

GOVT. OF NCT OF DELHI
OFFICE OF DY. DIRECTOR OF EDUCATION
DISTT. WEST-A, NEW MOTI NAGAR, NEW DELHI-110015

No. 2370-77

Dated: 16/9/11

TENDER NOTICE

1. The vehicles shall be deemed to be at the disposal of the Distt. West-A Directorate of Education Govt. of NCT of Delhi.
2. There will not be any dead mileage.
3. That the time and km. of the hired vehicles will commence and terminate at the respective Zone where the vehicle provided.
4. That the contractor will have to supply minimum 3-Vehicles every day or as per the demand by the Distt. but not more than 03.
5. There should be two bids in separate sealed envelopes, one technical and other financial bid. Technical bid will be opened first when technical bid fulfills Terms & condition of tender then financial bid will be opened.
6. Pay order/cheque of Rs. 5000/- as earnest money have to be deposited in the name of DDE (W-A) New Moti Nagar. The earnest money will be refunded to unsuccessful bidders immediately the next day of the opening the bid.
7. That the vehicles provided must be in good condition and to ensure this, the model of the vehicle should not be older than 2 years. The vehicle will be kept neat and clean and in perfect running condition.
8. That log Book/Duty Slips shall be maintained for each vehicle.
9. That contract charges include monthly charges of drivers, repairs and maintainance of vehicle, petrol, /diesel and also any other incidental expenses.
10. That in the case of any accident all the claims arising out of it shall be met by the contractor.
11. That, if the vehicle is out of order, a substitute vehicle will have to be provided by the contractor immediately. In case vehicle does not report on time/does not report at all, the Department would have a right to hire a vehicle from the market & the additional cost incurred by the Department will be borne by the contractor.
12. That payment shall be made at the end of every month on the basis of actual usage of the vehicles by the department.
13. That the drivers of the vehicles provided must follow traffic rules and other regulations prescribed by the government from time to time.
14. That the contract between the Department and the Transport operator can be cancelled with a notice period of 30-days.
15. That, as far as possible the same vehicle & driver should be deployed.
16. That the drivers must observe all the etiquettes and protocol while performing the duty.
17. Operator and Dirver shall be bound to carry out the instructions of the department from time to time.
18. That all Govt. levies like service Tax, DVAT, State Entry Tax etc. as applicable will be paid extra from time to time.
19. That the vendor will be fully responsible for pollution norms/ insurance cover/ traffic challans/ Registration certificate from Transport department and for abiding with other statutory laws governing the vehicles deployed with the Directorate of

KSM

Education.

20. The requirement of vehicle may vary from time to time depending upon the actual circumstances.
21. That the payments of hired vehicles shall be made after completion of all codal formalities and submission of bill in order upto 7th of every month. Payment will be made on monthly basis. As far as possible the payment of the previous month will be released by 20th of the next month.
22. That the vehicles will be required for 10 hours/100Kms. Per day (Monday to Saturday). However, vehicles can be called on Sunday & Holidays in case of need, for which proper timely intimation will be given to the transporter.
23. That the penalty will be levied incase, there is disruption of services, the disruption along with the penalty amount that would be charged is given below.

a) If vendor provides less number of vehicles for the day	Penalty of Rs. 1000/- per day per vehicle will be levied.
b) if any vehicle provided by vendor breaks down while on duty.	Penalty of Rs. 500/- per day per vehicle will be levied. Vendor should provide alternate vehicle in an hour from break down.
c) if the driver report late for duty	Same as for (b) above
d) if the vehicle given is substandard	Same as for (b) above

24. That the vehicles will be used only in N.C.T. of Delhi.
25. That the Parking/Toll Tax charging if any will be reimbursed to the transporter on submission of the original receipts along with the bill.
26. That the courts of Delhi shall alone have jurisdiction to decide any dispute arising out or in respect of the contract.
27. That any change of address of the transporter should be informed to the office immediately.
28. The competent authority can withdraw/Reject the Tender at any stage without Assigning any reason.

All tender will be accepted upto 1:00 PM on Dated 27-9-2011 and tender will be opened on same day at 4:00 PM.

K.S. Yadav
16/9/2011

(Dr. K.S. YADAV)
DY. DIRECTOR OF EDUCATION
DISTT. WEST-A

Copy to: 2370-77

OS(IT) Dte. of Education, GNCT of Delhi, Old Sectt. with the request to upload the Format of Notice Inviting Tender on the website of Dte. of Education i.e. www.edudel.nic.in.

OFFICE OF THE DY. DIRECTOR OF EDUCATION
DISTT. WEST-A
NEW MOTI NAGAR, NEW DELHI

TECHNICAL BID (DETAILS OF THE AGENCY)

1. Name of the Firm/agency:- _____
(Address with Ph. No.)
2. Address and Tele. No. of the Tender:- _____
3. Name, Desig., Address & Tele. No. of the _____
Authorised person to deal with _____
4. Furnish /attach the following documents: _____
 - (a) Copy of Permanent Account No.
 - (b) Copy of Valid R.C. of Vehicle
 - (c) Copy of Valid Driving Licence No.
 - (d) Copy of Valid Insurance Certificate of Vehicle
 - (e) Acceptance of terms and conditions as per mentioned in tender notice
5. Details of Earnest Money Amount _____
FD/Draft No. _____
Bank _____
Branch _____
6. List of References:- _____

This is to certify that I/We have carefully read the contents of the tender documents and fully understood all the terms and conditions therein and undertakes myself/ ourselves to abide by the same.

Signature of the Tenderer _____
Name of the Signatory _____
Name of the Firm/agency _____
Seal of the Firm/Agency _____

Place:- _____
Date:- ____ / ____ /2011

Place:-

Date:- ____/____/2011

OFFICE OF THE DY. DIRECTOR OF EDUCATION
DISTT. WEST-A
NEW MOTLNAGAR, NEW DELHI

ANNEXURE-II

PRICE BID/FINANCIAL BID

S.No.	Make/model of the CAR	Mode of Fuel	Rate for journey per 10hours/100Kms. Per day
1			
2			
3			
4			
5			
6			
7			

Rate of the vehicle on case it is used more than 10Hours/100Kms. _____

(Rates are inclusive of all Taxes)

Signature

Seal-