

1. INVITATION FOR BIDS (IFB) & NOTICE INVITING BIDS (NIB)

Reference No.: F3.9(406)/RISL/Store/2023-24/ 6208

Dated: 18-12-2023

Unique Bid number: RIS2324SS0B00076

Name & Address of the Procuring Entity	<ul style="list-style-type: none">Name: RajCOMP Info Services Limited (RISL)Address: First Floor, Yojana Bhawan, C-Block, Tilak Marg, C-Scheme, Jaipur (Rajasthan)
Name & Address of the Project Officer In-charge (POIC)	<ul style="list-style-type: none">Name: Sh. Veerendra Kumar JainDesignation: General Manager (Technical)Address: First Floor, Yojana Bhawan, C-Block, Tilak Marg, C-Scheme, Jaipur-302005 (Rajasthan)Email : veerendra.risl@rajasthan.gov.in
Subject Matter of AMC	RFP Document for Entering into Rate Contract to Provide Various Type of Job Works such as Photostat (Colour and B&W), Lamination, Scanning, Binding etc., for RISL
Bid Procedure	Single-stage: Two part (envelop) open competitive Bid procedure
Bid Evaluation Criteria (Selection Method)	Item Wise Least Cost Based Selection (LCBS) – L1
Websites for downloading Bidding Document, Corrigendum's, Addendums etc.	<ul style="list-style-type: none">Websites:-http://sppp.rajasthan.gov.in http://www.doitc.rajasthan.gov.in, http://risl.rajasthan.gov.inBidding document fee: Rs. 500 (Rupees Five Hundred Only) in Cash/ Demand Draft in favour of "Managing Director, RISL" payable at "Jaipur".
Estimated Procurement Cost	Rs. 5,00,000 (Rupees Five Lakhs Only).
Bid Security and Mode of Payment	2% of the estimated procurement cost, 0.5% for S.S.I. of Rajasthan, 1% for Sick Industries, other than S.S.I., whose cases are pending with Board of Industrial & Financial Reconstruction Mode of Payment: Banker's Cheque or Demand Draft of a Scheduled Bank.
Period of Sale of Bidding Document (Start / End Date)	<ul style="list-style-type: none">Start Date: 19/12/2023 at 5:00 PMEnd Date: 08/01/2024 at 3:00 PM
Date/ Time/ Place of Pre-bid Meeting	<ul style="list-style-type: none">Date: 26/12/2023Time: 11:00 PMPlace: Board room, RISL, First Floor, Yojana Bhawan, Tilak Marg, C-Scheme, Jaipur-302005 (Rajasthan).

	<ul style="list-style-type: none"> • Last date of submitting clarifications requests by the bidder: 26.12.2023 upto 5:00 PM • Response to clarifications by procuring entity: 29.12.2023 at 5:00 PM
Manner, Place & Deadline for the submission of Bids	<ul style="list-style-type: none"> • Manner: By hand delivery, by courier or by post • Place: First Floor, Yojana Bhawan, C-Block, Tilak Marg, C-Scheme, Jaipur (Rajasthan) • Deadline: 08.01.2024 up to 4:00 PM
Date/ Time/ Place of Technical Bid Opening	<ul style="list-style-type: none"> • Date: 08/01/2024 • Time: 5:00 PM • Place: RISL, Board Room, First Floor, Yojana Bhawan, C-Block, Tilak Marg, C-Scheme, Jaipur-302005 (Rajasthan)
Date/ Time/ Place of Financial Bid Opening	Will be intimated later to the Technically qualified bidders
Bid Validity	90 days from the bid submission deadline

Note:

- 1) The procuring entity reserves the complete right to cancel the bid process and reject any or all of the bids.
- 2) No contractual obligation whatsoever shall arise from the bidding document/ bidding process unless and until a formal contract is signed and executed between the procuring entity and the successful bidder.
- 3) Procurement entity disclaims any factual/ or other errors in the bidding document (the onus is purely on the individual bidders to verify such information) and the information provided therein are intended only to help the bidders to prepare a logical bid-proposal.
- 4) The provisions of RTPPA Act 2012 and Rules thereto shall be applicable for this procurement. Furthermore, in case of any inconsistency in any of the provisions of this bidding document with the RTPP Act 2012 and Rules thereto, the later shall prevail.


**General Manager
(Technical), RISL**