

राजस्थान सरकार  
ग्रामीण विकास एवं पंचायती राज. विभाग  
(निदेशालय जलग्रहण विकास एवं भू-संरक्षण पंत कृषि भवन राजस्थान जयपुर)

क्रमांक एफ 3( )निजभूसं./लेखा/उपापन/2012-13/1608-1841

दिनांक: 06/08/2013


1. परियोजना प्रबन्धक,  
वाटरशेड सेल कम डाटा सेन्टर,  
जिला परिषद समस्त
2. सहायक अभियन्ता(पी.आई.ए.)  
पंचायत समिति, समस्त ।

विषय:- राजस्थान लोक उपापन में पारदर्शिता अधिनियम/नियम के अन्तर्गत  
उपापन सम्बन्धी कार्य की प्रक्रिया के सम्बन्ध में ।

उपरोक्त विषयान्तर्गत दिनांक 19.06.2013 को आयोजित मासिक समीक्षा बैठक में अवगत कराया गया था कि बीएसआर दर पर सामग्री क्रय करने की प्रक्रिया के स्थान पर दिनांक 01.07.2012 से निविदा प्रक्रिया लागू कर दी गई, जिसके कारण परियोजना के कार्यों की प्रगति मन्द हो गई है। वर्तमान में वित्त विभाग द्वारा राजस्थान लोक उपापन में पारदर्शिता अधिनियम/नियम लागू किये गये हैं, जो कि दिनांक 26.01.2013 से प्रभावी है । इन नियमों के अन्तर्गत उपापन सम्बन्धी कार्यों की प्रक्रिया संक्षिप्त में सलंग्न कर प्रेषित है । उपापन के लिए उक्त अधिनियम/नियमों की शत-प्रतिशत पालना सुनिश्चित करावें ।  
सलंग्न :- उपरोक्तानुसार

  
(एम.एस.काला)  
निदेशक

ACP (अभियन्ता) को भेज कर लेते हैं कि उक्त अधिनियम  
(विभागीय वेबसाइट पर अपलोड करावे।

  
वित्तीय सलाहकार  
जल ग्रहण विकास एवं भू-संरक्षण  
राजस्थान, जयपुर

## Method of Procurement

S.no.	Method	Particulars	Remarks
1.	Open Competitive Bidding		Sec.29 of Act.& Rule 15.
2.	Limited Bidding	In case of procurement of a subject matter as per clause (b) of sub-section(1) of section 30, a procuring entity may adopt the method of limited bidding, If the estimated cost or value of the subject matter is less than <b>Rs. 2.00 lakh on one occasion</b> but it shall <b>not exceed Rs. 10.00 lakh in a financial year.</b>	Sec. 30 1.(a) The subject matter of procurement can be supplied only by a limited number of bidders; or (1)(b) :- The time and cost involved to examine and evaluate a large number of bids may not be commensurate with the value of the subject matter of procurement; or 1(c) Owing to an urgency brought about by unforeseen events; or 1(d) Procurement from a category of prospective bidders is necessary in terms of sub-section (2) of section 6. Sec. 6(2) The State Government may, by notification in this behalf, provide for mandatory procurement of any subject matter of procurement from any category of bidders. Rule 16
3.	Two Stage Bidding	1 Stag- Technical Bid 2 Stag- Financial Bid from those bidder whose <b>bids at the first stage were not rejected.</b>	Section 32(1) A procuring entity may choose to procure the subject matter of procurement by the method of two stage bidding, if- (a) It is not feasible for the procuring entity to formulate detailed specifications or identify specific characteristics for the subject matter of procurement, without receiving inputs regarding its technical aspects from bidders or (b) the character of the subject matter of procurement is subject to such rapid technological advances and market fluctuations to make open competitive bidding

			<p>unfeasible; or</p> <p>(c) seek to enter a into a contract for the purpose of research, Rule 18.</p>
4.	Single Source Procurement	<p>(1) In addition to the conditions enumerated in sub-section (1) of section 31, a procuring entity may procure the subject matter by the method of single source procurement, if-</p> <p>(a) Hiring of the services of consultant or professional is required, for a maximum period of twelve months and up to financial limit of Rs. 5.00 lakh in each case, subject to delegation of financial powers; or</p> <p>(2) Price of subject matter of procurement is administered by the State Government or the Central Government.</p>	<p>Section 31(1) A procuring entity may choose to procure the subject matter of procurement by the method of single source procurement, if-</p> <p>(a) The subject matter of procurement is available only from a particular prospective bidder- No reasonable alternative or substitute source exists.</p> <p>(b) Owing to a sudden unforeseen event, there is an extremely urgent need.</p> <p>(c) From a supplier, determines that additional supplies or because of the need for compatibility with existing goods, equipment, technology or services; or</p> <p>(d) Existing contract- which can be extended for additional goods, works or services.</p> <p>(e) Use of any other method of procurement is not appropriate for the protection of national security interests; or</p> <p>(f) Procurement from a particular prospective bidder is necessary in terms of sub-section (2) of section 6; or</p> <p>(g) subject matter of artistic nature; or</p> <p>(h) subject matter of procurement is of such nature as requires the procuring entity to maintain confidentiality, like printing of examination papers.</p> <p>Rule 17</p>
5.	Electronic Reverse Auction		Sec.33. of Act. & Rule 19.

6.	Request for Quotations	A procuring entity may adopt the method of request for quotations for procurement If the estimated cost or value of the subject matter of procurement is <b>less than Rs. 1.00 lakh on one occasion</b> but it shall <b>not exceed Rs. 5.00 lakh in a financial year.</b>	Sec.34 of Act. & Rule 24.
7.	Spot Purchase	A procurement entity may adopt the method of spot purchase for procurement If the estimated cost or value of the subject matter of procurement is <b>less than Rs. 50,000 on one occasion</b> but it shall <b>not exceed Rs. 3.00 lakh in a financial year.</b>	Sec. 34 of Act. & Rule 25.
8.	Procurement without quotation	If the subject matter of procurement is valuing up to <b>Rs. 10,000 may be procured on one occasion</b> subject to a limit of <b>below Rs. 1.00 lakh during a financial year.</b>	Rule 26.
9.	Procurement of works by work order system and piece work system	If the works valuing <b>less than Rs. 1.00 lakh on each occasion</b> may be procured subject to a <b>limit of Rs. 5.00 lakh during a financial year,</b> work order system/ piece work system. work order can be given only on the approved Schedule of Rates applicable to the Division/Sub-Division concerned.	Rule 27.
8.	Competitive Negotiations	Procurement of the subject matter shall be made	Sec. 35 of Act.& Rule 28.

		through the competitive negotiations committee.	
9.	Rate Contract	When it determines, the need for that subject matter may arise on an urgent basis during a given period of time.- By the method of open competitive bidding.	Sec.36 of Act.& Rule 29.
10.	Any other method		Sec.28 (j)
11.	Direct procurement from notified agencies	A procuring entity may procure subject matter of procurement from the category of bidders, <b>without inviting bids, as notified by the State Government, from time to time.</b>	Rule 32.