



भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद
Indian Institute of Information Technology, Allahabad

An Institute of National Importance by Act of Parliament
Deoghat, Jhalwa, Allahabad-211015 (U.P.) INDIA

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Ref. No. : IIIT-A/Tender/Transport/128/435/ 2018

Date : 10/10/2018

**TENDER DOCUMENT
FOR RATE CONTRACT AND
HIRING DIFFERENT TYPES OF VEHICLES**

TENDER NOTICE

Sr. No.	Tender No. / Brief Description of the products	Contact Person
	IIITA invites Sealed Tender in two bid system from registered/ reputed agencies/firms for Annual Rate contract for hiring of different types of vehicles like Dzire/Scorpio/Innova, Winger/ Tempo Traveller-9/11/12/13/18/22 Seater, Bus - 22/35/50 Seater (AC/ NON-AC) Diesel/ Petrol/ CNG driven ON REGULAR BASIS/ Day-to-Day Requirement/ On Call Basis & As And When Required Basis for a Period of Two Year from the date of award of the contract for IIITA and signing the Agreement within 15 days from the date of award to be executed on non-judicial stamp paper of requisite value.	Faculty In-Charge Purchase, IIIT-A

IMPORTANT DATES

1.	Date of availability of Tender documents	10/10/2018
2.	Pre-Bid Meeting date	22/10/2018
3.	Date of opening of Technical Bid	31/10/2018 upto 12:00 Noon
4.	EMD Amount to be submitted	Rs. 15,000/- through RTGS/NEFT
5.	Item stated in requirement schedule	As stated at Annexure II

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INSTRUCTIONS TO BIDDERS

1. Sealed tender are invited from reputed and registered travel agencies preferably stationed locally in Allahabad for hiring of different types of vehicles like Swift Dzire/ SX4/ Indigo/ Accent/ Indica/ WagonR/ EECO/ Travera/ Xylo/ Innova/ Winger 9/12/13 Seater, Tempo Traveller- 11/18/ 22 Seater etc. (AC/ NON-AC) Diesel/Petrol/CNG driven ON REGULAR BASIS AND/OR AS AND WHEN REQUIRED BASIS FOR A PERIOD OF TWO YEAR from the date of award of the contract for IITA.
2. **E.M.D.:** The tenderer is required to deposit **Earnest Money Deposit (EMD) of Rs. 15,000/-** (Rupees Fifteen Thousand Only) should be directly transfer into the bank account (IITA General AC) of Indian Institute of Information Technology Allahabad through RTGS/NEFT and the tender document should be accompanied with the transaction receipt of RTGS/NEFT (Any bid without EMD fee receipt will not be considered). **EMD receipt should be enclosed with the Technical Bid document.**

All the transaction for EMD/ Bank Guarantee/ Performance Guarantee/ Security Deposit etc. should be directly transfer into the bank account (IITA General AC) of Indian Institute of Information Technology Allahabad through RTGS/NEFT.

The detail of institute's Bank account is as below;

Bank Account Name: IIIT-A General AC

Bank Name: Indian Overseas Bank

Address: 61, M.G. Marg, Civil Lines, Allahabad

Account No.: 035001000060976

IFSC Code: IOBA0000350

3. Tender Form/Document should be complete in all respect and submitted in two parts i.e.- Technical Bid and Financial Bid. Each bid of them is to be placed in different sealed envelope while submitting (clearly mentioning "Technical Bid" and "Financial Bid") and which in turn are to be placed in one sealed cover. Sealed envelope should be received/dropped in the Tender Box kept at Purchase Section, IInd Floor, Admin Extension-II, IIIT-Allahabad **latest by 12:00 Noon on date-31/10/2018.** Incomplete/conditional/late tenders or those **without EMD** will be rejected. There should not be over writing or amendment in the rates quoted, the terms and conditions of the contract. All the forms should be duly signed with seal of the firm. Tender bids may be submitted by speed post/registered post/ordinary post/courier addressed to **"Faculty In**

