

CORRIGENDUM

No CT-9-Investor Meet/2019
Directorate of Transport Himachal
Pradesh, Shimla-171004.

1. Corrigendum in point no 1 Amended table is as under:-

Sr. No.	Category of the Vehicle	No. of Vehicles required	No. of days for which vehicles are to be provided	Minimum distance in KM's (for each vehicle)
1.	Etios/Dzire	200	2 days	500 KM's
2.	Toyota Innova	60	2 days	500 KM's
3.	Toyota Innova Crysta	40	2 days	500 KM's
4.	Mercedez/BMW/Fortuner	10	2 days	500 KM's
5.	Toyota Coaster (16 Seater)	10	2 days	500 KM's
6.	Volvo coach (45 seater)	4	2 days	500 KM's

2. Corrigendum in Terms & Conditions -Schedule-1

SCHEDULE-I

Sr. No.	Category of Vehicles	Number of Vehicles	Earnest Money Deposit (EMD) in the shape of demand draft	Performance Security as demand draft
1.	Etios/Dzire	200	-Nil-	Rs.60,000
2.	Toyota Innova	60	-Nil-	Rs. 25,000
3.	Toyota Innova Crysta	40	-Nil-	Rs. 25,000
4.	Mercedez/BMW/Fortuner	10	-Nil-	Rs. 25,000
5.	Toyota Coaster (16 Seater)	10	-Nil-	Rs. 10,000
6.	Volvo Coach (45 seater)	4	-Nil-	Rs. 10,000

Additional Commissioner Transport
Himachal Pradesh

Department of Transport Himachal Pradesh

CT 9/Investor Meet/2019

05.10.2019

NOTICE INVITING TENDER FOR HIRING OF MOTOR VEHICLES FOR H.P. GLOBAL INVESTORS MEET TO BE HELD w. e. f. 7TH NOVEMBER 2019 TO 8TH NOVEMBER, 2019 AT DHARAMSHALA, DISTRICT KANGRA, HIMACHAL PRADESH

Sealed tenders are invited from reputed service providers by the office of the Director, Department of Transport, Himachal Pradesh (hereinafter also referred to as “the Hirer”) on hiring basis for hiring of vehicles along with drivers as per the requirements mentioned below for H.P. Global investors Meet to be held on 7th November-8th November, 2019 at Dharamshala, District Kangra, Himachal Pradesh. Interested travel agencies/firms (hereinafter also referred to as “Bidder”) with the experience of handling one such event of similar nature and also willing to comply with the terms and conditions as mentioned in the notice may submit their bids in a sealed covers to the office of Director, Transport Department, Parivahan Bhawan, Shimla (Himachal Pradesh) -171004 on or before 17:00 hrs on 19-10-2019.

1. The details of the Vehicles required is as under:

Sr. No.	Category of the Vehicle	No. of Vehicles required	No. of days for which vehicles are to be provided	Minimum distance in KM's (for each vehicle)
1.	Etios/Dzire	200	2 days	400 KM's
2.	Toyota Innova	60	2 days	400 KM's
3.	Toyota Innova Crysta	40	2 days	400 KM's
4.	Mercedez/BMW/Fortuner	10	2 days	400 KM's
5.	Toyota Coaster (16 Seater)	10	2 days	400 KM's
6.	Volvo coach (45 seater)	4	2 days	400 KM's

The number of vehicles may vary (± 10%) depending upon the actual requirement.

2. Submission of bids should be as per two bid system i.e. Technical and Financial bid separately in two different small sealed envelopes, super scribed as “TECHNICAL BID” and “FINANCIAL BID” and also mentioning applicable category of vehicles. The bidders shall submit Technical and Financial bids separately for each category of vehicle as mentioned above only. All small sized envelopes shall be put inside another bigger sealed envelope which shall be super scribed as “TENDER FOR HIRING VEHICLES FOR GLOBAL INVESTORS MEET (H.P.) NOVEMBER, 2019”. The purpose of this tendering process is to select one bidder for each category of vehicles required along with drivers as mentioned above.

3. The last date of receipt of sealed tenders is up to 17:00 Hrs on 19-10-2019. The sealed tenders should be dropped in the Tender box available in the room of Assistant

Commissioner (Technical), Directorate of Transport, Parivahan Bhawan, Shimla-171004, between 10.00 hrs to 17.00 hrs on all working days. Technical bids will be opened at 11.00 AM on 21-10-2019 and financial bids of the successful Technical bidders will be opened thereafter. The bidders who wish to be present at the time of opening of bids may represent themselves or authorize their representatives with an authority letter.

