

26020/09/2014-Ad (G)
Government of India
Ministry of Steel
(General Administration Division)

Udyog Bhawan, New Delhi
Dated 19th May, 2015

OPEN TENDER NOTICE

Sub:- Tender Notice for Hiring of Vehicles for the use of Ministry of Steel.

Online bids are hereby invited under Two-Bid System (Technical Bid and Financial Bid) on Central Public Procurement Portal (www.eprocure.gov.in) from reputed, experienced and financial sound firms located in New Delhi/Delhi for hiring of vehicles for official use of this Ministry.

2. The bid will be accepted as e-Tender (in two bids system-Technical Bid and Financial Bid) only and intending bidders must be registered with the Central Public Procurement (CPP) Portal.


3. The tender document contains the following:

Annexure –I	-	Terms and Conditions
Annexure – II	-	Instructions for Online Bid Submission
Annexure –III	-	Proforma for Technical Bids
Annexure – IV	-	Declaration by Bidder
Annexure – V	-	Proforma for Bank Details of Form
Annexure –VI	-	Penalty clause
Annexure – VIII to IX	-	Proforma for Financial Bids.

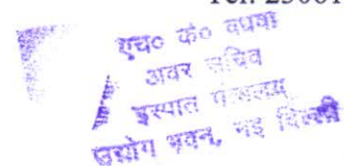
4. Important Dates for the process.

- | | | |
|----|--|---------------------------|
| 1. | Start date and time for view downloading of tender document- | 19.05.2015 at 11.30 hrs |
| 2. | Start date and time for submission of bid | - 19.05.2015 at 12.00 hrs |
| 3. | Last date and time for downloading tender document | - 16.06.2015 at 15.00 hrs |
| 4. | Last date and time for online submission of bid & submission of EMD in original. | - 16.06.2015 at 15.00 hrs |
| 5. | Date and time for opening of Bid | - 16.06.2015 at 15.30 hrs |

5. In case, any holiday is declared by the Government of India on the day of opening, the tenders will be opened on the next working day at the same time. The Ministry reserves the right to accept or reject any or all the tenders without assigning any reason thereof.


(H.K. Wadhwa)

Under Secretary to the Govt. of India
Tel: 23061243


उद्योग भवन, नई दिल्ली

Government of India
Ministry of Steel
(General Administration Division)

Open Tender No. 26020/09/2014-Ad(G)

TENDER DOCUMENT

TENDER NOTICE FOR HIRING OF
VEHICLES FOR USE IN MINISTRY OF
STEEL.

DOCUMENT CONTROL SHEET

- | | | | |
|----|--|---|---|
| 1. | Name of Organization | - | Ministry of Steel |
| 2. | Start date and time for view
downloading of tender document | - | 19.05.2015 at 11.30 hrs |
| 3. | Start date and time for
submission of bid | - | 19.05.2015 at 12.00 hrs |
| 4. | Last date and time for downloading
tender document | - | 16.06.2015 at 15.00 hrs |
| 5. | Last date and time for online
submission of bid & submission
Of EMD in original. | - | 16.06.2015 at 15.00 hrs |
| 6. | Date and time for opening of Bid | - | 16.06.2015 at 15.30 hrs |
| 7. | Address for Communication | - | Harish Kumar Wadhwa
Under Secretary
Room No. -64, G-Wing
Ministry of Steel
Udyog Bhawan, New Delhi-110107
Tel No. – 011-23061243 |

TERMS AND CONDITION**(1). General Conditions & Scope of work**

1.1 Ministry of Steel, Udyog Bhawan intends to hire vehicles (Staff Car). The tentative number of vehicles to be hired on regular basis is expected to be as under:

SN	Model of Vehicle	Cat.	Requirement	Rate contract Basis
1	Maruti SX-4	A	04	On monthly rate basis
2	Maruti Swift Dezire and/or Toyota Etios	B	As and when required	On monthly rate basis
3	Tata Indica/Wagon R	C	As and when required	On daily rate basis
4	Tata Innova	D	As and when required	On daily rate basis

Number of vehicles may be increased/decreased as per requirement of the Ministry. In addition, Ministry of Steel may also hire vehicles for half/full day and number of days for such hiring may depend upon the requirement and the payment for such hiring shall be made on pro-rata basis.