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Charge purchase, Indian Institute of Information Technology, Deoghat, Jhalwa, Allahabad - 211015 and should be received/dropped in IIITA by **date-31/10/2018 upto 12:00 Noon**. Tender received after the due date and time shall not be considered. **Kindly mention enquiry number, subject, due date, contact address etc., on your quotation. Incomplete quotation will not be accepted.** Each individual sealed envelop as well as the outer envelop should be marked with the following reference on the Top Left Hand corner **"Ref. No. : IIIT-A/Tender/Transport/128/435/2018, dated-05/10/2018** (as first line) and **"Tender for Rate Contract for different Types of Vehicles - EMD/Technical Bid/ Financial Bid (as the case may be)"** (as second line). This institute will not be responsible for any postal delay, holidays or any other reasons resulting in delay of submission/receipt of tender beyond the due date.

4. **Bid shall remain valid for a period of 90 days beyond the closing date of tender.**
5. The EMD shall be returned to the bidder (s) whose offer is not accepted by the Institute within 15 days after finalization and award of the contract. If the return of EMD is delayed for any reason, no interest/penalty shall be payable to the bidder.
6. Terms and conditions of the tender shall be read in conjunction with the General conditions of contract, bill of quantities & other documents being part of this contract.
7. The contractors shall provide vehicles which are in perfect running condition, having clean and neat upholstery and body. The Vehicle provided by the Contractor must be in excellent condition. The Contractor shall ensure proper cleaning, upkeep of interiors & seat covers of the Vehicle.
8. **Pre-bid meeting:**
A pre-bid meeting would be held on **date- 22/10/2018 at 03:00PM** at Board Room, Admin Building, IIITA, Jhalwa, Allahabad. All prospective bidders may attend the meeting to clarify doubts. In case, any substantive or important clarification emerges during pre-bid meeting, the same shall be shared to all through IIITA website www.iiita.ac.in
9. The Institute reserves the right to cancel this tender or modify the requirements, at any stage of Tender process cycle.
10. Institute also reserves the right to modify / relax any of the terms & conditions of the tender by declaring / publishing such amendments in a manner that all prospective vendors / parties to be kept informed about it.
11. The terms and conditions duly signed by the Tenderers/bidders should accompany the specific Tender Form.
12. Bidders should take into account any corrigendum published on the Tender document before submitting their bids. All such corrigendum will be placed on IIITA website www.iiita.ac.in
Intending tenderers are advised to visit www.iiita.ac.in for regular update, if any, till the closing



date of tender for any corrigendum/ addendum/ amendment. IIITA will not be responsible for ignorance of corrigendum.

13. No guarantee of hiring vehicle on regular basis.

14. Time and Place of reporting (IIIT-Allahabad) shall be counted.

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TERMS AND CONDITIONS

1. Rates quoted for **HIRING OF DIFFERENT TYPES OF VEHICLES/TAXIES BY IIITA** (Refer Annexure-VI) shall be **inclusive of GST & all other charges** i. Fuel Charges, repair & maintenance charges, etc
2. The Parking charges will be borne by the IIITA (Annexure-VI, Rate Category A, B, C) subject to submission of original receipt/evidence (s) at the time of final payment.
3. The price quoted and accepted by IIITA would remain same during the contract period of first two year.
4. Vehicles should run on either petrol/Diesel/CNG. In case of CNG vehicles, it should be factory fitted. If the vehicle is out of order, the Contractor shall provide a substitute vehicle immediately. In case of late delivery and no show/non delivery of vehicles/taxies, the Institute would have a right to hire a vehicle from open market and the additional cost incurred by the Institute will be borne by the Contractor.
5. The Driver should have valid driving license and the vehicle should be registered with the concerned authorities of Central/State Govt. as the case may be. A certificate to this effect should be provided. The driver of the vehicle/Taxi provided must adhere to the traffic rules and other regulations prescribed by the Government/Competent/authorized authority from time to time. He must observe all the etiquette and protocol while performing the duty. He shall be neatly dressed and should follow/wear the dress code as decided by the IIITA and should carry a mobile phone in working condition, for which, no separate payment shall be made by the Institute.
6. A daily record indicating time and mileage for each vehicle shall be maintained in a separate log book which will be provided by the Institute.
7. **The mileage for the purpose of "vehicle run" and "hours of duty" shall be reckoned from the place of reporting, i.e., IIITA CAMPUS, Deoghat, Jhalwa, Allahabad and any additional KM and hours charges (like Garage to Garage charges etc.)/ Dead mileage will not be applicable in addition to actual KM and Time.**
8. **The services shall be provided on 24x7 basis.** No mileage will be allowed to drivers for lunch/breakfast or for filling of petrol/diesel/CNG (Fuel) etc. Hence, the Service Provider will ensure that the fuel tank of vehicle provided is fully filled up before sending the vehicle for duty. Vehicle shall always carry first aid box and mandatory spares, viz fuses, spark plugs, belts, fire extinguisher, torch, umbrella, etc.

