



**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

E-TENDER NOTICE

SIIDCUL invites online bids for “Empanelment of firms for hiring of vehicles” for 1 year. The tender document would be available from 20-11-2017 to till submission date i.e. 04-12-2017 up to 1700 Hrs. Tender document can be downloaded from <http://www.uktenders.gov.in> or www.siidcul.com

Note:- Manual bids shall not be accepted. The bid shall be submitted online at <http://www.uktenders.gov.in>

MD, SIIDCUL



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

SIIDCUL invites online Technical and financial Bids through E-Tendering for selection/empanelment of individual/firms/ Companies who are registered for GST for hiring of vehicles on following terms & conditions:

1. Technical and Financial Bid should be submitted online at <http://www.uktenders.gov.in> with scanned copy of all essential document and demand draft of tender fees and EMD. As per enclosed Form 1 & 2.
2. The Tender document would be available from 20-11-2017 to till submission date i.e. 04-12-2017 upto 1700 Hrs and bids would be opened on next day by 1100 Hrs. at SIIDCUL office.
3. 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 in original at SIIDCUL head office at 29, IIE, IT Park, Sahastradhara Road, Dehradun-248001 on or before the last date (till 5.00 PM) of submission of bid. The EMD amount shall be refunded to the unsuccessful bidders.
4. The successful bidder shall have to deposit Performance Guarantee of Rs 50,000/- (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.

Basic Qualification Criteria (Technical Qualification):

5. The bidder should have minimum three years' experience for supply of vehicle in the Govt. Department(s)/ Agencies in Uttarakhand. Only GST registered Individual/Travel Agency/ Firm/Company need to apply. They have to submit the proof of registration.
6. The bidder shall have minimum turnover of Rs.10 lakhs during each of the last three financial years in support of which bidders have to submit the latest audited Balance Sheet of last three financial years along with the details of minimum turnover of Rs.10 lakhs per annum.

7. Bidders should have at least 5 (five) vehicles registered in their own name. If Bidders do not have adequate number of 05 vehicles as per the requirements of the SIIDCUL, Bidders may associate with the other owners of the vehicles. However, in such cases Bidders would have to execute an "**Agreement**" with the Owner of the vehicle, and **submit a copy** of the same with the proposal. Bidders have to submit the proof that the Registration Certificates of vehicles are either on their name or on the name of their partners. SIIDCUL would not be responsible for any dispute arising between the Bidder and the said Owner(s).

Financial Bid Qualification:

8. The bidders shall submit their financial bid for each of the five following packages separately. Financial bids of only those bidders shall be selected who are found to be technically qualified. The successful bidders shall be selected for each packages separately based on rates quoted by each bidder. The contract shall be awarded to that bidder who has quoted minimum rate for the particular package.

1	2
Package A	<u>Economy Cars</u> <u>On Monthly Basis</u> Indigo/Honda/Amaze/Swift/Dezire/Bolero
Package B	<u>Premium Cars</u> <u>On Monthly Basis</u> Innova/Scorpio/Zylo/ Honda City I Vtech/ Safari
Package C	<u>Super Premium Cars</u> <u>On Monthly basis</u> Innova Crysta
Package D	<u>Economy Cars</u> <u>On Daily/ Trip basis</u> (Charges as per k.m) Indigo/ Honda Amaze/ Swift/Dezire/ Bolero
Package E	<u>Premium Cars</u> <u>On Daily/ Trip basis</u> (Charges as per k.m) Innova/ Scorpio/Zylo/ Honda City i-Vtech/ Safari

Service Required:

9. The vehicles shall be required on monthly as well as daily basis as and when required by SIIDCUL for which separate rates shall be quoted for each package for which bids are invited. SIIDCUL normally require three to five vehicles on monthly basis, however the hiring vehicles on monthly basis shall be based on actual need of SIIDCUL and it does not commit that it would regularly hire a particular number of vehicle on monthly charge basis.

