



BIHAR STATE ROAD DEVELOPMENT CORPORATION LTD.

(A Government of Bihar Undertaking)

NIQ No.: BSRDCL/HQ/2017-18/3

NOTICE INVITING QUOTATIONS FOR HIRING OF VEHICLE ON MONTHLY BASIS / LOCAL & OUTSTATION SERVICE ON DAILY BASIS

1. Sealed quotations are invited from local established, experienced and reputed firms/ Organizations /Travel agencies/individuals having GST registration and One year of experience for supply of vehicle in Govt. Organization / Department of any public undertaking. Bidder should submit documentary proof of the same. The agency should be financially sound. The agency must be registered with EPFO & ESIC.
2. Vehicle model shall not be prior to year 2016 and shall be used in Bihar. The attested copies of registration certificate, insurance certificate and documents related to purchase should be submitted along with quotation.
3. The rate shall include cost of Fuel for Monthly running up to 3000 Kms. including, Lubricants, Driver, Insurance, Maintenance etc., on Monthly basis and GST as applicable.
4. A complete set of quotation documents along with terms & conditions may be obtained on all working days 23.02.2018 to 16.03.2018 from the BSRDCL office (10.00 A.M. to 2.00 P.M.) after depositing Rs. 500/- (Rupees Five hundred only) in the form of demand draft favoring " Bihar State Road Development Corporation Ltd. " Payable at Patna. The said quotation may also be obtained from BSRDCL web site www.bsrdbl.bih.nic.in. In such case DD for cost of documents will be submitted along with technical proposal of quotation. The date of DD should be in between 23.02.2018 to 16.03.2018.
5. The EMD of Rs. 10,000/- (Rupees Ten Thousand only) for said vehicles will be deposited by the bidder in the form of demand draft favoring "Bihar State Road Development Corporation Ltd." Payable at Patna along with technical proposal of quotation.
6. Sealed quotations along with duly signed terms & conditions should reach at the office address mentioned above not later than 3:00 PM on 16.03.2018. All the pages of the quotation documents in each envelope must be numbered. There shall be single stage Two envelope Bid System. Quotation should be submitted in two separate envelopes enumerating on the face of envelopes consisting of Technical (Part-I) and Financial-(Part-II).
7. The quotationer shall submit an affidavit regarding not blacklisting by any organisation.
8. The Technical proposal of all the received quotations in prescribed time limit will be opened on 16.03.2018 at 3.30 PM at this office. Financial Proposal of the quotationer who qualify on technical parameters shall only be opened on time and date to be communicated subsequently.
9. BSRDCL will not be responsible for any delay in submission of the quotation documents and reserved the right to accept/reject any or all quotations without assigning any reasons thereof.
10. The BSRDCL reserves the right to accept / reject / cancel any or all the quotation without assigning any reason what so ever.

Sd/-

General Manager

Bihar State Road Development Corporation Ltd.
RCD Central Mechanical Workshop Campus,
Sheikhpura, Patna 800014
Ph: 0612-2226711; Fax: 0612-2226723

www.bsrdbl.bih.nic.in



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PART-I (Technical Proposal)

Terms & Conditions.

