

## OFFICE OF THE CHIEF ENGINEER PWD RAJASTHAN, JAIPUR


No. CE/Sec.10/AEn(HQ)/2021/D-5134-43

Date: 15/03/2021

### Office order

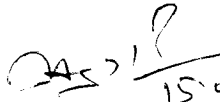
In modification to this office letter no. CE/Sec.10/AEn(HQ) 2019/D-76-85 dated 01.05.2020 the department has framed new guidelines for empanelment of Bitumen suppliers other than Public Sector Undertaking refineries. A copy of guidelines is being uploaded on website "pwd.rajasthan.gov.in". All existing empanelled suppliers are also required to apply under new guidelines for continuing their empanelment within a period of 60 days.

It bears approval vide CMO No. F21000771 dated 9.03.2021.

  
15/3/2021  
(Sanjiv Mathur)  
Chief Engineer  
& Additional Secretary  
PWD Rajasthan, Jaipur

Copy to

1. The PS to the Special Secretary(RV) to Hon'ble Chief Minister GoR, Jaipur
2. The PS to the Principal Secretary PWD GoR, Jaipur
3. The PS to the Secretary PWD GoR, Jaipur
4. The PS/APS to the Chief Engineer (Roads)/ NH/PMGSY/Building/QC/Electric PWD Rajasthan, Jaipur
5. The Financial Advisor PWD Rajasthan, Jaipur
6. The Additional Chief Engineer PWD Adm./ BOT/WB/PPP, PWD Rajasthan Jaipur
7. The Additional Chief Engineer PWD Zone (All).....
8. The Executive Engineer (Hq)
9. ACP PWD to publish the order on website "pwd.rajasthan.gov.in".
10. Office file (AE(HQ)).....

  
15.03.21  
(A.K. jain)  
SE cum TA-1  
PWD Rajasthan, Jaipur

## **Empanelment of Bitumen Suppliers Guidelines Year 2021**

Guidelines for eligibility of suppliers for empanelment of private bitumen suppliers for the purpose of maintaining quality of bitumen and bitumen products in the works. These guidelines are applicable for genuine manufactures, importers and bulk suppliers of bitumen products for supply of following material to the contractors for PWD works and to PPP/BOT projects working in road sector in state of Rajasthan such as:-

- i. Bitumen emulsion S/C; M/C; R/C grade
- ii. Bitumen VG 10, VG 30, VG 40, VG 50.
- iii. CRMB-60
- iv. PMB- 40, 60
- v. Bitumen cutback S/C; M/C; R/C grade

### **(1) Qualification and evaluation criteria:**

#### **A. Criteria for potential assessment**

- i) The bitumen supplier should have refining experience i.e. the applicant supplier should have at least one petroleum refinery anywhere in the world, which produces / manufactures / refines bitumen from crude oil. (If supplier not having petroleum refinery anywhere in the world. It should have legal agreement /MOU duly registered as per prevailing law, with the one petroleum refinery anywhere in the world). (Attach copies of documents.)
- ii) The supplier should have adequate experience of supplying Bitumen, Modified bitumen and emulsions to any states in India to following type of road projects;

*Signature*

NHAI road projects

State PWD projects.

NRRDA funded PMGSY projects

AAI Airport projects.

(Attach copies of documents per Schedule-I)

- iii) Supplier should submit test certificates of the entire product range manufactured by them, tested at any of the Indian Institute of Technology/ CRRRI, once in every year as per latest version of ASTM-D2397, IRC:SP53-2010, IS:8885-2004, IS:73-2015 or IS:15462-2004 or any other standard prescribed by the competent authority, whichever is applicable. All the tests have to be by Public Sector refineries/ as prescribed by PWD, Rajasthan.

(Attach copies of documents per Schedule-II)

- iv) Company / Supplier should submit test certificate with batch No. with every supply.

(Attach sample copies of certificates)

- v) The applicant Company or its group company/ supplier willing to supply bitumen/ bitumen products into the State of Rajasthan should have an annual turnover of minimum Rs. 200 Cr. in India for at least 3 years during last 5 years.

