

RAJASTHAN STATE ROAD TRANSPORT CORPORATION, HEAD OFFICE
PARIVAHAN MARG, CHOMU HOUSE, JAIPUR-302001
Telephone No.: 0141-2360254, 0141-2373043

S.No.F-4/HO/Fin/Comp/16/2024/

dated:

Corrigendum

The tender for Accounting Work of RSRTC for the financial year 2023-24 was invited vide UBN No.RTC2324SLOB00918 dated 12.03.2024. Pre-bid meeting of this tender/bid was held on 18.03.2024 at 11:00 AM. After representation and discussions held with the representatives of the firms present at that time, following amendments are hereby made in the aforesaid documents:-

1. Point no. 11(a):The Bid security of Rs. 30000/-(Rupees Thirty Thousand Only) is replaced with Rs. 60000/-(Rupees Sixty Thousand Only).
2. Point no.30 (viii): The certified copy of 2022-23 is required instead of 2023-24.
3. In Annexure-7 The name of zones should be read as :
1.AJMER 2.BIKANER 3.BHARATPUR 4.JAIPUR 5.JODHPUR 6.UDAIPUR 7.KOTA
8.SIKAR


(RAM GOPAL PAREEK)
FINANCIAL ADVISOR

S.No.F-4/HO/Fin/Comp/16/2024/ 1212

dated: 21.03.2024

- ✓ Copy to Dy.GM (IT),RSRTC,Head Office, Jaipur for uploading on website of RSRTC,SPP Portal and E-Procurement Portal.


(RAM GOPAL PAREEK)
FINANCIAL ADVISOR

RAJSTHAN ROAD TRANSPORT CORPORATION , JAIPUR

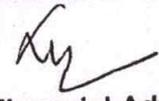
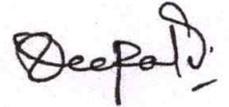
No:-F-4/H.O./Fin/Compilation/16/2024/ 1010

Date: 11-03-2024

TENDER NOTICE

RSRTC invites online Bid from practicing Chartered Accountants/Cost Accountants for doing Accounting Work of Head Office, 8 Zones and its 57 Units/Depots situated in Rajasthan, Delhi and Ahmadabad for the financial year 2023-24 on a competitive price.

The detailed information of the bid is available at RSRTC website www.transport.rajasthan.gov.in/rsrtc,spp portal www.sppp.rajasthan.gov.in and alsoe-procurement website <http://eproc.rajasthan.gov.in> The last date for submitting the e-Bids is ~~12.04.24~~ till 04.00 PM and the date of opening of e-bid is ~~15.04.24~~ ---at 11.00 AM.


Financial Advisor

RAJSTHAN ROAD TRANSPORT CORPORATION, JAIPUR

Various Important Dates & Fee

S.No.	Event's Name	Date & Time
1	Issue of NIB	11.03.2024
2	Date & Time of Pre-bid	18.03.24 at 11.00 AM
3	Last Date & Time of Bid Submission	12.04.24 up to 04.00 PM
4	Opening of Technical Bid	15.04.24 at 11.00 AM
5	Opening of Financial Bid	Financial Bid will be opened after opening of Technical Bid and it will be informed separately.
6	BID Document Fee	Rs. 2000/- D.D./Banker Cheque in favour of "Financial Advisor, RSRTC" payable at Jaipur
7	EMD (Bid Security)	Rs. 60,000/- D.D./Banker Cheque /Bank Guarantee in favour of "Financial Advisor, RSRTC" payable at Jaipur
8	Processing Fee	Rs.2000/- D.D./Banker Cheque in favour of "Managing Director, RISL" payable at Jaipur

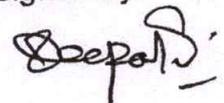
Note:- 1. All above events will be held at Rajasthan State Road Transport Corporation, Head Office, Parivahan Marg, Chomu House, Jaipur-302001, Rajasthan.

2. In the event of the date specified above being declared as a holiday for Corporation, due date will be the next working day.

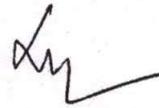
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General Information and Guidelines:

1. RSRTC invites online Bid from practicing Chartered Accountants/Cost Accountants for doing Accounting Work of Head Office, 8 Zones and its 57 Units/Depots situated in Rajasthan, Delhi and Ahmadabad for the financial year 2023-24 on a competitive price.
2. NIB/detailed information of the bid documents can be seen/downloaded from website <http://eproc.rajasthan.gov.in>., www.transport.rajasthan.gov.in/rsrtc. Bids are to be submitted on line in electronic format on website <https://eproc.rajasthan.gov.in>
3. Corrigendum/modifications/corrections if any will be published on the website <https://eproc.rajasthan.gov.in>.
4. Conditional/ incomplete bid will be rejected.
5. Bidders who wish to participate in this bid will have to register on <https://eproc.rajasthan.gov.in>. Bidders registered on <https://eproc.rajasthan.gov.in> before request of bid documents to participate in this online bid, will have to procure digital signature certificate as per information technology Act-2000 using which they can sign their Electronic bid. Bidders can procure the same from any CCA approved certifying agency. Bidders who already have a valid Digital Signature Certificate need not procure a new Certificate.
6. Bidders shall submit their offer online in Electronic formats, however, demand draft for bid documents fees, bid processing fees and EMD (Bid Security) should be submitted manually or through courier in the office of Financial Advisor, RSRTC, Head Office, Parivahan Marg, Jaipur before the last date and time of opening of bid and scanned copy of the Demand Draft should also be uploaded along with the online bid.
7. RSRTC reserves the right to accept or reject any or all the bids without assigning reasons thereof.
8. RSRTC reserves the right for verification of any information/ documents furnished by the bidders in the interest of the corporation.
9. Before electronically submitting the bids it should be ensured that all the bid papers including conditions of contract are digitally signed by the bidder.

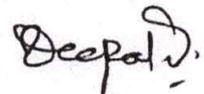


10. For participating in the bid, bidder should be firm of Chartered Accountants or Cost Accountants registered in India in its respective Institute/Association constituted by law.
11. Bids without EMD (Bid security), Processing Fees and Document Fees shall be rejected.
12. **The Law relating to procurement "The Rajasthan Transparency in Public Procurement Act, 2012" (hereinafter called the Act) and the "Rajasthan Transparency in Public procurement Rules, 2013" (hereinafter called the Rules) under the said Act have come into force which are available on the website of State Public Procurement Portal <http://sppp.raj.nic.in>. Therefore, the Bidders are advised to acquaint themselves with the provisions of the Act and the Rules before participating in the bidding process. If there is any discrepancy between the provisions of the Act and the Rules and this Bidding Document, the provisions of the Act and the Rules shall prevail. A declaration in annexure-1 should be attached.**
13. DD/Banker's Cheques of bid document fee, bid processing fee and EMD (Bid Security) mentioned in the above table should be submitted and delivered to the undersigned before last date and time of the submission of the bid.
14. Each & every paper/document will be sealed and signed by authorised signatory of participating bidder.
15. Every bidder who intends to participate in the bid is advised to present in pre-bid to understand the scope of work/terms & conditions of the bid. If required he may also suggest any changes to be incorporated in the bid. The decision of RSRTC will be final to incorporate or not for the suggestion proposed by prospective bidder.