1.2 The award of contract will be valid for a period of one year from the date of finalization. The period may be further extended for a period of six months or may be curtailed/terminated before the expiry of one year period owing to deficiency in service after giving one week notice to the selected firms.

1.3 The firm should have the ownership of at least 20 vehicles (the vehicle should be registered **(either the name of firm or owner's name)**). The firm must be providing such services to at least three Government of India's Ministries / Departments.

1.4 At times, Ministry of Steel may need additional number of vehicles on specific days in connection with conference/meetings. The firm should be responsible to arrange for additional demand of vehicles by making necessary tie ups at their end and such additional vehicles should be supplied on same rates and conditions at any time, even at short notice (say in 30 minutes notice). The firm must have a 24 hrs working telephone system so that the cars can be requisitioned, if required, on short notice also.

1.5 The awardee has to provide vehicles at Ministry of Steel and/or residential addresses of officers of this Ministry located in Delhi and NCR.

1.6 Average Annual Turn Over of bidder firm during last three year, ending 31st March of the previous financial should be at least of ₹ 80 Lac per annum. Documentary evidence to this effect i.e. copy of financial statement of account of firm like Balance Sheet, Profit & Loss Account etc should be submitted alongwith the other requisite documents.

(2) Condition of Vehicles

2.1. The cars of 2012 onward models which are in good running condition with immaculate interiors, seat covers and exterior only should be provided. The cars should be in good mechanical condition and conform to all the relevant rules besides being roadworthy. Cars should be fully upholstered and provided with all other necessary comforts and facilities.

2.2 The vehicles supplied by the firm may be required to ply in NCR areas, such as NOIDA, Ghaziabad, Gurgaon, Faridabad, etc. and, therefore, vehicle supplied should have permit to run in all such areas. The vehicles provided to the Ministry of Steel should fulfill the norms prescribed by the Government of NCT of Delhi, Department of Transport for hired vehicles. CNG vehicles should be preferred.

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2.3 Vehicles engaged on monthly basis will be attached with senior officers and they should NOT be changed. The driver for the vehicle should also be deployed on regular basis and not be changed without prior notice or until complaint made by user/Ministry of Steel

(3). Drivers

3.1 The driver should possess valid driving license from the appropriate authority and also should have experience of at least 5 years driving.

3.2 The drivers deployed by the firm should have mobile phones so that they could be contacted any time. Age of the drivers must be between 25 to 55 years.

3.3 The driver should be in proper uniform and well trained to behave with senior officers, courteous and should be punctual and conversant with the traffic/regulations and roads/routes in Delhi and surrounding localities.

3.4 No compromise will be made by the Ministry towards punctuality, cleanliness, obedience, and behavior of the drivers deployed by the agency.

3.5 The Character verification/ antecedents check of drivers by local police should be got done by the firm and report submitted to this Ministry before deploying them on duty. The driver must be at least 12th pass.

3.6 The daily record indicating time and mileage for each vehicle shall be maintained in a Log Sheet. The driver must obtain signature of the end user or his personal staff (PA/PS/PPS on regular basis).

3.7 The firm will have to abide by labour laws of Govt of NCT of Delhi. Minimum wages as per rule including payment of EPF/ESIC account of driver be provided by successful bidder. Mandatory four leaves in a month has to be provided to drivers. Alternate arrangement of driver has to be made when driver is proceeding on leave.

3.8 No mileage will be allowed to drivers for lunch/breakfast for filling of petrol/diesel.

(4) Billing

4.1 Billing will start and end from office premises or designated place, whichever is less and not from the taxi stand i.e. counting of distance will be from the starting point of the user and closing at the point where the user completes his/her journey. If the user terminates/ends his/her journey beyond 10 KM from Udyog Bhawan, distance may be calculated upto Udyog Bhawan or garage, whichever is less.

4.2 All vehicles must report to the Section Officer (Admn. Genl) Ministry of Steel or the end user as the case may be, on requisition, where meter reading will be noted and then proceed to the destination on all days except Sundays or Holidays. On Sundays and Holidays, the vehicle may directly report to the user where meter reading should be got noted by the user. No vehicle shall be in the name of any Employee or close relative of Ministry of Steel.

4.3 No night charges will be payable. For extra charges, either extra KM or extra hour should be taken into consideration on a particular hour and both at the same time.

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4.4 No advance payment will be made by the Ministry of Steel. The billing will be done on a monthly basis and the bill should be submitted by the firm by the first week of the following month.

