



DR. BHIMRAO AMBEDKAR LAW UNIVERSITY, JAIPUR

(A State Funded University of Rajasthan)

8, Dehami Kalan, JDA Institutional Scheme, Bagru, Teh.-Sanganer, Distt.- Jaipur-300307 (Rajasthan)

www.alujaipur.ac.in

E-mail:- registrar@alujaipur.ac.in

F.No. F02(110)GAD/ALU/2024-25/2522

Date:- 20/02/2025

NOTICE INVITING BID No.

डॉ भीमराव अम्बेडकर विधि विश्वविद्यालय जयपुर में "सम्पदा अधिकारी की नियुक्ति हेतु एकल स्रोत निविदा दिनांक 28.02.2025 को 02.00 बजे साय: तक आमंत्रित की जाती है। इनकी अनुमानित लागत, बिड प्राप्त करने एवं भरी हुई बिड प्रस्तुत करने की दिनांक, बिड शर्तें आदि का सम्पूर्ण विवरण वेबसाईट <http://www.sppp.rajasthan.gov.in>, एवं विश्वविद्यालय की वेबसाईट <http://www.alujaipur.ac.in> पर देखी जा सकती है।

कुलसचिव



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निविदा सूचना एवं शर्तें

1	Name, Address,	
2	Subject matter of procurement	<i>Appoint of Estate officer</i>
3	Name & Address of the Procuring Authority.	<i>Dr. Bhimrao Ambedkar Law University, Dehamikalan Bagru, Jaipur.</i>
4	Estimated Cost of Work/Goods	Rs. 6. Lac
5	For Clarification Purposes only, the Procuring Entity's address	Registrar, <i>Dr. Bhimrao Ambedkar Law University, Dehamikalan Bagru, Jaipur.</i> TEL. No.: - 0141-2941442 E-Mail Address: - registrar@alujaipur.ac.in
6	The Language of the Bid is	English & Hindi
7	Publishing Date	24.02.2025
8	Document downloading start date	24.02.2025
9	Bid document download end date & Time	28.02.2025 at 2.00 pm
10	Bid submission end date & time	28.02.2025 at 2.30 pm
11	Bid opening Date & Time	28.02.2025 at 3.00 pm
12	Downloading of bids	Online: https://www.sppp.rajasthan.gov.in and https:// www.alujaipur.ac.in,


Registrar,

*Dr. Bhimrao Ambedkar Law University,
Bagru Jaipur.*



DR. BHIMRAO AMBEDKAR LAW UNIVERSITY, JAIPUR

(A State Funded University of Rajasthan)

“RUSA Bhawan”, Shiksha Sankul, JLN Marg, Jaipur-302015

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E-mail: registrar@alujaipur.ac.in

F.No.F2 (113)/GAD/ALU/2024-25/2523

Dated: 20/02/2025

Sh. K. N. Mathur
Dy. Commissioner (Retd.) RHB,
A/302 Anukampa Platina,
Near Muhana Mandi, Gate No. 2,
Iskcon Road, Mansarovar Extn.
Jaipur-302029

Sub: Engaging of Consultant (Estate):

On the subject cited above, we are seeking your proposal for engaging of Consultant (Estate). You are requested to submit your financial proposal as per enclosed Terms of Reference (TOR) latest by 28.02.2025 at 2.00 P.M. at University Office- Village- Dehmi Kalan, Tehsil- Sanganer, Ajmer Road, Jaipur.

Encl: As above.


REGISTRAR

**ENGAGING CONSULTANT (ESTATE) FOR
DR. BHIMRAO AMBEDKAR LAW UNIVERSITY, JAIPUR**

TERMS OF REFERENCE

1. Introduction

Dr. Bhimrao Ambedkar Law University, Jaipur, Rajasthan came into force as a State Funded University of Rajasthan by an Act No. 6 of 2019 dated 26th February 2019. The University, beside, its residential campus at Jaipur, is mandated to have its jurisdiction in the entire State of Rajasthan to extend affiliation to all Law Colleges. The University has been recognized by UGC under Section 2(f) of UGC Act, 1956, vide notification No. F.9- 6/2020 (CPP-I/PU) dated 12 May 2020 and letter No. F.9-6/2020(CPP-I/PU) dated 14th May 2020.

2. Objectives

After having newly established in 2020-21, the University has started all the related activities in all the sections of University. The state Govt. has allotted a land of 1,00,482.70 Sq. meter in institutional area of JDA at Village- Dehmi Kalan, Tehsil- Sanganer, Ajmer Road, Jaipur which is around 35 Kms far from the present premises of the University, Shiksha Sankul, J.L.N. Marg, Jaipur. The State Govt. has sanctioned an amount of Rs. 5.00 crores for boundary wall etc. and Rs. 387.10 crores for permanent campus of this University, there after Rs. 119.21 crores were sanctioned by State Government for construction of University building in Phase-I. RSRDC Ltd. Is the nodal agency for construction of this work. The construction work of Phase-I of this University has been completed by RSRDC Ltd. up to the limit of sanctioned amount. In order to coordinate with the nodal agency-RSRDC Ltd. to takeover the premises/buildings constructed under Phase-I and also to coordinate with the nodal agency RSRDC Ltd. for construction of Phase II of University buildings including approval of finalization of various layout/building/plans/prepared by the appointed architect and furnishing it to the University administration for

**ENGAGING CONSULTANT (ESTATE) FOR
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approval as per need of the University and for other works mentioned in the scope of work at point No. 3, there is urgent need of Consultant (Estate).

3. Scope of Work Consultant (Estate)

The Consultant shall be responsible for all duties and work related to acquisition, allotment, assessment and maintenance of land/properties/office buildings of Dr. Bhimrao Ambedkar Law University and to suggest/execute future course of action in following matters:

- (i) The Consult(Estate) shall be incharge of all the buildings, lawns, gardens and other immovable property of the University. He will be responsible for all the duties of an Estate Officer defined under the University Act No. 6 of 2019.
- (ii) Rental premises at R.S.B.S & G premises, Bajaj Nagar, Jaipur.
- (iii) To coordinate with the agencies/Govt. departments like PWD, JDA and RSRDC Ltd. In the matters of acquisition allotment an assessment of land/building of this University.
- (iv) To coordinate the university administration in taking over the premises/buildings constructed under Phase I by RSRDC Ltd.
- (v) To coordinate with the nodal agency RSRDC Ltd. for construction of Phase II of University buildings including approval of finalization of various layout/building/plans/ prepared by the appointed architect and furnishing it to the University administration for approval as per need of the University.

4. Responsibility and Duties:

To do all work as mentioned in scope of work. The Consultant(Estate) shall be present in office time and schedule as per needs.


Registrar
Dr. Bhimrao Ambedkar Law University
Shiksha Sankul, Jaipur

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5. Qualifications:

The Consultant shall have the following minimum qualification:

- B.E/B.Tech. (Civil Engineering)
- Must be retired Officer from Rajasthan Government Department/Board/ Corporation of Rajasthan Government not below the rank of Assistant /Executive Engineer or equivalent with experience.
- Must have dealt with project and having experience of 30 years of construction work.
- Must possess excellent oral and written communication skills in English and Hindi and ability to converse in local language.

5. Commencement of Assignment:

- The Consultant shall commence the assignment as per LOA (Letter of Acceptance).

6. Time Period of assignment

- The Assignment shall be for a period of One Year from the date of commencement which can be further extended on the same terms and conditions for a period of one year on requirement of the University.

8. Financial Proposal

- The financial proposal will be submitted by the applicant offering the services of the consultant for this assignment.
- In preparing the Financial Proposal, the applicant is expected to take into account the requirements and conditions of the TOR.

9. Payment Schedule

- The remuneration of the consultant will be paid monthly. GST, if applicable, will be borne by the University in addition to the quoted price.
- Lodging and boarding charges, for the journeys performed outside Jaipur for official purpose by the consultant will be made as per University/Government Rules.
- The payment will be released to the consultant on production of monthly bill.



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10. University Obligations

- The Consultant shall be provided suitable office space as per requirement of the assignment.

11. Confidentiality

- The consultant must keep confidential all matters relating to the proceedings and files of the University.

12. Conflict of Interest

The University requires that the Consultant provide his services in a professional, objective and impartial manner and at all times hold the University's interest's paramount; avoid conflicts with his other assignments or interests, and act without any consideration for future work. The Consultant shall not engage, either directly or indirectly, during the term of this assignment in any business or activities which would conflict with the activities assigned to him by the University.

13. Termination of Assignment:

The University can terminate the assignment by giving a written notice of not less than one month, without assigning any reason. The Consultant can also resign by giving one month's notice.

14. In case of breach/dispute of any terms and conditions mentioned in the Terms of Reference, decision of the Vice-Chancellor will be final. Jurisdiction for legal cases will be Jaipur Court only.
15. Documents to be submitted: Consultant should submit self-attested copies of educational marksheets/degrees, experience certificate, PAN Card, Aadhar Card, GST Registration (if any), registration certificate if registered with any institute.

Signature & Name of the Consultant



Registrar
Dr. Bhimrao Ambedkar Law University
Chiketa Sankul, Jaipur

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Format of Financial Offer

S.N.	Work	Offered Price per Month
1.	Providing services of a Consultant (Estate) for Dr. Bhimrao Ambedkar Law University, Jaipur	
	Total Price per Month (excluding applicable taxes, if any)	

(Price in Rs. _____ Only)

Signature with Name and Address of the Consultant


Registrar
 Dr. Bhimrao Ambedkar Law University
 Jaipur