Financial Advisor

RSRTC



RAJSTHAN ROAD TRANSPORT CORPORATION, JAIPUR**TERMS AND CONDITIONS OF BID FOR ACCOUNTING WORK****1. General:-**

Financial Advisor, RSRTC, Head Office, Jaipur on behalf of "RAJASTHAN STATE ROAD TRANSPORT CORPORATION" hereinafter referred to as "RSRTC" will receive sealed tenders for the subject work in accordance with the mentioned "Scope of Work". However, any work if specifically not mentioned but reasonably implied for the successful implementation and optimal performance of the proposed work shall be deemed to be inclusive and shall be an integral part of the "scope of work". The bidders are very well supposed in their own interest to go through the Bid Documents, Instructions, forms, terms and general information carefully and thoroughly.

2. Bid Document Price & Processing Fees:-

Bid Document Price of Rs- 2000/- and Processing Fees of Rs. 2000/- shall be Non- Refundable and must be deposited before opening of bid.

3. Definition of Terms:-

- (a) In constructing these general conditions and the annexed specifications, the words shall have the meaning herein assigned to them unless there is anything in the subject of context inconsistent with such construction.
- (b) The "RSRTC" mean the "RAJASTHAN STATE ROAD TRANSPORT CORPORATION" represented by the Managing Director and shall include their legal personal representative, successors and assignees. The "Owner" or "Nigam" shall mean "RSRTC".
- (c) The "Tenderer / Bidder" shall mean and include one or more persons /any firm / any company / any society / any forum / body incorporate, who has submitted the bid in response to "BID" by RSRTC.
- (d) The "Successful Bidder" shall mean the bidder whose bid has been accepted by the RSRTC and shall include his heirs, legal representatives, successors and assignees, approved by the RSRTC.
- (e) The " Managing Director" shall mean the Managing Director, RSRTC, Jaipur.
- (f) "Works" mean and include the work or works to be done/carried out by the Bidder under this contract.
- (g) The "Contract" shall mean and include the following:-
 - (i) Invitation of Bid
 - (ii) Instructions to Bidders
 - (iii) Bid Documents including Schedule of Price

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- (iv) Letter of Intent and its acknowledgement
 - (v) EMD (Bid Security)/Performance Security
 - (vi) Formal Work Order
 - (vii) General Conditions of Contract
 - (viii) Specification, Specific Conditions, Schedules and Annexure
 - (ix) Addenda that may hereafter be issued by the RSRTC to the bidder in the form of letter and covering letters and schedule of prices as agreed to between the Bidder and the RSRTC.
- (h) The "Request for Proposal and Specification" shall mean the specification; specific condition annexed to the General Conditions, the contract schedule and the annexure thereto (if any).
 - (i) The "Month" shall mean, English calendar month i.e. period of 31/30 days and week shall mean a period of 7 days.
 - (j) "Letter of Intent (LOI)" shall mean the RSRTC's letter conveying its acceptance of the Bid (subject to such reservation(s) as may have been stated therein).
 - (k) The "Contract Price" shall mean the amount mentioned in financial bid.
 - (l) "Formal Work Order" shall mean the RSRTC's letter which may be issued in the way of letter of Intent containing detailed terms & conditions of the work and such other particulars which the Nigam may like to convey to the bidder pending execution of a formal written agreement.
 - (m) "Writing" shall include any manuscript typed, written, printed or e-mailed statement under or over signature or seal, as the case may be.
 - (n) Words importing "Person" shall include firms / companies / corporations / society / forum and other bodies, registered in respective rules and regulations.
 - (o) Words importing the singular only shall also include the plural and vice versa where the context requires.
 - (p) Terms and expressions not herein defined shall have the same meaning as one assigned to them in the Indian Contract Act (Act IX of 1872) and falling that in the General Clause Act, 1897.

4. Directions for Filling the Bid: -

- (a) Bid shall be submitted as per formats attached /details desired hereto and all blanks in the bid and the annexure of the specifications shall be duly filled in. The complete forms, annexure shall be considered as part of the bid/contract documents in case of successful bid.
- (b) No alteration should be made to forms of the bid, specifications and annexure. The bid must comply entirely with the specifications.

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(c) The bid and all accompanying documents shall be in English Language and shall be signed by a authorized person. The name, designation and authority of signatory shall be stated in the bid, along-with documentary proof in favor of authorization of the person undertaking and signing the bidding documents.

(d) The contract awarding authority will not be responsible to accept any cost involved in the preparation or submission of the bids.

5. Acceptance / Rejection of Bid: -

The RSRTC reserves the right to accept / reject any offer without assigning any reason.

6. Two-stage Bidding:- It is two stage tender/bidding. First for Technical and second for Financial. Financial bid will only be opened of those bidders whose bid will be found technically qualified. Financial Bid should be submitted as per annexure-2. **Financial bid should be submitted in separate envelop on <https://eproc.rajasthan.gov.in>.**

7. Submission of Offer:-

The Bid document for Accounting Work in prescribed format duly completed and signed on each page by the authorized signatory shall be uploaded/submitted.

8. Bid Validity :-

The Bid Validity shall be valid at least for a period of 90 days from the date of opening of the bid. The bidder may offer validity of larger period. In case of failure of successful bidder and availability of validity period of another bidder, then the work order may be placed to such bidder.

9. Amendment in Bid Document:- At any point of time prior to these scheduled time and date for submission of bids, RSRTC may for any reason, modify the bid documents by issuing amendment(s), which shall be part of the bid documents.

10. Deviations from Terms and Conditions:-Received offers from bidders deviating from terms and conditions are liable to be rejected out rightly unless exempted by the RSRTC.

11. EMD (Bid Security):-

(a) Bidders shall deposit Bid Security of Rs. 30000/- (Rupees Thirty Thousand Only) and proof thereof shall be submitted with the bid documents. If the

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Earnest Money amount is found to be less than required, the offer will be rejected outrightly.