10. Normal journey may be up to 2500 Km. per month per vehicle either local or outstation based on which monthly charges shall be quoted in financial bid. If the vehicle is used for more than 2500 Km. in any particular month, excess charges shall be paid on pro-rata basis taking month as 30 days. Similarly for vehicles to be hired on daily basis the minimum distance shall be taken as 60 km for the calculation purpose. For travel requiring overnight journey or stay Rs.200/- per night shall be paid as driver night charges for out of station journey. For vehicles to be hired on daily basis normal hours shall be counted as Ten Hours from the reporting time. For every additional two Hours Rs.100/- shall be paid extra towards additional duty hours for driver.

Contract Period:

11. Initially minimum contract period shall be for a period of one year which may be extended for further one year on mutual consent on same terms and conditions.
12. The contract can be terminated earlier also at any time without giving any reason by SIIDCUL at its discretion after giving seven days' notice. In case the travel agency/firm/company desires to terminate the contract it shall give one month notice in writing to SIIDCUL failing which the Security deposit of the vendor shall be forfeited by SIIDCUL.

Conditions:

13. The offered Vehicles should have proper registration and permit to ply all over India/ on commercial basis. Bidder shall get all the requisite clearance, from time-to-time, from Transport/ Tax Department/concerned departments on its own.
14. All the concerned tax liabilities are to be borne by the successful bidder(s). However, TDS shall be deducted as per the prevalent rates.
15. Fuel expenses, insurance, salary of driver, incidental expenses, claim, taxes and total maintenance of vehicles shall be borne by the successful bidder(s).
16. Normally vehicle will be required for 10 hrs. duration from 9:00 a.m to 7 pm. However the timing may change as required as per requirements of the SIIDCUL for which no extra payment shall be made.
17. In case of breakdown of vehicle during the journey, it would be the responsibility of the successful bidder/service provider to make alternative arrangement. In case service provider fails to make alternative arrangement SIIDCUL would be free to deduct suitable amount from the bill of the service provider for this service deficiency.
18. SIIDCUL shall have the right to demand supply of any particular model of vehicle mentioned in the particular package for which successful bidder has been awarded the contract. In case service provider fails to supply the demanded Vehicle for which it has given quotations or does not supply it as and when required, SIIDCUL may at its discretion arrange the vehicle through some other vender. In case of repeated default on this count SIIDCUL may terminate the contract without giving any notice and may also forfeit the performance guarantee submitted by the successful bidder/service provider.

19. Successful bidder/service provider shall always make available vehicles/models not older than year 2014. Further vehicles provided by the service provider shall always be clean and in very good condition. In case the condition of the vehicle is not appropriate including but not limited to conditions as follows, SIIDCUL shall be free to terminate the contract and forfeit the performance guarantee amount:
 - a) Frequent Break downs
 - b) Dirty Seats/upholstery/towels.
 - c) A/c not working/ cooling
 - d) Misbehavior by driver
 - e) Vehicle not in proper presentable condition.
 - f) Consumption of alcohol/tobacco, smoking or consumption of any other intoxicating products by the driver during the duty hours.
20. GSTIN, PAN & RTO Registration No. for vehicles (Taxi Vehicle) Registration in Labour department, EPF/ESI Registration should be provided by the bidder/service provider.
21. The Drivers are required to carry Mobile Phones in working condition, compulsorily, for which no separate payment shall be made.
22. 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.
23. The travel agency shall ensure that the driver on duty should be well acquainted with the routes/destinations while travelling.
24. 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.
25. 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.
26. The service provider 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.
27. The vehicle should be equipped with fire extinguisher. The driver should keep one packaged drinking water, tissue paper and towels in the vehicle.
28. 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.
29. In case of any accident, all the claims arising out of it shall be met by the service provider.
30. In case of any dispute of any kind and in any respect whatsoever, the decision of MD SIIDCUL shall be final and binding on successful bidder.
31. An agreement would be signed with SIIDCUL on Rs. 100/- Stamp paper after award of contract.
32. All litigations are subjected to Dehradun Court Jurisdiction only.



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**ANNEXURE-1
TECHNICAL BID**

1. **BIDDER NAME**.....

2. **ADDRESS**

3. **PHONE NO.**

4. **PROPRITER/ PARTNERS/ SHARE HOLDERS NAME/ ADDRESS**

1).....

2).....

3).....

