

JAIPUR VIDYUT VITRAN NIGAM LIMITED .
CHIEF ENGINEER (COMMERCIAL)
VIDYUT BHAWAN, JANPATH, JAIPUR.

**INVITING CIRCLE-WISE PRICE BID FOR
OUTSOURCING LEGAL OFFICE BACK-UP/SUPPORT
TO EACH INDIVIDUAL CIRCLE OF JAIPUR DISCOM
(SERVICES EXCEPT HIGH COURT, SUPREME
COURT, NATIONAL COMMISSION ETC.)**

LAST DATE & TIME OF RECEIPT OF BID	3.00 PM on dated 10.12.08.
DATE & TIME OF OPENING OF PART 'A'.	3.30 PM on dated 10.12.08.
EARNEST MONEY	RS. 50,000/-
COST OF SPECIFICATION	RS. 500/-
VALIDITY	180 DAYS FROM DATE OF OPENING

CHIEF ENGINEER (COMMERCIAL)
J.V.V.N.L., JAIPUR

IMPORTANT NOTE

Furnishing of earnest money as per Clause No. 9 of Section 1 of this specification is essential otherwise the Bid will not be entertained and will stand summarily rejected.

JAIPUR VIDYUT VITRAN NIGAM LIMITED.

Jaipur Vidyut Nitran Nigam Limited (JVVNL) invite sealed Bids from various Professional Law Firms /Associates or individual Lawyers having required experience and exposure for entering into contract for providing legal back-up/office support at circle head-quarters. The legal office back-up support services proposed to be outsourced includes all ancillary legal activities excluding the once related to the Supreme Court, High Court, National Commission etc.

The contract period shall initially be for a period of one year , which can be extended further as mutually agreed. The brief particulars are as follows :-

LAST DATE & TIME OF RECEIPT OF BID	3.00 PM on dated 10.12.08.
DATE & TIME OF OPENING OF PART A.	3.30 PM on dated 10.12.08.
EARNEST MONEY	RS. 50,000/-
COST OF SPECIFICATION	RS. 5,00/-
SECURITY DEPOSIT FOR SUCCESSFUL COMPLETION OF CONTRACT	5% OF CONTRACT VALUE (REFUNDABLE AFTER THREE MONTHS ON SATISFACTORY COMPLETION OF CONTRACT)
VALIDITY	180 DAYS FROM DATE OF OPENING

The prospective Law Firms / Lawyers should have the necessary competence, adequate financial standing, sufficient experience, professional expertizeness in Legal side for executing the contract. The detailed qualifying requirements are given in the Section-II of this specification.

The objective behind the proposed work is to streamline and strengthen the legal and statutory compliances.

The specification giving detailed terms and conditions can be obtained from the office of the Superintending Engineer (Legal), JVVNL, Vidyut Bhawan, Janpath, Jaipur on payment of Rs. 500/- (non-refundable) on any working day after having deposited cash / demand draft payable to Accounts Officer (Cash), JVVNL, Jaipur. Purchase of specification is essential for participating in the Bid. Alternatively specification can be downloaded from the Web Site www.rajenergy.com & www.tenders.gov.in but cost of specification shall have to be deposited before submitting the Bid.

The Bid shall be furnished in the following manner :-

One small size envelope containing the proof of deposition of earnest money shall be furnished and must be super scribed “Earnest Money against Bid for out sourcing of “Legal Office functioning at Circle level” to be opened on 10.12.08.

Second medium size envelope for the bid part-A-which must be superscripted “Qualification Requirements” against Bid for outsourcing of “Legal Office functioning at Circle level”

Third envelope for financial offer (Part B) which should be super-scribed “Financial Bid” for Outsourcing of “Legal Office functioning at Circle level”.

All the above three envelopes should further be enveloped together in a big size envelope and must be super scribed “Bid offer against Bid for out sourcing of “Legal functioning at circle level” to be opened on 10.12.08“and should be addressed to the following in order to reach in the office invariably by 3.00 PM on 10.12.08 The Bids furnished after this scheduled time and date shall not be entertained and shall stand summarily rejected as late bids.

The CHIEF ENGINEER (COMMERCIAL)
Jaipur Vidyut Vitran Nigam Limited, Jaipur.

The Bids so received shall be opened on the same day at 3.30 PM in the presence of the representative(s) of the Bidder, who wish to be present.