4.5 In case a vehicle is requisitioned and the same does not reach at the required time and place, Ministry of Steel will be free to call another vehicle from the open market and the expenses on this account will be deducted from the pending Bills/security, etc

4.6 Toll tax, Entry tax, permit fee for crossing border, if any, parking charges will be borne by Ministry of Steel, for which the original receipt should be verified by concern officer. The bill raised by the firm shall have all tax registration numbers printer on the bills. The typed bill should be submitted to Admin General Division (Room No -64), Ministry of Steel.

4.7 In case condition of a vehicle is not found to be satisfactory or break-down of the vehicle or non-availability of driver, the firm must provide replacement immediately at its own cost. No payment will be made for cars found in unacceptable state/condition.

4.8 Rates of hiring the vehicles will be fixed during period of contract and no request for revision of rates will be entertained under any circumstances.

4.9 All the charges towards repair/servicing, perks and allowances of the Driver, fuel expenses, insurance of the vehicle and any other incidental expenses on operations & maintenance of the hired car would be borne by the firm.

4.10 Payment will be made through ECS only to the account of the firm on submission of pre receipted typed bill in triplicate. No cash/cheque payment will be made by Ministry of Steel. Firm has to provide bank details along with technical bids.

(5) Risk Hire Clause

5.1 This Ministry will not be responsible for any challan, loss, damage or accident to the vehicle and/or any other vehicle and/or injury. The car would be insured in all respects by the firm. The firm shall be liable for any prosecution in the event of any accident or challan/injuries and shall bear all the costs and consequences of prosecution of any type resulting from the violation of the Rules/Law of the Motor Vehicles Act in force.

5.2 All liabilities, arising out of any legal dispute, accidents, etc. shall be borne/ paid by the firm and the Ministry of Steel shall not be liable in any manner whatsoever. The firm will bear all the financial implications due to accident to the vehicle, or injury to driver and/or passenger.

5.3 In the event of the contractor backing out of the contract midstream without any explicit consent of the Ministry of Steel he will be liable to the recovery of the higher rates vis-a-vis those contracted rates, which may have to be incurred by this Ministry on transportation of officer for the balance period of contract from performance security. The bill amount of the month would also be forfeited and even pending bills will be adjusted against expenses made by Ministry on additional transportation cost due to contractors backing out in between the contract period.

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5.4 If the contract after submission of bid and due acceptance of the same i.e. after the award of contract, fails to abide by the terms and conditions of these tender documents, or fails to complete his contract period or at any time repudiates the contract, the Ministry of Steel will have the right to forfeit the EMD or the Performance Security Deposit.

5.5 The firm shall comply with all statutory enactments/provisions in relation to services offered by them. Compensation and connected expenses, whatsoever, in case of any casualty (unforeseen) shall be borne/paid by the firm.

(6) Eligibility & Tender Conditions

6.1 The firm should provide such services in at least 3 Government Ministries/Departments/ PSUs/Corporate, etc and must upload satisfactory performance certificate Government Ministries/Departments/ PSUs/Corporate, etc.

6.2 The rates should be quoted as per proforma in annexure VII to IX (exclusive of service tax). The service tax will be paid additionally only after receiving the photocopy of the service tax registration certificate. No service tax will be paid if the operator fails to provide proof of valid service tax registration. Latest income tax clearance certificate and PAN is also required to be submitted online by the firm.

6.3 The firm should be a registered and well established Transport Agency/Firm. Proof to this effect like registration no., TIN no., PAN no., Service tax registration no. etc. must be submitted online along with the tender.

6.4 The successful firm should submit a signed copy of the terms and conditions stipulated for award of the contract, conveying his acceptance of the same. An Integrity Pact has also to be signed as per rule.

6.7 Selection of the L-1 tender will be based on the rates quoted by the agencies as required in the Annexure- VII [monthly charges for 7 days a week (2,400 Kms per month and 300 hrs per month)], Annexure - VIII [monthly charges for 7 days a week (2,000 Kms per month and 250 hrs per month)] and Annexure-IX (charges on daily basis).

6.8 The firm will have to upload online a list of all cars proposed to be supplied by him indicating their make, Registration No., model and type of fuel consumed by each car.

