



## **VARDHMAN MAHAVEER OPEN UNIVERSITY, KOTA**

**Rawathbhata Road, Kota -324021**

**(Finance Office)**

### **DETAILED E-TENDER NOTICE**

## **“Supply and fixing of sofa type seating arrangements and tables in Seminar hall of Science building”**

**( NIB No. 03 / 2025-26 )**

On behalf of Governor of Rajasthan E - Tenders are invited from firms / agencies / contractors having registration in “F ” Class Contractors (Category F1 as per PWF&AR or equivalent) for Furniture work or in appropriate class of Civil work category (Minimum D- class as per PWF&AR or equivalent) with any Engg. Govt. Deptt./ Govt. under taking or registered in MSME firms of Rajasthan having experience of same work for the work as follows:-

| Name of work   | Estimated Cost | Bid Security Rs. | Bid Fees Rs. | Processing Fees Rs. | Date of Availability of Tender          | Last Date of Receiving of Demand Drafts | Eligibility Bid Opening Date | Time Period |
|--|----------------|------------------|--------------|---------------------|---|---|------------------------------|-------------|
| Supply and fixing of sofa type seating arrangements and tables in Seminar hall of Science building | 9.83 lacs      | 19700/-          | 1000/-       | 500/-               | 06/05/2025 to 15/05/2025 (upto 5.00 pm) | 16/05/2025 up to 12.30 PM               | 16/05/2025 at 2.30 PM        | 03 Months   |

The detailed information for “**Supply and fixing of sofa type seating arrangements and tables in Seminar hall of Science building**” has been given in the tender document which may either be downloaded from <http://www.eproc.rajasthan.gov.in> , [www.sppp.rajasthan.gov.in](http://www.sppp.rajasthan.gov.in) or University website [www.v mou.ac.in](http://www.v mou.ac.in). Bidder can participate in the Tendering Process only Online using <http://www.eproc.rajasthan.gov.in> Website. Bidders should have a valid DSC before bidding.

Demand Draft for Bid Security & Bid fee will be in favour of “VardhmanMahaveer Open University” Payable at Kota.

Demand Draft for Processing Fee will be in favour of “MD, RISL” Payable at Jaipur.

All Demand Drafts should Reach to O.I.C. (Estate), Vardhman Mahaveer Open University, Administrative Building, Room No. 3, Rawathbhata Road, Kota-324021 sealed in an envelope titled “**Supply and fixing of sofa type seating arrangements and tables in Seminar hall of Science building**” by 16/05/2025 up to 12:30 PM. failing which bid shall not be considered. Corrigendum if any, will be published on these websites only.

**O.I.C (Estate)**



वर्धमान महावीर खुला विश्वविद्यालय, कोटा  
रावतभाटा रोड, कोटा- 324021

*निविदा-प्रपत्र*

**“Supply and fixing of sofa type seating arrangements and tables in Seminar hall of Science building”**

|                                    |   |                                      |
|------------------------------------|---|--------------------------------------|
| अनुमानित लागत                      | : | रु0 9.83 लाख                         |
| प्रतिभूति बोली राशि                | : | रु0 19700 /—                         |
| निविदा प्रपत्र शुल्क               | : | रु0 1000 /—                          |
| प्रोसेसिंग फीस                     | : | रु0 500 /—                           |
| निविदा डाउनलोड/अपलोड की तिथि       | : | 06/05/25 से 15/05/25 सॉय 5.00 बजे तक |
| डी.डी. प्रस्तुत करने की तिथि व समय | : | 16/05/2025 दोपहर 12.30 बजे तक        |
| पात्रता विड खोलने की तिथि व समय    | : | 16/05/2025 को दोपहर 2.30 बजे         |

