

TENDER
FOR
PROVISIONING OF TRANSPORTATION SERVICES(BUSES)
AT IITJ PERMANENT CAMPUS (KARWAD)

NIT No. - IITJ/SPS/PC/BUSES/17-18/12

<u>NIT Issue Date and Time</u>	: <u>11 July 2017</u>
<u>Pre-bid Meeting</u>	: <u>21 July 2017 at 1500 Hrs</u>
<u>Tender Submission Date and Time</u>	: <u>04 August 2017 by 1500 Hrs</u>
<u>Tender Opening Date & Time</u> (Technical Bid)	: <u>04 August 2017 at 1530 Hrs</u>
<u>Tender Opening Date & Time</u> (Financial Bid)	: ... (Date Later)



॥ त्वं ज्ञानमयो विज्ञानमयोऽसि ॥

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TENDER FOR TRANSPORTATION SERVICES (BUSES) : IIT JODHPUR PERMANENT CAMPUS (KARWAD)

General

1. Indian Institute of Technology Jodhpur, (hereinafter referred to as the “Institute”), an Educational Institute of National Importance, invites sealed tenders in two-bids (Technical & Financial) from well-established and reputed transporters, having relevant experience for providing transport services to Government and large private organization / Institutions.
2. The buses/cabs shall be utilized for faculty, staff, students, school going children and occasionally for families also.

Scope

3. Scope of work will be as under :-
 - (a) IIT Jodhpur is planning to engage a firm in a position to provide good quality buses on fixed monthly Km basis from Institute Permanent Campus (Karwad) to various places as specified in succeeding paras.
 - (b) This requirement will be materialized on fixed monthly KM basis. This will include buses for faculty, staff, students, school going children, Parivartan, Soch, IGNUS, VARCHAS, Gyan and any other student related activity.
 - (c) Depending upon the Institute requirement, there may be a need of above mentioned buses (52 seater/smaller size) for outstation duties **On Call basis** as and when required.
4. Requirement on Fixed monthly basis will be as under :-

Buses on Fixed monthly Km basis.

S No	Type of vehicle	Nos of Vehicles	Nature of Duty	Approx Monthly Mileage	Remarks	Monthly Charges	
						AC	Non AC
(a)	Bus 52 Seater (B-1, B-2)	02	Jodhpur to Karwad & back	3000 Km each	Staff Bus		
(b)	Bus 52 Seater (B-3)	01	Station-cum-Amenity Bus	3000 Km each	Amenity Bus		
(c)	Bus 30 Seater (B-4)	01	Station-cum-Amenity Bus	3000 Km each	Amenity Bus		

Note : Starting and Terminal points for Bus B-1 at GPRA, B-2 at MBM Engineering College and B-3 at Permanent Campus (Karwad) for the initial trips. The starting points may change depending upon day to day requirement on monthly/weekly basis.

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5. **'On Call' for Outstation Duties**

(a) **Outstation Duties for 300 Km and above (Travelling Buses)**

S No	Type of vehicle	Charges upto 300 Kms		Charges upto 500 Kms		Extra Charges				
		AC	Non AC	AC	Non AC	Per hour		Per Km		
						AC	Non AC	AC	Non AC	
<u>Buses</u>										
(i)	Bus 52 Seater									
(ii)	Bus 35 Seater									
(iii)	Bus 30 Seater									
(iv)	Bus 25 Seater									
(v)	Mini Bus 18 Seater									
(vi)	Mini Bus 15 Seater									
(vii)	Mini Bus 12 Seater									
<u>Loading Taxi/Trucks</u>										
(viii)	Loading Truck (LPT) 10 ton (22 Feet)									
(ix)	Loading Truck 8 Ton (19 Feet)									
(x)	Loading Truck 5-6 Ton (14/17 Feet)									
(xi)	Loading Truck 407 3 Ton (9/10 Feet)									
(xii)	Loading Taxi Pickup 1.5 Ton (8 Feet)									

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(b) 'On Call' for Local Duties