6.9 The tenders of only those firms which satisfy all the requirement/conditions stipulated in this Document will be considered. All additions and alterations in the Tender documents must be duly authenticated with initials and date by the person authorized to sign the tender documents. Overwriting of Figures in tender documents is not permitted. An undertaking is required to be furnished online by tenderers as per Annexure-IV. The firm should not be blacklisted by any Govt Deptt/Ministry. An undertaking is required to be furnished in this regard.

6.10 Jurisdiction for legal disputes, if any, arising during the currency of the contract will be Delhi courts only.

6.11 Request for extension of opening date of tenders will not be considered.

6.12 No overwriting/correction is allowed in any of the tender document.

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(7) Penalty Clauses

7.1 Vehicle supplied by the firm will be regularly inspected by nominated Officers for the purpose and in case of non-compliance of any of the conditions; if brought to the notice by the user or the inspecting Officer, a penalty on each fault will be imposed as per schedule of penalty at Annexure-III. However, if lapses are noted for three consequent times in a row, the contract would be cancelled immediately. This is without prejudice to other stipulated terms and conditions mentioned in the contract and performance security amount of Rs.1,50,000/- (Rupees One Lac Fifty thousand only) will be forfeited.

(8) Arbitration

8.1 In event of any dispute or difference between the parties hereto, such disputes or differences shall be resolved amicably by mutual consultation. If such resolution is not possible, then the unresolved dispute or difference shall be referred to arbitration of the sole arbitrator to be appointed by the Secretary, Ministry of Steel. The provisions of Arbitration and conciliation Act, 1996 (No 26 of 1996) shall be applicable to the arbitration. The venue of such arbitration shall be at Delhi or any other place, as may be decided by the arbitrator. The expense of arbitration shall be shared equally by the parties to the agreement. However, expenses incurred by each party in connection with the preparation, presentation shall be borne by the party itself.

8.2 Pending the submission of and/or a dispute, difference or claim or until the arbitral award is published; the Parties shall continue to perform all of their obligations under this agreement without prejudice to a final adjustment in accordance with such award.

(9) Earnest Money Deposit and Performance Security Deposit

9.1 Firms shall have to deposit Earnest Money Deposit (EMD) of Rs. 60,000/- (Rs. Sixty Thousand only) in the form of Demand Draft/Pay Order in favour of the Pay and Accounts Officer, Ministry of Steel, New Delhi alongwith the tenders. EMD should remain valid for a period of 45 days of tender. Offer not accompanied by earnest money of the requisite amount will summarily be rejected. EMD will be refunded to the unsuccessful firm. No interest shall be payable on EMD.

9.2 The scanned copy of the Earnest Money deposit must be uploaded with the bid and original of the same should be dropped in a sealed envelope superscripted with the words "ARC for Hiring vehicles" latest by 1500 hours on 15.06.2015 in the Tender Box installed outside the Room NO. 64, G Wing, Udyog Bhawan, New Delhi 110107. The successful agency will have to deposit a Performance Security Deposit of Rs. 150000/- (Rs. One Lac Fifty thousand only) in the shape of F.D.R./ Bank Guarantee in the name of the Pay and Accounts Officer, Ministry of Steel, New Delhi within 10 days of award of contract. The Performance Security Deposit should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the awardee. The security deposit will be refunded to the contractor after completion of the contract period and no interest will be paid on the security deposit.

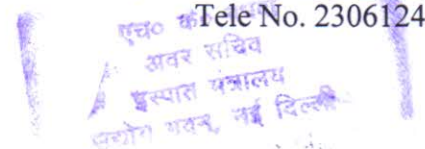
9.3 If the firm, at any point of time during official duty, fails to perform duties, as directed by Ministry, the Security Deposit will be forfeited and contract will be cancelled forthwith without any notice by the Ministry.



(Harish Kumar Wadhwa)

Under Secretary to the Govt. of India.

Tele No. 2306124



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Annexure -II

Instructions for Online Bid Submission

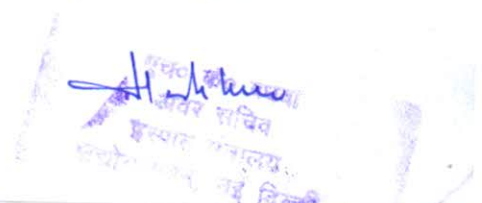
As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal. More information useful for submitting online bids on the CPP portal may be obtained at <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

1. Bidders are required to enroll on the e-procurement module of the CPP Portal (<https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online bidder Enrolment". Enrolment on the CPP Portal is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify /TCS/ nCode / eMudhra etc.) with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / eToken.

