



Regional Centre
Hockey Stadium, Sector-42
Chandigarh
Pin Code:160036

Telephone-0172-2620145
Email – saincchd@gmail.com

No.SAI/RC/Admn./2017/

Dated :- 30.1.2017

TENDER NOTICE

Sealed tenders are invited from interested firms / taxi stands/ transporters for hiring of one vehicle on monthly basis and rates per KM. The detailed terms and conditions and tender document are available on SAI website www.sportsauthorityofindia.nic.in . The last date of submission of tender is 22.2.2017

DIRECTOR INCHARGE



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TENDER COST FREE

LIMITED TENDER ENQUIRY FOR HIRING OF VEHICLE BY SPORTS AUTHORITY OF INDIA REGIONAL CENTRE ,HOCKEY STADIUM SECTOR-42,CHANDIGARH

The Sports Authority of India invites sealed Bids from reputed Firms / Transporters / Taxi Stands having working experience for providing of the vehicle of good condition having annual turnover of Rs. Five lakh from transport business during the last 3 years successive for supply of vehicles.

The detailed information, terms and conditions governing the award of contract are contained in the tender documents enclosed .

Tender offer in the prescribed tender form along with all relevant documents sealed and completed in all respect must be submitted latest by 22nd February,2017 upto 11.00 Hrs in the office of Director Incharge SAI Regional Centre, Hockey Stadium Sector -42, Chandigarh which will be opened on 22nd February, 2017 at 12.00 PM in the presence of the bidders or their authorized representatives.

Sports Authority of India reserves the right to accept or reject any tender without assigning any reason whatsoever.

DIRECTOR INCHARGE

SPORTS AUTHORITY OF INDIA RC HOCKEY STADIUM SECTOR-42: CHANDIGARH

EMD (BID SECURITY) : Rs.5,000/- (Rupees Five Thousand only)

Date of submission of tender documents : 22.2.2017 upto 11.00 hrs.

Date of opening of technical bids : 22.2.2017 upto 12.00 PM

LIMITED TENDER FORM

1. Name of the Firm : _____
2. Full Postal Address with Tel. No. & Fax No.: _____
3. Name, Address with proof of ownership.

4. Registration No. of Firm (Attach copy) : _____
5. PAN Number (Attach copy) : _____
6. Details of vehicles owned : _____
Attach copy of registration and insurance : _____
7. Detail of other major clients : _____
(Attach documentary proof) : _____
8. Copy of ITR for the last 2 years. : _____
- 9 Service Tax No. _____

TERMS AND CONDITIONS WITH RESPECT HIRING OF VEHICLES BY SAI

The works "Limited Tender Enquiry for Hiring of Vehicle should be subscribed on the top left corner of envelope and also have the name and address of the Bidder. The format for submission of tender document is given at Annexure –I

I. The tender shall be submitted in three separate envelopes

- a) Envelope "A" should contain the earnest money (Bid Security) of Rs. 5,000/- (Rupees Five thousand only) in the form of demand draft of any Nationalization bank in favour of Director Incharge SAI, Regional Centre, Chandigarh The format for submission of EMD is given at Annexure – II.
- b) Envelope "B" should contain tender documents duly signed by the bidder on each page and all other documents to be submitted with the tender, alongwith information pertaining to the present line of business.
- c) Envelope "C" should contain the financial bid. The format for submission of financial bid is given at Annexure –A & B.

Envelope "A" will be opened first and Envelope "B" of only those bidders will be opened who have deposited required EMD. Envelope "C" i.e. financial bid of only those bidders whose documents are found in order will be opened.

Date and time for opening of Envelope „C“ will be decided later on. All three envelopes should be submitted in one big cover duly sealed and be put in one big cover duly sealed and be put in the tender box.

