

ICAR-Indian Institute of Soil Science

Nabibagh, Berasia Road, Bhopal – 462 038 (M.P.)

Tel. No. (0755) 2747375/ 2730970 (Ext. No. 233 & 262) Fax. No. (0755) 2733310

SCHEDULE OF TENDER

TENDER FOR HIRING OF VEHICLE (SINGLE BID SYSTEM)

1	Tender No.	:	F.No.2-33/2016-17/Veh/IISS
2	Cost of tender	:	Rs 500/- -to be submitted in the form of DD drawn in favour of ICAR unit-IISS Bhopal.
3	Date of sale of tender documents		From the date of publication on all working days up to 24.06.2016 11:00 Hrs.
4	Last date of receipt of complete tender	:	24.06.2016 up to 17.00 hrs Institute will not be responsible for any postal delay.
5	Date of opening of tender	:	25.06.2016 at 11.00 hrs in the Committee room, Administrative wing of IISS, Nabibagh Berasia Road, Bhopal.
6	Earnest Money Deposit (Bid Security) (Tender will not be considered without EMD deposit).	:	Rs. 5000/- (Rupees Five Thousand) through Demand Draft drawn in favour of <u>“ICAR UNIT- IISS, BHOPAL”</u> .
7	Mode of submitting tenders	:	Tender should be sent in a sealed cover envelope and the covering envelope should contain “Quotation for Rate Contract for Hiring of Vehicle ” vide letter F.No.2-33/2016-17/veh/IISS due on 24.06.2016 . The sealed tender should be addressed to ‘The Administrative Officer, Indian Institute of Soil Science, NabiBagh, Berasia Road, Bhopal – 462 038 (M.P).
8	Any change in the above schedule will be displayed on the Institute notice board/IISS website only.		

NOTE:- 1. The Tender document is also available at our web-site www.iiss.nic.in. The tenderers are advised to regularly check website for any further information/ change made in tender schedule etc.

2. Tender documents downloaded from website of the Institute should be accompanied with DD for Rs, 500/- drawn in favour of **“ICAR unit- IISS Bhopal”**, without which tenders will not be entertained.

I/c Administrative Officer



भा.कृ.अनु.प.—भारतीय मृदा विज्ञान संस्थान

नबीबाग, बैरसिया रोड, भोपाल –462038

ICAR-Indian Institute of Soil Science

Nabibagh, Berasia Road, Bhopal – 462 038 (M.P.)

Tel. No.(0755)2747375 (Ext. No. 233& 262) Fax. No. (0755) 2733310

F. No 2-33/2016-17/Veh/IISS

Date: 26/05/2016

To,

Subject:- Quotations for rate contract for hiring of vehicle car (Indica/Tata sumo/Qualis/Scorpio/Inova) (AC & Non-AC)- reg.

This office wants to enter into rate contract for hiring of vehicle for one year extendable for further one year with mutual consent in connection with the official work of the institute for performing official duties by the Institute. The terms and conditions on which the contract will be executed are as follows:-

1. Mileage and time will be counted from Institute to Institute.
2. Toll tax, parking charges etc. will be borne by the firm.
3. Valid service tax registration certificate may be furnished; rate quoted should be inclusive of Service Tax/Other applicable Taxes.
4. Authorized registration certification of the firm may be attached.
5. The registration Nos. and valid papers which include insurance, registration of vehicle should be kept in the vehicle to be provided.
6. Payment will be made on monthly basis through e-payment. Banker's name, IFSC code and any other necessary document required for e-payment may be furnished. Payment will be released on getting bill along with duty slip certified by the officer of the Institute who has used the vehicle.
7. Cleanliness condition of the vehicle should be excellent. The driver should be in neat and clean uniform, well behaved & should have valid license. The driver in drunken condition should not be deputed for driving.
8. The vehicle should not be more than three year old.
9. Penalty etc. imposed by traffic police department will not be paid by the Institute.