- (b) The Bid Security can be deposited in one of the following forms only:
 - (i) In cash:- to be deposited with the FA, RSRTC, Head Office, Jaipur.
 - (ii) Bank Draft/Bankers Cheque:-in favor of the FA, RSRTC, Jaipur.
- (c) In case, the bidder withdraws his offer during the validity period or after placement of order, the successful bidder does not perform the Agreement as required, the Bid Security amount shall be forfeited.

12. Refund of Bid Security:-

- (i) Bid Security shall be refunded to the unsuccessful bidders after producing the original receipt, as soon as possible after the tender has been decided. No interest shall be paid on Bid Security amount.
- (ii) Bid Security of successful bidder shall be refunded / adjusted in Performance Security Deposit.

13. Performance Security/Guarantee Deposit:- The performance security deposit shall be required to be furnished: -

- (a) On acceptance of offer, the Successful Bidder will have to deposit/submit an amount @ 5% of rate/amount offered for the scope of work for the year 2023-24 in the form of Demand Draft/Bankers Cheque/ Bank Guarantee within a period of 07 days from the work awarded under this bid to cover Performance Guarantee.
- (b) An additional performance security will have to be deposited @ 50% of difference price of followings:-
 - (i) 85% of estimated cost of tender/bid, and
 - (ii) price offered by bidder below than the 85% of estimated cost of tender/bid,
- (c) If the security is deposited through Demand Draft/Banker's Cheque/Bank Guarantee, it shall be in favor of the FA, RSRTC, Jaipur and should be drawn on any Nationalized / Scheduled Bank and payable at Jaipur.
- (d) The RSRTC shall adjust the penalty imposed (if any) from the Performance Security Deposit available with it.
- (e) The Performance Security Deposit shall be refunded only after due and satisfactory performance as per terms and conditions of the order and on completion of work order or expiry of accounting period and audit thereof, provided that there is no claim(s)/ penalty outstanding to be recovered against the Successful bidder.
- (f) No interest shall be paid by the RSRTC on Performance Security Deposit.
- (g) Performance security will be forfeited if the successful bidder does not perform the work as per terms & conditions of the bid/cancellation of order due to failure of successful bidder.
- (h) The successful bidder can also be blacklisted if he does not perform the work as per terms & conditions of the bid.

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- (i) A complaint may also be lodged against successful bidder to respective institute for taking disciplinary action if he does not perform the work as per terms & conditions of the bid.
14. **Creation of Banker's Cheque/Demand Draft/Bank Guarantee:-**
(i) FDR/Bank Guarantee shall be created from the bank account of the same firm in which bidder has its bank account and also issued by a bank located in Rajasthan state.
(ii) Verification of FDR/Bank Guarantee given by the bidder will be done by user section from the issuing bank branch in writing.
15. **Signing of Contract and Completion of Formalities:-**
(a) Successful Bidders shall be required to sign the contract documents with the RSRTC on non-judicial stamp paper of Rs. 500/-. Cost of stamp paper and revenue stamp to be affixed on document shall be borne by the successful Bidder. The RSRTC shall not reimburse these costs. **Draft Agreement is available at annexure 'A'.**
(b) Failure of the Successful bidder (s) to sign the contract within 7 days (seven days) of work order shall constitute sufficient grounds for the cancellation of the work order. In such a case the RSRTC may reject/blacklist the successful bidder's firm and Earnest Money deposit will be forfeited and process to give the work order to the another Bidder or call for fresh bids will started.
16. **Rules & Regulations:-** The Job shall be carried out as per the rules, regulation and other details as prevailing in the RSRTC, which shall be made available to the bidder. These rules and regulations may be modified by the RSRTC from time to time and would be intimated to the successful bidder for adhering to the same. The successful bidder will also follow the labor regulations and the directions of Government and other authorities enforcing the regulations and comply with any other relevant legislation in force from time to time. For any consequences arising out of non-compliance whatsoever in regard to all the prudent and applicable provisions of these acts, regulations etc. the successful bidder shall be wholly responsible.
17. **Submission of Bills Accounting Work:-**
The successful Bidder shall submit the bill in triplicate in the office of the Compilation Section, RSRTC, HO, Jaipur after completion of the accounting work yearly as the case may be along with Accounts and Subsidiary papers/statements.
18. **Terms for Payment :-**
No advance Payment shall be paid for the yearly accounts and will be divided in two installments. One installment 80% amount will be paid after completing work of account. Rest, 20% amount will be paid after receiving true and fair

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view certificate from Comptroller & Auditor General (CAG). The payment will be released proportionately to the work completed with yearly cost after receiving accounts. The TDS shall be deducted as per rules. In case of any penalty, same will also be deducted from the bill produced by successful bidder and/or from any deposit of bidder with RSRTC.

19. **Period for Execution of Work:-**

The period of execution of work is mentioned in the term "Scope of Work".

20. **Accounting Work Program:-**

The successful bidder will have to submit its Accounting Work Program along with name and mobile no. of expert staff of them before the officials of Compilation Section, RSRTC, HO, Jaipur. He will also discuss the program with aforesaid officials and make necessary changes as discussed/directed. He will have to complete the work within prescribed time. He will also submit progress of the work from time to time and as and when desired by RSRTC.

21. **Submission of Accounting Work Report:-**The successful bidder is required to submit the consolidated Accounting Work Report of each office after discussion & duly agreed and acceptance by the Chief Manager/Manager (Finance) of depot. He will have to submit Accounting Work Report in hard copy duly signed by him as well in soft copy.

22. **Compliance of Labour Legislation:-** The successful bidder shall discharge its liability of employer / bidder in respect of personnel to be engaged for service, as set out in EPF and MP Act-1952, ESI Act-1948 (in ESI implemented area), Workmen's Compensation Act-1923 (in non ESI Implemented area), Contract Labour (R&A) Act-1970, Payment of Wages Act-1936, Minimum Wages Act-1948 etc. The successful bidder is required to get separate code under the provision of EPF & ESI Acts, If not already taken & deposit the employer's contribution along-with employees' subscription. Bidder shall be requires to submit copies of challans at the time of claiming payment, if failed to submit challans an amount equivalent to employer's contribution and employees subscription shall be deducted from its each bill and deposit with the concerned authorities. The bidder shall be solely responsible for any consequences arising out of breach of any legislation. **If the firm of successful bidder is not covered under the aforesaid Acts and Rules, then he will have to submit a self-declared copy stating the facts.**

23. **Safety of Record:-** The original records taken from any of the office of the RSRTC shall be kept safe and intact and handed over back in good condition to the respective office after completion of Accounting Work. The successful bidder shall make good to the RSRTC any loss suffered by it due to default of him in this respect.