S No	Type of vehicle	Charges for													
		10 hrs 100 Kms		08 hrs 80 Kms		06 hrs 60 Kms		04 hrs 40 Kms		Per Extra hour		Per Extra Km		Pick up /Drop	
		AC	Non AC	AC	Non AC	AC	Non AC	AC	Non AC	AC	Non AC	AC	Non AC	AC	Non AC
Buses															
(i)	Bus 52 Seater														
(ii)	Bus 35 Seater														
(iii)	Bus 30 Seater														
(iv)	Bus 25 Seater														
(v)	Mini Bus 18 Seater														
(vi)	Mini Bus 15 Seater														
(vii)	Mini Bus 12 Seater														
Loading Taxi/Trucks															
(viii)	Loading Truck (LPT) 10 Ton (22 Feet)														
(ix)	Loading Truck 8 Ton (19 feet)														
(x)	Loading Truck 5-6 Ton (14/17 Feet)														
(xi)	Loading Truck 407 3 Ton (9/10 feet)														
(xii)	Loading Taxi Pickup 1.5 Ton (8 feet)														

Nature of Duty

6. **Local Duties.** Duties within 60 Km radius from the Institute shall be considered as local duties.

This includes the following and such other duties :-

(a) Plying of buses from GPRA to Institute (Karwad) and back for conveyance of faculty, staff and students staying at GPRA (Pali Road).

(b) Bus/Mini bus deployed for school going children from Karwad to City & back (or) vice-versa, if any.

(c) Buses utilized for Railway Station, Airport, Bus Stand, Local Institutions, surrounding villages for Educational/Sports/IGNUS/VARCHAS/GYAN/SOCH/ Parivartan and other miscellaneous Extra-Curricular activities, though not specified here shall be considered as local duties.

Signature of the Tenderer with seal & date

(d) Transport schedule for the local duties may be changed based on Institute requirements including Starting and Terminal points.

7. **Outstation Duties.** This will include transport deployed for any Education, Sports, Academic, Central Government sponsored Scheme/Project related tour involving Faculty, Staff & Students' movement beyond the radius of 60 Km from the Institute centre. Outstation duties would imply deployment of additional buses other than already scheduled for local duties and being paid for. Double payment (local duty vehicles performing outstation duty) at any costs be not resorted to.

Tender Time Lines. As mentioned on the cover page.

Tender document can be downloaded from the Institute website at URL Link: <http://www.iitj.ac.in>, <http://eprocure.gov.in>

8. Offers in financial bid should be written in English and price in both figures and words. The offer should be typed or written in pen ink or ball pen without any cutting or overwriting. Use of pencil will not be acceptable. The relevant supporting documents as mentioned or required should be enclosed along with the offer.

9. The sealed tender should reach the Institute; as per date and time specified on cover page. Tender(s) received beyond submission date & time, will be rejected. No tender will be entertained by E-mail or Fax.

10. **Pre-bid meeting.** Pre-bid meeting will be held at Seminar Hall (S-1) of Administrative Block, IIT Jodhpur. The prospective tenderer(s) are requested to attend the pre-bid meeting on scheduled date and time. Terms & conditions and any other factor which may affect the contract, shall be opened for discussion for clarifications and wider competition.

11. At any time prior to the deadline for bid(s) submission, the Institute may, for any reason, whether at it's own initiative or in response to a clarification requested by a prospective tenderer, modify the tender document by amendment and it will be published on the Institute website.

12. **Technical bid(s) will be opened as per the date and timings specified at Cover Page** in Seminar Hall, Administrative Block of the Institute in presence of tenderer(s) or their authorized representative(s).

13. **Date and time of financial bid(s) opening will be decided after technical bid(s)** have been evaluated by the Institute. Financial bid(s) of only those tenderer(s) will be opened who qualify the technical evaluation on specified date and time. **Date, time & place of opening of financial bid(s) will be intimated in due course of time.**

14. In the event of due date of tender opening date being declared as a holiday for the Institute, the receipt / opening of the tender will be on next working day at the same time.

15. The Institute reserves the right to reject any or all tenders, wholly or partly or close the tender at any stage prior to award of contract without assigning any reason whatsoever.

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INSTRUCTIONS TO TENDERERS

Preparation of Envelopes.