1. The successful bidder has to supply the required type of vehicle (as quoted by bidder) as per the requirement/demand of SAI on a short notice at least within half an hour and in case of delay penalty could be imposed.
2. The agency should have qualified and experienced drivers having sound knowledge with Valid driving license.
3. Offers sent by telex/fax/Email will not be opened.
4. SAI reserves the right to reject the tender of all or any party without assigning any reason.
5. Rates quoted should be inclusive of all taxes and charges except Govt. taxes payable in case of outstation visit.
6. Rates will be compared vehicle-wise and SAI may select one or more transporters.
7. Tender documents are neither transferable nor cost of tender documents is refundable under any circumstances.
8. The issuing of tender document shall not constitute that the bidders are automatically qualified.
9. TDS etc will be applicable as per rules.
10. If even after approval, information/facts submitted by the bidder are found misleading/incorrect/ false etc SAI reserves the right to disapprove the contract.
11. In case of the breach/non-fulfillments of any of condition contained in the contract, the Sports Authority of India shall be at liberty to hire the vehicle at the risk and cost of the successful bidder and the amount shall be recovered from the successful bidder along with damage from the pending bills or Security Money.
12. The vehicle should be in a good running condition fulfilling all Govt. laid down norms for plying on road as hired vehicle preferably new Vehicle.
13. The transporter must have all the required documents of the vehicle deputed for duty.
14. The vehicle provided should be thoroughly cleaned and cushion cover should be of excellent quality.
15. In case of breakdown, alternative vehicle has to be provided immediately.
16. The driver must have valid driving license and in case of challan, accident etc responsibility will be that of the transporter.
17. The driver should be neatly turned out.
18. In case of failing to provide vehicle, SAI reserves the right to hire vehicle from other source and charges will be recovered from security/bill.
19. The contract will be for the period of one year from the date of Award, extendable for another year subject to satisfactory job execution.
20. The rate quoted will be valid for complete one year. The rates for second successive year will be as per Govt. norms.
21. The contract can be terminated on one month's notice from either side.
22. In case of any dispute, the jurisdiction will be the courts within territory of Chandigarh .
23. Each page of the Terms and Conditions must be signed by the tenderer and same be submitted as token of acceptance.

24. In case of any dispute between the driver/employee, and successful tendered, SAI will not be responsible for any compensation in any form to such driver/employee during the currency of and/ or after the expiry of contract.
25. Conditional/incomplete Tender is liable to be rejected.
26. The successful tenderer is required to submit pre-receipted bills on monthly basis duly supported with copies of indents sent to them and Duty-Slip signed by the user of the vehicle.
27. The Earnest Money (Bid Security) will be returned to the unsuccessful bidders at the earliest after expiry of the final bid validity and latest on or before the 30th days after the award of the contract. The Earnest Money (Bid Security) of the successful bidders will be liable to be forfeited, if he does not fulfill any of the following conditions of the contract.
- a) Furnishing a security deposit amounting to Rs.5,000/- Rupees Five thousand) within seven days of the receipt of the award of letter. It may be clarified that the security deposited with SAI shall not carry any interest.
- b) Execution of the agreement on Rs.100/- (Rupees one hundred only) stamp Paper within 7 days of the receipt of award letter.
- c) To undertake the work from the specified date mentioned in the award letter.
- d) The earnest money of the successful bidders will be refunded after completion of the above-mentioned three conditions.
28. No revision will be allowed to the successful bidder during the period of the contract during the first year.
29. Sealed tenders containing relevant information should be addressed to the Director Incharge SAI, Central Regional Centre, Chandigarh and should bear the name and address of tender.
30. Any tender received after the specified date, time and place mentioned in the advertisement will not be entertained under any circumstances.
31. The successful bidder shall be responsible for fulfilling all the statutory provisions of all labour laws of the union and as well as of the State. The agency should be in a possession of a valid license from the Competent Licensing Authority for providing such services and will give an undertaking before starting services and thereafter with every bill that he is abiding by all the labour Acts.
32. The successful tender should give an undertaking that the staff deployed at the centre in terms of this contract at all time will be employees of the agency exclusively and they shall not be entitled to any claim of employment or permanency of job with SAI.
33. SAI reserve the right to forfeit whole or parts of the security money towards any damage/loss caused due to the negligence on the part of the bidder. Bidder may be asked to replace any items within 3 days, which is not repairable at no cost to SAI.
34. The Successful bidder shall be the sole and principle employer of all their staff and labour employed by them and shall be solely responsible for observing and complying with all employment regulations, labour laws and other terms and conditions as laid down in the this regard from time to time by the Govt.
35. These are only proposed draft terms and conditions and can be modified, changed or added at the time of finalizing, concluding and signing the agreement.
36. SAI will not be responsible in case of any injury or mis-happening of any employee of the agency and treatment if needed concluding and signing the agreement.
- 37 In case of tie of rates of KMS the overall offer and experience will be considered for amount of tender and firms will be empanelled with SAI RC, Chandigarh calling for duty on rotation basis.