4. The format of Terms and Conditions, Technical bid and Financial bid are enclosed as Annexure-A, B & C respectively. Director, Department of Transport, Himachal Pradesh shall reserves the right to reject all or any of the offers without assigning any reason thereof.
5. Incomplete bids or bids received after due date shall be summarily rejected. The vehicles offered for services may also be required to be shown for inspection to find out actual condition thereof. Technical bids offered by bidders who can't provide the entire number of vehicles of a particular category along with drivers as mentioned above shall also be rejected summarily.

Enclosures: Annexure A- Terms and Conditions

Annexure B – Proforma for Technical BID

Annexure C- Proforma for Financial BID

(Suneel Sharma)
Additional Commissioner,
Department of Transport (H.P.)

Annexure-A

TERMS AND CONDITIONS

The terms & conditions of the tender are as under:

- a) The bidders should be duly registered with concerned Central/State government authorities and a well-established Taxi agency/firm with sufficient number of vehicles enrolled and having commercial registration numbers. Self-attested photocopy of Registration certificate of agency/firm should be attached with the Technical Bid. The agency / firm should have adequate number of telephones for contact round the clock (24x7).
- b) Earnest money deposit (EMD)/Bid security in the form of Demand Draft shall be payable to the Director, Transport Department, Parivahan Bhawan, Shimla (H.P.) - 171004 and must accompany the tender. Tenders received without EMD/bid security and in any other form i.e. cheque, cash, etc. will not be considered and summarily rejected.
- c) The Hirer shall not be responsible for any challan, loss, damage and accident to the vehicle or any other vehicle or injury to anybody. In case of any accident; all the claims arising out of it shall be met by the agency / firm (bidders).
- d) The agency/ firm (bidders) would ensure that all drivers must have valid driving licenses and well versed with hill driving. They must follow traffic rules and all other regulations prescribed by the government from time to time. All documents (RC, PUC certificate, fitness certificate, insurance, permit etc.) related to a particular vehicle should be available/kept in that vehicle.
- e) All drivers along with vehicles shall report for duty on given date, time and designated location(s) (preferably Chandigarh, Gaggal airport) to be intimated at the time of award of work to successful bidders. The log books will be issued to all drivers at these designated locations and duly filled log books will be collected by RTO Kangra at Dharamshala through liaison officers.
- f) Driver should be well behaved and be provided with an operational mobile phone at all times. All drivers should be wearing neat and clean uniforms.
- g) There should be at least two sets of white covers, towels and napkins. It should be changed regularly so as to keep the vehicle clean and odour free at all the times. There should be an air spray in every vehicle. It shall be mandatory to keep business daily newspapers and Bisleri water bottles in the each vehicle. The items mentioned shall be made available at the cost of the owner of the firm (bidders).
- h) Any change in the driver of a particular vehicle should be with prior approval of liaison officer appointed on this behalf by the Transport department.
- i) The vehicle should be of latest model (not older than 3 years) and in good running condition. In case the condition of the vehicles is not found to be satisfactory, they shall be returned for immediate replacement. In case no replacement is provided on time or any other delay, a daily penalty of Rs. 1000/- per vehicle shall be levied and the Director, Transport has right to hire a similar vehicle from the market and the cost incurred has to be borne by the agency / firm (bidder).

- j) The vehicles offered for services by successful bidder(s) may also be required to be shown for inspection to find out actual condition thereof. The date(s), time and place(s) of inspection of vehicles will be intimated separately.
- k) A daily record indicating time, place & mileage for each vehicle shall be maintained by the driver in a log book in the given prescribed format and this log book shall be submitted to the office of RTO Kangra at Dharamshala which shall pay the hiring charges and GST (if found eligible) only. Other charges like repair and maintenance of vehicle, petrol/diesel, oil, driver's pay and any other incidental expenses shall be borne by the agency/firm (bidder).
- l) GST as applicable will be paid on billing. The rates quoted should be exclusive of the GST component. Due GST should be paid and evidence of which must be produced after which the Hirer will pay the equivalent amount to the agency/firm (bidders). All other taxes, fee, levy, insurance charges etc., other than GST would be borne by the Bidder.
- m) The parking space within state of HP will be provided to the bidder wherever available. The parking fees wherever applicable, will be initially paid by bidder and same will be reimbursed as per actual.
- n) The Technical and Financial bids should be submitted separately for each category of vehicle by each bidder. Submission of bids should be as per two bid system i.e., Technical and Financial bid separately.
- o) Financial bids of only those agency / firms would be opened, who qualify the technical requirement. Incomplete bids (inter-alia including bids not able to meet entire requirement of vehicles of a particular category for above said purpose) or bids received after due date shall be summarily rejected.
- p) The contractor shall not engage any sub-contractor or transfer the contract to any other person. The vehicles must be fitted with Fire Extinguishers in proper working condition at all time and the driver should be trained to use them.
- q) The vehicle should comply with all the provisions under the extant rules and regulations etc. notified by the Transport department and all the orders, circulars and instructions issued by the competent authority.
- r) It is obligatory for the agency / firm (bidder) that drivers are paid not less than minimum wages prescribed under minimum wages Act fixed by the Government from time to time.
- s) If any of the terms and conditions above, is not found fulfilled during the currency of contract, the Director, Transport department of Himachal Pradesh reserves the right to terminate the contract without assigning any reason thereof.
- t) In case of any dispute, the decision of the Principal Secretary, Transport (H.P.) shall be final and binding.
- u) Mobilization advance shall not be payable to the successful bidder(s).
- v) Earnest Money: The Tender document must be accompanied with non-interest bearing Earnest Money amount as mentioned in the SCHEDULE-I below for each particular category of vehicles in the shape of Demand Draft in favour of the Director, Transport Department, Parivahan Bhawan Shimla, 171004 (H.P.) failing which tender will not be considered for opening of relevant Financial Bid. Earnest money deposit