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24. **Security & Secrecy:**-The Successful Bidder shall not disclose the result of Accounting Work and other subsidiary work wholly or partly to anybody else other than to the designated authority of the RSRTC and shall maintain a close secrecy in this regard.
25. **Scope of Accounting Work(s): -**
- (i) The Bidder will make accounts for the year 2023-24 as April 2023 to March 2024,
- (ii) Accounts includes Profit & Loss Accounts, Profit Loss Appropriation Account and Balance Sheet and other subsidiary accounts, schedules, statements, reconciliation statements etc which are necessary and essential to make/explain Profit & Loss Accounts, Profit Loss Appropriation Account and Balance Sheet.
- The work will also include Reconciliation of Inter Branch Transaction such as verify and reconcile financial transaction between Head office and zone, between Zone and depots/units, validate and reconcile financial transactions between depot/units/zone and Head office. Identify and rectify the misclassification in both income and expenditure heads within depots/zone/units. Conduct a comprehensive examination of ledgers to ensure accuracy and completeness of financial transaction. Compilation of financial Statements from 57 units and 8 zones with proper notes to account and schedules for complete balance sheet and depot wise where necessary. Passing of Journal entries for correction and compilation. Any other accounting work which is required to complete the final accounts at depot/zone/Head office.
- (iii) The successful bidder will have to complete accounting work of depot/unit/zones & Head office, Entries of a particular month should be completed in that month.
- (iv) There is Bank Reconciliation Section in Head Office. Work of this section is to reconcile the bank accounts with bank statements and ledger. If any bank reconciliation statement does not receive from the depots/units/zones or reconcile, in such a situation then liability to receive and reconcile the bank accounts will be of the successful bidder. The successful bidder should also cross verify the same and incorporate the correct figures in accounts.
- (v) Accounts of RSRTC are made in Tally Prime Software in all depot/units/zones including Head Office, so the bidder should be familiar with the working of Tally Prime.
- (vi) For making the accounts complete and correct, the bidder will have to visit unit/depot offices/zone. If the bidder seems that he can do the work without visiting the units, then he may be allowed to do so. If successful bidder wants to work from Head Office of RSRTC, he can do so, but if it is not possible, then visit of depot/units/zone is necessary by him. No travelling allowance, lodging allowance and boarding allowance etc will be given to bidder for visiting the units/depots/zone.

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- (vii) Entries for all necessary provisions, reserves, depreciation etc. will have to be made in the books of accounts of Head Office.
 - (viii) If any material mistake, fraud, embezzlement etc are found at the time of making accounts, the bidder will have to report the same immediately to the Dy. General Manager (Compilation)/ F.A., RSRTC.
 - (ix) Bidder will depute sufficient expert/skilled staff (chartered Accountant) to work for depot as well head office. In addition to above, the bidder will depute at least one permanent expert/skilled staff to sit and work in the head office during working hours for doing the work in the head office Monday to Friday. Name & mobile number of one authorized person will be provided by the bidder to have regular touch with RSRTC.
 - (x) Bidder will depute at least one expert staff to sit and work in the head office during office hours. Necessary changes can be made in the time of working hours as per need and mutual understanding of RSRTC and successful bidder. Name and mobile number of one authorized person will be provided by the successful bidder to have regular touch with RSRTC.
 - (xi) Bidder will have to report regularly from time to time and as and when required progress of the work assigned to him.
 - (xii) Bidder will work according to rules, regulation and past practice. If there is requirement of changes, then before making changes, he will have to make discussion with the office in charge of compilation section.
 - (xiii) He will have to get yearly accounts audited from the Chartered Accountants appointed by RSRTC as well CAG. At present, CAG is the sole auditor of the RSRTC.
 - (xiv) If any changes are suggested by Chartered Accountant/Auditor/CAG, then after discussion with concern officer, such changes will also to be made by him.
 - (xv) After issue of LOI and performing agreement, the bidder will have to complete the accounts work within 100 days for the period of April 2023 to march 2024.
26. **Amendment in Scope of Work:** - The RSRTC may revise or amend the scope of work from time to time as per need of RSRTC, NSE & SEBI but the nature of the work restricted to making of accounts.
27. **Conduct of Successful Bidder's Staff:** - If any of the successful Bidder's staff/employees, in the opinion of RSRTC is found guilty or commits misconduct or incompetence or negligence, then as per direction of RSRTC, the successful Bidder shall at once remove such staff/employee and replace him/her by a qualified and competent substitute.
28. **Lien:** - In case of any lien or claim pertaining to the work and responsibility of the successful bidder for which the RSRTC might become liable, it shall have right to recover such claim amount from the successful bidder.

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29. **Coordination from Accounts Staff & Compilation Section of RSRTC: -**
Each of the successful bidder, his staff shall be required to coordinate with the accounts staff of RSRTC in such a manner so as to complete the accounting work of respective office within stipulated time.

30. **Technical Bid/Eligibility:-**

(i) The firm should be registered under respective regulation, council/ institutions and having its office in Jaipur (Rajasthan). (Certified Registration Certificate should be attached)

(ii) The bidder's firm should have at least four members of the institute of Chartered Accountant/Cost Accountants. Members may either partner or employee of the firm.(Certified Copy of Partnership Deed and/or employment Certificate should be attached)

(iii) Out of them, any two should be fellow member. (Certified Copy of Membership Certificate should be attached)

(iv) The firm should have an experience of accounting or taxation in any public sector undertaking dealing with service sector having minimum turnover of Rs. 200 Crore (work order to be attached) in any financial year out of last three financial year. The firm should be in existence for minimum ten years as on 31.03.2024 (Certified Registration Certificate should be attached)

(v) Participating firm must not be prohibited by any regulatory authority for offering such services and also should not have been black listed/debarred by any PSU, Central or State Government Undertakings in the past. (Affidavit on Non Judicial Stamp Paper of Rs. 100/- should be attached.)

(vi) Firm should be registered under Goods and Service Tax Department (GST). (Certified Registration Certificate should be attached). If any firm is not registered under Goods and Service Tax Department (GST), then the authorized partner/owner of the firm should attach a declaration that as per the GST rules, firm is not required to register with GST department.

(vii) The firm should have at least five Article Clerk/Audit Clerk/paid employee. (Affidavit on Non Judicial Stamp Paper of Rs. 100/- should be attached.)

