



Request for Proposal (RFP) Document
To appoint a qualified Digital Forensic Audit Firm to verify the attempt of 'GUINNESS WORLD RECORD(s)' for RGOG (Rajeev Gandhi Olympics Games) 2023 in Rajasthan.

Reference No. F4.3(456)/RISL/Tech/2021/23216011

Dated: 04-08-2023

Mode of Bid Submission	Manual Submission		
Procuring Authority	Managing Director, RISL, First Floor, B-Block, Yojana Bhawan, Tilak Marg, C-Scheme, Jaipur (Rajasthan)		
Last Date & Time of Submission of Bid	Date/Time : 07-08-2023 at 11:00 AM		
Date & Time of Opening of Techno-Commercial Bid	Date/Time : 07-08-2023 at 11:30 AM		
Name of the Bidding Company/ Firm:			
Contact Person (Authorised Bid Signatory):			
Correspondence Address:			
Mobile No.		Telephone & Fax Nos.:	
Website & E-Mail:			

RajCOMP Info Services Limited (RISL)

First Floor, Yojana Bhawan, B-Block, Tilak Marg, C-Scheme, Jaipur (Rajasthan)

Phone: 0141- 5103902 Fax: 0141-2228701

Web: <http://risl.rajasthan.gov.in> , Email: info.risl@rajasthan.gov.in



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CHAPTER -1

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

Reference No. F4.3(456)/RISL/Tech/2021/23216011

Dated: 04-08-2023

Unique Bid No. – RIS2324SLSS00044

RISL invites bid/ proposal from M/s KEMI's CONNECT as a Digital Forensic Audit Firm to verify the attempt of 'GUINNESS WORLD RECORD(s)' for RGOG (Rajeev Gandhi Olympics Games) 2023 in Rajasthan. under Single Source Procurement Method.

Name & address of procuring entity	Rajcomp Info Services Limited, 1 st Floor, C-Block, Yojana Bhawan, C-Scheme, Jaipur
Name & address of OIC	Sh. Umesh Chand Joshi, SA (Joint Director), DoIT&C, New IT Building, Yojana Bhawan, C-Scheme, Jaipur.
Nature of Services	To appoint a qualified Digital Forensic Audit Firm to verify the attempt of 'GUINNESS WORLD RECORD(s)' for RGOG (Rajeev Gandhi Olympics Games) 2023 in Rajasthan.
Estimated Cost	Rs. 30 Lakh (Rs. Thirty Lakhs)
Period of Availability of Bidding Document (Start/End Date)	06:00 PM, 04-08-23 to 11:00 AM, 07-/08-2023
Bid submission End Date/ Time	Date/Time : 07-08-2023 at 11:00 AM
Bid Opening Date/ Time	Date/Time : 07-08-2023 at 11:30 AM
Websites for downloading Tender Document, Corrigendum's, Addendums etc.	http://risl.rajabhawan.gov.in http://sppp.raj.nic.in/
Bid Validity	90 Days from the date of bid submission
(Umesh Chand Joshi) SA (Joint Director) RajCOMP Info Services Limited (RISL)	

Note:

- 1) **Bid Procedure:** Single-stage: Single envelope Bid procedure.
- 2) Bidder (Authorised Signatory) shall submit financial bid in prescribed format.
- 3) RISL will not be responsible for delay in submission due to any reason. For this, bidder is requested to submit complete bid well advance in time so as to avoid any issues or any other unforeseen problems.
- 4) The procuring entity reserves the complete right to cancel the bid process and reject the Bid.
- 5) 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.
- 6) Procurement entity disclaims any factual/ or other errors in the bidding document (the onus is purely on the individual bidder to verify such information) and the information provided therein are intended only to help the bidder to prepare a logical bid-proposal.
- 7) The provisions of RTPP 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 latter shall prevail.



RajCOMP Info Services Ltd.