16. Tender should be submitted in two parts, **Part - I (Technical Bid) & Part - II (Financial Bid)**. **Envelope X** for Part - I should be superscribed as "Tender for Transportation Service, Part - I (Technical Bid)" and **Envelope Y** for Part - II should be superscribed as "Tender for Transportation Service, Part - II (Financial Bid)". Both the Envelopes (X & Y) be sealed in Envelope Z and super scribed as "Tender for Transportation Services (Buses) at IIT Jodhpur". This be submitted by given date & time in Tender box at Admin block, IIT Jodhpur. Following address be super scribed :-

"TENDER FOR TRANSPORTATION SERVICES (BUSES) AT IIT JODHPUR"

"The Director
IIT Jodhpur
Office of Store & Purchase
Old Residency Road, Ratanada
Jodhpur - 342011, Rajasthan"

17. **Part I (Technical Bid):** The Technical bid will be as per the format attached at **Appendix A** .

(a) **Eligibility Criteria:**

The agencies which fulfill the following criteria shall be eligible to apply:-

(i) **Registered Transporter(s)** Vendors with valid registration and license under relevant statutes like: ESI & EPF and having an experience for providing Transportation Services in Government / Private Institutions to participate. **At-least two latest satisfactory work completion certificates must be enclosed with the technical bids.**

(ii) **Annual Turnover** Vendor's average turnover for last three financial years (FY 2013-2014, FY 2014-2015, FY 2015-2016) in Passenger transportation duties should not be less than **Rs 30 Lakhs** (Rupees Thirty Lakhs only). Financial statements with net profit duly audited / certified by Chartered Accountant (CA) for last three years along with copies of Income Tax Returns, must be enclosed with technical bid.

(iii) **Debarring/Blacklisting.** Tenderer should not have been **debarred or blacklisted** by any Central / State Governments Departments. An affidavit to that effect on **Non-Judicial Stamp Paper of Rs 500/-** duly Notarized shall be enclosed **with the technical bid. The format of Affidavit** is attached with Tender as **Appendix C**.

(iv) **Ownership of Vehicles.** Tenderer should have the capability to provide specified Nos of ordinary commercial buses and other vehicles as per **para 3** above for the Institute. All vehicles should be on the name of Agency / proprietor or consortium be formed. The copy of Vehicle Registration Certificate (RC), Insurance Certificate etc must be enclosed with

Signature of the Tenderer with seal & date

technical bid. For details refer **Appendix A.**

(v) **Financial Deposits** The tenderer shall be required to submit the **Earnest Money Deposit (EMD) for an amount of 1,30,000/-** (Rupees One Lakh Thirty Thousand only) in the form of Fixed Deposit/Bank Guarantee/Demand Draft refundable and a **non-refundable Tender Fee for an amount of 1000/-** (Rupees One thousand only) by demand drafts drawn in favour of "Director, IIT Jodhpur" payable at Jodhpur. **The document for EMD & draft for Tender Fee must be enclosed in the Envelope X containing the Technical Bid.**

(vi) **Acceptance of Terms & Conditions.** The tenderer shall submit one copy of the tender document and addenda thereto, if any, with each page signed and stamped as a proof to confirm the acceptance of entire terms & conditions.

(b) **Rejections** The bid of any tenderer who has not complied with the eligibility conditions and / or fails to submit the documents as required / or mentioned in tender document are liable to be summarily rejected.

(c) The Institute reserves the right to reject any or all tenders, wholly or partly or close the tender at any stage prior to award of contract without assigning any reason whatsoever.

(e) Any technical bid without EMD and Tender Fee is liable to be rejected. The Institute is not liable to pay any interest on such an amount. EMD shall be forfeited, if the tenderer withdraws its bid during the period of tender validity.

(f) **EMD of Vendor, whose tender has been accepted, will be returned on the submission of performance security.** EMD of successful tenderer shall be forfeited, if he/she refuses or neglects to execute the contract or fails to furnish the required performance security within the time frame specified by the Institute.

(g) **Refund of EMD** After the award of the contract to the successful tenderer, the EMD of all the other tenderers will be refunded.

18. **Validity** Quoted rates must be valid for a period of 1 (one) year (365 days) from the date of issue of Work Order. **The overall offer for the assignment and tenderer(s) quoted price shall remain unchanged during the period of validity.** In case the tenderer(s) withdraws his offer during the validity period, the EMD deposited by him shall be forfeited without assigning any reason. The tenderer(s) should be ready to extend the validity, if required.