(Attach copies of documents as per Schedule-III)

## **(2) Documents to be submitted**

The supplier should furnish the following documents and declarations (ref. clause-5) along with the Potential Assessment documents;



- i. Full name of Registered Company with address and registration details with registrar of companies. (Submit registration certificate duly attested by notary public)
- ii. Full names of Company's promoters; CEO; Directors.
- iii. Proofs of capacity, copy of the following documents are required to be submitted along with the application.

Audited statements of last five financial years.

Turnover certificates as on last date of previous Financial Year issued by CA.

Income Tax returns of last five years.

Corporate tax certificate Clearance certificate issued by competent authority.

GST Clearance certificate

GST registration certificate,

TIN No

PAN No

All these documents should be certified by any Director & Statutory Auditor of the Company.

- iv. In case of supply not being directly from refinery and is import, importer's copy of Import License, Authority of being registered/authorized bulk supplier from respective refinery/manufacturer along with the bulk / packaging facility address.
- v. List of company's depots, testing facilities and details of test set up (Testing Laboratory has to certified by NABL INDIA/IIT/ CRR).
- vi. List of Company's sole selling agent / distributors with address and contact details



- vii. Company / Any agent / sole selling agent shall not involve itself / himself in any fraud / malpractice in connivance with the departmental officials/contractors. (Submit undertaking on 500 Rs non-judicial stamp attested Notary public as per Schedule-IV).
- viii. In case of suspected occurrences - shall cooperate in investigations and if such event is detected, the company officials shall cooperate in action against such persons who are held responsible (Submit undertaking on 500 Rs non-judicial stamp attested Notary public as per Schedule-V)
- ix. The company shall give details of sale during last three years with name of work at which the supplies are made on the invoice with name of contractor, and time and date of dispatch
- x. Company short listed shall keep computerized record of daily supplies maintained on its website and should be accessible to the department officials for verification. Company shall mail the details of sales made to the department's contractors to the office of Chief Engineer, PWD, Rajasthan, Jaipur on its following E-mail address on the day the invoice is issued:  
ceroad@yahoo.co.in  
ceas.pwd@rajasthan.gov.in  
cenh.pwd@rajasthan.gov.in  
cepmgsy.pwd@rajasthan.gov.in  
cess.pwd@rajasthan.gov.in
- xi. In case of default, company's name shall be removed from the panel of suppliers and no products from the company shall be allowed to be used on departmental works



**(3) Fee Structure:-**

- (i) Application Form fee Rs. 1,000/- (Non Refundable)
  - (ii) Registration (Enlistment fee) Rs. 1,00,000/- in form of DD/BC (Non Refundable)
  - (iii) Security Deposit- Rs.20,00,000/- in form of Interest bearing deposit/FDR of nationalized/ Scheduled Bank.
  - (iv) In case of early withdrawal of empanelment by supplier himself then the security deposit will be refunded after 6 months of acceptance of withdrawal by competent authority and receiving of no objection certificates from field divisions.
- (4)** The above empanelment shall be done initially for two years. After completion of two years, the empanelment may be extended for another two years subject to deposition of empanelment fees and security deposit. After four years interested firms shall apply for fresh empanelment.
- (5)** The committee recommends approving the application form and formats (Schedule I to XI) for empanelment of private Bitumen suppliers.
- (6)** Already empanelled agencies will also be required to apply under above guidelines.
- (7)** Following declarations are also essential to be submitted by the supplier with potential assessment documents;
- (i) I/We hereby declare that I/We have understood and accept all the terms and conditions of the document (attach affidavit as per schedule-VII)