JAIPUR VIDHYUT VITRAN NIGAM LIMITED
SECTION – I

GUIDELINES FOR BIDDERS

1. **INTRODUCTION :-** Jaipur Vidyut Vitran Nigam Ltd (hereinafter referred to as JVVNL) intends to invite proposals /bids for out sourcing Legal back-up office operations at circle level to streamline and strengthen the in-time Legal and statutory compliances. The Legal office back-up services shall exclude the activities and operations relations to the Apex Court, High Court, and the National Commission etc.

2. **CLARIFICATION ON BID DOCUMENTS**

The prospective bidders may seek clarification if any regarding the Bid document by writing or faxing to:

The Chief Engineer (Commercial)
Jaipur Vidhyut Vitran Nigam Ltd.,
Vidhut Bhawan, Jyoti Nagar, Jaipur
Telephone & Fax No.: 0141-2747040

The Bidder is advised in its own interest to examine carefully, the Bid documents, instructions, forms, terms and general information. Failure to provide information, which is essential to evaluate the Bid or to provide timely clarification or substantiation of the information supplied or submission of Bid not substantially responsive to the Bid document may result in disqualification.

In case of ambiguous or contradictory terms and conditions mentioned in the bid, interpretations as may be advantageous to JAIPUR DISCOM may be taken if satisfactory clarification is not furnished within the prescribed period.

3. **AMENDMENTS TO BID DOCUMENT :**

At any time prior to the date for submission of bid as well as prior to opening of Financial Bid (as per Format –3), the JAIPUR DISCOM may for any reason, whether of its own or by way of clarification given at the request of prospective bidder, modify the Bid document by issue of amendment(s) which shall form an integral part of it. The addenda shall be sent in writing to all the prospective bidder(s). Extension to the due date, if considered necessary may be made.

4. **DEVIATIONS FROM BID DOCUMENTS:**

The Bid offer must include a separate statement indicating all deviations from the Bid documents as per format - I (enclosed). All such deviations shall be clearly mentioned in deviation sheet. Unless the deviations from the Bid documents are specifically mentioned, it will be understood and agreed that the Bid is based *on* strict conformity to JAIPUR DISCOM's specifications in all respect and it will be assumed that all terms & conditions are acceptable to the Bidder.

5. **DOCUMENTS COMPRISING THE BID**

5.1 **PART A:** Pre-Qualification and other details : In this part the Bidder shall submit the full details substantiating their professional vis-à-vis financial competence and the experience commensurate with the qualification requirements mentioned in Sr. No. 1 of section – II.

The Bidder is also required to furnish the following documents / information with the Bid:

- (i) Covering Letter
- (ii) Power of Attorney in favour of signatory to the Bid: (Format-II)
- (iii) Qualification details as per details at Para No. 1 of section – II.
- (iv) Earnest money as per clause No. 9.
- (v) Other details, as called for in the bid documents or which the Bidder may like to highlight.
- (vi) Details of commercial terms and conditions.
- (vii) Statement of deviation to bid documents (Format –I).

5.2 **PART B:** Commercial / financial offer: In this part the Bidder shall submit full details in accordance with format No. – ‘III’

The Bidder shall submit one original and one identical set of his bid, complete in all respects with all enclosures duly signed on each page. Each copy shall be clearly marked “original” & “duplicate” as appropriate.

The Bid shall be signed by a Bidder/person, duly authorized by the bidder with the power of attorney, which shall accompany the bid.

All pages of the Bid, including where entries or amendments have been made shall be initialed by the person or persons signing the Bid.

6. SUBMISSION OF THE BIDS AND BID PROCESSING:

- a) The interested Bidder may send their proposal in two sets {one original and one in duplicate copy] at the following address:

The Chief Engineer (Commercial)
Jaipur Vidhyut Vitran Nigam Ltd.,
Vidhut Bhawan, Jyoti Nagar, Jaipur
Telephone & Fax No.: 0141-2747040
- b) The Bidder’s authorized representative shall have initials on all pages of the Bid.
- c) The Applicant should submit a Power of Attorney as per the format enclosed, authorizing the signatory to execute the application. The Power of Attorney should be duly executed on stamp paper of appropriate value and should be notarized.
- d) Each Proposal should be marked “Original” or “Duplicate” as appropriate. If there are any discrepancies between the original and the duplicate copies of the Proposal, the original one shall be considered.
- e) The original and all copies of the Qualification Proposals including qualification requirements of Bidder shall be placed in a sealed envelope clearly marked “Qualification Proposal,” and the original and all copies of the Financial Proposal of Bid in a sealed envelope clearly marked “Financial Proposal” and warning: “Do Not Open with the Qualification Proposal.” The Bidder will submit the qualification proposals along with earnest money of Rs. 50,000/- through D.D./Banker’s cheque payable in favour of A.O. (Cash), Jaipur Discom, Jaipur. One small size envelope shall contain the proof of depositing/ furnishing the earnest money. This envelope shall be subscribed “Earnest Money against Bid”. Any Bid not accompanied by a copy of the receipt for earnest money/ crossed bank draft shall be rejected and such Bid will not be opened.