(A Government of Rajasthan undertaking)

email: info@rajcomp.net
website:
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RFQ to appoint a Digital Forensic Audit Firm to verify the attempt of 'GUINNESS WORLD RECORD(s)' for RGOG 2023 in Rajasthan



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INVITATION FOR BID (IFB) & NOTICE INVITING BID (NIB)

Reference No. F4.3(456)/RISL/Tech/2021/23216011

Dated: 04-08-2023

Unique Bid No. - RIS23245LSS00044

RISL invites bid/ proposal from M/s KEMI's CONNECT as a Digital Forensic Audit Firm to verify the attempt of 'GUINNESS WORLD RECORD(s)' for RGOG (Rajeev Gandhi Olympics Games) 2023 in Rajasthan. under Single Source Procurement Method.

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CHAPTER -2

1. SCOPE OF WORK, DELIVERABLES & TIMELINES

Youth Board, Department of Youth Affairs and Sports (client) is carrying out the RGOG (Rajeev Gandhi Olympics Games) in urban and rural areas of Rajasthan wherein GUINNESS WORLD RECORD(s) Attempt is to be done for RGOG (Rajeev Gandhi Olympics Games). This attempt is to be verified by a qualified digital forensic auditor and two independent witnesses who specialize in digital forensics. This includes:

- I. Entire counting activity is to be verified by an independent, professional, auditing firm of International repute.
- II. Agency credentials and audit proposal must be pre-approved by GWR
- III. Audit agency to provide detailed report of the total activity and exact count of pledges

The Scope of the execution shall include but not limited to following: -

Digital Forensic is the application of the scientific principles to the process of discovering information from a digital device. The details of the work are as follows:-

S. No.	Scope of Work
1	Submit all the required artifacts related to Firms / Auditors as required by GWR.
2	Record verification of the Guinness World Record Attempt : Total activity and exact count of pledges received in the specified time period by client department starting from 5 th August 2023
3	To prepare the Digital Forensic Report as per the requirements of the GWR
4	Coordination and Communication with the GWR Adjudicator on the Report

The selected bidder will be responsible for digital forensic audit of all pledges received starting from August 5, 2023 till date as specified by the client department.

S. No	Deliverables	Time Period	Payment Terms
1	Submission of Agency credentials and audit proposal to GWR for pre-approval and necessary installation of tools to carry out the audit	T+3	60% payment upon receipt of client* approval and installation report duly verified from the client
2	Submission of Digital Forensic Audit Report of all pledges received starting from between August 5, 2023 till as specified by the client department	Within seven days of end of project	Remaining 40% payment on submission of report

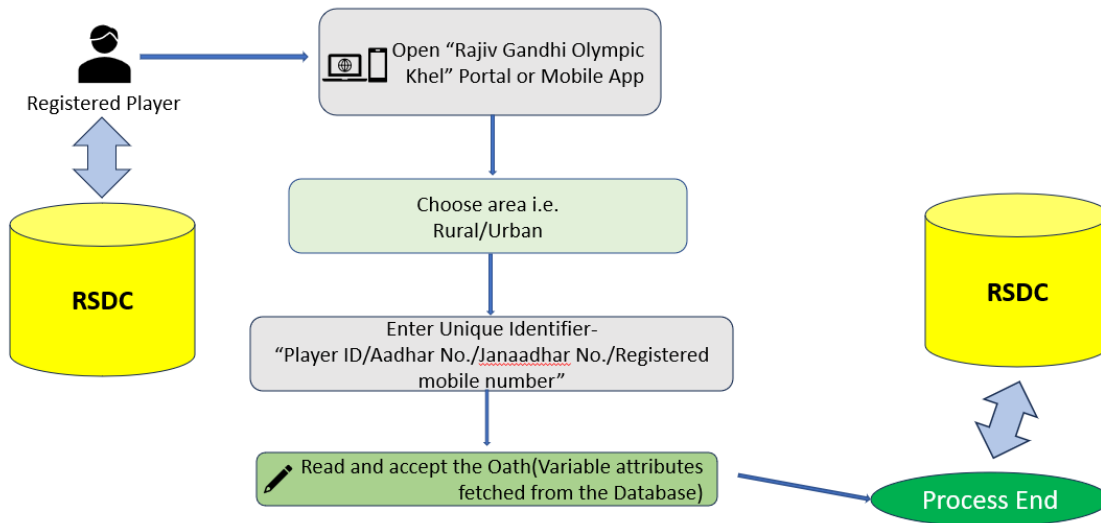
***Youth Board, Department of Youth Affairs and Sports**