PREPARATION OF BIDS

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid Documents have to be submitted, the number of documents- including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and they should be in PDF formats. Bid documents may be scanned with 100 dpi with black and white option.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.



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SUBMISSION OF BIDS

1. Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder has to select the payment option as "offline" to pay the tender fee/EMD as applicable and either details of the instruction.
4. Bidder should prepare the EMD as per the instructions specified in the tender document. The original Demand Draft/Pay order should be dropped in a sealed envelope in the Tender Box installed in Room No. 64, G Wing, Udyog Bhawan, New Delhi latest by the last date of bid submission. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the date entered during bid submission time. Otherwise the uploaded bid will be rejected.
5. ***Bidder should upload their Technical Bid (information furnished by the firm for evaluation of technical bids given in Annexure-III) alongwith the other requisite document in .pdf format and Financial Bids (rate as per Annexure-VII-IX) in pdf format.*** Bidder should upload their financial bids in .pdf format alongwith the tender document (BoQ_XXXX.pdf).
6. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. the bidders should follow this time during bid submission.
7. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket layer 128 bit encryption technology.
8. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
9. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
10. ***The e-Tender has been invited under two bids system (Technical Bid and Financial Bid).*** The interested firms are advised to submit their bids-Technical Bid and Financial Bid "on-line" by visiting the Central Public Procurement (CPP) Portal (www.eprocure.gov.in). The bids will be accepted as e-Tender only i.e. the bidders will submit their bids on the e-Procurement Portal, in an encrypted format. Possession of valid Digital Signature Certificate (DSC), valid e-mail address and registration of the Firm on the Central Public Procurement (CPP) Portal are pre-requisite for e-tendering

पुष्पलाल शर्मा
अवर सचिव
इस्यारत मंत्रालय
उद्योग भवन, नई दिल्ली

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11. The scanned copy of the EMD (Demand Draft in favour of Pay and Account Officer, Ministry of Steel of Rs 60,000/-(Sixty Thousand only) must be uploaded with the bid and original of the same has to be dropped in the Tender Box installed in Room No. 64-G, Udyog Bhawan in a sealed envelope superscripted with the words "Annual Rate Contract (ARC) for Hiring Taxi for use in the Ministry of Steel during the year" latest by 3.00 PM on 16.06.2015. The tenders received without prescribed EMD will not be entertained and cancelled. The earnest money will be refunded to the unsuccessful tenders on finalization of the contract. The EMD of successful firm shall be converted into Performance Security Deposit, and shall be returned after successful completion of contract.

12. The firms who are exempted from submission of EMD shall be dealt as per General Financial Rules, 2005 subject to submission of an undertaking from the firm seeking such exemption. Copies of relevant certificates/documents regarding such exemption should be submitted alongwith the bid.

13. The firms are required to upload copies of the following documents along with the Bid, failing which their Bids shall be summarily/uprightly rejected and will not be further considered.

Technical Bid –

- (i) Scanned copy of Annexure-III (information furnished by the firm for evaluation of technical bids)
- (ii) Scanned copy of all the documents specified in Annexure –III must be uploaded.
- (iii) Declaration regarding Blacklisting / Debarring from taking part in Government Tender must be uploaded on Rs 10 Stamp paper as per Annexure – IV.
- (iv) Bank Mandate Form (Annexure – V)

Financial Bid - Scanned copy of Annexure – VII to IX

14. Conditional and incomplete bids shall be treated as unresponsive and shall not be considered and these bids will be rejected out-rightly at the very first instance. The bids must remain valid for a period of 60 days after the opening of financial bids.

15. The Competent authority of Ministry of Steel, Udyog Bhawan, New Delhi reserves the right to annul any or all bids without assigning any reason.

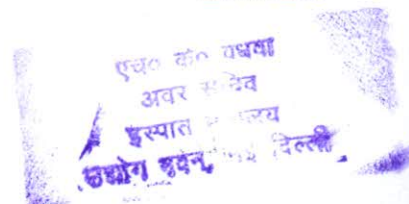
16. The bidder shall quote the bids only as per the format enclosed at Annexure-VII, Annexure-VIII and Annexure-IX in pdf format.