- (ii) I/We hereby declare that all the information filled or submitted with this document are correct and if any incorrect information is found then without prejudice to any other action that may be taken, my/our security may be forfeited in full and the tender, if any to the extent accepted may be canceled. (attach affidavit as per schedule-VIII)
- (iii) "I/We hereby declare that I/We shall treat the empanelment documents, drawings and other records, connected with it, as secret confidential documents and shall not communicate information derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the same". Failure to observe the secrecy of the empanelment will render empanelment of the supplier's, liable to summary rejection. (attach affidavit as per schedule-IX).
- (iv) "I/We hereby declare that no near relative is posted as Divisional Accountant or as an officer in any capacity between the grades of the Superintending Engineer and Assistant Engineer (both inclusive). He shall also intimate the names of persons, who are working with him in any capacity, or are subsequently employed by him and who are near relatives to any gazetted officer in the Organization/Department. (attach affidavit as per schedule-X).
- (v) I/We hereby declare that no Engineer of Gazetted rank or other Gazetted officer, employed in Engineering or Administrative duties in an Engineering Department of the Government of Rajasthan, is working in the firm within a period of 2 years of his retirement from Government service without the previous permission of Government of Rajasthan. (Attach affidavit as per schedule-XI).



## **(8) Rejection of empanelment application**

- (i) The department/Authority reserves the right to reject any empanelment application, or to disqualify any or all the suppliers, without assigning any reasons.
- (ii) If any empanelment application is not accompanied with anyone of the requisite documents mentioned in section 1 to 7 or is not in accordance with procedure specified in section 1 to 7, or is not accompanied with the document cost, enlistment fee, GST/sales tax clearance certificate, it would be liable for rejection.
- (iii) Security deposit, Rs.20,00,000/- in form of Interest bearing deposit/FDR of nationalized/ Scheduled Bank, will be deposited within 15 days after issuance letter of acceptance of empanelment. Non-deposition of security deposit will render to rejection of empanelment application.

## **(9) Corrupt and Fraudulent Practices**

- (i) The Authority may terminate this empanelment in case of the occurrence of any of the that the Supplier has engaged in corrupt, fraudulent, collusive, coercive or obstructive practices, in supplying of bitumen under this empanelment then the empanelment Authority may, after giving 15 calendar days show cause notice to the Supplier, terminate the empanelment under the Agreement and security deposit will be forfeited.
- (ii) In addition to this that in case of supplying any material not complying with IRC/IS standards at any work site, then on the





basis of field report, the empanelment Authority may, after giving 15 calendar days show cause notice to the Supplier, terminate the empanelment under the Agreement and security deposit will be forfeited.

#### **(10) Joint venture**

All parties to the Joint Venture shall sign the bid and they shall be jointly and severally liable; and

a Joint Venture shall nominate a representative who shall have the authority to conduct all business for and on behalf of any or all the parties of the Joint Venture during the empanelment process. In the event the empanelment of Joint Venture is accepted, either they shall form a registered Joint Venture company/firm or otherwise all the parties to Joint Venture shall sign the Agreement.

Joint ventures must comply with the following requirements:

- a. The lead partner shall meet not less than 50 per cent of all the qualifying criteria given in empanelment criteria. The joint venture must collectively satisfy the criteria of empanelment. The experience of the other joint venture partners shall be considered if it is not less than 30 per cent of the qualifying criteria.
- b. The joint venture must satisfy collectively the criteria of empanelment for which purpose the relevant figures for each of the partners shall be added together to arrive at the joint venture's total capacity.
- c. The formation of a new joint venture after empanelment or any change in a qualified joint venture will be subject to the written approval of the empanelment authority prior to the change. Such approval shall be denied if (i) partners



withdraw from a joint venture and the remaining partners do not meet the qualifying requirements; (ii) the new partners to a joint venture are not qualified individually or as another joint venture.

- d. Empanelment documents shall be signed so as to legally bind all partners, jointly and severally, and shall be submitted with a copy of the joint venture agreement providing the 'joint and several' liability with respect to the empanelment.
- e. Qualification of a joint venture does not necessarily qualify any of its partners individually or as a partner in any other joint venture.
- f. No exit shall be allowed until and unless a competent substitute is duly proposed for replacement in the joint venture and such replacement is diligently approved by the Administrative department.
- g. The lead member shall be under an obligation to clear all Government dues pending against the lead member on the date of application for such exit and, thus, the Administrative department concerned shall ensure there are no outstanding dues, whatsoever, against the lead member on the date of such exit.

