder fails to commence the supply of the items as per supply order within the time prescribed.
  - V. When Bidder violates any Terms & Conditions of the Bid document.
  - VI. If the Bidder, breaches the Code of Integrity then action will be taken as per Clause 11 of the Act & Rule 82.

**34. RATE OFFERED:-**

- a) The rate for Combo Pack of Specified items per student per month at all over Rajasthan by Door to Door supply at Hostels/Residential Schools and The rate for Combo Pack of Specified items Per Maa Bari Center per month at all over Rajasthan at block level and The rate for Combo Pack of Specified items Per Day Care Center per month at all over Rajasthan at block level inclusive of cost of all items, VAT & CST, Service Tax, Packing, Customs Duty, Excise Duty, Education Cess, Additional Cess, Entry Tax and any other Statutory Taxes applicable from time to time, if any, transit

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- Initials "Duh" and "at" below the signature.  
- A large flourish or signature at the bottom left.



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insurance, including the transportation loading and unloading charges, as per Annexure-L,N,O and will not be quoted in fraction of paisa. The Bidders should quote their rate in the BoQ "Schedule of Rates". The rates will be quoted in the figures and if any discrepancy is found in the figures, Bidder will not be allowed to correct such mistake after opening of the Bid.

- b) The department has asked for bids for three types of institutions viz hostels/residential schools, maa badi centers (block level) and day care centers (block level). A bidder may bid for all the three or for any one or two. However he will have to provide his rates separately for each group in the BoQ. It is also clarified that price bids shall be evaluated separately for each group. Hence even if a bidder is providing his rates for more than one group he should give his rates separately against the relevant Column.
- c) The rate quoted will be in Indian Rupees and would be in force for the entire contract period. TADD is not responsible for any fluctuation of prices either in International Market or Domestic Market and no request or representation for revision of rate will be permissible. However, down revision will be in conformity with price fall clause (Clause No. 54).
- d) Based on the rates received, TADD reserves the rights to award supply of contract to one or more Bidders and the same would be final and binding on all the Bidders.
- e) Rates quoted must be separately written as per the requirements of the Bid form and should include all taxes, duties & Rajasthan VAT & CST.

**35. DETERMINATION OF LOWEST BIDDER:**

- a) The lowest Bidder shall be determined on the basis of price bid. Price bid shall be evaluated on the basis of bid given for a combo pack separately (i.e. Price bid for Hostels/residential school, Maa Bari centers and Day care centers). The price so given shall be inclusive of all type of taxes (inclusive of cost of packing (as per packaging & labeling Act), Customs Duty, Excise Duty, Education Cess, Additional Cess, Entry Tax and any other statutory Taxes applicable from time to time, if any transit insurance, including the transportation loading and unloading charges, VAT & CST to the specified destinations all over Rajasthan)
- b) In case Commissioner TADD opt for entering into RC with more than one bidder, then initially L2 bidder will be extended opportunity to match L1 rate, as above, on refusal by L2 bidder, then to L3 bidder & so on.
- c) **NEGOTIATIONS:** Negotiations may be conducted with the lowest bidder only. In case of non-satisfactory achievement of rates from lowest bidder, Commissioner TADD may choose to make a written counter offer to the lowest bidder and if this is not accepted, Commissioner TADD may decide to reject and re-invite fresh tenders or to make the same counter-offer first to the second lowest bidder, then to the third lowest bidder and so on in the order of initial bidding, and work order be awarded to the bidder who accepts the counter offer.
- d) In the case, when the quotations given by the bidder during negotiations is higher than the original quotation of the bidder then the bidder will be bound by the lower rate originally quoted by the bidder.
- e) In case of negotiations, representative of the bidder attending negotiations must possess written authority from the bidder to the effect that he is competent to modify/amend the submitted tender deviations and rates offered by them.

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- f) In the event the TADD does not find the lowest quoted rate, acceptable to it, then the tender will be scrapped and may be re-invited, or TADD may take any other suitable action as deemed fit looking to the exigency of the work.

**36. SPECIFICATIONS:-**

- a) Only good quality of Specified items and brands strictly conforming to FSSAI/AGMARK/BIS/ISO/HSCCP & any other prevailing law commodity wise details at Annexure-'K' will be supplied to Hostels/Residential Schools, Maa Bari and Day Care Centers (Block Level) under TADD all over Rajasthan.
- b) Stocks not conforming to specifications stand summarily rejected and it is the responsibility of the supplier to lift back the rejected stock immediately. In the event of any of the samples taken found to be substandard, harmful, adulterated etc. as the case may be the concerned Bidder will be wholly responsible for that. The Bidder/Supplier will have to face the prosecution proceedings, if any and have to defend the cases themselves in the concerned Courts. Further the Bidder will have to immediately replace the entire stock of substandard/adulterated items at their own cost.
- c) The samples of the lowest Bidder (L-1) may be sent for analysis to NABL accredited labs or any other govt. labs to verify quality.

**37. PACKING OF SPECIFIED ITEMS:-**

Specified items will be supplied in appropriate net weight packing. Brand/Name/Logo format will be approved by the TADD if required and will be printed in multi color by the Specified items supplier on poly packs. Packing material will be as per the design approved by the TADD and it will have to be got approved from the TADD before commencement of delivery at Hostels.

The approved supplier will have to furnish a certificate for the Environmental Laws from the Indian Institute of Packaging, Kolkata. The poly pack should have following characteristics:

The Texture of poly film should be homogeneous, clean, transparent and without any hole.