(H.K. Wadhwa)

Under Secretary to the Govt. of India

23061243



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Annexure-III

INFORMATION FURNISHED BY THE FIRM FOR EVALUATION OF TECHNICAL BIDS

S. No.	Particulars	Details to be given	
1.	(a) Name of the Firm		
	(b) Address of the Firm		
	(c) Name of Proprietor		
	(d) Registration No (Proof to be attached)		
	(e) Telephone No. & Mobile No.		
	(f) Email Address		
2.	PAN Number (copy to be enclosed)		
3.	TIN Number (copy to be enclosed)		
4.	Service Tax Registration Number (copy to be enclosed)		
5.	List of three Government Ministries/Departments showing experience in the field (copy to be enclosed)		
6.	Details of EMD (Copy must be uploaded)	(i) Amount (ii) DD No. (iii) Date (iv) Issuing Bank	
7.	Whether terms and conditions of the tender is acceptable or not?		
8.	List of at least 20 Vehicles registered exclusively in the firm/proprietor along with registration number. (RCs to be uploaded)		
9.	Annual Turn over (in ₹) (Copy of financial statement of account like Balane Sheet, Profit and Loss Account to be enclosed)	2011-2012	Rs
		2012-2013	Rs
		2013-2014	Rs
	(Average Annul Turn Over during last three financial year should be at least Rs 80 Lacs per annum.)		
10.	Declaration regarding black listing/debarring from taking part in Govt. Tender Ministry of Steel. (Annexure-IV)		
11.	Mandate from certified by bank		

This is certified that the above information are true and correct to the best of my knowledge and belief. It is also certified that neither the Firm is not black listed by any Government Ministries/Departments nor any criminal case is registered/pending against the Firm or its owner/partner anywhere in India. Further, it is certified that I/we have read and understood the terms and condition of the Notice Inviting Tender (NIT) G). **21013/09/2014-Adm (G)** dated 19/5/2015 and will abide by them till the completion of the contract period. We are also willing to supply taxi on credit basis and we understand that settlement of bills may take some time depending on availability of funds.

(Signature of the authorized person)

Date :
Place :

Name:
Designation:
Seal:

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Annexure-IV

DECLARATION REGARDING BLACKLISTING/DEBARRING FROM TAKING PART IN
GOVERNMENT TENDERS

To be executed & Attested by Public Notary / Executive Magistrate on Rs 10/-

(Stamp Paper by the Bidder)

I/We Proprietor / Partner(s) Director(s) of M/s.....hereby declare that the firm/company namely M/s..... has not been blacklisted or debarred in the past by any other Government organization from taking part in Government tenders. I/We also declare that no contract of M/s.....has been cancelled by Ministry of Steel.

OR

I/We Proprietor / Partner(s) Director(s) of M/s.....hereby declare that the firm/company namely M/s..... was blacklisted or debarred byfrom taking part in Government tenders for a period of.....The period is over onand now the firm/company are entitled to take part in Government tender. In case the above information found false I/we are fully aware that the tender/contact will be rejected/cancelled by the Ministry of Steel and the Earnest Deposit/Security Deposit shall be forfeited.

Signature of Bidder with Seal

Name.....

Date.....

Capacity in which signed.....

Name and Address of the firm :

Seal of the firm should be Affixed

Annexure-V**DETAILS OF BANK ACCOUNT**

(Real Time Gross Settlement (RTGS)/National Electronic Fund Transfer (NEFT) Facility For Receiving Payments)

S. No.	Particulars	To be filled by the bidder
1.	Name of Account Holder	
2.	Address of Account Holder	
3.	Name of the Bank	
4.	Name and Address of Branch	
5.	IFSC Code	
6.	MICR Code	
7.	Account Number	
8.	Type of Account	

I, hereby, declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the user institute responsible.

(Signature of Account Holder)

Date :

Name:

Place :

Designation:

Seal:

Note: Please attach a photocopy of cheque

एच० के० तपस्या
अवर सचिव
इस्थान मंत्रालय
संघीय मंत्रालय नई दिल्ली

Open Tender No. 21013/09/2014-Adm(G)

Anneure- VI (Penalty Clauses)