19. **Tender Preparation Cost** The tenderer shall solely bear all costs associated with preparation and submission of the bid. The Institute shall in no case be responsible or liable for such costs, regardless of the conduct or outcome of tender process. In no case, such costs shall be reimbursed by the Institute.

20. **Part - II (Financial Bid):**

(a) The financial bid should be in the format enclosed with tender as **Appendix B** and kept in separate sealed **Envelope 'Y'**. Failure to provide financial bid in a separate sealed **Envelope** will result in invalidation of the offer.

Signature of the Tenderer with seal & date

(b) The financial bid should be clearly filled or typed and signed in ink legibly giving full address of the tenderer. The tenderer should quote the price in figures as well as in words the amount tendered by him. Alteration if any, unless legibly attested by the tenderer with his full signature, shall invalidate the tender. The tender should be duly signed by the authorized person(s). In case there is any difference in the amount between figures and words, the amount indicated in words will be treated as the valid offer.

(c) **Payment of Taxes.** Rates quoted will be inclusive of all taxes.

21. **Tender Evaluation** The Institute will evaluate all the proposals to determine whether these are complete in all respects as specified in the tender document. Evaluation of the proposals shall be done in two stages as:

(a) **Stage - I (Technical Evaluation):**

(i) The Institute shall evaluate the technical bid(s) to determine, whether they qualify the essential eligibility criteria, has submitted EMD & Tender Fee, no computational errors have been made, all documents have been properly signed & stamped and submitted.

(ii) After evaluation of technical bid(s), a list of qualifying tenderer(s) shall be made. **Short-listed tenderer(s) shall be informed for date, time and place of opening financial bid(s).** Vendors may depute their representative/s to attend opening of financial bid(s) on scheduled date & time.

(b) **Stage - II (Financial Evaluation) The financial bid(s) shall be evaluated on basis of the total monthly cost for 3000 Kms for each bus and extra rate per kilometer (Km) as quoted by the tenderer(s).**

22. **Award of Contract.**

After due evaluation of financial bid(s), the Institute will award the contract to lowest Bidder (hereinafter referred to as the "Contractor") and issue a work order.

23. **Performance Security.**

(a) The contractor shall be required to furnish a Performance Security on or before the date of Contract commencement for an amount of **Rs 4,50,000/-** (Rupees Four Lakhs Fifty Thousand only) in form of **Fixed Deposit Receipt (FDR)** / or irrevocable Bank Guarantee issued by any Nationalized Bank in prescribed format **within 30 days of work commencement.** This will be in favour of Director, IIT Jodhpur.

(b) The performance security, as furnished by the tenderer, shall remain valid for a period **sixty days beyond completion of all contractual obligations** of the contractor under the agreement to be executed by and between the Institute and the Contractor.

(c) Failure to comply with requirements of any of the above clauses shall constitute sufficient grounds for annulment of contract award and forfeiture of EMD / performance security.

Signature of the Tenderer with seal & date

TERMS & CONDITIONS

24. Terms and Conditions are as under :-

(a) The contractor needs to provide Buses as per para 3 above from time to time from the Permanent Campus (Karwad) to the Railway Station/GPRA and back, as per the schedule given by Institute on monthly basis. The approximate running distance will be 40 Kms (one way) from GPRA and 25 Km to Railway Station.

(b) All Buses sent for services should be in excellent roadworthy and functional condition, should be of **year 2014** or newer model, with good interiors, accident free and fully insured, including the third party. Fitness certificate issued by Regional Transport Office (RTO) should be submitted at the Institute. All buses deployed for IITJ duties will be decently painted in Yellow Colour and IIT Jodhpur neatly written on both sides as well as in the front as specified by Institute Authority. Bus fabricated by Jugaad Therapy shall not be accepted. It should have company built original body with all basic facilities/necessities. Bus Diggy shall be utilized for Institute Luggage as and when required.