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9. The transport agency will be liable to pay any excess costs incurred for procurement of vehicles/taxies or services not delivered in time.
10. The agency shall be responsible for any thefts/burglary/damage caused to the students/employee/guest of the Institute travelling in the vehicle(s). The compensation arising out of such activities shall be borne by the agency.
11. In case of breakdown, the agency will be responsible for repairs and maintenance of the vehicle and will arrange alternate vehicle within one hour. Institute will not pay any type of compensation for maintenance/damage of the vehicle.
12. The need of the vehicle may be increased/decreased in future.
13. Parking of any vehicle is not allowed in campus in general without duty.
14. In case of death or mishap leading to any injury or disability whatsoever, a occurs during discharging the duty, the compensation/legal or any other liability will be solely rest with the transport agency.
15. Penalty will be levied, for the violation of terms & conditions of the contract in the following manner:
 - a) Misbehavior of the Driver and non-co-operation during the journey with occupant/user of vehicle.
 - b) Frequent late arrival of vehicle as per time schedule given from time to time.
 - c) Providing of vehicles of model before 2015 and bad condition of vehicles.
 - d) **PENALTY CLAUSE: (Amount in Rs.)**

Sr. No.	Violations	Penal Amount per vehicle Instances Rs.			Amount to be deducted per day per vehicle Rs.	Remarks
		First	Second	Third		
1.	Non-functioning of AC/ Blower in a car	----	----	---	500/-	----
2.	Failure to provide alternate arrangement within one hour of vehicle breakdown.	500/-	1000/-	2000/-	---	Rental charges of the vehicle for that day will also not be paid.
3.	Tempering of meter of vehicle	1000/-	2000/-	3000/-	----	Competent Authority has the discretion to terminate the contract along with forfeiture of performance security/ blacklisting of firm.

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Sr. No.	Violations	Penal Amount per vehicle Instances Rs.			Amount to be deducted per day per vehicle Rs.	Remarks
		First	Second	Third		
4.	Irregularities such as overwriting, forged entries etc. in the log book (to be maintained in prescribed format)	1000/-	2000/-	3000/-	----	-do-
5.	Alternate changing of driver without prior intimation to the Institute & Officers to whom vehicle is hired - in case of monthly hired vehicle.	500/-	---	---	---	On each occasion
6.	Delay (more than 30 minutes) in reporting for duty by driver/vehicle) and no show of vehicle/taxi.	500/-	1000/-	2000/-	---	Rental charges of the vehicle for that day will also not be paid.
7.	Non-compliance of requirement / order and any other terms & conditions of Tender.	500/-	1000/-	2000/-	---	For each violation per vehicle.
8.	Misbehaviour/Misconduct of the Driver and non-co-operation during the journey with the occupant.	500/-	1000/-	2000/-	---	For each violation per vehicle.
9.	Providing vehicles model older than 2015	500/-	1000/-	2000/-	---	For each violation per vehicle.