प्रभारी अधिकारी  
सम्पदा

**ELIGIBILITY BID****NIB No. 03/ 2025-26****(Supply and fixing of sofa type seating arrangements and tables in Seminar hall of Science building)**

|          |   |                                  |
|----------|---|----------------------------------|
| 1.       | Name and address of the bidder submitting the Bid   | M/s. ....<br>.....<br>.....      |
| 2..      | Mobile No. -<br>E-mail I.D. -   | .....<br>.....                   |
| 3<br>(a) | The Bid fee amounting to Rs 1000/- has been deposited vide D. D. No. & Dated  | D.D. No. : .....<br>Dated: ..... |
| 3<br>(b) | Processing Fees Rs. 500/- has been deposited vide D. D. No. & Dated   | D.D. No. : .....<br>Dated: ..... |
| 4.       | Bid Security to Rs.19700/- has been deposited vide D. D. No. & Dated  | D.D. No. : .....<br>Dated: ..... |
| 5.       | <b><u>Eligibility Criteria</u></b>  |                                  |
| (a)      | फर्म के रजिस्ट्रेशन की प्रति। (संलग्न करें)   |                                  |
| (b)      | जी.एस.टी. रजिस्ट्रेशन की प्रति। (संलग्न करें)   |                                  |
| (c)      | पेन कार्ड की प्रति। (संलग्न करें)   |                                  |
| (d)      | कार्यानुभव :- सिविल कार्य में पंजीकृत एवं एम.एस.एम.ई. में पंजीकृत फर्मों को विगत पाँच वर्षों (2020–21 से 2024–25) के दौरान किसी भी एक वर्ष में समान प्रकृति <b>(Customize furniture &amp; fixing)</b> संबंधी कार्य (न्यूनतम राशि रु0 5.00 लाख) का अनुभव होना आवश्यक है। कार्य पूर्णता प्रमाण-पत्र संलग्न किया जावे। |                                  |
| (e)      | समस्त डिमाण्ड ड्राफ्ट की प्रति।   |                                  |
| (f)      | निविदा दस्तावेज मय अनुलग्नक अ,ब,स,द की हस्ताक्षर युक्त प्रति। (प्रति संलग्न करें)   |                                  |

Signature of the Bidder with Seal

निविदादाताओं के लिये आवश्यक दिशा-निर्देश व शर्तें

(NIB No. 03 / 2025-26)

01. दरों को BOQ प्रारूप में ऑनलाइन भरा जाना है।
02. डिमाण्ड ड्राफ्ट – निविदा प्रपत्र राशि रुपये 1000/- (NON-REFUNDABLE) एवं प्रतिभूति बोली राशि 19700/- जो कि VARDHMAN MAHAVEER OPEN UNIVERSITY, KOTA के नाम देय और निविदा प्रक्रिया राशि रुपये 500/- जो कि MD RISL, JAIPUR के नाम देय होगा (NON-REFUNDABLE)। समस्त डिमाण्ड ड्राफ्ट एक बन्द लिफाफे में दिनांक 16/05/2025 को दोपहर 12.30 बजे तक अधोहस्ताक्षरकर्ता के कार्यालय में जमा कराना अनिवार्य है अन्यथा संबंधित फर्म की निविदा नहीं खोली जावेगी।
03. पात्रता बिड में योग्य पाये जाने पर ही संबंधित फर्म की वित्तीय निविदा खोली जावेगी। वित्तीय निविदा खोलने की तिथी पृथक से E-Proc पोर्टल पर सूचित की जावेगी।
04. कार्य की दोष निवारण अवधि 01 वर्ष होगी। दोष निवारण अवधि के सफलता पूर्वक पूर्ण होने पर ही परफोरमैन्स सिक्यूरिटी राशि लौटाई जावेगी।
05. पात्रता बिड में निम्न दस्तावेजों को अपलोड किया जाना सुनिश्चित करें।
  - (a) फर्म के राज्य सरकार/केन्द्र सरकार/ स्वायत्तशासी विभाग में एफ श्रेणी (F-1) में पंजीयन अथवा सिविल कार्य हेतु डी श्रेणी में पंजीयन अथवा राजस्थान में एम.एस.एम.ई. फर्म के रूप में पंजीयन की प्रति।
  - (b) जी.एस.टी. पंजीयन की प्रति।
  - (c) पेन कार्ड की प्रति।
  - (d) कार्यानुभव –सिविल कार्य में पंजीकृत एवं एम.एस.एम.ई. में पंजीकृत फर्मों को विगत पाँच वर्षों (2020-21 से 2024-25) के दौरान किसी भी एक वर्ष में समान प्रकृति (**Customize furniture & fixing**) संबंधी कार्य जिसकी लागत न्यूनतम राशि रु0 5.00 लाख रुपये हो, का अनुभव होना आवश्यक है। कार्य पूर्णता प्रमाण-पत्र संलग्न किया जावे।
  - (e) समस्त डिमाण्ड ड्राफ्ट की प्रति।
  - (f) निविदा दस्तावेज मय अनुलग्नक A, B, C, D की हस्ताक्षरित प्रति।
06. सफल निविदादाता को कार्यादेश जारी होने की तिथि से 07 दिवस के अन्तराल में कार्य आदेश राशि का 5 प्रतिशत परफोरमैन्स सिक्यूरिटी (जिसमें 2 प्रतिशत बिड सिक्यूरिटी राशि समायोजित की जा सकेगी) जमा करवाते हुए राशि रु0 1000/- के नॉन ज्युडिशल स्टॉप पेपर पर विश्वविद्यालय के साथ अनुबन्ध करना होगा।