- f) All the above envelope's shall be placed into an outer envelope and sealed. This outer envelope shall bear the submission address and clearly marked, "DO NOT OPEN, EXCEPT IN PRESENCE OF THE BID OPENING COMMITTEE."
- g) The complete Bid must be delivered at the submission address on or before 3.00PM on dated 10.12.08 Any Bid received after the closing time for submission of the Bids shall be returned unopened. DISCOM at its sole discretion may extend the Due Date.
- h) After the deadline for submission of Bids, the part A (Qualification Requirement) shall be opened immediately, by the committee. The Financial Bid shall remain sealed and deposited with the Chief Engineer (Comml.), Jaipur Discom, Jaipur. The Bidder or its duly authorised representative will be permitted to be present at the time of opening of the Bid.
- i) The Financial Bids (part-B) of only those firms/Lawyers, who meet the Qualifying Requirements, shall be opened publicly in the presence of the Bidders representatives who like to attend. The Bid evaluation committee will determine whether the Bidders meets Qualifying requirement or not. After short listing the Bids, the financial Bids shall be opened subsequently.

7. MODIFICATION AND WITHDRAWAL OF BIDS

The Bidder may replace or withdraw its Bid after submission, provided that written notice of the replacement or withdrawal is received by DISCOM before the due date. No Bid shall be replaced or withdrawn by the Bidder after the Due Date & time of submission

Withdrawal of a Bid during the interval between the date of opening and expiring date of the proposal validity period/non-acceptance of LoI (placed within the validity period) would result in forfeiture of the Earnest money.

8. BID VALIDITY: Bid shall remain valid for acceptance for a period of 180 [One hundred Eighty only] days after date of opening of bid.

The Bidders may be asked to extend validity beyond 180 days, if considered necessary by Jaipur Discom.

9. EARNEST MONEY

Before submitting the offer the Bidder shall deposit with the AO [Cash], JAIPUR DISCOM Jaipur an amount of Rs.50,000/- as earnest money either in cash or by crossed bank draft payable in the name of AO [Cash], JAIPUR DISCOM, Jaipur and obtain a receipt thereof. No other mode of deposit shall be accepted.

Any bid not accompanied by a copy of the Receipt for earnest money/crossed bank draft shall be rejected and the bid will not be opened.

In case of unsuccessful proposals, the earnest money will be refundable on production of the original receipt as promptly as possible in any case not later than three months after finalization of the bid. In case of successful Bidder the earnest money will be taken into account in arriving at the amount of the security deposit.

Request for adjustments/proposals for acceptance of earnest money deposits, if any already lying with the JAIPUR DISCOM in connection with some other Bidders/orders shall not be entertained.

No interest shall be payable on such deposits.

The JAIPUR DISCOM reserves the right to forfeit earnest money deposit or a part thereof in circumstances, which according to him indicate that the Bidder is not interest in accepting /executing order placed under the specification.

10. LATE BIDS: Any bid received after the dead line for submission is liable for rejection.

11. BID OPENING: Envelope of the Bids will be opened, in the Office of CE [Commercial], Jaipur Discom, Jaipur in the presence of Bidders or their authorized representatives, who may like to present. If the opening date is a holiday, the Bids will be opened on the next working day at the same place and time, unless notified otherwise.

SELECTION : The selection of Bid shall be made in the following two stages:

Stage First : Qualification proposal (Part 'A') : All the received Bids shall be evaluated first on the basis of qualification requirements prescribed as “qualification criterion” in Para No. 1 of section – II.

The Bidders who meet all the requirements as laying down in this section shall be selected for opening of Techno commercial offer i.e. part ‘B’. The bidders who do not qualify the QR as per Para No. I of Section – II of this specification, shall be considered as “not Qualified Bidder” and no further correspondence in this regard shall be entertained.