(c) Only inspected and approved Buses will be sent for service on regular basis. Bus sent as replacement / standby will also be subjected to inspection and approval. Institute reserves the right to inspect all / any bus at any time during the trip. **If it is found that transport services and/ or drivers' conduct, & behavior and driving skills are not upto the mark, a penalty of at least Rs 2000/- (Rupees two thousand only) per day per bus/driver will be imposed.**

(d) The buses should run as per the schedule given by the Institute. The contractor should strictly follow the schedule. Exact Km covered will be entered in log book and Security Register on daily basis before and after commencement of each duty. There be no cutting/over writing permitted.

(e) The contractor shall ensure that all buses and drivers have proper valid documents to include Registration Certificate (RC), Insurance papers, Driving License, Pollution Under Control Certificate (PUC) and Log book. No other bus should be running/ plying elsewhere with the same Registration No (RC) as provided to IIT Jodhpur. Heavy penalty amounting not less than Rs 25,000/- (Rupees Twenty Five Thousand only) shall be imposed on the Vendor if violation takes place on this clause. Contractor shall provide police verification report of the manpower deployed

(f) The buses sent for services should have neat and hygienic seat covers, curtains, fire extinguisher units, first aid box with medicines and a banner plate denoting "**On duty for IIT Jodhpur**".

(g) **No dead mileage will be paid by Institute for reporting / return of bus to or from place of duty. Buses may be under (or) over utilised as per the Institute requirements with no compensation to the owner. The payment will be made as per actual Km covered during the month when under utilised.**

Signature of the Tenderer with seal & date

(h) Drivers sent with buses should have a valid commercial HMV driving license and they must be regular employees of the agency. All drivers and co-drivers must be in **uniforms**, physically and mentally fit for services and not be older than 60 years. **Medical fitness certificate from Office of Chief Medical & Health Officer(CMHO)** in r/o each Driver be attached. If any driver is found not fit or their behavior is not satisfactory, the Institute reserves the right to ask the agency to replace the driver immediately. Drivers and co-drivers must be in proper uniform (dress). Co-drivers must ensure that bus's door is closed before moving once all passengers are settled down.

(j) Buses shall be moving at right time.

(k) Buses be parked at specified place and move 05 mins before scheduled departure time to Starting point.

(l) Drivers must not be absent from buses.

(m) Regular vehicle maintenance be carried-out during weekends to avoid enroute breakdowns.

(n) No over-speeding & rough driving be resorted to.

(o) All buses, drivers and Co-drivers be available through out at specified place to act as reserves.

(p) No buses be moving empty both ways.

(q) Co-drivers to ensure that bus door is closed before move.

(r) Front seat exposed flank to have protective arm rest in all buses.

(s) All vehicles to have serviceable spare wheel (Stepney).

(t) Ensure Headlights and Brakes are always serviceable.

(u) No buses less than 52 seater capacity be deployed.

(v) In case of any additional buses required during the contract period, the same has to be provided at rate contract. Similarly, the **Institute reserves the right to increase or decrease the number of buses during the vacation period and other occasions, if necessary. Additional buses required for out station duties shall be provided by the contractor on quoted rates. Buses requirement on Saturday, Sunday and Holidays will be minimal and much less than regular working days / weekdays.**

(w) The contractor will appoint an **effective Transport Supervisor**, always available at the Institute premises, whose primary task is to coordinate and manage smooth functioning of transport services (Buses, Cabs & Loading vehicles) as per the schedule/ requirement provided by Institute and any "On Call" requirement. He must ensure that daily KM covered by each vehicle is entered in Monthly Mileage Monitoring Sheet (MMS) by 1100 h including names of Drivers, Co-drivers & Supervisor every day. Also, Supervisor will ensure that Odometer

Signature of the Tenderer with seal & date

reading is endorsed in security register before and after commencement of duty every day. His absence from Institute complex will invite penalty of Rs 1,000/- per day.

