

F.No.26017-1/2010-Admn.II
Government of India
Ministry of Agriculture
Department of Animal Husbandry, Dairying & Fisheries

Krishi Bhavan, New Delhi
Dated 25th June, 2010

TENDER NOTICE

SUB: HIRING OF DLY TAXIS.

Scaled quotations in the enclosed prescribed pro-forma are invited from registered transporters within the National Capital Territory of Delhi for hiring of Taxis for the use of this Department on monthly/need basis. While the immediate requirement is of two vehicles, additional vehicles may be hired on a regular basis or occasionally as and when required. The said contract is initially for a period of 12 months which may be extended at the discretion of the Department.

2. The quotation may be sent to Room No.436-A, Krishi Bhavan, in sealed cover super- scribed " quotations for hiring DLY Taxis " latest by 3.30 P.M. on 12TH July, 2010. Quotations received after stipulated date/time shall not be entertained. The quotation may be sent along with a Pay Order/Banker's Cheque of Rs.30000/- (Rupees thirty thousand only) drawn in favour of DDO, Department of Animal Husbandry, Dairying & Fisheries, New Delhi towards **Earnest Money Deposit.**

3. **The contract will be governed by the following terms and conditions:**

- 1) The taxis to be supplied should be DLY (commercial vehicle) registered in the name of the firm only and in excellent condition mechanically as well get up wise i.e. out body/ upholstery etc. should be decent looking and should have current/valid permits to go to any wherein NCR of Delhi. The vehicle should be 2009 or above model and should not have run more than. The selected vendor has to get the vehicles approved by the Department before deployment and it has to be ensured that the cleaning of vehicles/upholstery is done on regular basis. Any deviation to this shall entail cancellation of the contract prematurely/without notice.
- 2) **The duty point would be Krishi Bhavan, DMS Complex, Patel Nagar, Mayapuri Pase-I or any other place intimated by the Department from time to time and the mileage and duty hours would be calculated from Krishi Bhavan and not from garage to garage.** No mileage will be allowed to drivers for lunch/breakfast or for drawal of fuel etc.
- 3) The drivers attached to the vehicles ought to be knowledgeable about traffic rules and other regulation prescribed by the Government time to time. The drivers should also be familiar with all important places in the Delhi, New Delhi and NCR regions and should hold valid driving license. The drivers with proven integrity only should be deployed. The drivers should be presentable/well behaved and should wear clean uniforms/name badges.
- 4) The rates quoted in response to the tender will remain unchanged till the currency of the contract
- 5) No advance payment, in any case, would be made to the firm.
- 6) The firm shall be responsible for providing the required number of vehicles at any time, even at short notice. The services should be available round the clock. The firm must have a 24 hours working telephone system so that the requirement of cars can be met at short notice at odd hours



on all the seven days of the week. The drivers should have mobile phones so that they could be contacted during duty hours.

- 7) The drivers of the vehicle will maintain Log-Sheets (Log Book) in respect of each car. The said book/sheet will have to be signed by the actual users and these will have to be sent along with bills of each car to the Department.
- 8) As far as possible, the same car and driver shall be deployed with a particular officer and the car/driver shall not be changed without prior notice. In case the car/driver is changed without prior consent of the Department, 50% of the charges payable for the days the new driver is deployed, shall be deducted on each occasion.
- 9) Actual parking charges/toll taxes/entry taxes/inter-state taxes for journeys/service taxes will be reimbursed along with the hiring charges bill.
- 10) The selected firm will have to deposit a contract surety of Rs.30,000/-(Rupees Thirty thousand only) in the form of FDR/Bank Guarantee hypothecated to Department of Animal Husbandry, Dairying & Fisheries, which should be valid throughout the period of contract.
- 11) In the event of the contractor backing out of the contract midstream without any explicit consent of this Department, 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 Department on transportation of officer for the balance period of contract through alternative means. The bill amount of the month would also be forfeited.
- 12) In case deficiencies in above services at any point of time are noted, a penalty up to 10% of bills for that month would be deducted. 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 condition mentioned in the contract and surety amount of Rs.50,000/- would be forfeited.
- 13) The Department reserves the right to cancel the contract, at any time, without assigning any reason.
- 14) Payment of hiring charges will be made on monthly basis. The bills for the use of cars, accompanied by duty slips/log books/sheets will be preferred after each completed month. The bill would be preferred vehicle wise, duly certified by the officer concerned.
- 15) In case a tender is selected and withdrawn from the bids without the consent of the Department, his EMD is liable to be forfeited.
- 16) The bidder should be a reputed firm/Contractor for providing the services of Taxis with an experience of 3 years for providing the said services in Government Offices/Public Undertakings and also having sound financial standing with annual turnover of Rs.50,00,000 (Rupees Fifty Lakhs Only) Bidder should indicate their yearly turnover, PAN NO., Service Tax/Vat registration No.(Proof to be attached.)
- 17) The tenderer should have a well-established office, located within a radius of 10 Kms from Krishi Bhavan.
- 18) The tenderer should enclose a signed copy of the terms and conditions stipulated for award of the contract, conveying his acceptance of the same.
- 19) No night charge/outstation charges will be payable.
- 20) In case of non functioning of AC system a penalty of Rs. 500/-per car per day will be imposed.