**(11)** It is clarified that on a/c of this empanelment, department or contractor or any other agencies will not bind to take supply of bitumen from him only. Department as well as field divisions or contractors are free to take supply of bitumen products confirming to IS standards and IRC specifications, from any of the empanelled supplier as well as any public sector refineries.



(12) The approval and removal/ rejection of above empanelment shall be in competence of Administrative Department on the recommendation of Departmental Empanelment approval committee.

(13) Relevant schedule i.e. schedule I to XI are as follows

SCHEDULE - I [Reference Clause 1(ii)]

Details of supplying Bitumen, Modified bitumen and emulsions to any states in India to following type of road projects during last three years

S. No.	Name of Project with State/UT with department or Organization	Place (District-State)	Financial Year	Principal Items of supply	
				Modified Bitumen in MT	Emulsion in MT
1	2	3	4	5	6

Note : Certificates from concerned Engineer-in-charge/ Empanelment authority should in support and verification of the above statement.

**SCHEDULE – II**

[Reference Clause 1(iii)]

**DETAILS OF TEST CERTIFICATE OF ENTIRE PRODUCT RANGE MANUFACTURED BY SUPPLIER**

S. No.	Name of product	Test certificate by CRR I specify year also	Test certificate by IIT specify year also	Remarks if any
1	2	3	4	5

Note : Certificates from concerned Engineer-in-charge/ Empanelment authority should in support and verification of the above statement.

*2/10*

**SCHEDULE – III**  
**FINANCIAL RESOURCES AND CAPABILITY**

[Reference Clause 1 (v)]

1. Name of Supplier : .....
2. Total financial turnover achieved by the bidder in the last five financial years:

S. No.	Year	Turnover
(i)	.....	.....
(ii)	.....	.....
(iii)	.....	.....
(iv)	.....	.....
(v)	.....	.....

**Note :**Balance Sheets and Profit & Loss Accounts for the last five financial years should be enclosed.

3. Total financial turnover projected in the current financial year .....
4. Has the bidder ever been debarred from empanelment/ tendering for Central Government/ any State Government/ any Government undertaking?  
 Yes/ No. If yes give details: .....
5. Has the bidder ever been declared insolvent?  
 Yes / No. If yes give details. : .....
6. Name / (s) and Branch/(s) of bidder's Bankers. : .....

I / We hereby certify that the above information is correct to the best of my/our knowledge and belief.

**Date**

**Signature of Supplier**

**(with Seal, Wherever applicable)**

*[Handwritten Signature]*

**SCHEDULE- IV**

**[Reference Clause 2(vii)]**

**Under taking on duly verified Affidavit on Rs. 500/- Non Judicial stamp paper by the supplier regarding**

**Under taking**

That no Company / Any agent / sole selling agent shall not involve itself / himself in any fraud / malpractice in connivance with the departmental officials/contractors.

**Date :**

**Signature of Supplier**

**(With seal, wherever applicable)**

**SCHEDULE- V**

**[Reference Clause 2(viii)]**

**Under taking on duly verified Affidavit on Rs. 500/- Non Judicial stamp paper by the supplier regarding**

**Under taking**

That in case of suspected occurrences - shall cooperate in investigations and if such event is detected, the company officials shall cooperate in action against such persons who are held responsible.

**Date :**

**Signature of Supplier**

**(With seal, wherever applicable)**



**SCHEDULE- VI**

**[Reference Clause 2(xi)]**

**Duly verified Undertaking as Affidavit on Rs. 500/- Non Judicial stamp paper  
by the supplier regarding**

**Undertaking**

It is undertake that in case of default, company's name may be removed from the panel of suppliers and no products from the company shall be allowed to be used on departmental works.