5. **VEHICLES OWNED BY THE BIDDER/ ASSOCIATE.**

TOTAL NO. _____

<u>S.N</u>	<u>REGISTRATION NO.</u>	<u>MODELS/ NAME OF VEHICLE</u>	<u>DATE OF REGISTRATION</u>	<u>NAME OF OWNER</u>	<u>OTHER DETAILS (VALIDITY DATES)</u>			
					<u>PERMIT</u>	<u>FITNES S</u>	<u>ROAD TAX</u>	<u>INSURANCE</u>

6. **EXPERIENCE**

(ENCLOSE CERTIFICATE)

<u>S.N</u>	<u>NAME OF ORGAINSATON</u>	<u>FROM</u>	<u>TO</u>	<u>VALUE OF CONTRACT</u>	<u>SPECIFY GOVT./ NON GOVT. ORGANISATION</u>

7. **GST REGSISTRATION NO./ DETAILS**.....

(ENCLOSE CERTIFICATE)

8. PAN NO. OF THE BIDDER
(ENCLOSE CERTIFICATE)

9. ITR DETAILS FOR LAST 2 YEAR
TAXABLE INCOME. TAX PAID.....
(ENCLOSE CERTIFICATE & COPY OF LAST 2 YEAR RETURN)

10. LAST 3 FINANCIAL YEAR TURNOVER
(ENCLOSE CERTIFICATE FROM CA AS REGARD TO TURNOVER)

<u>S.N</u>	<u>FINANCIAL YEAR</u>	<u>AMOUNT (Rs.)</u>

* AS PER ATTACH BALANCE SHEET/ P & L A/C.

11. WHETHER BLACK LISTED BY ANY GOVT. DEPARTMENT/ AGENCY FOR DEFFICIENCY IN SERVICE. (IF YES GIVE DETAILS)
YES/NO

12. WHETHER ANY LEGAL PROCEEDING/PENDING BEFORE ANY COURT/ LEGAL AUTHORITY. (IF YES GIVE DETAILS)
YES/NO

13. DETAILS OF TENDER FEES:-

DEMAND DRAFT NO.
DATE
BANK & BRANCH NAME.....

13. DETAILS OF EMD:-

FDR/ BANK GURANTEE NO.
DATE
BANK & BRANCH NAME.....

NOTE:- ENCLOSED EXTRA SHEET IF REQUIRED.

(BIDDER SIGNATURE)
STAMP

Annexure-II
FINANCIAL BID

Tender Inviting Authority: SIIDCUL, Dehradun
Name of Work: Empanelment of Firms for hiring of Taxi.
Contract No:

Name of the Bidder/Bidding firm/ Company							
PRICE SCHEDULE							
(This BOQ template must not be modified/replaced by the bidder and the same should be up- loaded after filling the relevent columns, else the bidder is liable to be rejected for this tender.							
Bidders are allowed to enter the Bidder Name and Values only)							
NUM- BER #	TEX T #	NU MBER #	TE XT #	NUMBER #	NUMB ER	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	BASIC RATE In Figures To be entered by the Bidder Rs. P	GST	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	3	4	5	6	7	8
Package A	<u>Economy Cars</u> <u>On Monthly</u> <u>Basis</u> Indigo/Honda/Amaze/Swift/Dezire/Bolero	1 no.	Nos			0.00	INR Zero Only
Package B	<u>Premium Cars</u> <u>On Monthly</u> <u>Basis</u> Innova/Scorpio/Zylo/ Honda City I Vtech/ Safari	1 no.					
Package C	<u>Super Premium</u> <u>Cars</u> <u>On Monthly</u> <u>Basis</u> Innova Crysta	1 no.					

<p>Package D</p>	<p><u>Economy Cars</u> <u>On Daily/ Trip</u> <u>basis</u> (Charges as per k.m) Indigo/ Honda Amaze/ Swift/Dezire/ Bolero</p>	<p>1 k.m</p>					
<p>Package E</p>	<p><u>Premium Cars</u> <u>On Daily/ Trip</u> <u>basis</u> (Charges as per k.m) Innova/ Scorpio/Zylo/ Honda City i- Vtech/ Safari</p>	<p>1 k.m</p>					

Note : Please fill the blue colour boxes only and if tax is NIL, enter zero.