



**STATE INFRASTRUCTURE & INDUSTRIAL DEVELOPMENT
CORPORATION OF UTTARAKHAND LTD.**

29, IIE, Sahastradhara Road (IT Park), Dehradun

Phone No. 0135 – 2607292, 2708100

Fax No. 0135 – 2708109 Web site : www.siidcul.com

Tender cost Rs. 1180/- (Rs. 1000+ 18% GST)

Form No.....

Date of Issue.....

Issued

.....

**TERMS AND CONDITIONS FOR EMPANELMENT OF FIRMS/ Companies
FOR HIRING OF VEHICLES**

SIIDCUL invites online Technical and financial Bids through E-Tendering for Empanelment of firms/ Companies for hiring of vehicles on following terms & conditions:

1. Only registered Travel Agency/ Firm/Company need to apply (Registration should be at least three years old) They have to submit the proof of registration.
2. Travel Agency/ Firm/Company have to submit the proof that the Registration Certificates of vehicles are either on their name or on the name of their partners.
3. If Travel Agency/ Firm/ Company do not have adequate number of 05 vehicles as per the requirements of the SIIDCUL, Travel Agency/ Firm /Company may associate with the other owners of the vehicles. However, in such cases Agency/ Firm/ Company has to undergo an "**Agreement**" with the Owner of the vehicle, and **submit a copy** of the same with the proposal. SIIDCUL would not be responsible for any dispute arising between the Travel Agency/ Firm/ Company and the said Owners.
4. The offered Vehicles should have proper registration and permit to ply all over India/ on commercial basis. Travel Agency/ Firm/ Company shall get all the requisite clearance, from time-to-time, from Transport/ Tax Department/concerned departments on its own.
5. All the concerned tax liabilities are to be borne by the Travel Agency/ Firm. However, TDS shall be deducted as per the prevalent rates.
6. Insurance, salary of driver, incidental expenses, claim, taxes and total maintenance of vehicles shall be borne by the Travel Agency/ Firm/ Company.
7. Initially minimum contract period shall be for a period of one year (which may be extended on mutual consent and conditions) which can be terminated at any time without giving any reason by SIIDCUL. In case the travel agency/firm/company desires to terminate the contract it shall give two months notice to SIIDCUL failing which the Security deposit of the vendor shall be forfeited by SIIDCUL.
8. Tender Fees of Rs. 1000 + 18% GST, total Rs. 1180 (Non refundable) & Earnest money Deposit (EMD) of Rs. 15,000/- in the form of Demand Draft/FDR in the name of MD SIIDCUL payable at Dehradun, shall be deposited originally with before the last date of submission of bid in SIIDCUL, which shall be refunded (EMD) to the unsuccessful bidders.

9. The successful bidder shall have to deposit Performance Guarantee of Rs 50,000/- (Rs. Fifty Thousand only) at the time of award of contract in the form of Bank Guarantee/FDR/Demand Draft in favour of Managing Director, SIIDCUL. The EMD deposited by the successful bidder may be adjusted towards the Performance Guarantee. The Performance Guarantee shall only be released after successful completion of the contract.
10. Normal journey may be up to 2500Km. per month per vehicle either local or outstation. If the vehicle is used more than 2500 Km. in any particular month, excess Journey charges shall be paid as quoted by bidder in the annexed chart.
11. Normally vehicle will be required for 12 hrs. duration from 9:00 a.m to 9 pm. However the timing may change as per duty hours as required by the official requirements of the SIIDCUL.
12. In case of breakdown of vehicle during the journey, the Travel Agency Firm/ Company has to pay Rs. 1500/- per day to SIIDCUL. Deductions of the same shall be made from the bill submitted by the Travel Agency/ Firm/company.
13. In case Travel Agency/ Firm fails to supply the demanded Vehicle for which it has given quotations or does not supply it as and when required, a penalty of Rs. 2000/- for such unfulfilled or late responded demand shall be made from the monthly bill submitted by the Travel Agency/ Firm/Company.
14. Models older than as desired (desired are 2015 and above) will not be accepted. Apart from the above Rs. 4000/- will be deducted from the bill of the vendor, for each supply in case the condition of the vehicle is not appropriate including but not limited to conditions as follows:
 - a) Body / Part sound while travelling
 - b) Frequent Break downs
 - c) Dirty Seats/upholstery/towels.
 - d) Engine Sound
 - e) A/c not working/ cooling
 - f) Misbehavior by driver
 - g) Vehicle not in proper presentable condition.
 - h) Consumption of alcohol/tobacco, smoking or consumption of any other intoxicating products by the driver during the duty hours.
15. GSTIN, PAN & RTO Registration No. for vehicles (Taxi Vehicle) Registration in Labour department, EPF/ESI Registration should be provided by the travel agency/firm/company.
16. Rates for all the categories of the required vehicles mentioned below are to be quoted otherwise Travel Agency/ Firm's/company's proposal would stand rejected.
17. The Drivers are required to carry Mobile Phones in working condition, compulsorily, for which no separate payment shall be made.
18. The starting mileage shall be counted from the office of SIIDCUL or Camp. Offices as applicable. 05 Km will be allowed from Garage to Duty Starting Point and 05 Km for return to Garage. No extra mileage shall be allowed to driver for lunch/breakfast or for drawl of fuel.
19. The tender document is non-transferable.