**Date :**

**Signature of Supplier**

**(With seal, wherever applicable)**

**SCHEDULE- VII**

**[Reference Clause 7(i)]**

**Duly verified Affidavit on Rs. 500/- Non Judicial stamp paper by the supplier  
regarding**

That I/We have understood and accept all the terms and conditions of the empanelment.

**Date :**

**Signature of Supplier**

**(With seal, wherever applicable)**

**SCHEDULE- VIII**

**[Reference Clause 7(ii)]**

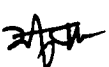
**Duly verified Affidavit on Rs. 500/- Non Judicial stamp paper by the supplier  
regarding**

That all the information filled or submitted with this application for empanelment are correct and if any incorrect information is found then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the enlistment, if any to the extent accepted, may be cancelled.

**Date :**

**Signature of Supplier**

**(With seal, wherever applicable)**



**SCHEDULE- IX**

**[Reference Clause 7(iii)]**

**Duly verified Affidavit on Rs. 500/- Non Judicial stamp paper by the supplier regarding declaration under official secrets Act**

"I/We hereby declare that I/We shall treat the empanelment document, drawings and other records, connected with it, as secret confidential documents and shall not communicate information derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the same".

Failure to observe the secrecy of the empanelment will render empanelment of the supplier's, liable to summary rejection.

**Date :**

**Signature of Supplier**

**(With seal, wherever applicable)**

**SCHEDULE- X**

**[Reference Clause 7(iv)]**

**Duly verified Affidavit on Rs. 500/- Non Judicial stamp paper by the supplier regarding**

That no near relative is posted as Divisional Accountant or as an officer in any capacity between the grades of the Superintending Engineer and Assistant Engineer (both inclusive).

That I/We shall also intimate the names of persons, who are working with me/ us in any capacity, or are subsequently employed by me/us and who are near relatives to any gazetted officer in the Organization/Department

**Date :**

**Signature of Supplier**

**(With seal, wherever applicable)**



**SCHEDULE- XI**

**[Reference Clause 7(v)]**

**Duly verified Affidavit on Rs. 500/- Non Judicial stamp paper by the supplier regarding**

That no Engineer of Gazetted rank or other Gazetted officer, employed in Engineering or Administrative duties in an Engineering Department of the Government of Rajasthan, is working in the firm within a period of 2 years of his retirement from Government service without the previous permission of Government of Rajasthan

**Date :**

**Signature of Supplier**

**(With seal, wherever applicable)**





## Application form for Empanelment of Bitumen/ Emulsion suppliers

S.No.	Description of item	Details to be filled by applicant	(ref. of attached page nos.
1	2	3	4
1	Application for i. Bitumen emulsion S/C; M/C; R/C grade ii. Bitumen VG 10, VG 30, VG 40, VG 50. iii. CRMB-60 iv. PMB- 40, 60 v. Bitumen cutback S/C; M/C; R/C grade specify product for which empanelment is applied		
2	Full name of Registered Company with address and registration details with registrar of companies. (Submit registration certificate duly attested by notary public)		
3	Full names of Company's promoters; CEO; Directors.		
4	Proofs of capacity, copy of the following documents are required to be submitted along with the application		
4.a	Audited statements of last five financial years.		
4.b	Turnover certificates as on last date of previous Financial Year issued by CA.		
4.c	Income Tax returns of last five years.		
4.d	Corporate tax certificate Clearance certificate issued by competent authority.		
4.e	GST Clearance certificate upto last qtr.		
4.f	GST registration certificate,		
4.g	TIN No		
4.h	PAN No		

