



SAI/LNCPE/HOV TENDER /2021-22

Dated: 30.07.2021

TENDER NOTICE

SUB: - HIRING OF COMMERCIAL VEHICLE -(CONTRACT CARRIAGES)

Sealed and competitive item rate tenders are invited in two bid system from reputed registered agencies/Travels/Tour operators for hiring commercial vehicles for the use of this Office. The tenders should consist of Technical bid and Financial bid separately. The financial bid and other documents should be in the prescribed form indicating the rate quoted. The tenders should be uploaded on CPP Portal and hard copy to reach the office of the Principal, SAI-LNCPE, Karyavattom.P.O, Thiruvananthapuram, on or before **5pm on 20.08.2021**. The tender form can be downloaded from the college website www.lncpe.gov.in, www.sportsauthorityofindia.nic.in, and www.eprocure.gov.in/eprocure/app. A pre-bid meeting will be conducted online at **11am on 13.08.2021**. The Zoom ID will be shared in the website.

TERMS AND CONDITIONS:

1. The effective date of contract will be 01.09.2021 to one year.
2. As per the Office Memorandum No.F.9/4/2020-PPD dated 12th November 2020 from the Procurement Policy Division, Department of Expenditure, Ministry of Finance, Govt. of India. No EMD is needed, but the bidder shall furnish Bid Security declaration.
3. In the case of vehicles hired on daily basis the vehicle should be made available at SAI, LNCPE, Kariyavattom Trivandrum or at other places as and when required.
4. The rate for hiring vehicle **for long trip (outstation trip) shall be calculated initially for 8hrs/80km and further on extra hours/extra km which is higher**. This is also applicable to the trips which continue for more than a day. ie, If the trip continued for the next day, the second day shall be considered as in continuation of the first day and the charges shall be calculated on the basis of above. **The night halt period shall not be considered for "extra hours"**
5. **The rate quoted shall be inclusive of all taxes, wages of driver, drivers bata, fuels, lubricants etc. for all vehicles, hired on daily basis as and when required.**
6. In the case of Rent a Car,
 - a. The College will provide the driver and fuel & lubricants.
 - b. It shall be responsibility of the agency to undertake minor repairs consequent to wear and tear, regular servicing, tyre changing, statutory tests etc. at their own cost.
7. **The quantity mentioned in the schedule of requirement is only approximate figure based on the past contract. The actual requirement may vary +/- 25% of the qty mentioned in the schedule of requirement. Hence the rates may be quoted accordingly.**
8. **The Contract shall be awarded to the responsive Bidder(s) who is lowest in each item of vehicles in case of daily rent vehicles as well as Monthly rent vehicles (all the items will be considered as single unit) and meeting the laid down Qualification Criteria in the Bid document.**
9. **The vehicles shall not be older than 3 years.**
10. **Incomplete and or conditional bids are liable to be rejected.**
11. The vehicles provided should be technically sound and satisfactory to the authorities.
12. Request for advance payment will not be admitted. The payment will be made on monthly basis through RTGS/ NEFT/PFMS after successful completion of services which should be certified by the competent authority.
13. Income Tax will be deducted from the bills at source as per rules.
14. **The vehicles should have the permit to operate in Kerala, Tamil Nadu and Pondicherry.**
15. In case the vehicle supplied by the agency develops any technical problem / breakdown at any stage (irrespective of the reason) the agency shall immediately arrange alternative arrangement by providing substitute vehicle promptly.
16. The successful bidder will have to remit **3% of the tender value as performance security in the form of DD/Bank Guarantee** in the prescribed format within three days from the date of receipt of the work order.

17. **An agreement on stamp paper worth Rs.200/-** in the prescribed format has to be executed by the successful bidder with the Principal agreeing to all the terms and conditions stipulated in this regard after remitting the performance guarantee.
18. As regards the interpretation of the terms and conditions given above, the decision of the Principal will be final and binding on both the parties.
19. The contract executed shall also be liable to be terminated in case of violation of any of the clauses stipulated above during the time of contract without giving any notice or time.
20. The successful bidder also has to provide any other vehicle that may be required by LNCPE on a reasonable Govt.rate as and when called for.
21. The agency/agencies taking part in this bid shall produce copies of all relevant documents pertaining to their vehicles as per M.V Act justifying road worthiness and the license of driver/drivers together with the bids and the successful agency /agencies shall produce them in original for verification before work orders are issued.
22. The Principal LNCPE reserves the right to reject any or all the bids or accept any bid without assigning any reason thereof.

(N.S.Ravi)
Deputy Director (GAD)



भारतीय खेल प्राधिकरण
SPORTS AUTHORITY OF INDIA
लक्ष्मीबाई राष्ट्रीय शारीरिक शिक्षा महाविद्यालय
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Telephone: 0471-2418712, 2416886. Fax. 0471-2414771, Web: <http://www.lncpe.gov.in>, email: sailncpe@gmail.com



TECHNICAL BID

1. Name of Agency :
2. Address of Agency :
3. Name of Proprietor :
4. License for renting Vehicle from authority concerned:
5. PAN Card No :
6. Contact Number :
7. Experience certificate, :
(Satisfactory performance certificates from minimum two reputed organizations / establishment is required)

Place:

Dated:

Signature:

(Seal)

Name and address of authorized signatory

Mobile No-

Landline No.