Stage Second : In this stage the financial Bids (part ‘B’) of only the Bidders emerged is substantively responsive in terms of the qualification requirement shall be opened.

12. GENERAL:

Notwithstanding anything contained in this BID document, DISCOM reserves the unconditional and unfettered right to:

1. Accept/reject the Bids submitted by any or all the Bidders at any time without providing any reason or explanation whatsoever. Such acceptance/rejection will not make DISCOM liable to any claim, including a claim for reimbursement of costs incurred by any such Bidder in the preparation and/or submission of its Bid. JAIPUR DISCOM shall neither be liable for any action nor be under any obligation to inform the Bidder, on the grounds of any of the above actions.
2. Amend the scope of work at any time.
3. Inviting the revised Bids from Bidders with or without amendment to BID at any stage, without liability or any obligation for such invitation and without assigning any reason that DISCOM reserves the right to seek additional information from the Bidders on the Terms & Conditions and to enter into discussions with the Bidder on the contents of his Bid.
4. Without prejudice to the relevant provisions of the BID, the Bid of an applicant falling under any of the following categories shall be rejected:
 - Bid received after the prescribed time and date set forth in the BID or such other date that may be specified, due to any reason whatsoever.
 - The Applicant submitting the Bid not being in accordance with the terms of the BID.
 - Bid, which is incomplete in any respect and/or is not accompanied by the requisite documents as provided in the BID.
 - Bid received without the prescribed Earnest Money and/or with a Earnest Money other than in the Prescribed form.
 - Bid, which is not substantially responsive to the conditions/ requirements of the BID document.
 - Any effort made by the applicant to influence any person in respect of evaluation of the Bid and/or award of the Contract.

JAIPUR VIDHYUT VITRAN NIGAM LIMITED
SECTION – II

TERMS & CONDITIONS

The terms and conditions of the contract shall prevail and shall be binding on the Bidders and any change or variation either expressed or impressed howsoever made shall be in-operative unless expressly sanctioned by the JAIPUR DISCOM. The Bidders shall be deemed to have fully informed itself and to have specific knowledge of the provisions under terms and conditions of this specification mentioned hereunder:

1. QUALIFICATION CRITERION

- 1- Having office at Jaipur and Circle Headquarter of SEs i.e. at Dausa, Alwar, Bharatpur, Kota, Sawaimadhopur and Jhalawar.
- 2- The Bidder should be a Law Firm / associate or individual Lawyer and the person employed by them must have a degree in law and should be well conversant with the different Courts procedures having of sufficient real operations exposure.
- 3- Having minimum experience of 5 years in conducting the matters before the High Court/District Courts/Consumer Protection Courts/Revenue Court and others. .

2. TENURE:

The term of the Contract will be initially for a period of one year, which may be extended further for 2 years with mutual agreed terms and conditions between the successful Bidder and the DISCOM. The contract can be terminated by the Jaipur Discom by giving one months Notice in writing, in case, breach of any contractual terms & conditions by the Bidder or poor performance adjudged by the Circle SE.

The performance of the Bidder will be reviewed after completion of every 3 months. The contract for awarded work may be rescinded at any time if the performance regarding achievement of the objective and scope of works as illustrated under section III of this specification is not found satisfactory or the Bidder commits breach of any of the terms and conditions. No compensation will be payable to the Bidder for premature termination of the Contract. The security amount shall be forfeited if the contract is rescinded on grounds of unsatisfactory performance. After expiry of the contract period the Bidder shall hand over database to JVVNL.

3. **SECURITY GUARANTEE / DEPOSIT:** Security Deposit against the successful and satisfactory completion of the contract for the amount equivalent to 5% (Five Percent) of the total ordered value of these charges shall be deposited / furnished by the successful Bidder within 15 days of receipt of the letter of intent/ Detailed Purchase order which ever is earlier either in cash /DD with the Account Officer (Cash), JVVNL, Jaipur or in the form of Bank Guarantee from a scheduled Bank on a non-judicial stamp paper **of appropriate value** as intimated by JVVNL in the prescribed format addressed to the Chief Engineer (Comml.), JVVNL, Jaipur.

The Bank guarantee shall remain to be valid for the entire contract period and for a further period of three months after completion of contract and same shall be released after ascertaining the successful and satisfactory completion of the contract. No interest shall be payable on security deposit's.