*(Handwritten signature)*

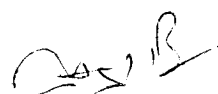
S.No.	Description of item	Details to be filled by applicant	(ref. of attached page nos.
1	2	3	4
	Note : All these documents should be certified by any Director & Statutory Auditor of the Company		
5	The bitumen supplier should have refining experience i.e. the applicant supplier should have at least one petroleum refinery anywhere in the world, which produces / manufactures / refines bitumen from crude oil. (If supplier not having petroleum refinery anywhere in the world. It should have legal agreement /MOU duly registered as per prevailing law, with the one petroleum refinery anywhere in the world). <b>(Attach copies of documents.)</b>		
6	The supplier should have adequate experience of supplying Bitumen, Modified bitumen and emulsions to any states in India to following type of road projects; NHAI road projects State PWD projects.NRRDA funded PMGSY projectsAAI Airport projects. <b>(Attach copies of documents per Schedule-I)</b>		
7	Supplier should submit test certificates of the entire product range manufactured by them, tested at any of the Indian Institute of Technology/ CRRRI, once in every year as per latest version of ASTM-D2397, IRC:SP53-2010, IS:8885-2004, IS:73-2015 or IS:15462-2004 or any other standard prescribed by the competent authority, whichever is applicable. All the tests have to be by Public Sector refineries/ as prescribed by PWD, Rajasthan. <b>(Attach copies of documents per Schedule-II)</b>		
8	Company / Supplier should submit test certificate with batch No. with every supply. <b>(Attach sample copies of certificates)</b>		

S.No.	Description of item	Details to be filled by applicant	(ref. of attached page nos.
1	2	3	4
9	<p>v) The applicant Company or its group company/ supplier willing to supply bitumen/ bitumen products into the State of Rajasthan should have an annual turnover of minimum Rs. 200 Cr. in India for at least 3 years during last 5 years.</p> <p><b>(Attach copies of documents as per Schedule-III)</b></p>		
10	<p>In case of supply not being directly from refinery and is import, importer's copy of Import License, Authority of being registered/authorized bulk supplier from respective refinery/manufacturer along with the bulk / packaging facility address</p>		
11	<p>List of company's depots, testing facilities and details of test set up (Testing Laboratory has to certified by NABL INDIA/IIT/ CRRl).</p>		
12	<p>List of Company's sole selling agent / distributors with address and contact details</p>		
13	<p>Company / Any agent / sole selling agent shall not involve itself / himself in any fraud / malpractice in connivance with the departmental officials/contractors.</p> <p><b>(Submit undertaking on 500 Rs non-judicial stamp attested Notary public as per Schedule-IV)</b></p>		
14	<p>Details of suspected occurrences - shall cooperate in investigations and if such event is detected, the company officials shall cooperate in action against such persons who are held responsible</p> <p><b>(Submit undertaking on 500 Rs non-judicial stamp attested Notary public as per Schedule-V)</b></p>		

S.No.	Description of item	Details to be filled by applicant	(ref. of attached page nos.
1	2	3	4
15	Details of sale during last three years with name of work at which the supplies are made on the invoice with name of contractor, and time and date of dispatch		
16	<p>Company short listed shall keep computerized record of daily supplies maintained on its website and should be accessible to the department officials for verification. Company shall mail the details of sales made to the department's contractors to the office of Chief Engineer, PWD, Rajasthan, Jaipur on its following E-mail address on the day the invoice is issued:</p> <p>ceroad@yahoo.co.in ceas.pwd@rajasthan.gov.in cenh.pwd@rajasthan.gov.in cepmsgsy.pwd@rajasthan.gov.in cess.pwd@rajashtan.gov.in</p> <p><b>Please specify website address and its accessing method</b></p>		
17	<p>In case of default, company's name shall be removed from the panel of suppliers and no products from the company shall be allowed to be used on departmental works.</p> <p><b>(Submit undertaking on 500 Rs non-judicial stamp attested Notary public as per Schedule-VI)</b></p>		
18	<b>Fee structure</b>		
18.a	<p>Application Form fee Rs. 1,000/- (Non Refundable). It should be deposited online on <a href="http://egrass.raj.nic.in">http://egrass.raj.nic.in</a> in budget head 0059-80-800-02-00 (other head) in office of Executive Engineer HQ PWD Rajasthan (8367) . Copy of challan should be deposited at the time of submission of application.</p>		

