# Invitation for Bids (IFB) & Notice Inviting Bids (NIB)

<table>
<thead>
<tr>
<th>Name &amp; Address of the Procuring Entity</th>
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<tbody>
<tr>
<td><strong>Name:</strong> Secretary &amp; Commissioner, DoIT&amp;C, GoR</td>
</tr>
<tr>
<td><strong>Address:</strong> IT Building, Yojana Bhawan Campus, Tilak Marg, C-Scheme, Jaipur (Rajasthan)</td>
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<th>Name &amp; Address of the Project Officer In-charge (POIC)</th>
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<tbody>
<tr>
<td><strong>Name:</strong> Ved Prakash Yadav</td>
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<td><strong>Designation:</strong> OIC, Store</td>
</tr>
<tr>
<td><strong>Address:</strong> IT Building, Yojana Bhawan Campus, Tilak Marg, C-Scheme, Jaipur (Rajasthan)</td>
</tr>
<tr>
<td><strong>Email:</strong> <a href="mailto:vp-yadav@rajasthan.gov.in">vp-yadav@rajasthan.gov.in</a></td>
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**Subject Matter of Procurement**
Rate Contract (RC) for Stationary, Computer Media, Consumables and other Office items for One (1) Year

**Bid Procedure**
Single-stage: Two part (envelop) open competitive bid procedure

**Bid Evaluation Criteria (Selection Method)**
Least Cost Based Selection (LCBS) - item-wise

**Websites for downloading Bidding Document, Corrigendum's, Addendums etc.**
- Websites: http://sppp.raj.nic.in, http://doitc.rajasthan.gov.in
- Bidding document fee: Rs. 500/- (Rupees Five Hundred only) in Cash/ Demand Draft in favour of “Secretary and Commissioner, DoIT&C” payable at “Jaipur”.

**Period of Sale of Bidding Document**
From 09/10/2015 to 26/10/2015 05:00 PM

**Estimated Procurement Cost**
- a. Rs. 0.50 lacs for category 1 (As per Bill of Material)
- b. Rs. 0.50 lakhsLacs for category 2 (As per Bill of Material)
- c. Rs. 1.00 lakhsLacs for category 3 (As per Bill of Material)
- d. Rs. 3.00 lakhsLacs for category 4 (As per Bill of Material)

**Bid Security and Mode of Payment**
- **Amount (INR):**
  - a. Rs. 1000 for category 1 (As per Bill of Material)
  - b. Rs. 1000 for category 2 (As per Bill of Material)
  - c. Rs. 2000 for category 3 (As per Bill of Material)
  - d. Rs. 6000 for category 4 (As per Bill of Material)

  **Note:** If the bidder is bidding for more than one category, then it shall submit the cumulative amount required for those number of categories

- **Mode of Payment:** Cash, a Banker’s Cheque or Demand Draft

**Manner, Place & Deadline for the submission of Bids**
- **Manner:** By hand delivery
- **Place:** Second Floor, IT Building, Yojana Bhawan Campus, Tilak Marg, C-Scheme, Jaipur (Rajasthan)
- **Deadline:** 26/10/2015 05:00 PM

**Date/ Time/ Place of Technical Bid Opening**
- **Date:** 26/10/2015
- **Time:** 05:30PM
- **Place:** DoIT&C, Committee Room, Second Floor, IT Building, Yojana Bhawan Campus, Tilak Marg, C-Scheme, Jaipur (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.

(Technical Director & Jt Secy., DoIT&C )