10. The vehicles so requisitioned should be made available in time and at short notice otherwise the contract is likely to be cancelled, without assigning any reason and EMD and security deposit will be forfeited.
11. Copy of PAN/TIN/Service tax no. of the firm should be attached with quotation.
12. **Tender Fee:** An amount of **Rs. 500/-** (Rupees Five Hundred only) as Tender Fee in the form of DD/Bank's cheque drawn in f/o ICAR Unit-IISS, Bhopal should be enclosed while submitting the quotations.
13. **EMD:** An amount of **Rs. 5000/-** (Rupees Five Thousand Only) as **EMD** in the form of DD/Bank's cheque drawn in f/o ICAR unit- IISS, Bhopal should be enclosed while submitting the quotations.
14. **Security Deposit:** An amount of **Rs. 20000/-** (Rupees Twenty Thousand Only) is required to be deposited as **security deposit** by the agency to whom contract will be awarded which will be refundable after completion of contract.
15. No interest on Security Money deposited and Earnest Money deposited shall be paid by the Institute to the tenderer.
16. The Director, IISS Bhopal reserves the rights to reduce or terminate the period of contract or to extend its duration in the interest of the institute for any justifiable reasons, not mandatory to be communicated to the tenderer.
17. All taxes applicable or made applicable after awarding the contract in respect of this contract shall be payable by firm and institute will not entertain any claim whatsoever in this respect. However, the service tax or any other taxes which is as per the rules of Govt. of India/M.P. shall be responsibility of tenderer's, only TDS will be deducted at source from bills of the successful tenderer as per rules/instructions made applicable from time to time by the government.
18. The vehicle sent to the Institute under rate contract should be registered under taxi quota.
19. You are requested to submit the rates for providing the vehicles as mentioned in the enclosed proforma along with EMD. The last date of receipt of the Quotation is **24/06/2016** through speed post/Regd. Post/courier only. The tender will be opened on **25/06/2016 at 11:00 A.M.**
20. **Penalty Clause:** If the agency fails to provide the vehicle(s) so requisitioned, a penalty can be charged @ Rs. 500 per day and if the service provider doesn't provide services as per provisions of tender, the contract shall be terminated with a show-cause notice to be replied within a week's time. In case the tender is terminated, the security deposit shall be forfeited.

Encl: stated above

I/cAdministrative officer

QUOTATION FOR HIRING OF VEHICLES(AC/NON-A/C) AT IISS, BHOPAL

(To be given on firm's letterhead)

S. No.	Particular			Indica		Indigo/SX4 / Sedan Class/ Qualis		Tata Sumo		Scorpio/ Innova		Mini Bus with seating capacity 25-30	Loading Vehicle
				AC Rs.	Non-Ac Rs.	AC Rs.	Non-Ac Rs.	AC Rs.	Non-Ac Rs.	AC Rs.	Non-Ac Rs.		
	Local	Hrs.	KM										
1.	Half day	4	40										
1a.		5	50										
1b.		6	60										
2.	Full day	8	80										
3.	Full day	10	100										
4.	Full day	12	120										
5.	Full day	12	200										
6.	Extra Per KM												
7.	Extra per Hr												
8.	Night charges	After 10:00 PM	Upto 06:00 AM										
9.	Rates for pickup and drop facility from/to Airport : Rs./per KM												
10.	Rates for pickup and drop facility from/to Railway Station : Rs./per KM												

Outstation#

Sl. No.	Particular	Indica		Qualis		Tata Sumo		Scorpio/ Innova		Mini Bus with seating capacity 25-30	Loading Vehicle
		AC Rs.	Non-Ac Rs.	AC Rs.	Non-Ac Rs.	AC Rs.	Non-Ac Rs.	AC Rs.	Non-Ac Rs.		
01	Rate for outstation (200 Km) per day										
02	Rate extra per KM										
03	Rate for night detention										

#Outstation will refer to vehicle going beyond 100 KMs one way from Institute by road and out of Bhopal District.

Signature _____ Name _____

Address _____

Mobile No. _____ E-mail _____