4. TERMINATION & FALL BACK ARRANGEMENT

DISCOM, at its discretion, may terminate the Contract by giving a notice of one month to the Bidders on the following conditions and in that event the Security Bank Guarantee will also be forfeited and encashed.

- a. If in the opinion of DISCOM, Bidder's have failed to perform or observe any of the terms and conditions of this Contract, provided that DISCOM shall first give notice to Bidder to get remedial measures of such failure within 30 days failing which DISCOM will be free to terminate the Contract after issue of one weeks Notice.
- b. During currency of this Contract, if DISCOM find out that Bidder or its employee has misrepresented or engaged in any activity prejudicial to the interests of DISCOM or misused either DISCOM or services of DISCOM or its consumers or found involved in illegal activities in any way whatsoever then DISCOM shall at its discretion terminate the Contract with immediate effect.

The Jaipur Discom shall have the right in such circumstances to manage the system itself after taking charge of the facilities or through any other agency as it may deem fit and no claim to the Bidder for compensation in this respect shall be entertained.

5. **SUPERVISION :-** The work will be done under the **supervision** & control of Circle SE **but** through Personnel Officer of the Circle.

6. CONDUCT OF BIDDER'S STAFF:

If Bidder's employee's in the opinion of JAIPUR DISCOM found guilty of any misconduct or incompetence or negligence, then if so directed by JAIPUR DISCOM, the Bidders shall at once remove such employee and replace him by a qualified and competent substitute.

7. LIENS:

In case of any lien or claim pertaining to the work and responsibility of the Bidders for which JAIPUR DISCOM might have become liable, it shall have the right to recover such claims amount from the Bidders in the manner deemed appropriate by Jaipur Discom.

8. SUBLETTING :-

The Bidder shall not sublet the contract or any part of this contract to any other person / agency. In case of violation, action will be taken against him as per prevailing Laws in – force, besides termination of contract.

9. DOCUMENTS :-

The Successful Bidder's are required to furnish following documents at the time of execution of contract agreement:-

- a. Copy of registration certificate with PF Commissioner and ESI Department in case of notified area /or in case if so required.
- b. Registration certificate of the firm (proprietorship or partnership)/ Registration Certificate of Bar Council.

10. **Service Tax etc :** The reimbursement of service tax if applicable and any other statutory liabilities as agreed by the JVVNL shall be made by Nigam on production of documentary proof in support of them.
11. **Mode of Payment :** Monthly charges will be paid by Circle S.E. The invoices shall be correctly prepared in quadruplicate in the name of concerned Circle who will verify the invoice and send to circle A. O. (), for payment.

12. PRICE :

- 12.1 The Bidders (s) are requested to quote FIRM price only.
- 12.2 The prices quoted should be inclusive of all service and other taxes in accordance with the format given in Format No. -3.

13. CANCELLATION OF THE CONTRACT :-

The performance of the Bidder shall be watched regularly. If at any stage it is found that the performance of the Bidder is not satisfactory or commits breach of any of the terms & conditions then the contract may be rescinded by giving one month notice in writing to the Bidders to this effect. In such case, no compensation will be paid by the Nigam. In case the Bidder wishes to rescind the contract then he will have to give three months notice in writing to the Nigam.

14. ACCEPTANCE OF LETTER OF INTENT AND EXECUTION OF CONTRACT

The Bidder whose financial Bid found to be competitive will be issued LoI by Discom. Within a week from the date of issue of Letter of Intent, (LoI), the Preferred Bidder shall accept the LoI and forward a written acceptance of the same to DISCOM. The Preferred Bidders shall execute the Contract within two (2) weeks of the acceptance of LoI. Failure to do so shall, it shall result in forfeiture of earnest money.

DISCOM will promptly notify other Bidders of the outcome of the process, and their earnest money will be returned as promptly as possible, in any case not later than three months after finalisation.

15. DISPUTE RESOLUTION:

All disputes or differences between the parties arising out of or in connection with this agreement shall be first tried to be settled through mutual negotiation.

In the event of such differences or disputes between the parties not settled through mutual negotiations within thirty days of such dispute, it shall be settled by the appropriate settlement committee to be appointed by Chairman & Managing Director, Jaipur Discom whose decision shall be final & binding on both parties.

Both the parties undertake to carry out any decision relating to such dispute without delay.