The scope of services to be provided by the Agency/Bidder are general and the list is not exhaustive i.e. does not mention the entire incidental services required to be carried out. The services shall be provided all in accordance with true intent and meaning, regardless of whether the same may or may not be particularly described, provided that the same can be reasonably inferred there from. The scope of services shall be governed by the provisions of

the RFP and work order. There may be several incidental services & assignments, which are not mentioned herein but will be necessary to complete the work in all respects.

The statements and explanations contained in this RFQ are intended to provide a proper understanding to the Bidders about the subject matter of this RFQ and should not be construed or interpreted as limiting in any way or manner the scope of services and obligations of the Agency set forth in RFQ or RISL's rights to amend, alter, change, supplement or clarify the scope of work, the Right to be awarded pursuant to this RFQ or the terms thereof or herein contained. Consequently, any omissions, conflicts or contradictions in the Bidding Documents including this RFQ are to be noted, interpreted and applied appropriately to give effect to this intent, and no claims on that account shall be entertained by RISL.

High Level Process flow for taking player oath

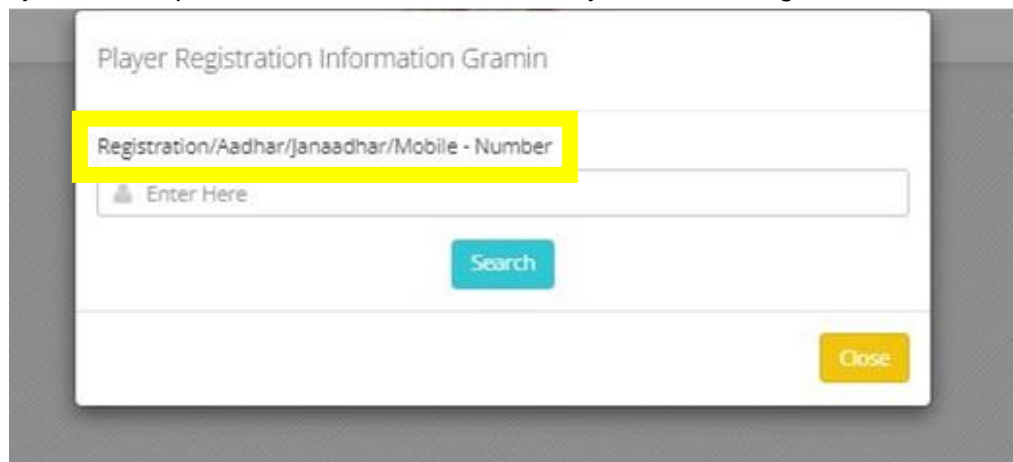


1. The registered player would visit the website rajolympic.rajasthan.gov.in or RGOK mobile application available on Google Play Store.
2. There would be 2 options related to Oath ---- 1. Player Oath Rural 2. Player Oath Urban

The Rajasthan Olympic Portal



3. On selection of the area (Rural/Urban), the user will be redirected to the search page to input any of the unique identifier i.e. Aadhar No./Player ID for taking the oath.