(x) In case of any delays/breakdown/non-reporting of buses, the information should immediately be passed on to the "Authorized Person" appointed by Institute and suitable replacement be arranged as early as possible. The Transport Supervisor appointed by the agency will be accountable to the authorized person appointed by Institute. He must also ensure that all Drivers are in possession of valid documents

(y) **The Drivers, Co-drivers and Transport Supervisor will be police verified and must wear proper uniform during duty provided by the agency at it's own cost.**

(z) The Contractor / agency must ensure that driver, Co-drivers and transport supervisor are not under the influence of alcohol or other intoxicants while performing their duties for the Institute. **Smoking, Playing Cards, Chewing Tobacco, using Mobile while driving are strictly prohibited inside buses.** The Contractor shall ensure that such personnel do not play cards, indulge in gambling, or other antisocial activities during duty hours. Such activities are prohibited in Institute Complex even after duty hours. Any violation of the term may attract a penalty of Rs 5000/- per personnel and removal from service. They shall **not use unparliamentary & inappropriate language.**

(aa) The contractor shall be solely responsible for accidents or untoward incident. Institute will not be responsible for any litigation whatsoever under any circumstances.

(bb) **The contractor shall not deploy any driver who has not completed eighteen years of age and who does not possess a valid driving license.** The contractor shall comply with all statutory regulations related to the business. Institute shall not be responsible for any liability in this regard for any fault of the contractor.

(cc) The operation and function of vehicles and drivers shall be governed by Motor Vehicles Act and shall be the responsibility of the contractor. Any violation of traffic rules can invite penalty.

(dd) The contractor is required to maintain a daily logbook for the movement of buses on duty and the logbook must be verified by the authorized person and whenever advised, by Institute security staff. Payment for extra time or night stay shall be made after obtaining sanction of the Competent Authority.

(ee) The Institute reserves the right to terminate the contract by giving 30 days' Notice and without assigning any reason whatsoever.

(ff) The contractor shall not disburse salary of firms employees in cash. It shall be through Digitized mode only. EPF, ESI and salary account in r/o each employee is mandatory. Labour laws shall be followed.

(gg) Direct approach by the Vendor to Institute Authorities shall be construed as "Indiscipline".

Signature of the Tenderer with seal & date

25. **Payment Schedule.** Payment requests for monthly bills are to be submitted by the contractor during first week of the following month. Payment shall be released within fifteen days from the date of bills' verification subject to satisfactory performance of duties as per the contract.

26. **Extension Clause.** The work order may be extended for 02 (Two) more years on satisfactory completion of job/duty/performance on mutual agreement on the existing terms and conditions.

27. **Arbitration:**

(a) In case of any dispute or difference arising out of or in connection with the tender conditions, work order and contract, the Institute and the contractor will address the dispute/difference for a mutual resolution failing which, the matter shall be referred for Arbitration to a sole Arbitrator to be appointed by the Institute.

(b) The Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act 1996 and the venue of Arbitration shall be Jodhpur. The decision of the Arbitrator shall be final and binding on both the parties.

28. **Jurisdiction.** The courts at Jodhpur alone will have the jurisdiction to try any matter, dispute or reference between parties arising out of this tender/contract. It is specifically agreed that no court outside and other than Jodhpur court shall have jurisdiction in the matter.

29. **Clarification:**

(a) The prospective tenderers requiring any clarification regarding the tender document are requested to contact **Administration Telephone: 0291-2449141.** The administration will respond in writing to any request for clarification, received not later than 10 days before the last date of submission of Tender.

(b) At any time prior to the deadline for submission of bids, the Institute may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the tender document by amendment.

(c) The amendment will be published on Institute website. In order to afford the prospective tenderers a reasonable time to take the amendment into account in preparing their bid, the Institute may, at its discretion, extend the deadline for the submission of the Tender.

Signature of the Tenderer with seal & date

Tender for Transportation Services (Buses)

Technical Bid

1. **Name of the Bidder:** _____
2. **Address of the Bidder :** _____
3. **Contact Details of the Bidder :** _____
(a) **Tel. No. with STD (O)** _____ **(Fax)** _____ **(R)** _____
(b) **Mobile No** _____ (c) **E-mail** _____ (d) **Website** _____
4. **Name of Proprietor/Partners/Directors of the Firm/Agency :** _____
5. **Bidder's Bank with branch and his Current Account number with IFSC Code**

6. Registration and incorporation particulars of the Bidder indicating legal status such as company, partnership / proprietorship concern, etc (Pl attaches copies of the relevant documents/certificates).

