

**GOVERNMENT OF RAJASTHAN**  
**FINANCE DEPARTMENT**  
**(General Financial & Accounts Rules)**

No.F.1(1)FD/GF&AR/2007

Jaipur, dated: 30-09-2011

Circular No.: 19/2011

**ORDER**

Government of Rajasthan has decided to implement e-Procurement System for bringing transparency in day to day working of the State. In order to implement the e-procurement system, it has been decided to avail the services of RajCOMP Info Services Ltd. (RISL) for following activities :

1. To arrange/provide training to officers/officials of departments/PSUs and bidders/contractors/vendors for implementation of e-Procurement software.
2. To extend Facility Management Services for implementation of e-Procurement software which includes providing support in e-tendering to bidders/contractors/vendors as well as officers/officials of departments/PSUs.
3. To arrange Digital Signatures as per requirement to officers/officials of departments/PSUs and bidders/contractors/vendors.
4. To provide call centre and help desk services.

For providing the above services, following charges will be payable to RISL :-

S.No.	Particulars	Charges
1.	To extend Facility Management Services for implementation of e-Procurement software which includes providing support in e-tendering to bidders/contractors/vendors as well as officers/officials of departments/PSUs.	<p>1. If tender value is less than Rs. 50.00 lacs, charges will be Rs. 500/- per bidder per tender.</p> <p>2. If Tender value is Rs. 50.00 lacs or more, charges will be Rs. 1,000/- per bidder per tender.</p> <p><b>Note :</b> The above charges will be collected additionally in the form of Demand Draft (DD)/Bankers Cheque (BC) in the name of <b>Managing Director, RISL</b> payable at Jaipur along with prescribed tender fee from the bidders.</p>
2.	To arrange Digital Signatures as per requirement to officers/officials of departments/PSUs and bidders/contractors/vendors.	<p>Charges for arranging/organising Digital Signature along with training will be Rs. 300/- per Digital signature. The cost of digital signature will be extra depending upon the class and type of the digital signature.</p> <p><b>Note :</b></p> <p>1. The cost plus charges for the Officers/Officials of Government Department will be borne by DoIT&amp;C from e-Procurement Project Budget head and for PSU officers/officials cost plus charges will be borne by the respective PSU/Institutions, whereas, for bidders, it will be borne by them.</p> <p>2. All Departments/PSUs/Institutions/ Bidders will have to submit individual application in</p>

		<p>respect of each signature in the prescribed format for availing digital signature along with photograph and Photo ID proof along with DD/BC. In case of Government Officers/ Officials, the request shall be made through DoIT&amp;C, where in case of PSU/Institutions; it shall be made through an authorised officer along with Advance DD/BC. Bidders shall submit the request directly to RISL along with requisite fees in the form of DD/BC in the name of <b>Managing Director RISL</b>, payable at Jaipur.</p>
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RISL will open a separate account for the project and will submit quarterly details of Income and Expenditure under this project to Finance Department.

By Order,

*Sanjay Malhotra*

(Sanjay Malhotra)  
Finance Secretary (Budget)

Copy forwarded for information and necessary action to:

1. S.A. to Governor/C.M./All Ministers/State Ministers.
2. P.S. to Chief Secretary/Addl.Chief Secretaries.
3. P.S. to Principal Secretaries/Secretaries/Special Secretaries.
4. Secretary, Rajasthan Legislative Assembly, Jaipur.
5. Secretary, Lokayukta Sachivalaya, Jaipur.
6. Secretary, Rajasthan Public Service Commission, Ajmer.
7. Registrar, Rajasthan High Court, Jodhpur/Jaipur.
8. Accountant General (Civil & Acctt.) Rajasthan, Jaipur.
9. Accountant General (Receipt & C&E) Rajasthan, Jaipur.
10. Registrar, Rajasthan Civil Service Appellate Tribunal, Jaipur.
11. All OSD/Deputy Secretaries/ Sections of the Secretariat.
12. All Heads of the Departments/All Collectors/Divisional Commissioner.
13. Director, Treasuries and Accounts, Rajasthan, Jaipur.
14. All Treasury Officers.
15. Administrative Reforms (Codification) Department (with spare copy).
16. Vidhi Rachana Sangthan for Hindi translation.
17. ~~Analyst-cum-programmer~~, Finance Department. He is requested kindly publish this circular on FD Website.

*System Analyst*

*Urmila Joshi*

(Urmila Joshi)  
Officer on Special Duty