Notwithstanding the existence of any disputes referred to settlement committee, the parties shall continue to perform their respective obligations under this agreement and the parties shall not withhold, for any reason whatsoever including the pendency of proceedings of settlement committee, payment of any undisputed amount which has become due under this agreement.

The courts at Jaipur in Rajasthan shall have jurisdiction in all matters arising under this agreement.

16. **GOVERNING LAWS AND JURISDICTION:** The Indian Law shall govern the agreement. Only appropriate courts in Jaipur (Rajasthan) alone shall have exclusive Court Jurisdiction to deal with any matter arising out of or relating to the agreement or otherwise.

17. **JURISDICTION FOR LEGAL PROCEEDINGS** : The contract shall be governed by the Laws of India for the time being in force and shall be subject to the Court of competent jurisdiction at JAIPUR CITY (RAJASTHAN) INDIA alone. All disputes, differences questions whatsoever arising between the JVVNL and the Bidder upon or in relation to or in connection with the contracts shall be deemed to have arisen at JAIPUR CITY only and no court other than court at Jaipur, Rajasthan shall have jurisdiction to entertain or try the same.
18. **FAILURE TO EXECUTE THE CONTRACT** : The successful Bidders failing to execute the order placed on them to the entire satisfaction of the Nigam with terms and condition set forth therein, will be liable to make good the loss sustained by the Nigam, consequent 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 orders have been placed. This is without prejudice to the imposition of Liquidated Damages and forfeiture of earnest money, security deposit, and any other financial hold available with the Nigam.
19. **ACCEPTANCE OF CONTRACT**: The successful Bidders will be forwarded three sets of work order, two of which will be signed (each page) by him/ his authorized representative as a token of his accepting the contract and returned to the authority placing the order within 15 days of its issue, failing which, its EMD is liable to be forfeited.

JAIPUR VIDHYUT VITRAN NIGAM LIMITED
SECTION – III
SCOPE OF WORK

The scope of work as given below is only indicative and illustrative one and thus same is not exhaustive and as such is supposed to include all other activities/duties not mentioned herein but are indispensable one in order to achieve the overall objective of this contract.

A. FUNCTIONS AND DUTIES TO BE PERFORMED BY LAW

FIRMS/LAWYERS:-

- 1- On receipt of Advocate notice in the Circle, it should be entered into the Register, which is maintained sub-division-wise by Agency and pursuance should be made with the concerned XEN/AEN or any other Officer authorized/nominated so that grievances of the consumer, as per notice should be attended on priority by concerned and further chances for filing cases in the Court should be avoided / minimized.
- 2- As soon as Court notice is received in the Circle, pursuance shall be made with Circle SE for appointment of OIC and Advocate.
- 3- Making contact with OIC and Advocate, wherever the case pending, so that correct reply of the Court notice should be given in the Court in due course of time. If OIC or Advocate is not taking any action for filing the reply in the Court in due course of time, the concerned SE/XEN should be informed accordingly.
- 4- To avoid ex-party decision, OIC/Advocate should be informed in respect of the date of Court case, informing him verbally as well as in writing.
- 5- Getting copy of the Court decision from Court through OIC/Advocate and forwarding it to the competent authority for taking further action for filing appeal, if needed.. Monitoring is also made for further action as per Court's decision.
- 6- Pursuance is made for making compliance of no-appeal decision issued from SE (Legal), JPD, Jaipur with continuously pursuance of the matter with concerned XEN/AEN.
- 7- Complete coordination be made between Circle office and SE (Legal), JPD, Jaipur.
- 8- Monitoring of the cases and submission of its progress monthly to concerned SE.
- 9- To give opinion in Court cases, if required by SE/XEN/AEN or any other Officer in functioning.
- 10- Monitoring of all the cases of all courts fallen under the Jurisdiction of circle S. E. including cases of employees in the Jurisdiction of any civil courts / authorities constituted / appointed under provision of Laws (Except High Court, Supreme Court, National Commission, etc.).

- B. The details of court cases in different courts circle wise as on 31.08.2008 are as under :- (Except High Court)

Alwar	959
Bharatpur	1228
Dausa	865
JCC	678
JPDC	889
Jhalawar	363
Kota	1181
SWM	705
Total	6868

Format I

Format I– Format for submitting suggested deviation(s)

[To be enclosed with Technical Bid]

Applicant may stipulate exceptions(s) and deviation(s) to BID document, if considered unavoidable, as per the following format:

S.No.	Page number of BID document	Section number	Subject	Deviations

All exceptions(s) and deviation(s) taken by the Applicant to the provisions of BID document shall be brought out as per this format.