7. CST/VAT/Excise Duty/TIN, etc registration details (Pl attaches copies of the relevant documents/certificates).

8. Copies of PAN / Income Tax Circle / TIN of the Bidder

9. Copies of Income Tax Returns (ITR) filed for last three years should be attached.

10. **Annual Turnover of the Tenderer.** For each of the last three financial years (FY 2013-2014, FY 2014-2015, FY 2015-2016) should not be less than **Rs 30 Lakhs** (Rupees Thirty Lakhs only). Financial statements with net profit duly audited / certified by Chartered Accountant (CA) of last three years along with the copies of Income Tax Returns, must be enclosed with the technical bid.

11. Proof of experience in supplying of vehicles to Govt Depts / PSUs (Copies of two Purchase Orders received from Govt Depts/PSUs during each of the last three years should be enclosed).

12. EPF, ESI Registration Certificate.

13. Declaration regarding blacklisting or otherwise by the Govt Departments as given in **Appendix 'C'**. All vehicles should be on the name of the owner (or) consortium formed with Proper Regn Number and Ownership. This should be supported by valid legal document duly Notarized . The copy of Vehicle Registration Certificate (RC) must be enclosed with technical bid.

14. The tender document (all pages) duly signed and stamped as proof of having read the contents therein and in acceptance thereof should be enclosed.

15. Duly filled in authorization for attending the bid opening (Appendix D)

Signature of the Tenderer with seal & date

16. Details of Award / Certificates of merit etc, if any, received from any organization
(Please attach copy of the certificates, if any).
17. **Details of Vehicles:-**
- (a) Vehicle Model:- _____
 - (b) Copy of Registration Certificate vehicle (write particular and attach copy)
 - (c) Copy of Vehicle Insurance Certificate
 - (d) Certificate from the authorised dealer that the Buses being offered are not accident vehicle.
(Give Registration No, Vehicle Chassis No of each bus in the Certificate)
 - (e) **Drivers License** License No with renewal date and attach Copies.
 - (f) **Drivers Education Qualification** Attach copy of certificates showing education and age attained by the Drivers.
 - (g) **Matrix Sheet** Submit details of buses and drivers as per **Appendix E** attached within 15 days of issue of work order and same be not changed for one semester. Same document be submitted on the first day of each semester.

18 **Financial Deposits**

- (a) **EMD** No: _____ dt _____ amounting to Rs 1,30,000/-
(Rupees One Lakh Thirty Thousand only) drawn in favour of Director, IIT Jodhpur, payable at Jodhpur.
- (b) **Tender Fee:** Draft No _____ dt _____ amounting to Rs 1,000/-
(Rupees One Thousand Only) drawn in favour of Director, IIT Jodhpur, payable at Jodhpur.
(Please write the name of the proprietor on the reverse of the drafts)

Signature of the Tenderer with seal & date

Tender for Transportation Services (Buses)

Financial Bids

1. Monthly Requirements

S No	Type of Vehicle	No of Vehicles	Fixed monthly rates for 3000 Km (including all consumables, wages, taxes etc)		Rate for extra per Km after completing the offered 3000 Km run	
			AC	Non AC	AC	Non AC
(a)	Bus 52 Seater	01 bus				
(b)	Bus 35 Seater	01 bus				
(c)	Bus 30 Seater	01 bus				
(d)	Bus 25 Seater	01 bus				
(e)	Bus 18 Seater	01 bus				
(f)	Bus 15 Seater	01 bus				
(g)	Bus 12 Seater	01 bus				

Note No of buses required on fixed monthly needs may vary depending upon commencement of new batches and joining of additional faculty and staff.

2. On Call Requirements

(a) Outstation Duties for 300 Km and above

S No	Type of vehicle	Charges upto 300 Kms		Charges upto 500 Kms		Extra charges				
		AC	Non AC	AC	Non AC	Per Hour		Per Km		
						AC	Non AC	AC	Non AC	
(i)	Bus 52 Seater									
(ii)	Bus 35 Seater									
(iii)	Bus 30 Seater									
(iv)	Bus 25 Seater									
(v)	Mini Bus 18 Seater									
(vi)	Mini Bus 15 Seater									
(vii)	Mini Bus 12 Seater									
Loading Taxi/Trucks										
(viii)	Loading Truck (LPT) 10 Ton (22 feet)									
(ix)	Loading Truck 8 Ton (19 feet)									
(x)	Loading Truck 5-6 Ton (14/17 feet)									
(xi)	Loading Truck 407 3 Ton (9/10 feet)									
(xii)	Loading Taxi Pickup 1.5 Ton (8 feet)									