On

reaching the rajolympic.rajasthan.gov. the portal, the player will be able to see 2 tabs:-
 1. Player Oath Rural, & 2. Player Oath Urban

Once the player chooses the type of player (Rural or Urban) he/ she will be redirected to the below search page from where his/her details will be fetched including his/her full name, district he/she is from and game he/she has registered in using any one of the unique identifiers i.e., Aadhar No./ Player ID .

4. All the variable attributes of Oath (Such as player name, district, and game name) would be auto fetched from the database based on the unique identifier provided by the user.
5. **User will click on the "I Agree" button to take the Oath.**



6. In case the player has already taken the oath, a pop-up message would be displayed that you have already taken Oath.
7. All the data of Registered players and Oath would be stored at Rajasthan State Data Center, Jhalana, Jaipur, which is Tier IV Data Center of Government of Rajasthan.



CHAPTER -5

1. SPECIAL TERMS AND CONDITIONS OF TENDER & CONTRACT

1. Payment Terms and Schedule
 - a) Payment will be made in two parts as per Chapter 2 Deliverables Table duly verified by client.
 - b) The payment shall be made promptly by the purchaser, after submission of an invoice by the service provider.
 - c) The currency or currencies in which payments shall be made to the selected bidder under this Contract shall be Indian Rupees (INR) only.
 - d) In case of any dispute, the disputed amount shall be withheld and balance shall be released. The disputed amount will be paid only after the settlement of dispute.
2. All disputes arising out of this agreement and all questions relating to the interpretation of this agreement shall be decided by the RISL and the decision of the RISL shall be final.
3. Termination
4. **Service level Standards/Requirements/Agreements**

Successful bidder shall provide/deliver the services on continuous basis for the entire contract period.



ANNEXURE-1: FINANCIAL BID COVER LETTER & FORMAT
COVER LETTER {to be submitted by the bidder on his Letter head}

To,
{Procuring Entity},

Reference: NIB No. : _____ Dated: _____

Dear Sir,

We, the undersigned bidder, Having read & examined in detail, the Bidding Document, the receipt of which is hereby duly acknowledged, I/ we, the undersigned, offer to supply/ work as mentioned in the Scope of the work, Bill of Material, inspection of Technical specifications of laptops, Service Level Standards & in conformity with the said bidding document for the same.

I / We undertake that the prices are in conformity with the specifications prescribed. The quote/ price are inclusive of all cost likely to be incurred for executing this work. The prices are inclusive of all type of govt. taxes/duties.

I / We undertake, if our bid is accepted, to provide the consultancy & professional services in accordance with the schedule specified in the schedule of Requirements.

I / We agree to abide by this bid for a period of _____ days after the last date fixed for bid submission and it shall remain binding upon us and may be accepted at any time before the expiry of that period.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

I/ We hereby declare that our bid is made in good faith, without collusion or fraud and the information contained in the bid is true and correct to the best of our knowledge and belief.

We understand that you are not bound to accept the lowest or any bid you may receive.

We agree to all the terms & conditions as mentioned in the bidding document and submit that we have not submitted any deviations in this regard.

Date:

Authorized Signatory

Name:

Designation:



ANNEXURE-2: Financial Bid Format

S. No.	Item Description	Unit Price (In Rupees)	Total Amount in figures (INR) inclusive of all taxes except GST.
1.	To verify the attempt of 'GUINNESS WORLD RECORD(s)' for RGOG (Rajeev Gandhi Olympics Games) 2023 in Rajasthan.		

- a. GST/Service Tax will be paid as per actual by RISL on prevailing rates.
- b. Bidder should provide all prices as per the prescribed format. Bidder should not leave any field blank. In case the field is not applicable, Bidder must indicate "0" (Zero) in all such fields.
- c. All the prices (even for taxes) are to be entered in Indian Rupees only (% values are not allowed).
- d. RISL reserves the right to ask the Bidder to submit proof of payment against any of the taxes, duties, levies indicated.