- 21) Vehicles 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 users or the inspecting Officer, a penalty of Rs. 1000/- on each fault will be imposed.
- 22) In case of abnormal delay in reporting of vehicle, a penalty of Rs. 500/- per day will be imposed in addition to the reduction of charges on pro rata basis.
- 23) The firm will have to submit a list of all cars proposed to be supplied by them indicating their make, Registration no. model and type of fuel consumed by each car along with their letter of acceptance of this offer.
- 24) (i) The compensation, connected expenses and legal disputes between the firm and the staff deployed and any unforeseen casualty shall be borne/ paid /settled by the firm and the Department in no way shall be party to the disputes and will have no liability on this account. It is also the firms liability to provide wages etc. and follow other statutory obligations as per extant rules.

(ii) The disputes emanating from the contract shall be adjudicated through the sole arbitration of Director(Admn.), Department of Animal Husbandry, Dairying and Fisheries.

4. The quotations received will be opened on the same day i.e.12th July, 2010 at 3.30 PM in Room of Under secretary(Admn.), R. No.436-A, Krishi Bhavan, New Delhi. The tenderer or his representative may, if they so desire, be present at the time of opening of quotations.

5. The Department of Animal Husbandry, Dairying & fisheries reserves the right to accept or reject any quotation in full or part without assigning any reason thereof. The decision of this Department in this regard shall be final and binding on the firm. Any clarification in the matter may be obtained from the undersigned on telephone.



(Subhash Chand Khatri)

Under Secretary to the Government of India

Ph.No. 23383340

To

- ✓ 1. TD, NIC for posting the tender notice in the Ministry's Website under "Tenders".
2. Notice Board, Department of Animal Husbandry, Dairying & Fisheries.
3. All the Ministries/Departments in Krishi Bhawan with the request that this may be brought to the notice of the contractor of their respective Ministry/Department.
4. As per list attached.

To,

The Under Secretary (Administration I)
Department of Animal Husbandry, Dairying & Fisheries,
Krishi Bhawan, Room No.436A,
New Delhi.

Subject:- Sealed tender for hiring of taxis

Sir,

With reference to Department of Animal Husbandry, Dairying & Fisheries's notice dated inviting quotation for hiring of taxis, we hereby enclose the Technical bid (Annexure-II) and rates in the prescribed performa(Annexure-III)

2. We have read the terms and conditions and accept the same.

Yours faithfully,

Name _____

Address _____

Telephone _____

Seal of the firm _____

Date

Technical Bid

1. The list of vehicles with models & registration numbers with copies of RC's.
2. PAN No. (Proof to be attached).
3. Proof of submission of last Income Tax Return/ Income Tax Clearance Certificate (Proof to be attached).
4. Minimum 3 year experience in providing taxi to Govt./ Semi-Govt./Autonomous bodies and a certificate in this regard that the contract has been executed successfully.

Signature_____

Name_____

Designation_____

Company's Name_____

Seal of the firm_____

Date_____

Place_____

PROFORMA FOR RATES

(a) Monthly Hiring

Tata Indigo/ Indica

Srl. No.	Particulars	Tata Indigo AC	Indica AC	Indica Non-AC
1.	2400 Kms & 300 Hrs of Duty per month			
2.	Charges for extra per Kms. beyond 2400 Kms.			
3.	Charges for extra per hour of duty beyond 300 Hrs.			

PROFORMA FOR RATES

(b) Rates for Daily/Need basis

Tata Indigo/ Indica

Srl. No.	Particulars	Tata Indigo AC	Indica AC	Indica Non-AC
1.	Rates for 100 Kms & 12 hrs of duty			
2.	Rates for 50 Kms & 6 hrs of duty			
3.	Charges for extra per Kms. beyond 100 Kms./50 Kms.			
4.	Charges for extra per hour of duty beyond 12 Hrs/6 Hrs.			