(viii) Turnover of the firm should be Rs. 15.00 Lakh during the financial year 2022-23.(Certified/audited copy of 2023-24 Profit & Loss A/c and Balance Sheet should be attached)

Note:Technical bid should be submitted as per annexure -3.

31. **Penalty:-** If Accounting Work is not completed within prescribed time then penalty of Rs. 5000/- per day (GST extra as applicable) will be payable by the successful bidder. The penalty will be adjusted from the payment payable to the successful bidder. If the payable amount is less than the chargeable amount then

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balance will be adjusted from the Performance Security Amount. In such a case balance Performance Security Amount will be deposited by successful bidder immediately. It is clarified that responsibility of doing the work is of successful bidder. Yet, any officer/employees of RSRTC does not cooperate him, then the bidder should inform the same to Nodal Officer timely, then in such a case of delay due to not cooperation no penalty will be payable by the bidder.

32. **Extension of Order:** - The Accounting Work initially will be given for the year 2023-24. However, the RSRTC reserves the right to extend the work for another two years (one year at a time) subject to the satisfactory performance of the work, one year on the same rates, terms and conditions.
33. **Extension of Time:** - Any extension in time beyond contract period as mentioned in the work order shall only be considered on merits by competent authority of RSRTC.
34. **Work space:** The RSRTC will provide available **workspace, furniture and computer** and accounting software with RSRTC. If additional computers are required, then the bidder will arrange for the same on his own level. Other resources viz., telephone etc. would have to be arranged by the successful Bidder on his own cost.
35. The Accounting Work shall be executed by team consisting-of full time professional and assistant(s) having accounting work experience/skilled staff.
36. All the Accounting Reports shall be signed by the Authorized Signatory who is authorized to participate in tender of the successful Bidder. The person signing the audit report shall be responsible for the all work done by the accounting team, irrespective of composition of visiting team.
37. **Termination/Cancellation of Order:-**
The RSRTC may upon written notice of default, terminate contract in the circumstances detail hereunder:
- (a) If in the opinion of the RSRTC, the bidder fails to perform the work within the time specified.
 - (b) If In the opinion of the RSRTC, the successful bidder fails to comply with any of the provisions of this contract
 - (c) The performance of the firm shall be reviewed from time to time. If the work of the bidder is unsatisfactory then notice of three days will be given to the bidder to rectify/complete the work as per contract. After notice the bidder does not make/rectify the work as per contract, then his contract with RSRTC will be terminated without assigning any reason and any amount payable to the bidder and his any deposit with RSRTC will be forfeited. The RSRTC will also be free to award the work to other professionals.
 - (d) The decision of the RSRTC shall be final regarding the acceptability of the report submitted by the successful bidder and the RSRTC shall not be required

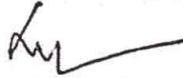
Deepa D.

- to give any reason(s) in writing or otherwise at any time towards rejection of the same.
- (e) In the event of such cancellation/termination, the RSRTC shall exercise its discretionary powers to award the work to other professional firm.
38. **Bidder's Default:-** If the successful bidder does not comply with the terms and conditions of the bid-documents then the performance security will be forfeited and bidder may be declared as black listed as well informed to concerned council/institute for taking necessary action.
39. **Force Majeure: -** Any cause that is beyond the reasonable control of the successful Bidder or RSRTC will be Force Majeure Condition. The cause of the Force Majeure condition will be taken into consideration only if the tendered immediately from the occurrence of such condition. The RSRTC shall verify the facts and grant such extension as the facts justify. For extension due to Force Majeure Condition, the successful Bidder shall submit its representation along-with documentary evidence for scrutiny by the RSRTC and decision of the RSRTC in this regard shall be final and binding.
40. **Subletting of Contract: -**Successful Bidder will not sublet the work assigned to him but if he wants to get the part of the work done from other same qualified person, then he can do so, but ultimate responsibility will be of the successful bidder.
41. **Suspension of Works: -**The RSRTC shall not be liable to pay the successful bidder any compensation whatsoever arising from suspension or for idle labor.
42. **Governing Laws & Jurisdiction: -** The agreement shall be governed & followed by Indian Laws and Sub Laws. Only the competent court at Jaipur (Rajasthan) alone shall have exclusive court jurisdiction to deal with any matter arising out of or relating to the agreement or otherwise. All disputes, differences, questions, whatsoever arising between the RSRTC and the bidder shall be dealt with at Jaipur City only and no court other than Court at Jaipur (Rajasthan) shall have jurisdiction.
43. **Grievance Redressal during Procurement Process:-** If any grievance arises during procurement process, the same be resolved as per annexure - 4
44. **Dispute Resolution :-** If any dispute arises between successful bidder and RSRTC, the same will be settled as follows:-

Dispute Resolution: Any dispute or difference whatsoever arising between the parties out of or relating to the construction, meaning, scope, operation or effect of this contract or the validity or the breach thereof, shall, in the first instance, be resolved by referring such dispute or difference to the Standing Committee constituted vide Rajasthan State Road Transport Corporation's office order No. HO/Law/Gen/17/781 dated 03.10.2017. The Standing Committee so constituted shall ensure full compliance with the office order referred to above.

Deepak S.

45. Additional condition of the Contract:- As per annexure-5.
46. Compliance with the Code of Integrity and No Conflict of Interest:- As per annexure-6.
47. List of Depot/Units/Zone :- List of Depot/Units/Zone is available at annexure-7.
48. The successful bidder shall use sufficient/competent man power for completing the work of unit offices and Head Office simultaneously to ensure timely completion of work.
49. **Failure to Execute Contract:-** The successful bidder(s) failing to execute the order placed on them to the entire satisfaction of the RSRTC with terms & conditions set forth therein, will be liable to make good the loss sustained by the RSRTC, subsequent to the placing of fresh orders elsewhere at higher rates, I.e. the difference between the price accepted in the contract already entered into and the price at which fresh offers have been placed. This is without prejudice to forfeiture of Bid Security Deposit, Performance Guarantee and any other financial hold available with the RSRTC.
50. **Nodal Officer:** The Dy. General Manager (Finance/Compilation) of RSRTC, Jaipur will be the Nodal Officer of the work from RSRTC's side. If any changes took place in future in designation then nodal officer will also be changed accordingly.
52. **Free Pass for travelling in RSRTC Buses:** Free bus travelling pass facility will be allowed to successful bidder for visiting the depots/units in RSRTC's ordinary and express buses as per the need for working regarding this tender from time to time. If the successful bidder avails this facility then he will have to obtain a certificate from the unit head for his working during the period. This certificate will have to be submitted by the successful bidder to head office. No travelling, lodging and boarding allowances will be allowed by RSRTC.