11. In case of any dispute regarding imposition of penalty, forfeiture of performance security, debarment of agency for a period of two years due to late/non supply/short supply and supply not in consonance with the approved model, the decision of the Competent Authority of the Institute shall be final and binding upon the firm.
12. The firm has to give a self-certified certificate that it has not been blacklisted by any Central Government/ State Government/ Semi Government/ Department/ PSUs/ Banks etc. If it is subsequently found that any false information or facts or has suppressed facts or manipulated the documents, etc. or any attempt is made to scuttle this Tendering process by any manner, the EMD/Performance Guarantee will be forfeited and the bid/contract will be rejected/ cancelled.
13. The Institute has right to reject any bidders/agencies/tendering firms in case of non submission of following document & papers:-
 - a) Registration Certificate as per existing norms (Indicating the legal status – Company/Partnership firm/Proprietorship concern, etc.)
 - b) Copy of GST Registration Certificates.

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- c) Copy of PAN Card.
 - d) Proof of experience for supply of different types of vehicles/taxies on hiring basis to at least three Central Govt./ State Govt. /Public Sector Undertaking (PSU)/Autonomous Bodies/Universities etc. (Photocopies of proof should be attached)
 - e) If tender form is not complete or in different model other than the model mentioned in the tender form or receiving of any conditional tender.
14. While considering the rates the Institute will also consider the quality of vehicles. The Institute reserves the right to examine the types of vehicles/taxies for their quality if it so desires. The Institute reserves the right to enter into parallel Contract for similar vehicles/taxies during the period of Contract with one or more parties. The Contract can be terminated at any time by giving one month notice.
 15. Requirement of vehicles shall be communicated well in advance and the final payment will be released on submission of proper bills after completion of work and after verification by the user and Transport Cell.
 16. In case of exigencies/emergencies required vehicles/taxies are to be provided on short notice also (within 30-45 minutes).
 17. The full and final payment for the vehicle hired on 'as and when required basis' shall be made after receipt of satisfactory report for completion of work from the user department.
 18. The service provider shall also be responsible for all litigation arising out of the non-payment of road tax, traffic violations, etc, and other dues to appropriate authority and also the payment of compensation to drivers and any other involved parties in the event of death/injuries /damages arising out of accident and /or due to various other causes etc.
 19. **The Vehicles/taxies provided must not be older than 03 (three) years i.e. 2015** and should have a valid Registration Certificate along with all other papers applicable as per rules and comprehensive insurance during the period of contract. If the vehicles/taxies so provided are not found as per standard, the same are to be replaced by the agency at their own cost within the stipulated period, failing which the cost shall be recovered from subsequent bill. Delayed supply/non-compliance of complete order may also lead to cancellation of Contract.
 20. **The Rate shall be valid for a minimum period of two year from the date of notification of the contract** except of the statutory levies which are made applicable by the Govt. **The contract period may be extended further, subject to satisfactory services, on year to year basis for a maximum period of 03 years on mutually agreed Terms & Conditions.**
 21. The contractor shall provide name & address of deputed driver along with the driving license number and phone number within stipulated time period.
 22. Taxes and other levies, if any, are to be specified clearly in the bid and the rates quoted in the bid should be **all inclusive**.
 23. The Financial Bid(s) shall be opened in respect of successful technical bidder only. The decision of Tender Committee/Technical Evaluation Committee shall be final with regard to technical bids.