1. The vehicle make and model shall be of Tata Indigo / Maruti Dezire / Mahindra Scorpio / Toyota Innova and shall generally be used in the state of Bihar. The agency who are willing to submit the quotation must have minimum of one year of experience in the relevant field.
2. The said vehicle is required for Officers of BSRDCL HQ, Patna. Vehicle provider should be locally based at Patna. However, quotationer will be allowed maximum of upto 8 km. (to and fro) per day for parking to Garage facility. In no case extra km. will be allowed for Garage facility.
3. Quotation should be submitted in two separate envelopes enumerating on the face of envelopes consisting of Technical (Part-I) and Financial-(Part-II). Further on Financial Proposal it should strictly mention that "should not be opened with Technical proposal". Both the envelope should be kept in one big envelop and sealed with tape /wax. The following documents should be submitted along with Technical proposal:-
 - (a) The self attested copies of registration certificate and copy of purchase documents / ownership documents & will have to submit insurance papers subsequently.
 - (b) A copy of documents related to payment of road taxes for the vehicle proposed to be deployed.
 - (c) A copy of PAN number of proprietor / Firm.
 - (d) A copy of registration of Goods & Services tax in the name of Firm / Proprietor.
 - (e) A Copy of registration with EPFO, ESIC, & GST.
 - (f) Affidavit regarding not being blacklisted by any organization.
 - (g) In order to provide prompt required transport services, applicant i.e. individuals / Firm/ agency has to submit self declaration certificate authenticating minimum past experience of one year in this sector. Date will count till closing date of submission of quotations.
 - (h) The EMD of Rs. 10,000/- (Rupees Ten Thousand only) will be deposited by quotationer in the form of demand draft favoring "Bihar State Road Development Corporation Ltd.", Payable at Patna.
 - (i) In case the quotation is downloaded from website of BSRDCL, then DD an amount of Rs. 500/- (Five Hundred) favoring "Bihar State Road Development Corporation Ltd. " Payable at Patna for cost of documents shall be submitted along with quotation.
 - (j) A signed copy of Terms and Conditions along with declaration (duly signed by authorized person).

It is to inform that the quotation will be treated as non-responsive without submission of the above documents along with technical proposal and financial proposal of such quotationers shall not be opened. However decision of BSRDCL will be final in this regard.
4. Financial proposal of only such quotationers will be opened who shall be found to be responsive in the technical proposal. After opening of Technical proposal the date for opening of Financial Proposal will be intimated separately to the technically responsive quotationer as per sl. no. (3) above.
5. That the cost includes all cost of fuel, lubricants, repairs and replacement, cost of spares if any, cost of salary of driver, cost towards providing mobile to driver, all types of taxes including GST and any other



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incidental charges as and when required. All expenses for smooth running of vehicle shall be borne by the agency.

6. The owner shall always maintain vehicle in good condition. The Driver should be in specific uniform and well behaved and well dressed. No extra charge will be paid for out station duty as and when required.
7. That the owner shall ensure that the vehicle /driver shall have got adequate insurance coverage at his cost to meet any accidental eventuality and hirer shall not be liable for anything in such cases.
8. That the owner of the vehicle shall submit his bill in duplicate along with log book for a month by 1st week of every month for payment at BSRDCL HQ Office, Patna.
9. That the BSRDCL shall make the payment after deducting the TDS and other applicable taxes if any from the amount payable to the Owner.
10. That the present agreement will be valid for a period of Eleven months. The period of agreement may be extended by mutual consent of both parties. However the same can be terminated by either party by giving 15 days notice to the other party.
11. That notwithstanding anything contained in clause-8 above, the hirer reserves the right to terminate this agreement at any point of time with immediate effect in case of any breach of this agreement.
12. The deployment of the vehicle shall be normally 12 hrs per day but this office reserves its right to use the vehicle round the clock without paying anything extra. Vehicle shall primarily run in the work jurisdiction of this office.
13. Leave of Driver shall be maintained by the owner only on suitable replacement.
14. Any accident / breakdown etc. will be handled by the owner/agency at his own cost and capacity and for any absence of the vehicle at any day which should be replaced by another vehicle. If the vehicle is not replaced by the owner for the said absence, this office has a right to hire another vehicle from the market and the cost of such hiring will be recovered from the bill of the owner/agency.
15. The EMD of unsuccessful quotationers will be returned within 15 days after issue of work order (LOA) to successful Quotationer. The EMD of successful quotationer will be converted in performance security. The EMD/Performance security of successful quotationer will be released within three months after successful completion of the work/contract.
16. The validity of the quotations shall be for 90 days from the date of opening of quotations.
17. Any quotation without Earnest Money and cost of document shall be rejected by the authority (BSRDCL) and shall be treated as non-responsive.
18. The Earnest money deposited will be forfeited if (i) the quotaioner withdraws the quotation after its submission or (ii) if the quotationer does not accept the arithmetical correction of the price; or (iii) in the case of a successful quotationer, if the quotationer fails to sign the Agreement.
19. All necessary taxes for operating the vehicle should be fully paid and all necessary papers shall be provided in the vehicle as required by prevailing motor vehicles act with comprehensive insurance cover for the vehicle.