Financial Advisor
RSRTC.HO, Jaipur.

CERTIFICATE

I/We have carefully read, understood and accepted all the above terms & conditions. No additional conditions will be imposed by us.

Date:
Place:

Signature of the Participating Bidder
along with the stamp of the firm/ Company.



Annexure-1

Declaration by the Bidder regarding qualification

In relation to my/our Bid submitted for procurement of.....in response to Notice Inviting Bid No.....Dated.....I/We.....hereby declare under section 7 of Rajasthan Transparency in Public Procurement Act, 2012, that:-

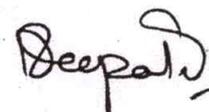
1. I/We possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Documents issued by the procuring entity;
2. I/We have fulfilled my/our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as specified in the Bidding Document;
3. I/We are insolvent, in receivership, bankrupt or being wound up, not have my/our affairs administered by a court or judicial officer, not have my/our business activities suspended and not the subject of legal proceedings for any of the foregoing reasons;
4. I/We do not have and our directors and officers not have been convicted of any criminal offence related to my/our professional conduct or the making of false statements or misrepresentations as to my/our qualifications to enter into a procurement contract within a period of three years preceding the commencement of this procurement process or not have been otherwise disqualified pursuant to debarment proceedings;
5. I/We do not have a conflict of interest as specified in the Act, Rules and the Bidding Document, which materially affect fair competition.

Date:

Place:

(Signature of Authorized Person)

Stamp of the Firm



Annexure-2

Financial Bid:-**Bid for appointment of firm for Accounting Work):**

Our rates are as under:-

Description of the Work	Amount (Rs.)
Total Accounting Work for the Financial year 2023-24	Rs,.....

In Words:-

*Rates are including GST and any other taxes as applicable.

*The Accounting Work is to be conducted with the highest standard of professional, ethical competence and integrity.

(Signature of Authorized Person)

Stamp of the Firm



Rajasthan State Road Transport Corporation
Technical – Bid

Annexure-3

S. No.	Particulars	Actual	Certified Copy attached or not
1	Name of the Firm		
2.	Date of Registration with council/institution		
3.	PAN No.		
4.	GST Registration No		
5.	Address (Complete in all respect including Land Line, Mobile No and e-mail)		
6.	Turnover	2023-24:-	
7.	Authorized Person	Name: Nature of Member: CA/CMA Mobile No: e-mail: Fellow/Associate membership no.	
8.	Partners' details	1. Name: Nature of Member: CA/CMA Mobile No: e-mail: Fellow/Associate membership no. 2. Name: Nature of Member: CA/CMA Mobile No: e-mail: Fellow/Associate membership no.	
9.	Employees' details	1. Name: Nature of Member: CA/CMA Mobile No: e-mail: Fellow/Associate membership no. 2. Name:	

Deepal

		Nature of Member: CA/CMA Mobile No: e-mail: Fellow/Associate	
10.	Facts about black listed/debarred		
11.	Experience in PSU (service sector of turnover 200 Cr.)		
12.	Skilled staff/Article clerk/Audit Clerk/Paid employee	1. Name: Qualification: Experience in years: 2. Name: Qualification: Experience in years: 3. Name: Qualification: Experience in years: 4. Name: Qualification: Experience in years: 5. Name: Qualification: Experience in years:	
13.	Details of Bank Account	1. Name of Bank with Branch 2. Account No: 3. IFS Code:	Copy of cancelled cheque should be enclosed.

Note: Separate sheet should be used if required.

(Seal & Signature of Authorized Person)

Deepal

Annexure-4**Grievance Redressal during Procurement Process:**

The designation and address of the First Appellate Authority is MD, RSRTC

The designation and address of the Second Appellate Authority: shall be as per clause no.45.

(1) Filing an appeal

If any Bidder or prospective bidder is aggrieved that any decision, action or omission of the Procuring Entity is in contravention to the provisions of the Act or the Rules or the Guidelines issued there under, he may file an appeal to First Appellate Authority, as specified in the Bidding Document within a period of ten days from the date of such decision or action, omission, as the case may be, clearly giving the specific ground or grounds on which he feels aggrieved:

Provided that after the declaration of a Bidder as successful the appeal may be filed only by a Bidder who has participated in procurement proceedings:

Provided further that in case a Procuring Entity evaluates the Technical Bids before the opening of the Financial Bids, an appeal related to the matter of Financial Bids may be filed only by a Bidder whose Technical Bid is found to be acceptable.

(2) The officer to whom an appeal is filed under para (1) shall deal with the appeal as expeditiously as possible and shall endeavor to dispose it of within thirty days from the date of the appeal.

(3) If the officer designated under para (1) fails to dispose of the appeal filed within the period specified in para (2), or if the Bidder or prospective bidder or the Procuring Entity is aggrieved by the order passed by the First Appellate Authority, the Bidder or prospective bidder or the Procuring Entity, as the case may be, may file a second appeal to Second Appellate Authority specified in the Bidding Document in this behalf within fifteen days from the expiry of the period specified in para (2) or of the date of receipt of the order passed by the First Appellate Authority, as the case may be.

(4) Appeal not to lie in certain cases

No appeal shall lie against any decision of the Procuring Entity relating to the following matters, namely:-

- (a) Determination of need of procurement;
- (b) Provisions limiting participation of Bidders in the Bid process;
- (c) the decision of whether or not to enter into negotiations;
- (d) Cancellation of a procurement process;
- (e) Applicability of the provisions of confidentiality.

Deepak

(5) Form of Appeal

- (a) An appeal under para (1) or (3) above shall be in the annexed Form along with as many copies as there are respondents in the appeal.
- (b) Every appeal shall be accompanied by an order appealed against, if any, affidavit verifying the facts stated in the appeal and proof of payment of fee.
- (c) Every appeal may be presented to First Appellate Authority or Second Appellate Authority, as the case may be, in person or through registered post or authorized representative.

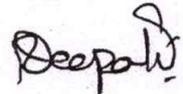
(6) Fee for filing appeal

- (a) Fee for first appeal shall be rupees two thousand five hundred and for second appeal shall be rupees ten thousand, which shall be non-refundable.
- (b) The fee shall be paid in the form of bank demand draft or banker's cheque of a Scheduled Bank in India payable in the name of Appellate Authority concerned.

