

Government of Rajasthan, Department of Tourism

Paryatan Bhawan, Sanjay Marg, Opposite Vidhayakpuri Police Station, Jaipur

Tel. 0141 2822847, Email – pub-dot@rajasthan.gov.in

No. F 10 () Publicity / R.C. / Literature Transport / 2025/ 9368

Dated: 16/07/2025

Notice Inviting Bids (Rate Contract) No. - 264

Subject: Bids for Rate Contract for Transport of Publicity Literature

Publicity literature and souvenirs are printed / procured by Publicity Cell, HQ Jaipur. For transport of these items to field offices, bids are invited to hire services of a transport firm 'on Rate Contract' basis, the specifications:-

Work	Approximate Cost Rs.	Bid Security 2 % of total cost (for MSME firms ½ %, for sick units 1 %)	Performance Security - 5 % of total cost, for SSI unit - 1% (Certificate should be enclosed).	Bid Release Date	Bid Opening Date and Time
Rate Contract for 2 years for Transport of Publicity Literature in Rajasthan and Delhi	Rs.3.50 Lakhs	Rs.7000/-, Rs.1750/- in case of MSME unit, Rs.3500/- in case of SSI unit to be deposited through e-gras under the Head - 8443-103	Rs.17500/-, Rs.3500/- in case of SSI unit to be deposited through e-gras under the Head - 8443-103	17/07/2025	23/07/2025 2 pm

Information, Terms and Conditions

- Period of Rate Contract would be 2 years from the date of issue of work order
- Financial bids of those bidders, who qualify in technical bid, will be opened.
- Technical and financial bids in separate envelopes, both sealed in a bigger envelope will have to be deposited.
- Receipt of depositing of bid fee and bid security will have to be attached with technical bid, else the bid will not be considered.
- Bid Fee – Rs. 500/- deposited in e-gras budget head 0075-00-800-52-01
- Bids may be seen on SPPP and Dept. of Tourism website portals.

--Sd.--

(Ajay Kumar Sharma)
Joint Director (Publicity)

No. F 10 () Publicity / R.C. / Literature Transport / 2025/

Dated: 16/07/2025

Copy forwarded to following for information and necessary action please:-

1. Chief Accounts Officer, Tourism
2. ACP (DD), IT Section, Tourism for uploading on SPPP Portal & Website.
3. Notice Board.

--Sd.--

Joint Director (Publicity)

SCHEDULE OF BID PROCESS

Event Description	Scheduled Date
Release of Bid Advertisement	17/07/2025
Last Date for submission Bid	23/07/2025 at 12.00 Noon
Date of Opening of Bids	23/07/2025 at 2 pm
Date of Award of Contract	After finalization of financial bid
Execution of the Work	As per work order

A. Terms and Conditions

- a. Transport of Publicity Literature will be done as per Rate Contract and Work Order.
- b. The bid shall be kept separately in sealed envelopes (technical and Financial)
- c. Bid shall be valid for the period of 90 days from the date of opening.
- d. Rate/s provided should be inclusive of GST / all taxes, packing with packaging material (Baardana), labour charges, bilty charges, pick up from Tourism H.Q. Jaipur, transportation up to the desired destination, any other etc.
- e. The rates would remain valid AS RATE CONTRACT for a period of TWO YEARS from the date of issue of work order.
- f. Payment will be released after the satisfactory completion of work; as per the terms of bid documents and work order. No advance payment shall be made.
- g. For electronic transfer of payment, firm will have to provide bank details on each bill body as well as along with this bid.
- h. Firm will have to submit self declaration having last three year's work experience is relevant field.
- i. Firm will have to submit an average minimum turnover of rupees 5 Lakhs (five Lakhs) per annum in format of audited balance sheets in last three years (2022-23,2023-24,2024-25).
- j. Firm will have to provide PAN No and GST registration number
- k. Bidder will bear all costs towards submission of the bid.
- l. Bid Fee would be Rs. 500/-
- m. Bid Security – Rs.7000/- (2 % of the bid cost), Rs. 1750/- (0.5 % of the bid cost) in case of SSI unit, Rs.3500/- (1 % of bid cost) in case of sick unit to be paid by bidder as per bid.
- n. Forfeiture of bid security –
 - i) Upon occurrence of bidder default or falls to make complete supply satisfactorily within the time specified the procuring entity shall without prejudice to its other rights and remedies, hereunder or in law, be entitled to encash from the performance security as damages for such bidder default; or
 - ii) If the bidder breaches any provision of the code of integrity prescribed for bidders under section 11 of RTPP Act and chapter IV of RTPP rules and this bidding document the bidder would be liable for forfeiture of the performance security.
 - iii) If in the judgment of the procuring entity the bidder with beneficial ownership from countries sharing land border with India as per rule 13 of RTPP rules and Government of Rajasthan notification no. F 2 (1) FD / G&T-SPFC/2017 dated 01.01.2021, 15.01.2021 and 30.03.2021, for