SN	Problems	Penalty
1.	Late Arrival a) By 10 minutes b) Between 10-30 minutes c) 30 minutes and beyond or does not turn up	a) Rs 100.00 b) Rs 500.00 c) RS 1000.00 In all the above cases, the officer concerned, depending upon the urgency, can hire a taxi for the day or take a taxi to reach the destination, payment of which shall be borne by the contractor.
2.	Attire/turnout of the driver a) Inappropriate b) Very Inappropriate	a) Rs 500.00 to Rs 1000.00 depending upon the inappropriateness b) The driver with the vehicle will be sent back and a penalty of Rs 1000.00 will be imposed. A taxi will be hired for the day and payment for the same will be borne by the contractor.
3.	Unclean vehicle or seat covers	Rs 100.00 for the 1 st day Rs 500.00 per day for 2 nd consecutive day.
4.	AC not working/malfunctioning	The contractor to provide another vehicle in an hour's time or else the office can hire a taxi for the day, payment of which will be borne by the contractor.
5.	Breakdown en-route	Office will hire a taxi to reach the destination and payment on this account payment to be borne by the contractor.
6.	Recurrent malfunctioning/dissatisfactory vehicle condition	The vehicle will be returned. A taxi will be hired, payment of which will be borne by the contractor along with a daily fine of Rs 500.00, till such time a proper vehicle is provided.
7.	Driver's poor knowledge of route	Driver is to be changed by the contractor. If the contractor does not change the driver in 03 days, the vehicle will be sent back and a taxi hired, payment of which will be borne by the contractor, along with a fine @ Rs 500.00 per day.
8.	Driver's misbehavior	Rs 500.00 to Rs 1000.00 depending upon the gravity of the misdemeanor. If the misbehavior continues, then the driver will have to be changed by the contractor. If the contractor does not change the driver in 03 days time, the vehicle will be sent back and a taxi hired, payment of which will be borne by the contractor, along with a fine Rs 200.00 daily.
9.	Old Vehicle	Vehicle provided older than 2012 model will NOT be accepted.

Annexure-VII

FINANCIAL BIDS for hiring of vehicles on Monthly basis (Amount in Rupees)

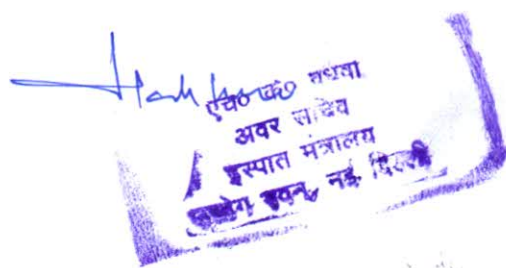
S. No	Particular	Maruti WagonR/Indica (AC)	Swift Dzire (AC)	Maruti SX4 (AC)	Toyota Etios (AC)	Toyota Innova (AC)
1.	Fixed monthly charges for 7 days a week (2400 kms per month and 300 hrs per month)					
2.	Charges for extra Km. beyond the limit of 2400 kms per month					
3.	Charges for extra Hr. beyond the limit of 300 hrs per month					

It is certified that all terms and conditions listed in this NIT are acceptable to us.

(Signature)

Name and address of Firm

Seal of the Firm


एच.एच.डी. मंत्रालय
अवर सचिव
स्वास्थ्य मंत्रालय
नई दिल्ली

Annexure-VIII

FINANCIAL BIDS for hiring of vehicles on Monthly basis (Amount in Rupees)

S. No.	Particular	Maruti WagonR/Indica (AC)	Swift Dzire (AC)	Maruti SX4 (AC)	Toyota Etios (AC)	Toyota Innova (AC)
1.	Fixed monthly charges for 7 days a week (2000 kms per month and 250 hrs per month)					
2.	Charges for extra Km. beyond the limit of 2000 kms per month					
3.	Charges for extra Hr. beyond the limit of 300 hrs per month					

It is certified that all terms and conditions listed in this NIT are acceptable to us.

(Signature)

Name and address of Firm

Seal of the Firm

Annexure-IX

**FINANCIAL BIDS for hiring of vehicles on Daily basis
(Amount in Rs)**

S. No.	Particular	Maruti WagonR/Indica (AC)	Swift Dzire (AC)	Maruti SX4 (AC)	Toyota Etios (AC)	Toyota Innova (AC)
1.	Full day (80 kms and 10 hrs)					
2.	Half day (40 kms and 5 hrs)					
3.	Charges for extra km for hiring on daily basis					
4.	Charges for extra hrs for hiring on daily basis					

It is certified that all terms and conditions listed in this NIT are acceptable to us.

(Signature)

Name and address of Firm

Seal of the Firm