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20. The vehicle shall be provided day and night (24x7) as required by BSRDCL for all days regularly in a month.
21. The agency should quote their rates on monthly basis i.e. per vehicle per month.
22. The Agency should ensure that sufficient fuel is always available for travel.
23. The service taxes if applicable shall be reimbursed to the travel agency on submission of actual deposit receipt.
24. In case of any discrepancy of amount quoted in figures and words, the amount quoted in words will prevail.
25. Quotation of L1 will be decided based on rate quoted by the quotationers up to km. 3000. Extra rate km. will not be considered for taking decision of L1.
26. For non supply of vehicle, deficiency in services will be treated as non performance and performance security will be forfeited and agency will be black listed for such activity.
27. The agency shall also provide the driver having valid driving license and should have at least minimum two years of experience, knowledge of locality and must be provided with mobile phone.
28. The monthly payment of Hiring of Vehicle for 3000 kms will be paid irrespective of actual mileage run during the month. However, kilometer run beyond 3000 kms per month (payment for extra KM) will be settled on third month i.e. in case if more than 3000 km is not covered in particular month by the vehicle, the same shall be carried forward to subsequent months on consecutive three month basis. Payment for additional mileage over and above 3000 kms per month will be made only once in every three months during the contract period by calculating total actual kms and deducting fixed mileage of 3000 km/month during that period. However, no deduction shall be made if total kms traveled during 3 month period is less than total 9000 kms calculated based on 3000 km per month. If contract is terminated in between, payment will be made on pro-rata basis.
29. Amendments, corrigendum if any will be hosted on BSRDCL website only.
30. BSRDCL reserves the right to cancel/reject/any or all bid at any stage without assigning any reason and no claim whatsoever nature will be entertained on this account.



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Declaration

I/we agreed to accept and execute the above mentioned work at the above quoted rate with the same term & condition of the quotation documents. I/we have gone through all the Terms & Condition mentioned above and accept the same.

(Signature & seal of the participant)

Place:

Date:



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Part-II Financial Proposal

Name of work Hiring of Vehicle on monthly basis / local & outstation service on daily basis
(Indigo / Dezire / Scorpio / Innova)
Time Period 11 month
Earnest Money Rs. 10,000/- (Rupees Ten Thousand) each vehicle.

Sl. No.	Category of Vehicle	Unit	Qty per month	Rate be quoted by Bidder (Rs.)	
				(in Figure)	(in words)
1	Indigo (latest model not prior to year 2016 up to 3000 km)	Per Month	1		
2	Dezire (latest model not prior to year 2016 up to 3000 km)	Per Month	1		
3	Scorpio (latest model not prior to year 2016 up to 3000 km)	Per Month	1		
4	Innova (latest model not prior to year 2016 up to 3000 km)	Per Month	1		

- Lowest Bidder shall be evaluated based on the cumulative rate / amount quoted for each category of vehicles. Above rate shall be applicable for vehicles on monthly basis.
- Rate per month will be converted into Rate / Day (assuming 30 days in a month) for the respective category of the vehicle for 12 hrs. and 80 Kms. for local service. Such determined rate shall be applicable for the vehicles required on daily basis as and when required.
- For outstation service, rate per day will be calculated dividing rate per month by 30 for 100 kms and rate for any additional kms. shall be determined from rate per month dividing the same by 3000 with night haltagage if any for Rs. 300/- per day. Such determined rate shall be applicable as and when vehicle is required for outstation service.

Signature :-

Name :-

Seal :-