20. The drivers are required to be in Light Blue or Grey uniform preferably with cap, while performing their duties.
21. The drivers should be well accustomed with personal hygiene, etiquettes and mannerisms and be presentable enough. And should be able to speak/write Hindi and English. The travel agency shall ensure that the driver on duty should be well acquainted with the routes/destinations while travelling.
22. If possible vehicles with curtains shall be welcomed.
23. Complete maintenance of the vehicle has to be borne by the Travel Agency/ Firm/Company.
24. Total four vendors shall be empanelled, who shall agree to provide the services on the rates quoted by the L1 bidder. The work would be allotted equally among all the four empaneled bidders.
25. The firm should have minimum three year experience for supply of vehicle in the Govt. Department/ Agencies in Uttarakhand.
26. The vehicles shall be required on monthly as well as daily basis as and when required by SIIDCUL.
27. All payments would be made on submission of Duty slip/Log Book duly signed by the official who used the vehicle during the journey period along with invoice/bill.
28. Technical and Financial Bid should be submitted online at <http://www.uktenders.gov.in> with scan copy of all essential document and demand draft of tender fees and EMD. As per enclosed Form 1 & 2.
29. The firm has to submit the latest audited Balance Sheet of last three years alongwith the detail of minimum turnover of Rs. 10 lakhs per annum during the last three years.
30. The Tender document would be available from 01-09-2017 to till submission date i.e. 15-09-2017 upto 1700 Hrs and bids would be opened on next day by 1500 Hrs. at SIIDCUL office.
31. The latest rules of Uttarkhand transport department would be applicable.
32. The Vehicle must be available at any time on any day as desired by the officers of SIIDCUL. The vehicle and the driver should not be changed without prior consent of SIIDCUL.
33. The Transport operator would ensure that the drivers employed have valid commercial driving license. The driver of the vehicle provided must follow traffic rules and other regulations prescribed by the Govt. from time to time.
34. The vehicle should be equipped with fire extinguisher. The driver should keep one packaged drinking water, tissue paper and towels in the vehicle.
35. A daily record indicating time and mileage for each vehicle shall be maintained in a log book and log book shall be submitted to SIIDCUL regularly for scrutiny.
36. In case of the breakdown of any vehicle during official duty, it shall be the responsibility of the Transport operator to provide a substitute vehicle immediately. In case, the substitute vehicle does not report on time/does not report at all, SIIDCUL would have the right to hire a vehicle from the market and the additional cost incurred by the customer will be borne by the Transport operator.

37. The vehicle should be available/ may be used for running in whole Uttarkhand as well as outside Uttarkhand as and when SIIDCUL so desires.
38. In case of any accident, all the claims arising out of it shall be met by the transport operator.
39. In case of any dispute of any kind and in any respect whatsoever, the decision of MD SIIDCUL shall be final and binding on Transport operator.
40. An agreement would be signed with SIIDCUL on Rs. 100/- Stamp paper after award of contract.
41. All litigations are subjected to Dehradun Court Jurisdiction only.

Authorized Signatory of SIIDCUL

On behalf of the Agency/ Firms (Name): _____
I agree to the above mentioned terms and conditions for providing vehicle initially for one year from the date of receiving the communication from SIIDCUL.

