



# Rajasthan State Road Transport Corporation Shrimadhohpur Depot

(A Government of Rajasthan Undertaking)

Single Source Invitation for Bids (IFB) and Notice Inviting Bid (NIB)

Reference No. CM/SMD/2024/ 2775

Date: 04-10-2024

Unique Bid No.

**INVITATION FOR BIDS (IFB) AND NOTICE INVITING BID (NIB)**  
**Single Source Procurement (RFP) for "Man with Machine Professional Services for Tally, All Accounting and related allied activities for a period of One year"**

<b>Name and Address of Procuring Authority</b>	Chief Manager Rajasthan State Road Transport Corporation Jalpali Shrimadhohpur, Neemkathana, Rajasthan
<b>Subject matter of Procurement</b>	Single Source Procurement (RFP) for "Man with Machine Professional Services for Tally, All Accounting work, Typing and related allied activities for a period of 5 month" 1 Person Required
<b>Estimated Amount involved</b>	1 Person x 12000 Per Month x 5 Month = 60000 Max
<b>Last Date &amp; Time of Submission of Bid</b>	21/10/2024 up to 03:00 PM
<b>Mode of Bid Submission</b>	Submission of Application to Office of the Chief Manager RSRTC Shrimadhohpur Depot
<b>Date &amp; Time of Opening of Bid</b>	21/10/2024 up to 04:00 PM
<b>Qualification</b>	Graduation (priority to commerce) and computer experiences with Tally
<b>Scope of Work</b>	Tally, Computer, Accounting work, Typing and related allied activities as allotted from time to time
<b>Activity</b>	1. Tally Complete Work 2. Computer related work 3. Maintenance of Books of Accounts 4. All other allied Works Assigned for Proper & Efficient financial management and Payment System.
<b>Payment Terms</b>	Maximum Payment will be 12000 Per Month per Person with Agreement period of 5 month and Tax and other employees welfare act including in Payment not pay additional RSRTC

1. Procuring Entity reserved 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 documents/Bidding process unless and until a formal contract on 500 Stamp is signed and executed between the Procuring entity and the 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 RTPP Act 2012 and Rules 2013 and subsequent amendments 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, Rules and Amendments thereto, the latter shall prevail.
5. Bidding Form Fee: Rs. 236 Only (Two Hundred Thirty-Six Only Including GST).

\*RFP=Request for Proposal

  
Chief Manager  
RSRTC Shrimadhohpur Depot