participation in any public procurement in the state, who can only be allowed after prior registration with the competent authority has not complied with the requirement. The procuring entity shall give notice of reasonable time in case of forfeiture of performance security and the decision of the procuring entity shall be final.

- o. Performance security equal to 5% of the work, Rs.17500/- will be deposited by the successful bidder, which shall be returned after successful completion of the work.
 - p. As per rule 75(4) of RTPP rule 2013, the performance security furnished in the form other than submitted through e-grass shall; remain valid for a period of sixty 60 days beyond the date of completion of all contractual obligation of the bidder including warranty obligation and maintenance and defect liabilities period.
 - q. All rights regarding cancellation of the bid without giving any reason are reserved with Commissioner, Department of Tourism, Government of Rajasthan.
 - r. The firm would be responsible for all risks involved in the work. For any accident or mishap, the bidder would be solely responsible.
 - s. All costs incurred by the firm in respect of submission of offer shall be borne by the concerned bidder.
 - t. Penalties would be imposed in case of delayed and for faulty services as per provisions of GF& AR and as decided by Department.
 - u. Wherever specific terms and conditioned have not been spelt out in bid document, General Finance and Accounts Rules & RTPP Act, 2012 RTPP Rules 2013 of the state government shall apply.
- B. An agreement on Non-Judicial Stamp of Rs.500/- will have to be signed between the Dept. and successful bidder within 15 days of issue of work order. The time period of the agreement would be one year from the date of issue of work order, extendable as per RTPP rules.
- C. Work will be awarded to lowest quoting bidder i.e. L 1 bidder.
- D. Validity of the Bid: Period of validity of this bid is 90 days from the bid opening date.
- E. Negotiations – Except in case of procurement by method of single source procurement or procurement by competitive negotiations, to the extent possible, no negotiations shall be conducted after the pre-bid stage. Circumstances under which negotiations are to be held and the method of negotiation would be as per rule 69 of RTPP rules.
- F. Purchase preference – Items listed in notification no. F 1 (8)/FD/GF&AR/2011 dated 19.11.2015 under schedule are reserved items for MSME firms only. Bids from firms other than MSME shall not be considered for eligible for participating in the bid. For items other than reserved items, if MSME firms participate in the bidding process then purchase preference shall be in accordance with the policy of state government notified / prevalent at the time of submission date of the bid i.e. F 1 (8) FD/GF&AR/2011/ 19.11.2015 and notification no. F 2 (1)/ FD/SPFC/2017/ 28.8.18 or any other notification issued GoR.
- G. Punishment – In the bidder during the supply of goods, interferes with the procurement process as mentioned in section 42 of RTPP act, then following action can be taken – a) As per section 42 of RTPP act, the bidder could be punished with fine which may extend up to INR 50 Lakhs or ten percent of the performance security, and / or b) as per section 46 of RTPP act, the bidder may be debarred from participating in any procurement process undertaken by the procuring entity for a period not exceeding 3 years.
- H. Liquidated damages and Penalty Clause :
In case of unsatisfactory work and any delays in delivery from the time schedule finalized by the Dept. for items of works listed in the Scope of Work and the work order or underperformance would invite a penalty to be imposed upon the agency as per the provisions of GF&AR, including forfeiture of Security Deposit. Serious lapse in responsibilities may also lead to blacklisting of the firm, as may be deemed fit by the Dept. of Tourism, Govt. of Rajasthan.
- I. Termination:

Dept. of Tourism may terminate the Contract of the Firm in case of the occurrence of any of the events specified below:

- a. If the Agency becomes insolvent or goes into compulsory liquidation.
- b. If the Agency, in the judgment of Dept. of Tourism, has engaged in corrupt or fraudulent practices in competing for or in executing this Contract.
- c. If the Agency submits to the Dept. of Tourism a false statement which has a material effect on the rights, obligations or interests of Dept. Of Tourism.
- d. If the Agency places itself in position of conflict of interest or fails to disclose promptly any conflict of interest to Dept. of Tourism.
- e. If the Agency fails to provide the quality services as envisaged under this Contract. Reasons for the same would be recorded in writing. In case of such an occurrence Dept. of Tourism shall give a written advance notice before terminating the Contract of firm.