of the unsuccessful bidders will be returned to them at the earliest. Earnest money will be refunded to the successful bidder(s) after the conclusion of event.

SCHEDULE-I

Sr. No.	Category of Vehicles	Number of Vehicles	Earnest Money Deposit (EMD) in the shape of demand draft	Performance Security as demand draft
1.	Etios/Dzire	200	Rs.25,000	Rs.60,000
2.	Toyota Innova	60	Rs. 10,000	Rs. 25,000
3,	Toyota Innova Crysta	40	Rs. 10,000	Rs. 25,000
4.	Mercedez/BMW/Fo rtuner	10	Rs. 10,000	Rs. 25,000
5.	Toyota Coaster (16 Seater)	10	Rs. 5,000	Rs. 10,000
6.	Volvo Coach (45 seater)	4	Rs. 5,000	Rs. 10,000

- w) Performance Security: The successful bidder(s) will be wholly and solely responsible for any damage/levy/claim and will be liable to pay the said damage/levy/claim. In this context, the successful bidder(s) will deposit separate performance security for each particular category of vehicles as mentioned in the SCHEDULE-I above, which is non-interest bearing in the shape of Demand Draft in favour of the Director, Transport Department, Parivahan Bhawan Shimla, 171004 (H.P.) payable at Shimla.
- x) The successful bidder will have to enter into agreement on Rs. 100/- Non-judicial stamp paper. However, the office of Hirer reserves the right to cancel the agreement at any time without informing any reasons whatsoever.

Annexure-B

TECHNICAL BID

1.Name, Address & Telephone No. of Agency

/firm (enclose copy of registration) Proprietorship

/Partnership/Pvt. Ltd. Company :

2. Name of the owner of agency/firm :

3. Address of the agency/firm

(With telephone/mobile number and Fax No.) :

4. Particulars of EMD deposit (refundable) :

(No. , Date, Drawn on)

5. GST No. (Enclose copy), if any :

6. Model and registration number of the vehicle (self-attested copies of registration certificates to be attached) PLEASE NOTE THAT SEPARATE TECHNICAL BID FOR EACH CATEGORY OF VEHICLE needs to be quoted.

Sr. No.	Category of Vehicle	Commercial Registration number	Year of Manufacture	Number of vehicles assured to be provided
	-do-			

7. Enclose documentary evidence regarding experience

Of providing vehicles to government for similar events :

8. Number of drivers available with bidder and their driving license numbers (enclose photocopies) :

9. Enclose copy of latest Income Tax return filed :

DECLARATION

I/We hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I/We understand that in case of any deviation is found in the above statement at any stage, my/our contract will be terminated and I/We will be blacklisted.

(Signature and name of Authorized Signatory with date)

Annexure-C

FINANCIAL BID

1. Name, Address & Telephone No. of Agency
/firm (enclose copy of registration) Proprietorship
/Partnership/Pvt. Ltd. Company :
2. Name of the owner of agency/firm :
3. Address of the agency/firm
(With telephone /mobile number and Fax No.) :
4. Financial bid

Category of Vehicle (Mention one category only)	Number of Vehicles assured to be provided (IN FIGURES)	*Quoted bid rate of one vehicle for two days with Minimum assured 400 KM's during this period including of all taxes/charges/levies except GST (IN RUPEES ONLY)

***NOTE:**

- a. SEPARATE FINANCIAL BID FOR EACH CATEGORY OF VEHICLE needs to be quoted.
- b. In case vehicles are required for more days or beyond minimum 400 KM's then payment will be on pro-rata basis of accepted financial bid value)
- c. Quoted bid rate shall be in words as well as figures. In case of mismatch between these rates, the rates quoted in words shall be considered.

5. Grand total: (No. of vehicles of one category x Quoted bid rate)
(Rupees..... only)

DECLARATION

I/We hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I/We understand that in case of any deviation is found in the above statement at any stage, my/our contract will be terminated and I/We will be blacklisted.

(Signature and name of Authorized Signatory with date)