SIGNATURE OF THE APPLICANT : _____

NAME OF APPLICANT : _____

Format II

Format II- Format for power of attorney to be provided by Applicant/Lead Member
[To be enclosed with Technical Bid]

POWER OF ATTORNEY

Know all men by these presents, we _____ (name and address of the registered office) do hereby constitute, appoint and authorize Mr./Ms. _____ (name and address of residence) who is presently employed with us and holding the position of _____ as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our bid for the Project, including signing and submission of all documents and providing information/responses to DISCOM representing us in all matters before DISCOM and generally dealing with DISCOM in all matters in connection with our Application for the said Project.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

For _____
(Signature)
(Name, Title and Address)

Accept

.....(Signature)
(Name, Title and Address of the Attorney)

[To be executed by the sole Applicant and/or the Lead Member, as the case may be, in case of a Consortium.

The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant (s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.

Also, wherever required, the executant (s) should submit for verification the extract of the charter documents and documents such as a resolution/power of attorney in favor of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the executant(s).]

[To be suitably modified in case of an individual entrepreneur]

FORMAT - 'III'

FINANCIAL PROPOSAL

To

*The Chief Engineer (Commercial)
Jaipur Vidhyut Vitran Nigam Ltd.,
Vidhut Bhawan, Jyoti Nagar,
Jaipur*

Sub:- Circle-wise price Bid offer for outsourcing Legal office back-up /support to different Circle H.Q.(s) of Jaipur Discom.

Dear Sir,

We are submitting our indicative proposal/offer as follows:

S.No	Particulars	Fixed Charges per Month Circle-wise	
		Name of Circle	Fixed Charges in Rs./Month
1.	<i>For undertaking various activities in all circles as per the scope of work and on terms & conditions mentioned in the bid document as per section III.</i>	1. Alwar 2. Bharatpur 3. Dusa 4. Jaipur City 5. Jaipur Distt. 6. Jhalawar 7. Kota 8. Sawaimadhopur	

VALIDITY:

This offer is valid for 180 days from date of opening of BID.

Signature:_____

Name -----

AUTHORISED SIGNATORY

Jaipur Vidyut Vitran Nigam Limited
(Commercial Wing)
Vidyut Bhawan, Janpath, Jaipur-302005.

Notice Inviting BID

Jaipur Vidyut Vitran Nigam Ltd.(JVVNL) intend to invite Circle-wise Sealed Bids from reputed professional Law Firm/Associate(s) or an individual Lawyer(s) in respect of each eight circle functioning under its territorial jurisdiction, for outsourcing the work of giving Legal Back-up/Support in litigation/court cases of each circle(s) except of High Court, Supreme Court & National Commission etc. The Bid Specification can be obtained from the Superintending Engineer (Legal), JVVNL, Shade No.-13, Vidyut Bhawan, Jan Path, Jaipur-302005 by the remitting Rs. 500/- as cost of Bid Specification either by Cash or crossed Indian Postal Order/ Demand draft payable to Accounts Officer (Cash), JVVNL, Jaipur. The Bid can be received upto 3.00 PM by 10th Dec. 2008. The Technical Bid shall be opened on the same day at 3.30 PM in presence of Bidders, representative, who chose to be present. The Financial Proposals of short listed qualified Bidders shall be opened at a later date, which shall be intimated to short listed qualified bidders subsequently.

Chief Engineer (Comml.)

Note to be published.

(N. M. Sareen)
Chief Engineer (Comml.),
JVVNL, Jaipur.

JAIPUR VIDYUT VITRAN NIGAM LIMITED .

No. JPD/ CE (Comml.) / Legal /F. () /D

Jaipur, Dated:

**The Public Relation officer
Jaipur Discom,
Vidyut Bhawan
Jaipur.**

Sub:-Publication regarding Notice Inviting Bid in Leading News papers of Hindi & English Editions.

Enclosed please find herewith the Notice for Publication of it in the following Leading News Papers :-

1. Rajasthan Patrika (Hindi Edition).
2. Danik Bhaskar (Hindi Edition) .

3. The Times of India (English Edition to be published at National level base).

Encl: - As above.

(N.M.Sareen)
Chief Engineer (Comml.)
Jaipur Discom, Jaipur.