

Bihar Urban Infrastructure Development Corporation Ltd.



Notice Inviting Tender

for

Providing of Vehicle in BUIDCo Office

Note: No change in the document by the bidder is permissible.

NOTICE INVITING TENDER

Sealed Tenders are invited from the reputed registered travel agencies/ firm for providing vehicles on monthly rent/need basis along with driver for Three Years. the interested agencies/firm may participate in the bidding process by sending their tender in a single big size envelope containing two envelopes one for “**Technical Bid**”, second for “**Financial Bid**” duly sealed & enclosed and super scribed as “**Tender for Providing vehicles on rental/need basis**” addressed to the **Managing Director**, Bihar Urban Infrastructure Development Corporation Ltd., Second Floor, Khadya Bhawan, Daroga Prasad Rai Path, Road No.- 2, R. Block , Patna -800 001 and should reach the office on or before **22.02.2019 by 3.00 P.M.** The sealed/enclosed tender(S) should be sent only through Courier/ Registered/Speed Post/ by hand. Conditional tender or tenders received after the due time and date shall not be entertained in any circumstances. Bihar Urban Infrastructure Development Corporation Ltd. Patna would not be responsible for any delay or loss of the tender document. The tender(S) will be opened in the office by the duly constituted committee on **the same day at 3.30 P.M.** in presence of any intending travel agencies/firm or his/her authorized representative who may wish to be present at the designated time and place. If the fixed date turns out to be the holiday, the date of opening will be the next working day.

Tender has to be submitted in two parts:

1. The first part i.e. “Technical bid” constituting minimum eligibility criteria’s to contain self-attested photocopies of the documents/papers as follows:-

- 1) The intending bidders shall have to deposit an amount of **Rs. 20000 (Rs. TwentyThousands only) as refundable Earnest Money and Rs. 10000/- (Rs. Ten Thousand) as non-refundable document cost**, in the shape of Bank draft/Bankers Cheque from any Nationalized/Commercial Scheduled Bank at Patna only Payable to the Managing Director, Bihar Urban Infrastructure Development Corporation Ltd., Patna.
- 2) The bidders shall have an **Average annual turnover of Rs. 01 Cr. (One Crore) for the F/Y: 2015-16, 2016-17& 2017-18** each duly supported by Annual Audit Report containing Balance Sheet/Profit & Loss account for each of the year as certified by the Chartered Accountant. (Merely Turnover Certificate from a CA will not be sufficed).
- 3) Three years of experience in this field supported by documents justifying such experience.
- 4) The bidders to attach copies of Registration, Insurance and Permits of vehicles owned and driving licenses of the drivers.
- 5) The bidders should have Minimum 10 commercial number vehicles (Car/Jeep) registered in their own name of agency/ Proprietor/Firm.
- 6) Registration certificates of agency under Service Tax and Motor Vehicle Act and also under Income Tax Department supported by PAN card. Income Tax Return of last three years should also be submitted.
- 7) The bidder shall furnish a notarized affidavit of non-blacklisting (by any Central or State Govt./Public/Private institution) certificate also containing a declaration to the effect of pendency/non-pendency of any vigilance/CBI/CID/Police case / Motor vehicle Cases against it.

Note (Grounds of Outright Rejection of Bid):-

(i) The Earnest Money Deposit (EMD) and the **self-attested copies of all the required documents** are mandatorily to be furnished along with the bid.

(ii) It should be ensured that every **page of tender document is duly marked and signed with seal without cuttings/over writings.**

II. The second part i.e. Financial Bid' is to contain:

(a) **Price-Bid"** (Financial bid) properly sealed/enclosed separately without cutting, fluiding and overwriting, even with signature of the bidder in not admissible.

(b) The page of 'Financial Bid' is to be duly marked, signed, and sealed. The rate should be quoted on monthly basis in the following format:

S.N		Rate in Rupees (Inclusive of all the taxes.)						
		Local Booking	Outstation Booking			Monthly Booking		
	Type of Vehicle	Full Day- 12Hr	Basic Rate (Rs.) KM	Night Halt	Minimum Chargeable (KM) Per Day	Up to 1000 KM	Up to 1500 KM	Extra Rate Per KM
1.	Indica A.C.							
2.	Indigo A.C.							
3.	Sumo/Bolero A.C.							
4.	Safari/Scorpio/Zylo A.C.							
5.	Innova A.C							

Note: Non-adherence to these stipulated conditions may lead to non-consideration of the bid at all.