**Representative of Travel Agency
Seal**

Date:

प्रपत्र-1

तकनीकी बिड (किराये के वाहनों हेतु)

1. निविदादाता फर्म/सेवा प्रदाता एजेन्सी का नाम.....
2. पता/फोन नं०
3. प्रोपराइटर/भागीदारों के नाम/पते
4. निविदादाता फर्म/एजेन्सी के स्वयं स्वामित्व वाले वाहनों का विवरण:-

| क्रं सं० | रजिस्ट्रेशन नं० | मॉडल (वर्ष) मेक माडल | रजिस्ट्रेशन की तिथि | वाहन स्वामी का नाम | वाहन का प्रकार (इण्डिगो, इनोवा, बोलेरो आदि..) | अन्य विवरण (वैधता तिथि) | | | |
|----------|-----------------|----------------------|---------------------|--------------------|---|-------------------------|--------|-----------|------|
| | | | | | | परमिट | फिटनेस | रोड टैक्स | बीमा |
| 1. | | | | | | | | | |
| 2. | | | | | | | | | |
| 3. | | | | | | | | | |
| 4. | | | | | | | | | |
| 5. | | | | | | | | | |

5. जी०एस०टी० पंजीकरण सं०/विवरण.....
(प्रमाण-पत्र संलग्न कर)
6. फर्म का आयकर पंजीकरण सं०/विवरण.....
(प्रमाण एवं गत दो वर्षों का रिटर्न पत्र संलग्न करें)
7. गत तीन वर्षों का वार्षिक टर्न ओवर.....
(प्रमाण पत्र संलग्न करें)

8. उत्तराखण्ड श्रम विभाग में टैक्सी हेतु पंजीकरण सं० / विवरण.....
(प्रमाण पत्र संलग्न करें)

9. शासकीय विभाग में 03 वर्षों का सेवा प्रदाता का संतोषजनक प्रमाण पत्र.....
(प्रमाण पत्र संलग्न करें)

10. धरोहर राशि का विवरण:-

एफ०डी०आर/बैंक गारन्टी नं०.....

दिनांक.....

बैंक/शाखा का नाम.....

11. कोई अन्य सूचना.....
(कोई सरकारी देयता या वाद न होने का प्रमाण पॉवर ऑफ एटार्नी)
(यदि लागू हो तो)

12. संलग्नकों का विवरण

नोट:- आवश्यकता होने पर अतिरिक्त पृष्ठ लगायें।

(निविदादाता के हस्ताक्षर)
मोहर

प्रपत्र-2

वित्तीय बिड (किराये के वाहनों हेतु)

Vehicles Charges (Table A)

| S.No. | Particulars of Vehicles | With Fuel | | | | | |
|-------|--------------------------------|------------------------------|----------------------------|----------------------|----------|---------------------------|--------------|
| | | Monthly Rate upto (2500 k.m) | Rate per km above 2500 k.m | Daily (Upto 250 k.m) | Rate 250 | Daily per (above 250 k.m) | Rate k.m 250 |
| 1- | Indica (Diesel) Ac Model | | | | | | |
| 2- | Indica (Diesel) Non Ac Model | | | | | | |
| 3- | Indigo Ac Model | | | | | | |
| 4- | Indigo Non Ac Model | | | | | | |
| 5- | Honda Amaze (AC) | | | | | | |
| 6- | Bolero (Diesel) Non Ac Model | | | | | | |
| 7- | Swift Dezire (Diesel) Ac Model | | | | | | |
| 8- | Innova AC | | | | | | |
| 9 | Innova AC (Top Model) | | | | | | |
| 9- | Xylo (AC) | | | | | | |
| 10- | Xylo (Non AC) | | | | | | |
| 11- | Toyota ETIOS | | | | | | |
| 12- | Innova Crista | | | | | | |
| 13- | Honda City Petrol | | | | | | |
| 14- | Honda City Diesel | | | | | | |

- The other Terms and conditions of Travel Agency, if any would not be considered.
- Mobile oil and other Lubricants etc, and maintenance to be borne by the travel agency/ firm.

मै लिखित रूप से अपनी सहमति देता हूं कि निविदा के सभी नियम व शर्तें मुझे मान्य है तथा उपरोक्त दर्शायी गई दरों पर वाहन आपूर्ति के लिए मै इच्छुक हूं। यदि मुझे स्वीकृत आदेश निर्गत किया जाता है, तो मै रू० 100.00 के स्टॉम्प पेपर पर औपचारिक अनुबन्ध पत्र भरने के लिए सहमत हूं। मैने सभी शर्तों का भलिभांति अध्ययन कर लिया है।

हस्ताक्षर
दिनांक
निविदादाता का नाम
फर्म व एजेन्सी की मोहर