(7) Procedure for disposal of appeal

- (a) First Appellate Authority or Second Appellate Authority, as the case may be, upon filing of appeal, shall issue notice accompanied by copy of appeal, affidavit and document, if any, to the respondents and fix date of hearing.
- (b) On the date fixed for hearing the First Appellate Authority or Second Appellate Authority, as the case may be, shall,-
 - (i) hear all the parties to appeal present before him; and
 - (ii) peruse or inspect document, relevant records or copies thereof relating to the matter.
- (c) After hearing the parties, perusal or inspection of documents and relevant records or copies thereof relating to the matter, the Appellate Authority concerned shall pass an order in writing and provide the copy of order to the parties to appeal free of cost.
- (d) The order passed under sub-clause (c) above shall also be placed on the State Public Procurement Portal.

Signature of Bidder with seal



FORM No. 1
See rule 83)

Memorandum of Appeal under the Rajasthan Transparency in Public Procurement
Act, 2012

Appeal Noof.....
Before the..... (First / Second Appellate Authority)

1. Particulars of appellant:

(i) Name of the appellant:

(ii). Official address, if any:

(iii) Residential address:

2. Name and address of the respondent(s):

(i)

(ii)

(iii)

3. Number and date of the order appealed against
and name and designation of the officer / authority
who passed the order (enclose copy), or a
statement of a decision, action or omission of
the Procuring Entity in contravention to the provisions
of the Act by which the appellant is aggrieved:

4. If the Appellant proposes to be represented
by a representative, the name and postal address
of the representative:

5. Number of affidavits and documents enclosed with the appeal:

6. Grounds of appeal:

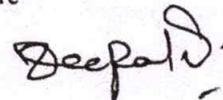
.....
.....
.....
(Supported by an affidavit)

7. Prayer:

.....
.....
.....

Place
Date

Appellant's Signature



ANNEXURE-5

ADDITIONAL CONDITIONS OF CONTRACT**01. Correction of arithmetical errors:**

Provided that a Financial Bid is substantially responsive, the Procuring Entity will correct arithmetical errors during evaluation of Financial Bids on the following basis :

(i) if there is discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Procuring Entity there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected.

(ii) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and

(iii) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (i) and (ii) above.

If the Bidder that submitted the lowest evaluated Bids does not accept the correction of errors, its Bid shall be disqualified and its Bid Security shall be forfeited or its Bid Securing Declaration shall be executed.

02. Procuring Entity's Right to Vary Quantities :

(i) At the time of award of contract, the quantity of goods, works or services originally specified in the Bidding Document may be increased or decreased by a specified percentage, but such increase or decrease shall not exceed twenty percent, of the quantity specified in the Bidding Document. it shall be without any change in the unit prices or other terms and conditions of contract.

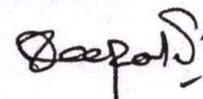
(ii) If the Procuring Entity does not procure any subject matter of procurement or procures less than the quantity specified in the Bidding Document due to change in circumstances, the Bidder shall not be entitled for any claim or compensation except otherwise provided in the Conditions of Contract.

(iii) In case of procurement of Goods or services, additional quantity may be procured by placing a repeat order on the rates and conditions of the original order. However, the additional quantity shall not be more than 50% of the value of Goods of the original contract and shall be within one month from the date of expiry of last supply, if the suppliers fails to do so, the Procuring Entity shall be free to arrange for the balance supply by limited Bidding or otherwise and the extra cost incurred shall be recovered from the Suppliers.

03. Dividing quantities among more than one Bidder at the time of award (In case of Procurement of Goods) :

As a general rule all the quantities of the subject matter of procurement shall be procured from the Bidder, whose Bid is accepted. However, when it is considered that the quantity of the subject matter of procurement to be procured is very large and it may not be in the capacity of the Bidder, whose Bid is accepted, to deliver the entire quantity or when it is considered that the subject matter of procurement to be procured is of critical and vital nature, in such cases, the quantity may be divided between the Bidder, whose Bid is accepted and the second lowest Bidder or even more Bidders in that order, in a fair, transparent and equitable manner at the rates of the Bidder, whose Bid is accepted.

Signature of Bidder with seal



Annexure-6

Compliance with the Code of Integrity and NoConflict of Interest:

Any person participating in a procurement process shall -

- (a) not offer any bribe, reward or gift or any material benefit either directly or indirectly in exchange for an unfair advantage in procurement process or to otherwise influence the procurement process;
- (b) not misrepresent or omit that misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation;
- (c) not indulge in any collusion, Bid rigging or anti-competitive behavior to impair the transparency, fairness and progress of the procurement process;
- (d) not misuse any information shared between the procuring Entity and the Bidders with an intent to gain unfair advantage in the procurement process;
- (e) not indulge in any coercion including impairing or harming or threatening to do the same, directly or indirectly, to any party or to its property to influence the procurement process;
- (f) not obstruct any investigation or audit of a procurement process;
- (g) disclose conflict of interest, if any; and
- (h) disclose any previous transgressions with any Entity in India or any other country during the last three years or any debarment by any other procuring entity.

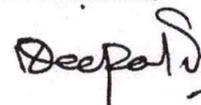
Conflict of Interest:-

The Bidder participating in a bidding process must not have a Conflict of Interest.

A Conflict of Interest is considered to be a situation in which a party has interest that could improperly influence that party's performance of official duties or responsibilities, contractual obligations or compliance with applicable laws and regulations.

- i. 'A Bidder may be considered to be in Conflict of Interest with one or more parties in a bidding process if, including but not limited to:
 - a. have controlling partners/ shareholders in common; ,or
 - b. receive or have received any direct or indirect subsidy from any of them; or
 - c. have the same legal representative for purposes of the Bid; or
 - d. have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of the Procuring Entity regarding the bidding process; or
 - e. the Bidder participates in more than one Bid in a bidding process. Participation by a Bidder in more than one Bid will result in the disqualification of all Bids in which the Bidder is involved. However, this does not limit the inclusion of the same subcontractor, not otherwise participating as a Bidder, in more than one Bid; or
 - f. the Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the Goods, Works or Services that are the subject of the Bid; or
 - g. Bidder or any of its affiliates has been hired (or is proposed to be hired) by the Procuring Entity as engineer-in-charge/consultant for the contract.

