

GOVERNMENT OF RAJASTHAN
FINANCE DEPARTMENT
(General Financial & Accounts Rules)

No.F.1(1)FD/GF&AR/2007

Jaipur, dated: 30-09-2011

Circular No.: 19/2011

ORDER

Government of Rajasthan has decided to implement e-Procurement System for bringing transparency in day to day working of the State. In order to implement the e-procurement system, it has been decided to avail the services of RajCOMP Info Services Ltd. (RISL) for following activities :

1. To arrange/provide training to officers/officials of departments/PSUs and bidders/contractors/vendors for implementation of e-Procurement software.
2. To extend Facility Management Services for implementation of e-Procurement software which includes providing support in e-tendering to bidders/contractors/vendors as well as officers/officials of departments/PSUs.
3. To arrange Digital Signatures as per requirement to officers/officials of departments/PSUs and bidders/contractors/vendors.
4. To provide call centre and help desk services.

For providing the above services, following charges will be payable to RISL :-

| S.No. | Particulars | Charges |
|-------|---|--|
| 1. | To extend Facility Management Services for implementation of e-Procurement software which includes providing support in e-tendering to bidders/contractors/vendors as well as officers/officials of departments/PSUs. | <p>1. If tender value is less than Rs. 50.00 lacs, charges will be Rs. 500/- per bidder per tender.</p> <p>2. If Tender value is Rs. 50.00 lacs or more, charges will be Rs. 1,000/- per bidder per tender.</p> <p>Note : The above charges will be collected additionally in the form of Demand Draft (DD)/Bankers Cheque (BC) in the name of Managing Director, RISL payable at Jaipur along with prescribed tender fee from the bidders.</p> |
| 2. | To arrange Digital Signatures as per requirement to officers/officials of departments/PSUs and bidders/contractors/vendors. | <p>Charges for arranging/organising Digital Signature along with training will be Rs. 300/- per Digital signature. The cost of digital signature will be extra depending upon the class and type of the digital signature.</p> <p>Note :</p> <p>1. The cost plus charges for the Officers/Officials of Government Department will be borne by DoIT&C from e-Procurement Project Budget head and for PSU officers/officials cost plus charges will be borne by the respective PSU/Institutions, whereas, for bidders, it will be borne by them.</p> <p>2. All Departments/PSUs/Institutions/ Bidders will have to submit individual application in</p> |

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| | | respect of each signature in the prescribed format for availing digital signature along with photograph and Photo ID proof along with DD/BC. In case of Government Officers/ Officials, the request shall be made through DoIT&C, where in case of PSU/Institutions; it shall be made through an authorised officer along with Advance DD/BC. Bidders shall submit the request directly to RISL along with requisite fees in the form of DD/BC in the name of Managing Director RISL , payable at Jaipur. |
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RISL will open a separate account for the project and will submit quarterly details of Income and Expenditure under this project to Finance Department.

By Order,

Sanjay Malhotra

(Sanjay Malhotra)
Finance Secretary (Budget)

Copy forwarded for information and necessary action to:

1. S.A. to Governor/C.M./All Ministers/State Ministers.
2. P.S. to Chief Secretary/Addl. Chief Secretaries.
3. P.S. to Principal Secretaries/Secretaries/Special Secretaries.
4. Secretary, Rajasthan Legislative Assembly, Jaipur.
5. Secretary, Lokayukta Sachivalaya, Jaipur.
6. Secretary, Rajasthan Public Service Commission, Ajmer.
7. Registrar, Rajasthan High Court, Jodhpur/Jaipur.
8. Accountant General (Civil & Acctt.) Rajasthan, Jaipur.
9. Accountant General (Receipt & C&E) Rajasthan, Jaipur.
10. Registrar, Rajasthan Civil Service Appellate Tribunal, Jaipur.
11. All OSD/Deputy Secretaries/ Sections of the Secretariat.
12. All Heads of the Departments/All Collectors/Divisional Commissioner.
13. Director, Treasuries and Accounts, Rajasthan, Jaipur.
14. All Treasury Officers.
15. Administrative Reforms (Codification) Department (with spare copy).
16. Vidhi Rachana Sangthan for Hindi translation.
17. ~~Analyst-cum-programmer~~, Finance Department. He is requested kindly publish this circular on FD Website.

System Analyst

Urmila Joshi
(Urmila Joshi)

Officer on Special Duty