- 07- Tender is based on item rate basis. Lowest in total amount will be considered as lowest one i.e. L-1.  
Whole work will be awarded to single firm only.
08. निविदादाताओं को सलाह दी जाती है कि निविदा भरने से पूर्व साईट का भली-भाँति निरीक्षण कर लें।  
निविदा के पश्चात् निविदा की दरों में कोई परिवर्तन किया जाना संभव नहीं होगा।
09. श्रमिक हित सम्बंधी पी.एफ., ई.एस.आई., श्रम विभाग से सम्बंधित जिम्मेदारी ठेकेदार/फर्म की होगी।  
श्रमिक के किसी प्रकार से दुर्घटना होने पर उसके इलाज, इन्शोरेंस की जिम्मेदारी ठेकेदार की होगी।  
विश्वविद्यालय श्रमिक हित लाभ से पूर्ण स्वतंत्र होगा।
10. टी.डी.एस. व अन्य कटौती नियमानुसार प्रति बिल से की जावेगी।
11. कार्यावधि के मध्य में दरों में वृद्धि किसी भी रूप में स्वीकार्य नहीं होगी।
12. निविदा प्रक्रिया पूर्ण होने पर असफल निविदादाताओं को धरोहर राशि के डी0डी0 मूल ही लौटा दिये जावेंगे।
13. मेनवल (off line) निविदा मान्य नहीं होगी व स्वीकार नहीं की जावेगी।
14. किसी भी निविदा को स्वीकार/अस्वीकार करने का अधिकार विश्वविद्यालय के पास सुरक्षित रहेगा।
15. यदि इस निविदा में किसी भी प्रकार का संशोधन किया जाता है तो वह वेबसाइट [www.vmou.ac.in](http://www.vmou.ac.in),  
[www.sppp.rajasthan.gov.in](http://www.sppp.rajasthan.gov.in) एवं [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in) पर अपलोड/जारी किया जावेगा।
16. निविदा प्रस्तुत करने की अन्तिम तिथि एवं समय से पूर्व निविदा एवं निविदा के किसी भी भाग या निविदा की शर्तों पर आपत्ति होने की दशा में आपत्ति मय औचित्य के प्रभारी अधिकारी, सम्पदा प्रकोष्ठ, वर्धमान महावीर खुला विश्वविद्यालय, कोटा को लिखित में प्रस्तुत करें ताकि RTPP नियम 47 के अन्तर्गत कार्यवाही की जा सके।
17. सफल निविदा दाता द्वारा आवंटित कार्य को किसी अन्य फर्म को Sub-let नहीं किया जा सकेगा।
18. अन्य शर्तें सामान्य वित्तीय एवं लेखा नियम, सार्वजनिक निर्माण वित्तिय एवं लेखा नियम एवं राजस्थान लोक उपापन में पारदर्शिता नियम, 2013 के अनुरूप होगी।
19. प्रथम अपील अधिकारी माननीय कुलपति महोदय एवं द्वितीय शासन सचिव, उच्च शिक्षा विभाग, राजस्थान सरकार होंगे।
20. समस्त विवादों हेतु न्यायाधिक क्षेत्र कोटा होगा।

प्रभारी अधिकारी  
(सम्पदा)

(Signature of Contractor)



**FINANCIAL BID**  
**(N.I.B. No. 03 / 2025-26)**

(निविदा दाता द्वारा दरें B.O.Q. में ऑनलाईन भरी जावे)