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FINANCIAL BID - I

1. Rates for Hiring Vehicle on Daily basis (A/C) (SEDAN- SWIFT DEZIRE/TATA TIGOR/AMAIZE/ETIOS)

Sl	Particulars	Unit	Qty (+/- 25%)	Basic rate	Total amount
1	Minimum charge (3 hrs/ 30 Km)	Per trip	25 trip		
2	Rate for 8 hrs/ 80 Km	Per trip	50 trip		
3	Rate for extra hours per hour	Per hour	60 hrs		
4	Rate for extra Km	Per KM	2500 km		
5	Drivers Bata for night halt per night	Per night	5 halt		

2. Rates for Hiring Vehicle on Daily basis (A/C) (ERTIGA /MARAZZO/INNOVA G4/KIA SELTOS/MARUTI XL6 /ENJOY)

Sl	Particulars	Unit	Qty (+/- 25%)	Basic rate	Total amount
1	Minimum charge (3 hrs/ 30 Km)	Per trip	25 trip		
2	Rate for 8 hrs/ 80 Km	Per trip	60 trip		
3	Rate for extra hours per hour	Per hour	50 hrs		
4	Rate for extra Km	Per KM	2200 km		
5	Drivers Bata for night halt per night	Per night	10 halt		

3. Rates for Hiring Vehicle on Daily basis (A/C) (INNOVA CRYSTA)

Sl	Particulars	Unit	Qty (+/- 25%)	Basic rate	Total amount
1	Minimum charge (3 hrs/ 30 Km)	Per trip	10 trip		
2	Rate for 8 hrs/ 80 Km	Per trip	50 trip		
3	Rate for extra hours per hour	Per hour	50 hrs		
4	Rate for extra Km	Per KM	3000 km		
5	Drivers Bata for night halt per night	Per night	20 halt		

3. Rates for Hiring Vehicle on Daily basis (TEMPO TRAVELLER 26 SEATED)

Sl	Particulars	Unit	Qty (+/- 25%)	Basic rate	Total amount
1	Minimum charge (3 hrs/ 30 Km)	Per trip	10 trip		
2	Rate for 8 hrs/ 80 Km	Per trip	20 trip		
3	Rate for extra hours per hour	Per hour	50 hour		
4	Rate for extra Km	Per KM	1000 km		
5	Drivers Bata for night halt per night	Per night	10 halt		

5. Rates for Hiring Vehicle on Daily basis (Mini Goods Carrier for bringing 5 Cylinders of (500Kg.) Chlorine Gas from TCC, Eloor, Kochi to LNCPE (with Driver having explosive license), including loading and unloading charges (total for a trip))

Sl	Details	Unit	Qty (+/- 25%)	Basic Rate	Total Amt.
1	Mini Goods Carrier for bringing 5 Cylinders of (500Kg.) Chlorine Gas from TCC, Eloor, Kochi to LNCPE (with Driver having explosive license), including loading and unloading charges (total for a trip)	Per trip	10 trip		

Place :

Date :

Signature:

Name :

Name and address of Agency

Mobile No-

Seal of the agency

FINANCIAL BID - II

Rates for hiring vehicles on monthly basis - RENT A CAR

Sl No	Description of Item	Unit	Qty	Basic Rate	Total Amount
1.	Providing light motor vehicle (Innova Crista A/C) excluding driver, fuel, lubricants etc.	Per month	12 month		
2	Providing light motor vehicle (Corolla Altis) excluding driver, fuel, lubricants etc.	Per month	12 month		
3.	Providing light motor vehicle (Ertiga AC / Lodgy AC/ Honda Mobility AC / Enjoy AC / Xylo AC) excluding driver, fuel, lubricants etc.	Per month	12 month		
4.	Providing light motor vehicle (Maruti Omni Van) excluding driver, fuel, lubricants etc.	Per month	12 month		

- Price bid will be compared individual vehicle basis (item described)

Place:

Dated:

Signature:

Name :

Name and address of agency

Mobile No-

Seal of the Agency



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No. SAI/ LNCPE/HOV/TENDER -2021

Dtd.....

Checklist of Documents to be submitted

Sub: Hiring of Commercial Vehicles (contract carriages)Tender 2021 reg.

Sl No.	Documents	Submitted (Yes/No)
1	Technical Bid (in the prescribed form) at ANNAXURE -1	
2	Name of agency	
3	Address of agency	
4	Name of Proprietor/Partnership/Company	
5	License for renting vehicle from authority concerned.	
6	Copy of PAN CARD	
7	Contact Number	
8	Copy of GST Registration	
9	Experience certificate - minimum two reputed organizations.	
10	Bank Account details	
11	Bid Security Declaration Form as in ANNEXURE - II	
12	All the above documents are to be uploaded in the CPP Portal along with the technical bid. Hard copy of the tender documents along with seal and signature of the authorised signatory on all pages to be submitted to Principal, LNCPE before the last date of submission of tender.	

Date:
Place

Signature of the Tenderer/bidder
with seal

BID SECURITY DECLARATION FORM

Date: _____ Tender No. _____

To (insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder) Dated on _____ day of _____ (insert date of signing) Corporate Seal (where appropriate)

SCHEDULES OF BIDDING PROCESS WITH KEY DETAILS

Date of publish of RFP on e-procurement portal of CPP	30.07.2021
Start date and time of downloading of document	07.08.2021
Pre-bid meeting	11am on 13.08.2021
Bid Submission start date	16.08.2021
Last Date and Time of uploading /submission of Bids	5pm on 21.08.2021
Bid validity	45 days
Opening of Techno-Commercial Bid	24.08.2021