Certified that I/we familiarized with site and have gone through the para-wise contents of the Tender form and accept all the terms and conditions mentioned in this tender document.

Signature

Name (In Block letters)

Designation

Name of the Firm

Dated.....

Mobile No. -----

(SEAL)

Annexure: I

FORMAT FOR SUBMISSION OF THE TENDER ON LETTER HEAD OF THE FIRM

To,
The Director Incharge
Sports Authority of India
Regional Centre,
Hockey Stadium Sector-42
Chandigarh

In response to the Tender Notice published in
the.....on.....

I am sending herewith my tender documents as under :-

Envelope A : EMD (Bid Security) in the form of demand draft No.

Dated For Rs., 5000/- drawn on

Envelope B : TECHNICAL BID : the tender documents duly signed on each page and all other documents to be submitted along with the tender.

Envelope C : FINANCIAL BID : The financial bid for supply of different type of vehicles as per requirement/demand.

The following details and supporting documents accordingly are available in Envelope "B" for evaluating eligibility etc.

1. PAN number (copy enclosed)
2. Detail of Clients & copy of award letters be enclosed.
3. ITR for last 3 years
4. Undertaking for abiding all Govt. laid down norms in respect or running of vehicles on road.
5. Undertaking for abiding all labour laws.
6. Registration no. of firm.
7. Permit for commercial use

That I/we will be responsible for all the contractual obligations including uninterrupted service, quality of work etc.

This is certify that I/we have studied site, read and understood all clauses of the tender in case of award of contract I/we undertake to abide by all terms and conditions mentioned in the same.

Date

AUTHORIZED SIGNATORY
(NAME IN BLOCK LETTERS)
(SEAL OF THE BIDDER)

Encl. As Above .

ANNEXURE – II

FORMAT FOR SUBMISSION OF THE TENDER ON LETTER HEAD OF THE FIRM
(TO BE SUBMITTED IN ENVELOPE “A”)

To

The Director Incharge
SAI Regional Centre
Hockey Stadium Sector -42
Chandigarh

Sir,

SUB: DEPOSIT OF EARNEST MONEY DEPOSIT FOR THE AWARD OF CONTRACT FOR
HIRING OF VEHICLES.

Name of the Bidder : -----

Postal Address : -----

Tel & Fax No. :

Mobile No.-----

Demand Draft No. :

& Date for EMD

Amount -----

Drawn on & payable at :

AUTHORIZED SIGNATORY
(NAME IN BLOCK LETTERS)
SEAL OF THE BIDDER

Date:.....

Encls: As above

ANNEXURE : III (A)

FINANCIAL BIDS DOCUMENTS FOR PROVIDING DIFFERENT TYPES OF VEHICLES AS PER REQUIREMENT/DEMAND TO SAI FROM TIME TO TIME

(TO BE SUBMITTED IN ENVELOPE "C")

1 Name & Address of the Bidder

.....

2. Tel. No. / Fax No. & email of the Bidder

.....

3. Tender No.

.....

ANNEXURE : III (B)

FINANCIAL BIDS DOCUMENTS FOR PROVIDING DIFFERENT TYPES OF VEHICLES AS PER REQUIREMENT / DEMAND TO SAI FROM TIME TO TIME

(TO BE SUBMITTED IN ENVELOPE “ C “

Name & Address of the Bidder _____

Tel.No. / Fax No. & email of the Bidder _____

RATES QUOTED PER VEHICLE SHOULD BE INCLUSIVE OF ALL TAXES & CHARGES EXCEPT GOVT. TAXES PAID IN CASE OF OUTSTATION VISIT

S.N.	Particular	Maruti Dzire / Etios / Indigo	
		AC	Non AC
1	Per trip to Railway Station		
2	Per trip to Airport		
3	80 KM & 8 Hrs.		
4	50 KM & 4 Hrs.		
5	Extra KM charge		
6	Extra Hrs.charge		
7	Outstation charge		
8	Night Halt charge		
9	One vehicle on monthly basis for 1000 KM per month . The rates should be with driver , fuel and other Govt. Taxes for Etios and Dzire		

Any other Terms & Conditions

This is certified that I / We have studied site , read and understood all clauses of the tender in case of award of contract . I / We undertake to abide by all terms and conditions mentioned in the same .

Dated :-

(Signature & Name of the Bidder
Address

(Seal of the Bidder)