**38. DURATION AND PLACE OF DELIVERY:-**

The successful bidder will have to compulsorily supply ordered quantity of Specified items as per specifications in the prescribed period. The first supply equal to two months requirement of each type of institutions will be delivered within 30 days from the date of issuing award of contract there after the successful bidder has to supply the specified commodities on two monthly basis within 15 days from next supply order. The supplier will have to make arrangements accordingly for different places all over Rajasthan.

**39. FURNISHING INFORMATION:-**

- a) The supplier will have to provide details of their packing/blending Shop/Go down/Office/Vehicle/Human Resources.

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- b) The Supplier will furnish District wise fortnightly /monthly report of the details of stock/quantity of Specified Items supplied to the Hostels of the concerned District to TADD Office by e-mail/ Fax in the prescribed format.
- c) Supplier should not only maintain complete account of supplies made but also furnish the details as and when requested by the TADD. Non maintenance of complete record in the prescribed manner will be treated as non compliance and TADD is free to take action as per Bid conditions.
- d) The successful bidder will have to provide details of rates of each specified items in the combo pack as per annexure L, N and O.

**40. ACCEPTANCE OF STOCKS:-**

- (a). Random samples will be taken by TADD or agencies/officer so authorized by the TADD so as to ensure that the quality of Specified items supplied is as per approved specifications. The testing charges of randomly drawn samples will be borne by the concerned approved supplier.
- (b) TADD will not take any responsibility or otherwise regarding the stocks once the stocks are rejected.
- (c) Specified items supply will be frequently subjected to quality check and the TADD at its discretion will send samples of any consignment to the NABL laboratory for analysis. In such cases, the result of laboratory will be final.
- (d) The successful Bidder has to inform concern authorized person of each concern destination by telephone, SMS, e-mail before commencing delivery and take receipt of goods delivered from authorized person of Hostel under the TADD.
- (e) The successful Bidder has to produce copy of goods receipt counter signed by District Level Officer of TADD.
- (f) The successful Bidder will provide one sample kit in each hostel and will replace the same in every four months on F.O.C. basis.
- (g) The supplied items must bear expiry date of at least four months after the date of supply.

**41. QUALITY ASSURANCE:-**

The Bidder will have to ensure that the quality of supply of specified items strictly conforms to the specification prescribed under FSSAI/BIS/AGMARK/HSCCP and other relevant law in force as per Annexure-'K'. In the event of any of the samples taken by any Govt. agencies/regulatory agencies or any officer authorized by TADD. to do so found to be substandard, harmful, adulterated etc. as the case may be, the concerned supplier will be wholly responsible for that. The Supplier will have to face the prosecution proceedings, if any and have to defend the cases themselves in the concerned Courts.

**42. INDEMNIFICATION:-**

The Bidder shall indemnify the TADD against all claims which may arise in supply of inferior, unsatisfactory and low quality of Specified items not conforming to prescribed specifications. The bidder will have to replace the inferior, unsatisfactory and low quality commodities within seven days. If failure in supply then purchase officer shall be free to

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arrange for the urgent required Items from alternative sources and the extra cost incurred shall be recoverable from the Supplier. In addition TADD will charge 5% of value of rejected/substandard supply for the first time and 10% of value of rejected/substandard supply second time, there after if the supplier is found to be defaulter, TADD will be free to take strict action including termination of the contract and forfeiture of the security deposit.

In case of short supply, partial supply and non supply of prescribed commodities TADD will free to charge margin 15% on procuring cost of commodities to TADD.

The Bidder shall agree to indemnify TADD against, and to reimburse TADD for, and to our option, to defend TADD against, all damages for which it is held liable to in any proceeding arising out of use of Specified items, pursuant to and in compliance with this Bid/Agreement, and for all costs TADD reasonably incur in the defense of any such claim brought against TADD or in any such proceeding in which TADD is named as a party, including reasonable attorney's fees, provided that TADD has timely notified us of such claim or proceeding. The approved Supplier will indemnify the TADD against all claims from a third party at any time on account of the infringement of any or all the rights mentioned in the previous paragraphs, whether such claims arise in respect of manufacture or use.

In case any sample of any commodities taken and is tested for its quality and if found failed subsequently as per contract in that condition bidder will have to replace commodities with standard quality

**43. PACKAGING AND LABELING CONDITIONS:-**

The Successful manufacturers/suppliers will have to comply with all the provisions and direction given of Packaging & Commodities Act/ Food Safety & Standards (Packaging & labeling) Regulations, 2011 and amendments time to time will have to invariably mention all the relevant details viz. Name of the manufacture, Date of manufacturing, Batch/Lot No., MRP, Best before use, Nutritional Value, Logo etc. over the Specified items. Successful Bidder will have to stamp **TRIBAL AREA DEVELOPMENT DEPARTMENT** name along with **Not for Resale** caption on supplied items and packing material both with at least **40% visibility** on display part.

**44. GUARANTEE CLAUSE:-**

The Supplier will give guarantee that the goods supplied would continue to conform to the description and quality as specified as per technical specifications from the date of delivery of the said goods to be supplied and that notwithstanding the fact that the TADD may have inspected and/or approved the said goods as per technical specifications, the said goods be discovered not to conform to the description and quality as aforesaid/ or have determined and the decision of the TADD in that behalf will be final and conclusive .

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