Signature of Bidder with seal



NAME OF DEPOTS/UNITS

ANNEXURE-7

- 1-ABU ROAD
- 2-AJAYMERU
- 3- AJMER
- 4- ALWAR
- 5- ANOOPGARH
- 6- BANSAWARA
- 7- BARAN
- 8- BARMER
- 9- BEAWER
- 10- BHARATPUR
- 11- BHILWARA
- 12- BIKANER
- 13-BUNDI
- 14- CHITTORGARH
- 15- CHURU
- 16- DAUSA
- 17- DELUXE
- 18- DHOLPUR
- 19- DEEDWANA
- 20- DUNGARPUR
- 21- FALANA
- 22- GANGANAGAR
- 23- HANUMANGARH
- 24- HINDON
- 25- JAIPUR
- 26- JALORE
- 27- JHALAWAR
- 28- JHUNJHUNU
- 29- JODHPUR
- 30- KHETRI
- 31- KOTA
- 32- KOTPUTALI
- 33- LOHAGARH (BHARATPUR)
- 34- MATSYANAGAR (ALWAR)
- 35- NAGOUR
- 36-PALI
- 37- PHALODI
- 38- PRATAPGARH
- 39- RAJSAMAND
- 40-SARDARSAHAR
- 41- SAWAIMADHOPUR
- 42- SIKAR
- 43- SIROHI
- 44- SRIMADHOPUR
- 45- TIJARA
- 46- TONK
- 47- UDAIPUR
- 48- VAISHALINAGAR (JAIPUR)
- 49-VIDHYANAGAR (JAIPUR)
- 50- DELHI
- 51- AHAMDABAD
- 52- CBS JAIPUR
- 53- CBS AJMER
- 54- CWS JAIPUR
- 55- CWS AJMER
- 56-CWS JODHPUR
- 57-CENTRAL STORE (JAIPUR)
- 58- HEAD OFFICE

NAME OF ZONES

1. AJMER 2. BIKANER 3. BHARATPUR 4. JAIPUR 5. JODHPUR 6. JAIPUR 7. KOTA
8. SIKAR

Deepali

Annexure-"A"Agreement (On Non-Judicial Stamp Paper of Rs.500/-)

This agreement is made and executed on this2024.

Between

Financial Advisor , Rajasthan State Road Transport Corporation (RSRTC), Head Office, ParivahanMarg, Chomu House, Jaipur 302001 (hereinafter referred to as "RSRTC", which expression shall, unless repugnant to the context hereof or excluded specifically, mean and include its successors, assigns and administrators) of the First Part

And

.....
(hereinafter referred to as ".....", which expression shall, unless repugnant to the context hereof or excluded specifically, mean and include its successors, assigns and administrators) of the Second Part

Both the RSRTC and shall hereinafter be referred to individually as 'Party' and collectively as 'Parties' in this contract.

Whereas:

- a) The RSRTC, party to the First Part invited RFP/NIB vide no F-4/H.O./Fin/Compilation/16/2024/.....dated.....and subsequent corrigendum (hereinafter called as "RFP/NIB").
- b), party to the Second Part has submitted its offer for such services in accordance with all the terms and conditions stipulated in the RFP/NIB.
- c) The First Part has placed work order to Second Part vide order No F-3/HO/Fin/Comp/16/2024/.....datedfor the aforesaid work for a period of five years as per terms and conditions mentioned in the RFP/NIB for the aforesaid work for a period of one financial year as per terms and conditions mentioned in the RFP/NIB and this Agreement and whereas the Second Part has deposited a sum of Rs.....as a Performance Security Deposit (Adjusted with EMD) as per Rajasthan Transparency in Public Procurement Act, 2012 and Rules, 2013.

Deepa

- d) The Second Party has agreed to provide services as per terms and conditions of the BID/NIB, including the terms of this Agreement and subsequent corrigendum would be treated as a part of this Agreement.
- e) The terms and conditions laid down in the NIB/BID documents, work order of contract, Bid Submission Sheet and the Price Schedule submitted by the bidder; and all other relevant documents attached with NIB/BID shall be deemed to form and be read and constructed as part of this Agreement.
- f) In consideration of the foregoing and the mutual covenants and promises contained herein and other good and valuable consideration the receipt and adequacy of which is hereby acknowledged, the parties intending to be bound legally, agree as follows:-

NOW THIS AGREEMENT WITHNETH AND IT IS HEREBY AGREED
BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:-

1. In this Agreement unless the contest otherwise requires:

1.1 "Agreement" means the Agreement, the Schedules attached hereto and the agreed terms as set out in the NIB/BID including any amendments and modifications to the above from time to time.

1.2 "Confidential Information" means any information disclosed to or by any party to this Agreement and includes any information in relation to the Parties, including any such information that may come to the knowledge of the Parties hereto by virtue of this Agreement that is:

a. by its nature confidential or by the circumstances in which it is disclosed confidential; or

b. designated by the disclosing Party as confidential or identified in terms connoting its confidentiality;

But does not include information which is or becomes public knowledge other than by a breach of this Agreement.

1.3 "Document" means any embodiment in any text or image however recorded and includes any data, text, images, sound, voice, codes or/and databases or microfilm or computer generated micro fiche.

Deepa D.

1.4 "Contract period & Fees" shall refer to work of accounts for the period financial year 2021-22 from the date on which this agreement is signed & fees Rs. (Inclusive of all taxes i.e. GST etc).

1.5 "Services" means all such services that are set out in the Scope of Work as per BID/NIB and includes any amendment, modification, clarification and addition to such Scope of Work, as the RSRTC may deem fit and mutually decide upon by both the parties during the term of this Agreement in order to enable the performance of the System, as set out in this Agreement.

1.6 Bidding Authority refers to Financial Advisor, RSRTC, HO, Jaipur.

2. INTERPRETATION:

In this Agreement unless a contrary intention is evident

- 2.1 The clauses headings are for purposes of convenience of reference only and do not form part of this Agreement.
- 2.2 Unless otherwise specified a reference to a clause number is a reference to all of its sub-clauses.
- 2.3 Unless otherwise specified a reference to a clause, sub-clause or Schedule is a reference to all of its clause, sub-clause or Schedule of this Agreement including any amendments or modifications to the same from time to time.
- 2.4 A word in the singular includes the plural and a word in the plural includes the singular.
- 2.5 A word importing a gender includes any other gender.
- 2.6 A reference to a person includes a partnership and a body corporate.
- 2.7 A reference to legislation includes legislation repealing, replacing or amending that to legislation.
- 2.8 Where a word or phrase is given a particular meaning it includes the appropriate grammatical forms of that word or phrase which have corresponding meanings.
- 2.9 In the event of an inconsistency between the terms of the Agreement and the BID/RFP, the terms hereof shall prevail.

Deepa N.

IN WITNESS WHERE OF the Parties hereto have hereunto set their hands and seal the day and year first above written-

Financial Advisor
Corporation, HO, Jaipur.

Seal & Designation of Second
Party

Witnesses:

- 1.....
-
-
- 2.....
-
-

Witnesses:

- 1.....
-
-
- 2.....
-
-

Deepak