*Q218*

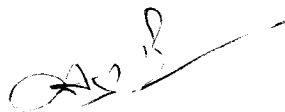
S.No.	Description of item	Details to be filled by applicant	(ref. of attached page nos.
1	2	3	4
18.b	Registration (Enlistment fee) Rs. 1,00,000/- (Non Refundable). It should be deposited online on <a href="http://egrass.raj.nic.in">http://egrass.raj.nic.in</a> in budget head 0059-80-800-02-00 (other head) in office of Executive Engineer HQ PWD Rajasthan (8367) . Copy of challan should be deposited at the time of submission of application.		
18.c	Security Deposit- Rs.20,00,000/- in form of Interest bearing deposit/FDR of nationalized/ Scheduled Bank		
18.c.i	FDR must be in the name " The Chief Engineer PWD Rajasthan, Jaipur on a/c of M/s ..... (full name of company)		
18.c.ii	Interest with amount of maturity should be mentioned over FDR		
18.c.iii	FDR must be signed by authorised signatory over revenue stamp on backside.		
18.c.iv	The issuing bank should submit (a) Undertaking and (b) Bank confidential reports on separate papers as per below		
	<b>Undertaking</b>		
	<p>To The Chief Engineer PWD Rajasthan, Jaipur Sub: Undertaking of Bank</p> <p>Sir We have issued FDR No. .... Dated ..... Rs. .... In favour of your- goodself on a/c of M/s .....</p> <p>Further we hereby undertake that the payment of the said FDR will be made as &amp; when demanded by you without consent of the firm/ company.</p> <p style="text-align: center;">(Signature with seal) Branch Manager</p>		



S.No.	Description of item	Details to be filled by applicant	(ref. of attached page nos.
1	2	3	4
	<p align="center"><b>Bank confidential report (To whom it may concern)</b></p> <p>This is to certify that M/s..... Is maintaining current account no. ..... since ..... DD/MM/YYYY in this branch. The transaction and conduct of account is satisfactory</p> <p align="right">(Signature with seal) Branch Manager</p>		
19	Details of previous empanelment if any <b>(attach copy of letter)</b>		
20	Details of empanelment with other State or UT departments <b>(attach copies of letter)</b>		
21	<b>Declarations regarding;</b>		
21.a	I/We hereby declare that I/We have understood and accept all the terms and conditions of the document <b>(attach affidavit as per schedule-VII)</b>		
21.b	I/We hereby declare that all the information filled or submitted with this document are correct and if any incorrect information is found then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the tender, if any to the extent accepted may be canceled. <b>(attach affidavit as per schedule-VIII)</b>		

*2018*

S.No.	Description of item	Details to be filled by applicant	(ref. of attached page nos.
1	2	3	4
21.c	<p>"I/We hereby declare that I/We shall treat the empanelment documents, drawings and other records, connected with it, as secret confidential documents and shall not communicate information derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the same". Failure to observe the secrecy of the empanelment will render empanelment of the supplier's, liable to summary rejection. <b>(Attach affidavit as per schedule-IX).</b></p>		
21.d	<p>"I/We hereby declare that no near relative is posted as Divisional Accountant or as an officer in any capacity between the grades of the Superintending Engineer and Assistant Engineer (both inclusive). He shall also intimate the names of persons, who are working with him in any capacity, or are subsequently employed by him and who are near relatives to any gazetted officer in the Organization/Department. <b>(Attach affidavit as per schedule-X).</b></p>		
21.e	<p>I/We hereby declare that no Engineer of Gazetted rank or other Gazetted officer, employed in Engineering or Administrative duties in an Engineering Department of the Government of Rajasthan, is working in the firm within a period of 2 years of his retirement from Government service without the previous permission of Government of Rajasthan. <b>(Attach affidavit as per schedule-XI).</b></p>		