ANNEXURE-3: DRAFT AGREEMENT FORMAT *{to be mutually signed by selected bidder and procuring entity}*

This Contract is made and entered into on this _____ day of _____ by and between **RajCOMP info Services Ltd. (RISL)**, having its registered office at C-Block, 1st Floor, Yojana Bhawan Tilak Marg, C-Scheme, Jaipur-302005, Rajasthan (herein after referred to as Purchaser) which term or expression, unless excluded by or repugnant to the subject or context, shall include his successors in office and assignees on ONE PART

And

_____ (*enter your firm's name & address*), a company registered under the Indian Companies Act, 1956 with its registered office at _____ (herein after referred as the "Successful Bidder") which term or expression, unless excluded by or repugnant to the subject or context, shall include his successors in office and assignees on the OTHER PART.

Whereas,

RISL intends to appoint a qualified Digital Forensic Auditor to verify the attempt of 'GUINNESS WORLD RECORD(s)' for RGOG (Rajeev Gandhi Olympics Games) 2023 in Rajasthan. that involves the complete scope of work described in the RFQ document having NIB No-.....Dated.....

And whereas

Successful Bidder represents that it has the necessary experience for carrying out the overall work as referred to herein and has submitted a bid and subsequent clarifications for providing Professional & Consultancy Services against RFQ document issued in this regard having NIB No-.....Dated....., in accordance with the terms and conditions set forth herein and any other reasonable requirements of the Purchaser from time to time.

And whereas

The purchaser has accepted the bid of the Successful Bidder and has placed the Work Order to the Successful Bidder vide RISL Letter No. _____ dated: _____, on which the Successful Bidder has given their acceptance vide their Letter No. _____ dated _____.

Now it is hereby agreed to by and between both the parties as under:

1. The NIB Ref. No.and RFQ i.e. Final RFQ document issued by RISL along with its enclosures/ Annexures, wherever applicable, are deemed to be taken as part of this contract and are binding on both the parties executing this contract.
2. In consideration of the payment to be made by the RISL to the Successful Bidder at the rates set forth in the Work Order No. _____ dated _____, the Successful Bidder will duly provide the related services in the manner set forth in the RFQ, along with its enclosures/ annexures along with subsequent clarifications submitted by the Successful Bidder.
3. The purchaser do hereby agrees that if the Successful Bidder shall duly provide related services in the manner aforesaid observe and keep the said terms and conditions of the RFQ and Contract, the purchaser will pay or cause to be paid to the Successful Bidder, at the time and the manner set forth in the said conditions of the RFQ, the amount payable for each and every milestone & deliverable. The mode of Payment will be as specified in the RFQ document.
4. The timelines for the prescribed Scope of Work shall be effective from the date of Work Order and completed by the Successful Bidder within the period as specified in the RFQ document.
5. All disputes arising out of this agreement and all questions relating to the interpretation of this agreement shall be decided as per the procedure mentioned in the RFQ document.



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In witness whereof the parties hereto have set their hands on the ____ day of ____ (Year).

Signature of the
Successful Bidder

Signature for and on
behalf of procuring entity

Name:
Designation:
Date:

Name:
Designation:
Date:

In the presence of:
Witness No.1
Witness No.2

In the presence of:
Witness No.1
Witness No.2



ANNEXURE-6: MEMORANDUM OF APPEAL UNDER THE RTPP ACT, 2012

Appeal Noof
Before the (First/ Second Appellate Authority)

1. Particulars of appellant:
 - a. Name of the appellant: <please specify>
 - b. Official address, if any: <please specify>
 - c. Residential address: <please specify>

2. Name and address of the respondent(s):
 - a. <please specify>
 - b. <please specify>
 - c. <please specify>

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: <please specify>

4. If the Appellant proposes to be represented by a representative, the name and postal address of the representative: <please specify>

5. Number of affidavits and documents enclosed with the appeal: <please specify>

6. Grounds of appeal (supported by an affidavit): <please specify>

7. Prayer: <please specify>

Place

Date

Appellant's Signature