Signature of the Tenderer with seal & date

(c) Local Duties

S No	Type of vehicle	Charges for													
		10 hrs 100 Kms		08 hrs 80 Kms		06 hrs 60 Kms		04 hrs 40 Kms		Per Extra hour		Per Extra Km		Pick up /Drop	
		AC	Non AC	AC	Non AC	AC	Non AC	AC	Non AC	AC	Non AC	AC	Non AC	AC	Non AC
Buses															
(i)	Bus 52 Seater														
(ii)	Bus 35 Seater														
(iii)	Bus 30 Seater														
(iv)	Bus 25 Seater														
(v)	Mini Bus 18 Seater														
(vi)	Mini Bus 15 Seater														
(vii)	Mini Bus 12 Seater														
Loading Taxi/Trucks															
(viii)	Loading Truck (LPT) 10 Ton (22 Feet)														
(ix)	Loading Truck 8 Ton (19 feet)														
(x)	Loading Truck 5-6 Ton (14/17 Feet)														
(xi)	Loading Truck 407 3 Ton (9/10 feet)														
(xii)	Loading Taxi Pickup 1.5 Ton (8 feet)														

Notes

- (a) We have gone through the Terms & Conditions stipulated in the tender document and confirm to accept & abide the same.
- (b) No other charges would be payable by Institute except City Parking charges which shall be reimbursed on production of receipt.
- (c) Night halt charges will be paid after obtaining sanction from Competent Authority.

Signature of the Tenderer with seal & date

TENDER FOR TRANSPORTATION SERVICES(Buses)

Declaration Regarding Blacklisting / Debarring For Taking Part in Tender.

(To be executed & attested by Public Notary / Executive Magistrate on Rs.100/- non judicial Stamp paper by the Tenderer)

1. I / We _____ (Tenderer) hereby declare that the firm / agency namely M/s. _____ has not been blacklisted or debarred in the past by Union / State Government or organization from taking part in Government tenders in India.

(Or)

2. I / We _____ (Tenderer) hereby declare that the Firm / agency namely M/s. _____ was blacklisted or debarred by Union / State Government or any Organization from taking part in Government tenders for a period of _____ years wef _____ to

_____. The period is over on _____ and now the firm/company is entitled to take part in Government tenders.

3. In case the above information found false I/We are fully aware that the tender / contract will be rejected / cancelled by Director, IIT Jodhpur and EMD / performance security shall be forfeited.

4. In addition to the above, Director, IIT Jodhpur, will not be responsible to pay the bills for any completed / partially completed work.

DEPONENT

Attested:

(Public Notary / Executive Magistrate)

Name _____

Address _____

Signature of the Tenderer with seal & date

Tender for Transportation Services (Buses)

Letter of Authorization for attending the Bid opening

Sub. Authorization for attending the technical and financial bid opening of the tender for provisioning of Transportation Services

1. Following person is hereby authorized to attend the bid opening for the tender mentioned above on behalf of M/s. _____ (name of the Bidder)

Name _____ Specimen Signature _____

Signature of the Bidder

Or

Officer authorized to sign the bid documents on behalf of the Bidder

Note: Permission will be denied incase the photocopy of the duly filled in form (Appendix D) and Tender documents are not brought at the time of Tender opening.

Signature of the Tenderer with seal & date

REQUIREMENT OF INFO FOR TRANSPORT MANAGEMENT: _____

Ser	Bus No	Regn No	Veh Make & Model	Driver`s Name	Mobile No	<u>Do</u> <u>B</u> Age	Police verification date	Medical Examination date	Driving License with Validity	Total Km covered by vehicle so far	Pollution under Control Cert dt	Insurance Policy No with validity	Remarks
1.	Bus B-1												
2.	B-2												
3.	B-3												
4.	B-4												
5.	Truck/ Taxi T-1												
6.	T-2												
7.	T-3												

Name of Transport Supervisor with Mobile No - _____

Signature of the Tenderer with seal & date