TERMS & CONDITIONS OF TENDER

- 1) The vehicles either should be new or less than three year old and in good running condition or not more than 30,000 KMs.
- 2) All necessary taxes for operating the vehicle commercially should be fully paid and all necessary papers shall be provided in the vehicle as required by prevailing Motor Vehicles Act with comprehensive insurance cover for the vehicle.
- 3) The vehicle shall be provided day and night (24 hours) as required by BUIDCo for all days regularly in a month.
- 4) The Kilometres shall be taken into account from Garage to Garage. For the purpose of accounting the garage to garage, the garage distance will be treated maximum of 10 KMs of reporting/dropping at BUIDCo Officer or actual distance whichever is less.
- 5) If due to running of Extra KM, Vehicle reaches in a higher Slab, then Existing Slab+Extra rate or Higher Slab Rate whichever will be lower, will be paid to the agency.
- 6) Agency shall also make available drivers having valid driving license.
- 7) The agency shall have the responsibility to keep the vehicles in proper order bearing all necessary expenses required for keeping the vehicles in smooth running condition such as fuel, lubrication oil, other consumables, repairs & replacements as well as usual service & maintenance, etc.
- 8) In the event of any vehicle being 'off the road' for maintenance or on Account of breakdown, the agency shall provide a substitute vehicle immediately, failing which shall entail a penalty of Rs. 500/- per day for each vehicle shall be deducted from the bills of the agency.
- 9) The vehicles provided should have permit to travel in the entire State of Bihar and Jharkhand.
- 10) Agency should ensure that sufficient fuel is always available in the vehicle for travel.
- 11) The quoted rates for hire charges/ month include salary of the driver per month, cost of all lubricants, routine maintenance, toll-tax if any, including cost of spares etc. and any other incidental charges as may be required.
- 12) The quoted rates shall be inclusive of taxes, fees and other charges and nothing shall be paid over and above the fixed rate of the vehicles.
- 13) The agency should submit their bills in duplicate also with duly signed logbook by the driver as well as officer using the vehicle, within 1st week of every month for payment.
- 14) The quoted rates should be valid for a period of three years from the date of letter of award or acceptance. No variation/revision in quoted rates on account of any increase in fuel or spares cost will be entertained or under any circumstances.
- 15) The agency should be able to supply the required vehicles within seven days from the date of Letter of Acceptance, and depending upon need whenever additional vehicle is required, the agency shall supply forthwith when an order is placed upon it.
- 16) Agency must follow the provisions contained under the Motor Vehicle Act.

- 17) (a) The successful bidder shall have to provide Rs.50,000/- as performance bank guarantee from any Nationalised / Scheduled bank.
- (b) In case of any Non Performance as decided appropriate by the management of BUIDCo, performance guarantee may be encashed.
- 18) The agency will have to provide the vehicle along with driver throughout the month providing proper replacement for the absent drivers or vehicles, in case the same has gone for servicing and maintenance, otherwise penalty of Rs. 500/- each day will be imposed .
- 19) The number of vehicles may increase or decrease depending upon need of the corporation.
- 20) Payment will be made on receipt of the bill from the agency by the 15th of every month subject to the usual deduction of penalty on account of non-plying of vehicles, due to absence of vehicles or driver or both or for whatsoever reason.
- 21) In case of dispute as to the actual running of vehicle, the decision of the Management of the BUIDCo will be final.
- 22) TDS will be deducted as per approved Government rates under the applicable laws.
- 23) The bidders shall have to finish all the documents of registration and permits of the vehicles along with the driving license of the driver at the time of proving vehicle against the work order.
- 24) BUIDCo reserves the right to accept or reject any offer/all offers or cancel the bid without assigning any reason.
- 25) BUIDCo will not have any responsibility (Legally /Financially/ administratively) on account of Accident /flood or any other hazardous events or for whatsoever reason.
- 26) The agency shall have to execute a contract after award of the contract.
- 27) In no case any opportunity shall be provided to any bidder to correct the bid or submit documents not originally submitted.
- 28) In case of any dispute, the jurisdiction of the court of Patna will apply only.

Provisions of Bihar Public Works Contracts Disputes Arbitration Act 2008 will apply in case of any disputes arising out of this NIT/RFP/ Contract Agreement between the parties.

sd/-
Chief Engineer (S)