**H-Schedule**

| S. No. | Particulars Item   | Unit | Qty. | Rate (Per Unit) to be quoted by contractor (Including all taxes) | Total Amount (Including all taxes) |
|--------|--|------|------|--|------------------------------------|
| 1      | Supply and fixing seating arrangement (sofa set) in seminar hall of Science building :- Frame made out of 18mm ply ISI waterproof & wooden support teakwood, Seat cushion 100 mm thick( 40 density) , back cushion 75 mm thick ( 32 density ) with all covered by tapestry cloth with solution, stapler complete in all respect as per direction of Engineer in charge.<br><br><b>Size:- 72"x 21"x 30"</b> | Each | 26   |  |                                    |
| 2      | Supply and fixing Table made out of 18mm ply ISI waterproof & teakwood beading working Top & front side 4mm Teak Ply, Teakwood Gola Down Floor fixing wooden Support teakwood 2" x 1" , 1 no. Self 15" depth, Top 18" width with complete Melamine Polish.<br><br><b>Size:- 72"x 30"x 18" Top</b>  | Each | 24   |  |                                    |
|        | <b>Total Rs.</b>   |      |      |  |                                    |

**Signature of the Bidder with Seal**

## **Annexure –A**

### **Compliance with the code of integrity and no conflict of interest**

Any person participating in a 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 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 anti-competitive 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 intent to gain unfair advantage in the procurement process.
- (e) Not indulge in any correction including impairing 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 have a conflict of interest.

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 obligation, or compliance with applicable laws and regulations.

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;

- a. Have Controlling partners/shareholders in common; or
- b. Receive or have received any direct or indirect subsidy from any of them; or
- c. Have the same legal representative for purpose of the bid; or
- d. Have the relationship with each other, directly or through common third parties, that puts them in a position to have access have to information about or influence on the bid of another Bidder, or influence the decision of the procuring entity the bidding process; or
- e. 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
- g. 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.

Place :

Date

Signature of the Bidder with seal

## **Annexure –B**

### **Declaration by the Bidder regarding qualifications**

In relation to my/our Bid submitted to VMOU, Kota for procurement of **“Supply and fixing of sofa type seating arrangements and tables in Seminar hall of Science building”** in response to their Notice **Inviting Bid No. 03 /2025-265** Date – 02/05/2025

I/We hereby declare under section 7 of Rajasthan Transpa rency in Public Procurement Act , 2012, that:

1. I/We possess the necessary professional, technical , financial and managerial resources and competence required by the Biding 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 are 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 bidder with seal



## **Annexure –C**

### **Grievance Redressal during procurement process**

The designation and the address of the first appellate authority is Hon'ble V.C. UOK, Kota.

The designation and the address of second Appellate Authority is Secretary (Higher Education, Govt. Rajasthan)

#### **(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 there under, 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 is 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 payments 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.

**(6) Fee for Filling 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 issued notice accompanied by copy of appeal, affidavit and documents, if any, to the respondents and fix date of hearing.
- (b) On the date of fix hearing, the First Appellate Authority or second Appellate Authority , as the case may be-
- (i) Hear all the parties to appeal present before him; and
  - (ii) Peruse or inspect documents , relevant records or copies thereof relating th 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.

Signature of the Bidder with seal

Form No. 1  
[See Rule 83]

**Memorandum of Appeal under the Rajasthan Transparency in Public Procurement Act, 2012**

Appeal No. .... of .....

Before the ..... (First / Second Appellate Authority)

1. Particulars of appellant:
  - i. Name of the appellant:
  - ii. Official address, if any:
  - iii. Residential address:
2. Name and address of the respondent(s):
  - i.
  - ii.
  - iii.
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 provision of the Act by which the appellant is aggrieved:
4. If the Appellant proposes to be represented by a representative, the name and postal address of the representative:
5. Number of affidavits and documents enclosed with the appeal:
6. Grounds of appeal:  
.....  
  
..... (Supported by an affidavit)
7. Prayer:  
  
.....

Place .....

Date .....

**Appellant's Signature**

### **Additional conditions of contract**

#### **1. Correction of arithmetical errors**

Provided that a Financial Bid is substantially responsive, that 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 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. Procuring Entity's Right to vary Quantities.**

- (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 price 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 Document 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 Service Provider fails to do so, the Procurement 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 Service Provider.

#### **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 for 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, the quantity may be divided between the Bidder, 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.

Signature of the Bidder with seal