J. Force Majeure :

- a. Neither party will be liable in respect of failure to fulfil its obligations, if the said failure is entirely due to Acts of God, Governmental restrictions or instructions, natural calamities or catastrophe, epidemics or disturbances in the country. Force Majeure shall not include (i) any event which is caused by the negligence or intentional action of a Party or by or of such Party's agents or employees, nor (ii) any event which a diligent Party could reasonably have been expected both to take into account at the time of being assigned the work, and avoid or overcome with utmost persistent effort in the carrying out of its obligations hereunder. Force Majeure shall not include insufficiency of funds or manpower or inability to make any payment required for execution of services under this Contract.
- b. A Party affected by an event of Force Majeure shall immediately notify the other Party of such event, providing sufficient and satisfactory evidence of the nature and cause of such event, and shall similarly give written notice of the restoration of normal conditions as soon as possible.

K. Arbitration:

- (i) in event of any dispute or difference between the Dept. and the Agency, such disputes or differences shall be resolved amicably by mutual consultation. If such resolution is not possible, then the unresolved dispute or difference shall be referred to arbitration of the sole arbitrator to be appointed by the Secretary, dept. of Tourism. The provision of Arbitration and Conciliation Act, 1996 (No.26 of 1996) shall be applicable to the arbitration. The Venue of such arbitration shall be at Jaipur or any other place, as may be decided by the arbitrator. The language of arbitration proceedings shall be English. The arbitrator shall make a reasoned award (the "Award"), which shall be final and binding on the Dept. and the Agency. The cost of the arbitration shall be shared equally by the Dept. and the Agency to the agreement. However, expenses incurred by each party in connection with the preparation, presentation shall be borne by the party itself.
- (ii) Pending the submission of and /or decision on a dispute, difference or claim or until the arbitral award is published; the Dept. and the Agency shall continue to perform all of their obligations under this Agreement without prejudice to a final adjustment in accordance with such award.
- (iii) The first appellant authority is Principal Secretary, Tourism and second appellant authority is Finance Department as per RTPP Rules 2013.

- L. Jurisdiction:** The contract shall be governed by laws of Rajasthan/India and all Government rules on purchase matter issued from time to time and in force for the time being are applicable to this contract tender.

Form – A: Technical Bid

Notice Inviting Bids (Rate Contract) no.- 264

Bids for Rate Contract for Transport of Publicity Literature

S N	Criteria	Response (Page No.)
1.	Name & Address of the bidder Tel / Email / Mobile	
2.	Address of the Office	
3.	Date of Establishment of organization (enclose evidence)	
4.	Firm will have to submit an average minimum turnover of Rupees 5 Lakhs (five Lakhs) per annum in format of audited balance sheets in last three years (2022-23,2023-24,2024-25).	
5.	Total work experience in the field (In years) (Min. 3 yrs.), enclose self declaration	
6.	Enclose PAN No.	
7.	Enclose GST Registration	
8.	Details of Bid Security deposited	
9.	Details of Bid Application fee (Rs. 500/-) deposited	
10.	Any other information	

This is certified that I have read and understood the enclosed brief and other terms & conditions and the supporting documents have been enclosed. The information given by me is true to the best of my knowledge. My bid offer may be rejected at any stage if it is found that the facts and documents enclosed by me are not correct.

Yours faithfully,

(Signature of the bidder with
seal)

Form – B: Financial Bid

Notice Inviting Bids (Rate Contract), No. - 264

Financial Bid Format - RATE CONTRACT for Transport of Publicity Literature in Rajasthan and Delhi

Rate for transport of a bundle of 20 – 30 kg. up to the distance of 300 kms Rate in Rs. including GST	Rate for transport of a bundle of 20 – 30 kg. beyond the distance of 300 kms Rate in Rs. including GST	Rate for transport of a bundle of 20 – 30 kg. to Delhi Rate in Rs. including GST

Yours faithfully,

(Signature of the bidder with seal)