## **Special conditions as per Empanelment Guidelines 2021**

### **Cl. -8 Rejection of empanelment application**

- (i) The department/Authority reserves the right to reject any empanelment application, or to disqualify any or all the suppliers, without assigning any reasons.
- (ii) If any empanelment application is not accompanied with anyone of the requisite documents mentioned in section 1 to 7 or is not in accordance with procedure specified in section 1 to 7, or is not accompanied with the document cost, enlistment fee, GST/sales tax clearance certificate, it would be liable for rejection.
- (iv) Security deposit, Rs.20,00,000/- in form of Interest bearing deposit/FDR of nationalized/ Scheduled Bank, will be deposited within 15 days after issuance letter of acceptance of empanelment. Non-deposition of security deposit will render to rejection of empanelment application.

### **Cl. -9 Corrupt and Fraudulent Practices**

- (i) The Authority may terminate this empanelment in case of the occurrence of any of the that the Supplier has engaged in corrupt, fraudulent, collusive, coercive or obstructive practices, in supplying of bitumen under this empanelment then the empanelment Authority may, after giving 15 calendar days show cause notice to the Supplier, terminate the empanelment under the Agreement and security deposit will be forfeited.
- (ii) In addition to this that in case of supplying any material not complying with IRC/IS standards at any work site, then on the basis of field report, the empanelment Authority may, after giving 15 calendar days show cause notice to the Supplier, terminate the empanelment under the Agreement and security deposit will be forfeited.

### **Cl.10 Joint venture**

All parties to the Joint Venture shall sign the bid and they shall be jointly and severally liable; and





a Joint Venture shall nominate a representative who shall have the authority to conduct all business for and on behalf of any or all the parties of the Joint Venture during the empanelment process. In the event the empanelment of Joint Venture is accepted, either they shall form a registered Joint Venture company/firm or otherwise all the parties to Joint Venture shall sign the Agreement.

**Joint ventures must comply with the following requirements:**

- a. The lead partner shall meet not less than 50 per cent of all the qualifying criteria given in empanelment criteria. The joint venture must collectively satisfy the criteria of empanelment. The experience of the other joint venture partners shall be considered if it is not less than 30 per cent of the qualifying criteria.
- b. The joint venture must satisfy collectively the criteria of empanelment for which purpose the relevant figures for each of the partners shall be added together to arrive at the joint venture's total capacity.
- c. The formation of a new joint venture after empanelment or any change in a qualified joint venture will be subject to the written approval of the empanelment authority prior to the change. Such approval shall be denied if
  - (i) partners withdraw from a joint venture and the remaining partners do not meet the qualifying requirements;
  - (ii) the new partners to a joint venture are not qualified individually or as another joint venture.
- d. Empanelment documents shall be signed so as to legally bind all partners, jointly and severally, and shall be submitted with a copy of the joint venture agreement providing the 'joint and several' liability with respect to the empanelment.
- e. Qualification of a joint venture does not necessarily qualify any of its partners individually or as a partner in any other joint venture.
- f. No exit shall be allowed until and unless a competent substitute is duly proposed for replacement in the joint venture and such replacement is diligently approved by the Administrative department.



- g. The lead member shall be under an obligation to clear all Government dues pending against the lead member on the date of application for such exit and, thus, the Administrative department concerned shall ensure there are no outstanding dues, whatsoever, against the lead member on the date of such exit.

**Cl.-11** It is clarified that on a/c of this empanelment, department or contractor or any other agencies will not bind to take supply of bitumen from him only. Department as well as field divisions or contractors are free to take supply of bitumen products confirming to IS standards and IRC specifications, from any of the empanelled supplier as well as any public sector refineries.

**Cl.-12** The approval and removal/ rejection of above empanelment shall be in competence of Administrative Department on the recommendation of Departmental Empanelment approval committee.

I/We have understood and accept all the terms and conditions of the empanelment guidelines together with mentioned above

Date :

Authorised signatory

Place :

A handwritten signature in black ink, appearing to be 'S. S. S.', written in a cursive style.