

Rajasthan State Road Transport Corporation
Central Workshop Ajmer

(A Government of Rajasthan Undertaking)
Single Source Invitation for Bids (IFB) and Notice Inviting Bid (NIB)

Reference No. CM/AJMER/2024/ 771


Date 25.06.2024

INVITATION FOR BIDS (IFB) AND NOTICE INVITING BID (NIB)

Single Source Procurement (RFP) for "Machine with Man Professional Services for Tally, All Accounting and related allied activities for a period of One year"

Name and Address of Procuring Authority	Chief Production Manager Rajasthan State Road Transport Corporation, Central Workshop, Ajmer Rajasthan 305002
Subject matter of Procurement	Single Source Procurement (RFP) for "Machine with Man Professional Services for Tally, All Accounting work, Typing and related allied activities for a period of One years" 2 Persons Required
Estimated Amount involved	2 Person x 12000 Per Month x 12 Month = 288000 Max
Bid Start Date	01/07/2024
Last Date & Time of Submission of Bid	08/07/2024 up to 03:00 PM
Mode of Bid Submission	Submission of Application to Office of the Chief Production Manager RSRTC Central Workshop Ajmer 305002
Date & Time of Opening of Bid	08/07/2024 up to 04:00 PM
Qualification	Graduation (priority to commerce) and computer experiences with Tally
Scope of Work	Tally, Computer, Accounting work, Typing and related allied activities as allotted from time to time
Activity	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.
Payment Terms	Maximum Payment will be 12000 Per Month per Person with Agreement period of 1 Year 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 RTTP Act 2012 and Rules 2013 and subsequent amendments there to shall be applicable for this procurement. Furthermore, in case of any inconsistency in any of the provisions of this bidding document with the RTTP Act 2012, Rules and Amendments thereto, the latter shall prevail.
5. Machine with man applicant shall bring his own computer system and perform task directed by management of cws ajmer RSRTC.
6. In case of dispute / losses related to perform of duties all rights and action would be taken by CPM with the territory of ajmer.
7. After the letter of acceptance provided to successful bidder / candidate, he /she must deposit 5% performance security within 3 days. It will be refunded after the successful completion of contract.
8. If the bidder breach the contract, the corporation is liable to forfeit deposited security.
9. For any detail regarding tender the applicant can contact to the office mentioned above.
10. Bidding Form Fee: Rs. 236 Only (Two Hundred Thirty-Six Only Including GST).


Chief production manager
Central workshop ajmer