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24. If after awarding the contract, the successful bidder (L-1) fails to provide required number of vehicles/taxies, the contract is liable to be cancelled along with forfeiture of Security Deposit/Performance Guarantee amount and other consequential actions such as blacklisting or as deemed appropriate will be initiated.
25. In the event of failure of supply or breakdown of vehicles/taxies to the Institute by the firm, the Institute reserves the right to hire vehicle from any other source at the firm's risk and expenses.
26. In case of any failure or omission due to natural calamities, hurricanes or due to any statute or regulations of the government or because of any lock outs, strikes, riots, embargos for any political reasons or otherwise beyond the control of any party including war (whether declared or not) civil war or state of insurrection, the Institute or contractor will give notice to other party at the earliest of the occurrence of such incident that on account of the above event, the notifying party has delayed the performance as it was beyond its reasonable control and it was not due to negligence of default on its part. The parties will be relieved of their respective obligations to perform, hereunder, for so long, as the event of force majeure continues and to the extent their performance is affected by such an event of force majeure provided notices as above are given and the force majeure is established as provided herein above.
27. In the event of any question, disputes or abrogation or differences arising between the parties relating to the interpretation and application of the provisions of this tender, such disputes or differences shall be resolved amicably by mutual consultations and on failure to do so shall be referred to Director, IITA. The decision of the Director, IITA in all the matters concerning tender/ agreement in this regard shall be final and binding upon both parties.
28. All disputes are subject to the jurisdictions of Allahabad.
29. The right to accept or reject any tender/ quotation, partially or wholly, including lowest quotation without assigning any reason whatsoever thereof or incurring any liability thereby is reserved with the Director, IIT, Allahabad. The Director, also reserves the right to split the tender and place the orders for providing vehicles, mentioned in the tender document on one or more tenderer. The decision of the Director, with regard to enforcement of these terms and conditions herein contained, as a result of breach of these conditions by successful Tenderer/s, shall be final and the Director, shall not be liable for any damage/liability put forth by the Tenderers at any stage of the transaction arising out of the enforcement of any or all herein contained terms and conditions.
30. Rate for all the items is to be quoted by the tenderer. In case of any item has not been quoted by any bidder, if required, that bid for such items will be loaded with the highest rate received for that item as evaluation is to be done on the total amount. However, while awarding the rate contract successful bidder has to provide the vehicles as per user requirement and for those vehicles for which bidder has not quoted the rates will get the lowest rate received in the tender. Every bidder has to agree to this condition failing which its offer will not be considered for award of work.
31. Tenderers responding to this enquiry shall be deemed to be agreeable to the terms and conditions herein contained. These terms and conditions shall be binding on the part of the successful tenderer.



32. Details of Bank account of Firm for returned of EMD and/or Performance Security

Bank's Account Holder Name:.....

Type of Account Name:.....

Address of Branch:.....

Account No:.....

IFSC Code:.....

33. The prospective contractors should note that high quality of service and professional approach is the essence of this contract.

34. Vehicles having GPS devices with RFID facility will be preferred. All Drivers to be deployed have minimum 5 years' experience after obtaining valid Driving License.

35. **The EMD will be forfeited:**

(a) If the bidder withdraws the bid during the period of bid validity specified in the tender.

(b) In case a successful bidder fails to furnish the Performance Bank Guarantee with the time limit.

(c) If the bidder fails to furnish the acceptance in writing within 15 days of award of contract/ order.

36. No questions or items in the Annexures shall be left blank or unanswered. Where you have no details or answers to be provided a 'No' or 'NIL' or 'Not Applicable' statement shall be made as appropriate. Forms with blank columns or unsigned forms will be summarily rejected.

37. An Irrevocable Bank Guarantee from a Nationalised Bank for the value (i.e., 10% of the contract value) should be furnished within 15 days of awarding of contract by the contractor, for the period of agreement with 3 months grace period.

38. Start and End journey Kms reading shall be verified by the security guards at the Institute gate.

ACCEPTANCE OF THE TENDERER

The terms and conditions enumerated in this form from clause 01 to 38 have been read by me/us and are acceptable to me/us In-Toto.

**(SIGNATURE OF THE TENDERER)
(SEAL WITH COMPLETE ADDRESS)**



“Specification Schedule”

Sr. No.	Types of Vehicles Required	Specification	Description
1.	05 Seater Hatch Back Swift/Indica/I-10/I-20	<p>(A) The Vehicles/ Taxis are required for</p> <ol style="list-style-type: none"> 1. On Monthly Basis for 2200 Km. and 312 hrs 2. On Monthly Basis for 3000 Km. and 312 hrs <p>(B) On Day to Day Requirement/ Call Basis</p> <ol style="list-style-type: none"> 1. upto 100 km./12 hrs. limit in case of full day without night stay 2. upto 60 km./08 hrs limit in case of half-day without night stay <p>(C) For Outside Journey Requirement/ Call Basis</p> <ol style="list-style-type: none"> 1. 200 Km. or more without night stay 2. 200 Km. or more Night Charges after 10:00 PM provided the vehicle is running at least for 02 Hrs after 10:00 PM 	On 24 x 7 Hours Basis
2.	05 Seater Sedan Indigo/Dzire/SX4		
3.	05 Seater SUV Ecosport/Duster/Creta		
4.	07/08 Seater MUV Innova/Tavera/Eartiga/Xylo		
5.	05 Seater Luxury Vehicle Honda City/Ciaz/Civic		
6.	Winger - 9 Seater		
7.	Winger - 12 Seater		
8.	Winger - 13 Seater		
9.	Tempo-Traveller - 11 Seater		
10.	Tempo Traveller - 18 Seater		
11.	Tempo Traveller - 22 Seater		
12.	Bus - 22 Seater		
13.	Bus - 35 Seater		
14.	Bus - 50 Seater		
15.	<i>Any other suggested vehicle</i>		
16.	<i>Any other suggested vehicle</i>		
17.	<i>Any other suggested vehicle</i>		
18.	<i>Any other suggested vehicle</i>		
19.	<i>Any other suggested vehicle</i>		

ELIGIBILITY CRITERIA

- a) The agency/firm must have been registered as Travel Agency or operation of Transport.
- b) The agency/firm must have atleast 04-05 cars/taxis registered in the name of agency/firm or owner of the agency/firm and atleast 50 cars/Taxis in operation.
- c) The agency/firm must have office in Allahabad.
- d) The Tenderer must have Average Annual turnover of **Rs. 18,00,000/- (Rupees Eight Lac Only)** or more during the last 03 (Three) financial years i.e. 2014-15, 2015-16 & 2016-17.
- e) The agency should have minimum 03 (Three) years past experience of supplying on hiring basis of such vehicles/taxies to the Central/State Govt./PSU/Educational institutions/Any Board/University (attach documentary evidence in Technical bids).
- f) The bidder must have past experience of providing minimum 03 (Three) vehicles on hire basis to at least one single entity.

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TENDER FORM**'TECHNICAL BID'****PROFORMA FOR SUPPLY OF DIFFERENT TYPES OF VEHICLES/TAXIS TO IITA ON HIRING BASIS**

1.	ABOUT THE FIRM	
	A. Name and address of the Firm	
	B. Telephone No.	
	C. Type of Firm Proprietary/ Firm/ Company registered under Companies Act.	
	D. Registration No. & year of Registration (with documentary evidence)	
	E. Organisation to whom the Agency has been registered with	
	F. Name of the Proprietor / Partners	

(Certificate must be enclosed)

SCHEDULE OF EXPERIENCE

Please furnish list of reputed firms / offices to whom you are hiring vehicles:

Sr. No.	Name of the Firm	No. of Vehicles Per Day	Period of Contract	Approximate value of monthly billing

Please Attach Xerox Copies of Work Orders / Contracts



2.1 Has the firm ever been debarred / Blacklisted by any Organisation? If 'Yes' the details thereof.

2.2 Details of Award / Certificate of Merit etc. received from an Organisation, if any. (Please attach copy of certificate(s))

2.3 Whether the firm is capable of providing the all types of vehicles/taxies.

3. CLIENTS OF THE FIRM :-

A. Central Government Organisation	Yes/No
B. State Government Organisation	Yes/No
C. Public Sector Undertaking	Yes/No
D. Private Sector	Yes/No
E. PVT. LTD. Co.	Yes/No
F. Proprietorship	Yes/No

Note : Please attach a list of clients as per above categorization, indicating the services rendered alongwith duration of the services with name of the contact person & telephone nos.

4. INFRASTRUCTURAL CAPABILITIES (must be submitted):-

a. No. of taxis/cars registered in the name of agency/firm or owner of the agency/firm (**Attach copy of RC Books**)

b. List of vehicles/taxies available with the bidder/agency _____

c. No. of Drivers having minimum 5 Years experience after obtaining valid DL (available on 24x7 basis)

d. Annual Turnover generated from hiring charges of vehicles (During Last 03 financial year)

2014 -15 Rs. _____

2015 - 16 Rs. _____

2016 - 17 Rs. _____

(Attested Certificate by the CA in this regard must be submitted).

5. GST NO.(enclose photocopy) _____



6. EARNEST MONEY DETAILS :-

Transaction details . _____
Dated _____ of Rs. 15,000/- (Rupees Fifteen Thousand Only)
Name of the Drawee Bank _____

7. PAN /TIN NO. (enclose photocopy) _____

8. For RTGS/NEFT details:

i) Bank Name : _____
ii) Nature of Account : _____
iii) Account No. : _____
iv) IFSC Code No. : _____
v) Beneficiary Name/Company Name : _____

QUESTIONNAIRE

1.	Minimum time period (in hours) required for supplying a vehicle for "Day to Day Requirement/ On Call Basis"	
2.	Minimum time period (in hours) required for supplying a vehicle for "Outside Journey"	

SCHEDULE OF DEVIATIONS FROM SPECIFICATIONS / CONDITIONS

All deviations from the specifications / conditions shall be filled in by the bidder in this schedule

The bidder hereby certifies that the above mentioned are the only deviations from technical specifications of this tender (State NIL if no deviation is envisaged)

I / We confirm that the statements made above are true to the best of my / our knowledge & belief.

Signature of the Bidder with Seal, Stamp date :

Authorised Signatory

(With full name and designation)

Seal :

Mobile no. : _____

Phone No.: _____



Important Notes:-

The Tender Form dully filled in for Technical Bid should contain:-

1. Earnest money deposit.
2. Terms and Conditions duly attested and stamped.
3. Photocopy of Work Orders, Certificates etc. as desired in Technical Bid duly certified by the Tenderer with seal on it.
4. The specified Annual Turn Over in the Tender Notice for every financial year should be generated from Hiring charges of vehicles.
5. Copy of PAN should be attached with the tender documents.
6. Copy of Certificate of GST registration.
7. Copy of entire Tender Documents along with Annexure(s) must be Numbered page wise and duly attested and stamped on each page as a token of acceptance as Terms & Conditions.



“Financial Bid”

A RATE SCHEDULE FOR MONTHLY RATE CONTRACT VEHICLES.

Details of all **inclusive rates** for requirement of vehicles on **Monthly Basis (24 x 7)** For **2200 kms & 3000 Kms** with **300 Hours per month** are to be submitted separately in below mentioned format.

Sr. No.	Name of Vehicle	Rate with AC/ Blower (km/month)		Extra charges per km. after min. km./ month	Extra charges/ hour after 300 hrs/ month	Night Charges (from 11 PM to 5 AM), if any *
		A1 (for 2200 Km./ month)	A2 (for 3000 km./ month)			
1.	05 Seater Hatch Back Swift/Indica/I-10/I-20					
2.	05 Seater Sedan Indigo/Dzire/SX4					
3.	05 Seater SUV Ecosport/Duster/Creta					
4.	07/08 Seater MUV Innova/Tavera/Eartiga/Xylo					
5.	05 Seater Luxury Vehicle Honda City/Ciaz/Civic					
6.	Winger - 9 Seater					
7.	Winger - 12 Seater					
8.	Winger - 13 Seater					
9.	Tempo-Traveller - 11 Seater					
10.	Tempo Traveller - 18 Seater					
11.	Tempo Traveller - 22 Seater					
12.	Bus - 22 Seater					
13.	Bus - 35 Seater					
14.	Bus - 50 Seater					
15.	<i>Any other suggested vehicle</i>					
16.	<i>Any other suggested vehicle</i>					
17.	<i>Any other suggested vehicle</i>					
18.	<i>Any other suggested vehicle</i>					
19.	<i>Any other suggested vehicle</i>					

These vehicles will be at disposal for round the clock at IIITA Jhalwa Campus.

