



JAIPUR METRO

JAIPUR METRO RAIL CORPORATION LIMITED

(A Government of Rajasthan Undertaking)
2nd Floor, Wing-A, Admin Building, Metro Depot, Bhrigu Path,
Mansarovar, Jaipur-302020
Tele: 0141-2822754, E-mail: dgmhr@jaipurmetrorail.in

No. F.1 (H-188)/JMRC/DCA/HR/Actuary/2018/2067

Dated: 116 JUL 2025

From:

Jaipur Metro Rail Corporation Ltd.

To: _____

Request for Quotation (RFQ)
(Rule 24, RTTP Rules 2013)

Subject: Request for Quotation regarding Actuarial Valuation Certificate of Gratuity, Leave Encashment and Old Pension Scheme (OPS) Liability as per IND AS-19 "Employee Benefits" for FY 2024-25.

Jaipur Metro Rail Corporation Ltd. is a Government of Rajasthan undertaking having strength of approx 400 direct recruited employees for providing mass rapid transit system in the city of Jaipur. Jaipur Metro Rail Corporation Ltd. Jaipur invites quotation under Rule 24 of Rajasthan Transparency in Public Procurement Act, 2012 & Rules, 2013 for supply of following services:

S. No.	Scope of Services	Total Quoted Price without taxes and FOR at JMRC
1.	Actuarial Valuation Certificate of Gratuity as per IND AS-19 Employee Benefits for FY 2024-25	
2.	Actuarial Valuation Certificate of Leave Encashment as per IND AS-19 Employee Benefits for FY 2024-25	
3.	Actuarial Valuation Certificate of Old Pension Scheme (OPS) as per IND AS-19 Employee Benefits for FY 2024-25	
Grand Total		

Taxes shall be as applicable.

Important dates are as follows:

Issue Date	16.07.2025
Last Date of submission	28.07.2025 (upto 1500 hrs)
Date of Opening of RFQ Bid	28.07.2025 (1530 hrs)



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Terms & Conditions

1. Quotation must only be submitted/delivered in sealed envelope hard copy to till last date of submission at the address of the procuring entity as mentioned below:

Executive Director (Corporate Affairs), 2nd Floor, Wing-A, Admin Building, Metro Depot, Bhriugu Path, Mansarovar, Jaipur-302020
2. **Quotations shall be accepted only in hard copy and in sealed closed envelope received before the due date.**
3. Cover of sealed envelope should be inscribed in bold as - "CONFIDENTIAL BID RELATED TO ACTUARIAL VALUATION CERTIFICATE OF GRATUITY, LEAVE ENCASHMENT AND OLD PENSION SCHEME (OPS) LIABILITY AS PER IND AS-19 "EMPLOYEE BENEFITS" FOR FY 2024-25".
4. Procuring Entity reserves the right at its absolute discretion by written notice to prospective bidders to discontinue or suspend the RFQ process; to extend the closing date and time of the RFQ; and to amend this RFQ.
5. A quotation must be prepared using Format of Quotation Submission. The bidder must submit a copy (every page of this RFQ duly signed & stamped) as a token of irrevocable acceptance of the Terms & Conditions of this RFQ.
6. Rate includes F.O.R. at Jaipur Metro Rail Corporation Ltd.
7. A Quotation constitutes an irrevocable, unalterable offer by the prospective bidder to JMRC. A Quotation must remain valid and open to be accepted 60 working days from the closing time and date specified in the RFQ.
8. Evaluation of the bids shall be done on the grand total quoted amount quoted for all the heads mentioned in the Scope of Services.
9. RTPP Act 2012 and Rules 2013 shall be part of the RFQ.
10. In case of any further query, DGM HR, JMRC may be contacted through e-mail address as dgmhr@jaipurmetrorail.in.
11. Within 03 days of issuance of Work Order, the service provider will submit a draft report to JMRC. After that JMRC will provide feedback on the draft report. The services shall be provided to JMRC within 07 days of submission of feedback on draft report.
12. Process of final payment will be done after submission of Tax Invoice to procuring entity.
13. Payment of invoice is subject to standard deductions.
14. Court at Jaipur shall have exclusive jurisdiction over any dispute arising out of this RFQ & subsequent process.
15. The Actuarial Valuer shall give JMRC the Actuary Report as per the Financial Statements prepared according to IND-AS reporting requirement.

Executive Director (Corporate Affairs)





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Format for Quotation Submission

To,
Executive Director (Corporate Affairs),
Jaipur Metro Rail Corporation Ltd.
Bhrigu Path, Mansarovar Metro Depot,
Jaipur-302020

RFQ Reference No.: _____

I/We:

(Insert name, USE BLOCK LETTERS)

The bidder hereby offers to supply the service listed below in accordance with the terms and conditions stated in your Request for Quotations referenced above.

The price offered is :(in words)

S. No.	Particulars	Total Quoted Price without taxes and FOR at JMRC
1.		
2.		
3.		
	Grand Total	

Taxes shall be as applicable.

We confirm that the prices quoted above are fixed and firm for the duration of the validity period and will not be subject to revision or variation.





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Bidder's details (under this RFQ) are as follows:

S. No.	PARTICULARS	DETAILS
1.	Name of the Bidder Firm	
2.	Address of the Bidder Firm	
3.	Email Id and Phone/Mobile No.	
4.	PAN under Income Tax Act (Attach Proof)	
5.	Whether Bidder has been blacklisted/or not by any of the Govt. department /organization (attach undertaking on the letter head of the firm duly signed and stamped)	
6.	Bank A/c No. with IFSC code and Branch name	

This is to certify that I/We have carefully read the contents of the RFQ and fully understood all the terms and conditions therein and undertakes myself/ourselves to abide by the same:

Seal of the Firm/Agency

Signature of Bidder

Place:

Date:

