



NATIONAL INSTITUTE OF FASHION TECHNOLOGY

(A statutory body governed by the NIFT Act 2006 and set up by the Ministry of Textiles, Govt. of India)

INVITING E-TENDER (TWO BID) FOR HIRING OF VEHICLE FOR OFFICE USE AT NIFT, BHUBANESWAR

Plot No. 24, Opposite KIIT School of Management, Chandaka Industrial Estate,
Bhubaneswar, Odisha – 751024. Website: www.nift.ac.in/bhubaneswar

Tender No: 14083/NIFT/ BBSR/Admin/Tender/Vehicle/2019-20/99

Date of Issue: 12.09.2019

Time schedule for short notice e-tender process:

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| Date of publication of e-tender notification | 12.09.2019 |
| Opening date for Online Submission | 12.09.2019 |
| Closing date for Online Submission | 03.10.2019 at 2:00 PM |
| Last date for receipt of duly filled in e-tender document at NIFT, Bhubaneswar | 03.10.2019 at 2:30 PM |
| Date & time of the opening of technical bids of e-tender | 03.10.2019 at 3:30 PM |
| Date & time of the opening of financial bids of e-tender | To be informed to technically qualified bidders separately |

Note: 1 E-tender conditions may be read properly & accordingly filled the e-tender and enclosure may be uploaded/submitted.

2. This e-tender document contains **14** pages (total no. of pages including Annexure) and bidders are requested to sign on all the pages. Hard copy of the e-tender should be submitted in two separate sealed envelopes superscripted with (i) “E-tender for hiring of vehicle - Technical Bid” and (ii) “E-tender for hiring of vehicle- Financial Bid”. The 2 covers duly sealed (i.e. Technical Bid & Financial Bid) should thereafter be kept in third cover & sealed. This cover should also be super scribed with “E-tender for hiring of vehicle for office use at NIFT, Bhubaneswar and addressed to:

Purchase Officer
National Institute of Fashion
Technology, NIFT Campus,
Bhubaneswar - 751024

The EMD draft should be put in the Technical bid envelope.

Process of Online Submission of Bids:-

(a) The interested firms should apply online and submit their tender and the bids along with scanned copies of all the relevant certificates, documents, etc. in support of their technical & price bids – all duly signed – on the <https://nifttenders.eproc.in> from **12.09.2019 to 03.10.2019 up to 02.00 P.M.** Tender documents is also available for viewing on the “tenders” link of the NIFT website i.e. <https://nifttenders.eproc.in> / <http://www.nift.ac.in>.

(b) Applications to this tender will be accepted only through the online mode through the website <https://nifttenders.eproc.in>. No other mode of application will be considered & application will not be accepted.

(c) For applying online, the Firm should get itself registered at <https://nifttenders.eproc.in> by paying:

- Annual Registration Charges of **Rs. 2000/-** + GST Charges Extra as per Applicable (Rupees Two Thousand Only + GST Extra (non-refundable).
- Bid Processing Fee charges **Rs.331/-** + GST Charged Extra as per Applicable (Three hundred thirty one only + GST Extra - non- refundable).

(d) The Firm should ensure that it complies with the requirements as per works before applying for tender. Also, the interested Firms should submit a hard copy of the application submitted online with EMD DD and all relevant supporting documents by **03.10.2019 up to 02.30 P.M.** Non-submission of hardcopy along with EMD DD as directed will lead to rejection of the tender application.

(e) The technical bid envelope must contain the technical bid in prescribed Performa as per along with a demand draft of **Rs. 8,400/-** (Rupees Eight thousand four hundred only) towards Earnest Money Deposit (refundable but non-interest bearing) favoring National Institute of Fashion Technology and payable at Bhubaneswar with all relevant documents in support of eligibility and experience criteria. The financial bid envelope must contain only the financial bid.

(f) The technical bid will be opened at NIFT, Bhubaneswar on **03.10.2019 at 03.30 P.M.** in the presence of the bidders/ their authorized representatives who wish to be present. The Financial bid will be opened on the date which will be communicated to only those bidders who are found to be technically qualified after evaluation of technical bids.

(g) The interested firms are advised to read carefully the entire tender document before submitting their tender and the tender documents not received online in prescribed format and/or are found incomplete in any respect shall be summarily rejected.

Estimated Amount: 4.14 Lakhs

1. INTRODUCTION:

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in field of Fashion Technology. NIFT provides fashion business education across the country through its network of 16 centers. It provides four years under graduate (UG) program in design and technology, two years post graduate (PG) program in design, fashion management & fashion technology and short duration education program to address the specialized needs of professional and students in the field of fashion. NIFT has its head office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Patna, Raibareli, Shillong and Srinagar.

About the Campus

NIFT, Bhubaneswar Campus was started in July 2010 initially in a rented complex at Centurion Institute of Technology at Jatni, 30 KM from the city of Bhubaneswar. Now, it is functioning at its own campus spread over 10 acres of land near KIIT School of Management, Patia after shifting from Jatni from Jan 2012. The centre was inaugurated on 31st March 2012 by Shri. Anand Shrama, Hon'ble Minister of Commerce & Industry and Textiles, Govt. of India and Shri. Naveen Patnaik, Hon'ble Chief Minister, Odisha.

E-TENDER DOCUMENT FOR HIRING OF VEHICLE SERVICES

Sealed e-tenders are invited for hiring vehicle for office use at NIFT, Bhubaneswar for a one year period in the National Institute of Fashion Technology, Bhubaneswar.

The e-tender form can also be downloaded from the website www.nift.ac.in./bhubaneswar. The copy of e-tender document along with the earnest money deposit of Rs 8,400/- (Eight Thousand four hundred only) by Demand Draft in favour of National Institute of Fashion Technology, Bhubaneswar payable at Bhubaneswar should reach on or before **03.10.2019** till 2:00 PM & can also be dropped in the tender box kept in the administration on or before **03.10.2019** till 2:00 PM.

There shall be no post e-tender negotiations. Canvassing in connection with the e-tender is strictly prohibited. The copy of offers should be submitted in two sealed covers one superscripting "Technical Bid" and second "Financial Bid". Both covers shall be put in another sealed cover superscripting "Tender for Hiring of Vehicles for Office Use". The technical bid shall be opened at **3:30 PM** on **03.10.2019**.

The bids shall be evaluated on two stage evaluation process. After evaluating the Technical bids, the eligible bidders shall be shortlisted for second stage Financial bid evaluation.

The financial bids of only qualified tenders after technical evaluation shall be opened. The National Institute of Fashion Technology, Bhubaneswar reserves the right to accept or reject any or all the e-tender(s) without assigning any reason thereof.

ELIGIBILITY AND CRITERIA FOR SELECTION

1. A firm or Tender/Agency having experience of at least three years in providing vehicle services and fulfilling the technical requirements as per Annexure-'A'.
2. The lowest tender in financial bid will be awarded the contract as per Part- 'A' of the financial bid i.e. L-1 of part-'A' bidder. Part-'B' will be for reference only.
3. The tenderer should not be blacklisted by any Department of the Central or State Government or any PSU or any other organizations.
4. **The vehicles should have commercial number.**

Requirements: Total **02 Nos of AC Car**/Maruti Suzuki swift desire(AC)/Maruti Ciaz(AC)/Hyundai Verna(AC) of models not older than 2017 in excellent condition. Additional Cars and AC Buses (35 /42 seated) may be required on per day basis on same terms, conditions and quoted prices. If required one additional said Car may be engaged on monthly basis on same terms, conditions and price.

- A. **General Terms and Conditions:** The NIFT Centre, at Bhubaneswar requires the Vehicles **02 AC Cars**, additional Cars & Buses will be as and when required basis of good quality as Volvo. E-tenders are invited in two bids i.e. Technical Bid and Price Bid, on the following terms and conditions:-

1. E-tender shall be submitted in official tender form only. If submitted in any other form the same shall be summarily rejected.
2. The schedule issued with the form of tender listing the services to be rendered must not be altered by the tenderer. Any modifications/alterations of the schedule considered necessary by the tenderer, should be in the separate letter accompanying the tender.
3. The name and address of the tenderer shall be clearly written in the space provided and no overwriting, correction, insertion shall be permitted in any part of the tender unless duly countersigned by the tenderer.
4. The e-tender should be filled and submitted strictly in accordance with the instructions laid down herein; otherwise, the tender is liable to be disqualified.
6. The e-tender is liable to be ignored if complete information is not given there-in, or if the particulars and data (if any) asked for in the schedule to the tender are not filled in.
7. Individual signing the e-tender or other documents connected with the tender must specify whether he signs as:
 - (i) A sole proprietor of the concern or constituted attorney of such sole proprietor.
 - (ii) A partner of the firm if it is a partnership, in which case he must have authority to execute contracts on behalf of the firm and refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firm.
 - (iii) Director or Principal Officer duly authorized by the Board of Directors of the Company.
 - (iv) In case of (ii) a copy of the partnership agreement or general power of attorney, in either case attested by the Notary Public should be furnished an affidavit on stamp paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney should be furnished. The attested copy of the certificate or registration of power of attorney should be attached along with the tender papers. In case of partnership firm, where no authority to refer dispute concerning the business of the partnership has been conferred on any partner, the tender and all other related documents must be signed by all the partners of the firm. In case of (iii) the person signing the tender should be authorized by a resolution passed by the Board of Directors and a copy of the resolution attested by the Principal Officer should be attached.
 - (v) **The vehicle should either be registered in the name of the tenderer or the vendor should have Power of Attorney to operate the vehicle. Joint Power of Attorney or joint vendor cases will not be entertained.**
8. Copy of the e-tender submitted in sealed envelope super-scribed "E-tender for Hiring of Vehicles for office use" should be addressed to the Director, National Institute of Fashion Technology, NIFT Campus, Plot No 24, Chandaka Industrial Estate, Bhubaneswar, Odisha-751024. The technical bid in the prescribed format as given in Annexure-A & the price bid in the prescribed format given in Annexure-B should be sealed by the bidder in separate covers duly super scribed and both these sealed covers are to be put in a bigger cover which should also be sealed & duly super scribed as "E-tender for Hiring of Vehicles for Office use" and drop in the tender box available at Administrative Department, NIFT Campus, Bhubaneswar on or before 2:00 PM on **03.10.2019**. The e-tenders (technical bids) will be opened on the same day at **3:30 PM** in NIFT Campus, Bhubaneswar.
9. Tenders received after the specified date and time due to any reasons, including postal delay, will not be considered. The agency submitting the tender would be presumed to have considered and accepted all the terms and conditions of this tender. No enquiry verbal or written shall be entertained in respect of acceptance/rejection of the tender. The date, time and venue of opening of "Price Bid" shall be communicated to the qualified bidders of Technical Bid separately.

10. A Demand Draft of **Rs 8,400/-** (Rupees eight thousand four hundred only) is required to be deposited as Earnest Money Deposit (EMD) in favour of “National Institute of Fashion Technology”, Bhubaneswar payable at Bhubaneswar. The demand draft taken prior to the date of advertisement will not valid. The Earnest Money Deposit of the successful tenderer shall be forfeited if the tenders:
- (i) Misleads NIFT during the course of evaluation of the tender by providing false and misleading information.
 - (ii) Withdraws tender offer before finalization of the same.
 - (iii) Fails to accept the contract, if his/their tender is accepted by NIFT, Bhubaneswar.
 - (iv) If party becomes L-1 and is not willing to accept the offer.
 - (v) Fails to execute the agreement in the prescribed form provided by NIFT within 10 (Ten) days of the receipt of the letter awarding the contract.
 - (vi) Fails to commence the Hiring of Vehicle services within 10 (Ten) days of the receipt of the letter awarding contract. Failing this, NIFT reserves the right to cancel the letter awarding the contact that the same may be awarded to the next successful bidder.
11. EMD shall be returned without interest within two weeks:
- (i) To the unsuccessful bidders after the award of contract.
 - (ii) In case bidding process is terminated by NIFT for any reason.
12. PLEASE NOTE THAT OFFERS NOT ACCOMPANIED BY THE REQUIRED EMD DEMAND DRAFT ARE LIABLE TO BE REJECTED.
13. The bids should be valid in the case of all the tenders for at least two months from the date of opening of the e-tender. In the case of the successful tenderer, rates quoted shall be valid for the entire period of the contract.
14. The arrangement shall be valid initially for the contract period of **one year** from the date of award of the contract/signing of Agreement. The contract could be renewed further for a maximum period of 03 years from the date of initial agreement on mutually agreed terms, depending upon satisfactory services of the tenderer.
15. Any conditional offers made by the tenderer or any alterations/corrections made in the tender form will not be considered. Similarly incomplete and unsigned tender will also not be considered. Each page of the tender form should be signed and stamped for the purpose of the tender offer.
16. National Institute of Fashion Technology reserves the right to accept or reject any or all the offers either fully or partly without assigning any reasons and is not bound to accept the lowest bid since due weightages shall be given to several factors besides the commercial/technical bids.
17. The Price Bid of the technically qualified bidders will only be opened.
18. Correction, if any, must be attested.
19. The tenderer shall provide Vehicles of models not older than 2017 in excellent running condition. The vehicle shall be provided at the office of NIFT, Bhubaneswar or at any other place within the jurisdiction of city of Odisha as and when required or on monthly basis.
20. The drivers of the Firm should possess sound health and be free from diseases, especially contagious and frequently occurring diseases and carry a valid Identity Card issued by the tenderer while on work/visit.

21. The particulars of all the drivers who will be employed: such particulars inter-alia should include age, date of birth, permanent address and the police verification report of the drivers should be enclosed. Driver should be well dressed in white safari with cap. The tenderer shall provide well behaved and experienced driver who knows the ways of Cuttack & Bhubaneswar with mobile having knowledge of different routes as well as repair of cars and valid **Commercial Driving License**. The reporting time, place, address etc. should be strictly followed by the tenderer. Resume & experience of driver who will serving NIFT to be of top priority. In case of non availability of requisitioned car, it will be the responsibility of the tenderer to provide equivalent or upgraded model not older than 2017.
22. All the drivers engaged by the tenderer for carrying out asks under this contract, shall be deemed to be the employees of the tenderer's Agency. The Agency shall be solely responsible for their wages, fringe benefits, conduct, duty roster, leave records, relievers, etc.
23. All the drivers should have valid Driving License from the RTO.
24. The Firm will, prior to the commencement of the operation of Vehicle Services contract, make available to NIFT the particulars of all the employees who will be deployed on the work at NIFT. The Vehicles should have all valid & required documents.
25. **The contract shall remain valid for a period of one year from the date of commencement of contract. The contract once awarded can be terminated by the party after giving one month notice to NIFT Bhubaneswar. Nevertheless, NIFT may terminate the contract of the firm without any notice in case the firm commits a breach of any the terms of the contract. NIFT's decision that a breach has occurred will be final and shall be accepted without demur by the firm.**
26. The tenderer shall be not bound to give reason for termination of the contract as provided in para 25 above.
27. Escalation clauses shall not be accepted on any ground during the pendency of contract.
28. The rates quoted shall be considered inclusive of all taxes & levies.
29. The firm shall be liable with regard to compliance of all the laws, regulation, rule and directions given by any statutory with regard to safety, labour laws or any other laws in force in the State of Odisha.
30. The successful bidder will have to provide vehicle or any other LMV/MMV/HMV as and when required to NIFT. This is in addition to vehicle required by NIFT as indicated in Tender vide Annexure-B.
31. NIFT shall in no way be responsible for any default with regard to any statutory obligation and the firm will indemnify NIFT in case of any damage or liability, which may arise on account of action of firm.
32. Non-compliance of any terms & conditions enumerated in the contract shall be treated as breach of contract.
33. The meter reading & time will start from the pickup point and close at dropping point.
34. The firms are required to quote the vehicle specifications as per Annexure-A. The specifications should be clearly written and there should be no overwriting.
35. The firm are required to quote as per Annexure-B. The bidder shall quote the rates in figures as well as in words so that interpolation is not possible. The figures should be clearly written and there should be no overwriting. In case of variation between the quote in figures and words, the lowest bid shall be considered.
36. Any dispute arising with regards to any aspect of this agreement shall be resolved by mutual discussions and consultations between the parties to the Agreement. In case the dispute remains unresolved through consultation, it shall be referred to an Arbitrator, to be appointed in consultation by the two parties involved in the dispute, as per provisions governing Arbitration Act of the country. Director, NIFT shall have the absolute power in this regards.

37. The firm shall at all times indemnify and keep indemnified the owner and its officers, servants and agents for and against all third party claims whatsoever (including claim not limited to property loss and damage, personal accident, injury or death of/or property or person of any sub-contract and or the servants or agents of the firm any sub-firm(s) and or the owner and the firm shall at his own cost and initiative at all times, maintain all liabilities under Workman's Compensation Act/Fatal Accident Act, Personal Injuries, Insurance Act and/or their Industrial Legislation from time to time in force.
38. The Tenderer/Agency shall provide a non-judicial stamp paper of Rs 100/- for preparing a contract/agreement. The successful tenderer shall enter into a contract/agreement with the NIFT as per the terms and conditions of the tender within 15 days from the issue of letter of acceptance or whenever called upon to do so by the NIFT whichever is earlier.
39. The Firm shall deposit a Demand Draft of Rs 15,000/-(Rupees fifteen thousand only) per vehicle and as such for 2 vehicles **Rs 30,000/-** (Rupees thirty thousand only) as security deposit with NIFT. EMD shall be converted into security of successful bidder only on written request. No interest shall accrue on this deposit, which will be returned after the successful completion of contract and after adjusting dues if any, of the firm to NIFT.
40. The security deposit of the successful tenderer shall be liable to be forfeited:
 - (i) If the tenderer breach the terms and conditions of the contract after the accepting the work order.
 - (ii) If the tenderer fails to commence the services within 10 (Ten) days of the receipt of the letter awarding the contract.
41. The Drivers employed by the firm shall have no relation whatsoever with NIFT. Any act on the part of the bidder to influence anybody in NIFT would make him liable for rejection of his tender.
42. Parking charges at Airport/Parking lots/toll taxes will be borne by NIFT on production of original bills/slips. However, at times where required the Agency shall make all the payments and then claim the bills to NIFT on monthly basis.
43. All Challans/Transport Authority payments will be borne by the tenderer.
44. The tenderer will maintain monthly payment data including ESI, PF and accidental cover etc. and produce a report of the same every month to NIFT.
45. The log book for supply of the vehicles to NIFT will be maintained by the tenderer. The meter readings at the start and close will be entered in the log book. Any cheating in both the readings will be treated as violation of the agreement and will invite penalty @ Rs 500/- per case. NIFT reserves the right to decide the violation and will not be challenged by the tenderer. The log book will be certified on monthly basis by the concerned officer of NIFT. A copy of the log book should be submitted along with the bill.
46. The tender shall comply with all existing labour legislation and Acts, such as Contract Labour Regulation Act, Workmen's Compensation Act, Minimum Wages Act, Payment of Wages Act, Provident Fund Act, ESI Act etc. For any lapse or breach on the part of the tenderer in respect of non-compliance of any Labour Legislation in force during the validity of the contract, the tenderer would be fully responsible and would indemnify the institute, in case the Institute is held liable for the lapse on the part of the tenderer. If any of these are not required by the bidder then a self-signed declaration in this regard should be submitted.
47. The payment shall be released on monthly basis on submission of bill by the firm within 15 days. The original and copy of the log book should be enclosed with the bill. Income tax (TDS) as applicable at prevailing rate will be deducted at source. The PAN & GST must be written on all the bills.

48. All the charges on repairs including spares, labour, fuel, lubricants and drivers wage and any other charges towards the maintenance of the vehicle shall be borne by the tenderer and in case of break-down of the vehicle in the middle of the journey, the tenderer shall provide standby vehicle of the same category without extra charge. If the tenderer fails to provide standby vehicle, during the breakdown or for any other reason fails to provide vehicle a penalty of Rs 2000/- will be imposed per day. In case the tenderer is regular defaulter his contract will be terminated and the security deposit will be forfeited from the date of acceptance.
49. The vehicle provided by the tenderer must be in excellent condition and must have proper & complete documents. If the vehicle provided is not in an excellent condition and beyond 2017 manufacture, NIFT shall reject the vehicle and a penalty of Rs 2000/- per day shall be imposed which will be deducted from monthly payment.
50. Vehicle should be available on **12 hrs basis (8:00 AM to 8:00 PM)**, and one driver should be detailed to meet emergency requirement as when required and vehicle should be **6 days/7 days per week basis as the case may be. Occasionally the vehicle would be required before 8:00 AM and beyond 8:00 PM.**
51. The tenderer shall not transfer the tender to any other person in any manner. The Tenderer shall not be permitted to sub-contract the work to any other person/firm/tenderer/agency can associate with a firm/company without taking prior approval of the NIFT.
52. The vehicle once in the service of NIFT shall not be used for private-personal use etc. by the tenderer during the contract period.
53. The tenderer/driver shall get entries of the milo-meter of each vehicle at the security gate, in the prescribed register, each time it leaves the Institute for duty and at the time of arrival from the outside.
54. Wherever any over payment comes to the notice, the same shall be deducted by the NIFT from any sum due or which at any time thereafter may become due to the Tenderer/Agency under this tender/agreement/contract and failing that under any other tender/contract/agreement with NIFT or from the security deposit of the tenderer.
55. Firms submitting tender would be considered to have read & accepted all terms & conditions. No enquiries verbal or written shall be entertained in respect of acceptance or rejection of the tenders.
56. The tederer will be fully responsible for the drivers, fuel, lubricants, maintenance, RTO formalities, insurance etc. The vehicles must be in the name of the tenderer or the firm owned.
57. The contractor shall get entries of the Milo-meter of each vehicle at the security gate, in the prescribed register, each time it leaves the Institute for duty and at the time of arrivals from the outside.
58. The vehicle will report at a specific time at the place of visiting faculty/officials as per instructions given by the designated officials.

B. Technical Qualifying Criteria:

The tenderer should attach a copy of the following documents with the Technical Bid:-

- (i) Registration of Firm.
- (ii) The vehicle should be insured fully including third party insurance.
- (iii) The tenderer should provide list of clients of past three years (Details of experience of three years).
- (iv) The tenderer should have valid PAN.
- (v) The tenderer must enclose a Demand Draft of Rs 8,400/- toward Earnest Money Deposit (EMD).
- (vi) The tederer should have the GST/Service Tax Number.

C. **Price Bid**

The bid of only those bidders, who qualify the technical bid, will be considered for financial bid. Tenderer should quote rates as per Annexure-B only.

UNDERTAKING BY THE TENDERER

I/We have carefully gone through the various terms and conditions for provision of hiring of vehicle services. I/We agree to all these conditions and offer to provide hiring of Vehicle services at NIFT. I/We are making this offer after carefully reading the terms & conditions and understanding the same without any kind of pressure or influence from any source whatsoever. I/We have acquainted ourselves with the tasks required to be carried out, before making this offer. I/We hereby sign this undertaking in token of our acceptance of various conditions listed above.

Place:

Dated:

Name & Signature of Tenderer

Address: _____

Seal of the Firm/Agency.

Phone No:

(O) _____

(R) _____

TECHNICAL BID FOR HIRING OF AC VEHICLES AND AC & NON-AC BUSES

1. Name of the Taxi Travel Agency : _____
2. Address of the Agency : _____
3. Phone No(O): _____ (M) _____ (Fax) _____
4. Email ID: _____
5. Whether proprietary or Partnership Firm or a Company: _____

| Required Documents | Attached/Not Attached |
|---|-----------------------|
| Self attested copy of Shop and Establishment Certificate/Firm/VAT Registration Certificate along with TIN Number of Agency/Firm | |
| DD No/UBI Challan No for Earnest Money Deposit | |
| Self attested copy of PAN Card number under Income Tax Act. | |
| A list of owner/partner(s) of the firm and their contact telephone numbers along with a certificate to the effect that the firm is neither blacklisted by any government department nor any criminal case registered against the firms or its owner/partners anywhere in India. | |
| Self attested copy of Service Tax & GST Registration | |
| Income Tax Return for the last two Financial Years i.e. 2017-18 & 2018-19 | |
| Duly signed undertaking enclosed with the tender document | |
| Copy of terms & conditions and every page of the tender duly signed and seal of the firm, in token of acceptance of terms and conditions and tender as quote. | |
| Cliental List | |

6. Is there any relative of the owner of Taxi Travel Agency or its partners working at NIFT? If so, please indicate below the name of such relative and the relationship: _____.

7. Please enclose a list of existing and previous contracts with other Government Organizations/ Public Sector Undertakings/Academic Institutions/MNC's & etc. A certificate of performance form these clients or work orders may also be attached with this form.

| Srl No. | Name and address of organization | Contract person name & address | Period of working | Government Organization/Public Sector Undertaking/Academic Institution/MNC | Certificate of performance form of client attached (Yes/No) |
|---------|----------------------------------|--------------------------------|-------------------|--|---|
| | | | | | |
| | | | | | |
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| | | | | | |

8. Please indicate below the fleet of Taxi owned by the Travel Agency, duly registered in the name of the owner or the Agency at the RTO. Please attach Xerox copies of the RTO Taxi Registration and Insurance.

| Srl.No | Model & Make | Last Road Tax paid | RTO Registration No | Last Insurance upto | Details of Fitness certificate | RC/Fitness/Permit owned by the Contractor proof |
|--------|--------------|--------------------|---------------------|---------------------|--------------------------------|---|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Note:- Do not mention price in Technical Bid.

| Srl.No | Name of the Vehicle | Model No | Pl mention "Yes" or "No" |
|--------|---------------------------------|----------|--------------------------|
| 1 | Indigo(AC) Car | | |
| 2 | Maruti Suzuki Swift Dezire (AC) | | |
| 3 | Maruti Ciaz (AC) | | |
| 4 | Hyundai Verna (AC) | | |
| 5 | Bus 35 Seater (AC) | | |
| 6 | Bus 42 Seater (AC) | | |
| 7 | Bus 48 Seater (Non AC) | | |
| 8 | Bus 52 Seater (Non AC) | | |

Place:

Dated:

Name & Signature of Tenderer

Address: _____

FINANCIAL BID FOR HIRING OR AC & NON-AC VEHICLES & BUSES

This Financial Bid should be filled in by tendering party duly signed, stamped and sealed and must be submitted in a separate cover, superscribed with "Financial Bid".

After opening of technical bid the capability and suitability of the tenders shall be evaluated and Financial Bid of the qualified tenderers shall be opened later on and the date will be informed accordingly.

1. Contractor's/Firm's Name: _____
2. Full Address & Phone Nos: _____

Note: It is mandatory to quote against each item otherwise your bid may stand cancelled.

PART-'A' (Quotes for Monthly Hired Cars)

| | |
|--|--|
| Particulars | Monthly Hire charges upto 2500 kms (Maximum 12 hrs per day) inclusive of GST in Rs |
| (a) Indigo AC Car/Maruti Suzuki Swift Dezire (AC)/Maruti Ciaz (AC)/Hyundai Verna(AC) of models not older than 2015 in excellent running condition | |

(b) Per km charges in excess of 2500 kms in one calendar month: Rs. _____

(c) Per hour charges in excess of 12 hours per day: Rs. _____

PART-'B' (Quotes for per day Hired Cars & Buses)

| Srl.No | Name of the Vehicle | Description | Amount Rs | Extra 1 km Rs | Extra 1 House Rs | Total | Remarks |
|--------|---------------------------------|-----------------|-----------|---------------|------------------|-------|---------|
| 1 | Indigo(AC) Car | 8 Hours-100 Kms | | | | | |
| | | 4 Hours- 50 Kms | | | | | |
| 2 | Maruti Suzuki Swift Dezire (AC) | 8 Hours-100 Kms | | | | | |
| | | 4 Hours- 50 Kms | | | | | |
| 3 | Maruti Ciaz (AC) | 8 Hours-100 Kms | | | | | |
| | | 4 Hours- 50 Kms | | | | | |
| 4 | Hyundai Verna (AC) | 8 Hours 100 Kms | | | | | |
| | | 4 Hours-50 km | | | | | |
| 5 | Bus 35 Seater (AC) | 8 Hours-100 Kms | | | | | |
| | | 4 Hours- 50 Kms | | | | | |
| 6 | Bus 42 Seater (AC) | 8 Hours-100 Kms | | | | | |
| | | 4 Hours- 50 Kms | | | | | |

| | | | | | | | |
|---|---------------------------|---------------------|--|--|--|--|--|
| 7 | Bus 48 Seater (Non AC) | 8 Hours- 100 Kms | | | | | |
| | | 4 Hours- 50 Kms | | | | | |
| 8 | Bus 52 Seater (Non AC) | 8 Hours- 100 Kms | | | | | |
| | | 4 Hours- 50 Kms | | | | | |

The bidder shall quote the rates in figures as well as in words.

Note:

1. In case the vehicle exceeds both the contract hours & kilometers then only extra charges for kms can be billed.
2. All time and Kms reading will start from NIFT.
3. Parking charges/toll taxes will be extra.
4. Service tax & any other Govt. Taxes actual as rules.

UNDERTAKING BY THE VEHICLE CONTRACTOR:-

- . I/We have read the terms and conditions and I/we will comply with all the terms and conditions, if contract awarded.
- . Above vehicles are owned by the contractor and are in excellent working conditions.

Place:

Dated:

Name & Signature of Tenderer

Address: _____

DECLARATION

1. I, _____ Son/Daughter/Wife of Sh. _____
Signatory of the _____ tenderer, am competent to sign this declaration and execute this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.
3. The tenderer is not blacklisted by any State Government/Central Government and or any State/Central PSU.
4. The information/documents furnished along with the technical and financial bid are true and authentic to the best of my knowledge and belief. I/we, am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Place:

Date:

(Signature of the tenderer)

Name & Designation: _____

Address _____

Phone No _____