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B. RATE SCHEDULE FOR "DAY TO DAY REQUIREMENT/ON CALL BASIS"

LOCAL JOURNEY (within 100 KM) WITHOUT NIGHT STAY

Sr. No.	Types of Vehicle	Rate for 60 Kms. & 5 Hrs. (for half day)		Rate for 100 Kms. & 12 Hrs. (for full day)		Extra charges per km.		Extra charges per hour		Night Charges (from 11 PM to 5 AM), if any*
		For Non A/C	For A/C	For Non A/C	For A/C	For Non A/C	For A/C	For Non A/C	For A/C	
1.	05 Seater Hatch Back Swift/Indica/I-10/I-20									
2.	05 Seater Sedan Indigo/Dzire/SX4									
3.	05 Seater SUV Ecosport/Duster/Creta									
4.	07/08 Seater MUV Innova/Tavera/Eartiga/Xylo									
5.	05 Seater Luxury Vehicle Honda City/Ciaz/Civic									
6.	Winger - 9 Seater									
7.	Winger - 12 Seater									
8.	Winger - 13 Seater									
9.	Tempo-Traveller - 11 Seater									
10.	Tempo Traveller - 18 Seater									
11.	Tempo Traveller - 22 Seater									
12.	Bus - 22 Seater									
13.	Bus - 35 Seater									
14.	Bus - 50 Seater									
15.	<i>Any other suggested vehicle</i>									
16.	<i>Any other suggested vehicle</i>									
17.	<i>Any other suggested vehicle</i>									

NOTE :- Rate quoted for monthly basis shall be evaluated on the basis of uniform

rate as follows:-

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Evaluation Criterion for making uniform rate:-

For evaluation extra run/month, detention hours/month, and night halt/month have been taken as 200 Km, 10 hours and 02 nights respectively) where,

$$\text{Total Cost for A/C} = A + B * 200 + C * 10 + D * 2$$

A= Rate for A/C vehicle for 2200 kms/month

B=Extra charges per Km after 2200 Kms/month.

C =Extra charges per hour after 300 hours/month.

D= Night charges (from 11.00PM to 05.00AM), if any

Rate quoted for "Day To Day Requirement/ On Call Basis" shall be evaluated on the basis of uniform rate as follows:-

Rate quoted for 12 hr – 100 km will be considered for comparison.



C. RATE SCHEDULE OF VEHICLES REQUIRED OUTSIDE JOURNEY (More than 200 KMs. with Night stay)

Sr. No.	Types of Vehicle	Rates of Vehicles Per Km. with Night Stay		Rate for 200 Kms. (for full day) without Night Charges		Rate for 200 Kms. (for full day) with Night Charges (11 PM - 5 AM)	
		For Non A/C	For A/C	For Non A/C	For Non A/C	For Non A/C	For Non A/C
1.	05 Seater Hatch Back Swift/Indica/I-10/I-20						
2.	05 Seater Sedan Indigo/Dzire/SX4						
3.	05 Seater SUV Ecosport/Duster/Creta						
4.	07/08 Seater MUV Innova/Tavera/Eartiga/Xylo						
5.	05 Seater Luxury Vehicle Honda City/Ciaz/Civic						
6.	Winger - 9 Seater						
7.	Winger - 12 Seater						
8.	Winger - 13 Seater						
9.	Tempo-Traveller - 11 Seater						
10.	Tempo Traveller - 18 Seater						
11.	Tempo Traveller - 22 Seater						
12.	Bus - 22 Seater						
13.	Bus - 35 Seater						
14.	Bus - 50 Seater						
15.	<i>Any other suggested vehicle</i>						
16.	<i>Any other suggested vehicle</i>						
17.	<i>Any other suggested vehicle</i>						

NOTE:-

- C1. The rates should inclusive all the taxes & charges.
- C2. If total km covered by the hired vehicle exceeds the Minimum KM limit on any day, then actual covered km charges only be paid and no any minimum km charges will be applicable in addition to actual Km for that day.
- C3. In case two or more bidders have quoted same rates for some or more vehicles, then the Institute reserves the right to select the agency which has more experience in the relevant fields.
- C4. The hired vehicle will be relieved on the permission of Vehicle Incharge/ Transport Incharge.

Authorized Signatory

(With full name and designation)

Name : _____

Designation: _____

Mobile no. : _____

Phone No.: _____

Seal of the firm:-

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