

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION: SPORTS BRANCH
CHHATTARSAL STADIUM: MODEL TOWN: DELHI: 110009.**

**TENDER FORM FOR HIRE OF BUSES / CAR / VAN
(TO BE FILLED BY THE TENDERER)**

TECHNICAL BID

Cost of Form: Rs. 1,000/- (Non-refundable) including Financial Bid form

FORM TO BE OBTAINED: Upto 30.11.2009
(10.00 a.m. to 1.00 p.m. on all working days)

FORM TO BE DEPOSITED : Upto 2.00 p.m. on 30.11.2009
TENDER TO BE OPENED : At 3.00 p.m. on 30.11.2009

- A.1 (a) Name of the Firm.....
(b) Address of the Firm
2. (a) PAN No.
(b) Attested copy of Service Tax Registration
3. Earnest Money deposited vide Call / Fixed Deposit Receipt / Demand Draft
No.....dated.....for Rs.....is enclosed
herewith.
- 4(a) No. of Buses/Cars/Van owned by the firm with registration No.(s) and year of
purchase.
- | S.No. | Type of Vehicle | No. of Vehicles | Regn. No. | Year of Manufacture |
|-------|-----------------|-------------------------------------|-----------|---------------------|
| 1. | Buses | (i)
(ii)
(iii)
(iv)
(v) | | |
| 2. | Cars | (i)
(ii)
(iii)
(iv)
(v) | | |
| 3. | Vans | (i)
(ii)
(iii)
(iv)
(v) | | |

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(b). Total No. of buses/cars/Van that can be supplied at any time.

5(a) Whether any work of Govt. / Semi Govt. Deptt. has been done in previous year

(b). If yes, furnish full details.

Year	Details of Buses supplied in bulk	Names of Deptt.	Amt.
2006-07			
2007-08			
2008-09			

6. Annual Turnover

Year	Turnover (in Rs.)(As per audited balance sheet by C.A.)
2006-07	
2007-08	
2008-09	

B. Hire of buses (52 seaters)/Delux Buses (35 seaters), Car, Van,

Local journey :

- For 4 hours Maximum 40 Km.
- For 8 hours Maximum 80 Km.
- For 12 hours Maximum 120 Km.
- Extra per Km.
- Extra per Hours
- Night charges with time

Note : 1. Fitness certificate of the vehicle from Transport Authority is to be produced by the firm at the time of deployment.
2. Vehicle should be of latest permissible model.

TERMS & CONDITIONS

- Rates should be inclusive of all taxes i.e. Road Tax, License, Octroi, and other State Tax etc.
- The buses should be road worthy and in excellent condition with CNG fuel and registered in Delhi.
- The buses should not be less than 52 seater.
- The participants will be transported from the school to the venue of journey and back to school.

5. The contractor will ensure that the Transport Staff (Driver / Conductor / Helper/Cleaner) deployed in the buses should be well dressed as per Supreme Court's decision, well-mannered, sober in the habits, medically fit, polite and abide by the rules and regulations of the Department.
6. The required number of buses will have to be provided by the Transporter within 4 hours of the requirements. The buses should be neat and clean.
7. Only those firms are eligible to submit tenders who have the approval of Delhi STA to ply their buses on Delhi road and who have been duly granted a certificate to that effect (A copy of certificate be enclosed with the tender).
8. The Director of Education or his nominee has the right to inspect the buses before accepting the tender and tenderer may be required to bring the vehicle(s) for inspection at specified place and time. No payment will be made for this trip.
9. The bill alongwith other relevant documents will be submitted to Addl. Director of Education (Sports) in triplicate.
10. In case of breakage / loss in the bus during the journey, the bus owner has to bear all expenses for the losses.
11. In case of failure to complete the contracted trip(s) partly or wholly, an alternative arrangement will have to be made at the risk and cost of contractor/tenderer.
12. Certificate from the transport department for the fitness of vehicle is required.
13. The Director of Education will have the right to reject any tender or terminate any contract any time without assigning any reason.
14. Only those firms are eligible to submit tenders who have at least five buses of permissible CNG fuel, in the name of the firm/ proprietor. All tenderers should submit the copy of documents of ownership papers with tender.
15. Typed' rates should be quoted alongwith complete description and specification.
16. The technical bid form duly filled in & with enclosures attached in all respect should be sealed in a separate envelope inscribing **“TECHNICAL BID FORM FOR HIRE OF BUSES/CAR/VAN”** on it & also mentioning name & address of the tenderer on it.

(SAT PAL)
ADDL.DIRECTOR OF EDN (SPORTS)

All the terms & conditions are accepted by me/us.

Signature & Stamp of the firm.

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CHHATTRASAL STADIUM: MODEL TOWN: DELHI: 110009.**

TERMS & CONDITIONS OF THE TENDER FOR HIRE OF BUSES/CAR/VAN

1. Sealed tenders are invited for/on behalf of President of India for the hire of Buses / Cars / Vans.
2. The tender shall consist of two separate bids – a technical bid and a financial bid. The technical bid and the financial bid should be sealed by the bidder in separate covers duly superscribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed which shall be deposited in a tender box kept in the room of Addl. Dir. of Edn. (Sports) at Chhatrasal Stadium, Model Town, Delhi. The tender shall be accepted up to **2.00 p.m. on 30.11.2009**. No tender shall be entertained there after under any circumstances.
3. Rates shall not be quoted on “Technical bid” form. In case they are mentioned directly or indirectly, the bid shall be summarily rejected. In Financial bid, rates must be quoted in figure as well as in words also.
4. First, the technical bids shall be opened on 30.11.2009 at 3.00 p.m. in the room of Addl. Dir. of Edn.(Sports) by the purchase committee constituted for this purpose. Financial bids of only those tenderers shall be opened whose technical bids are approved.
5. (a)The tenders must be accompanied by Bank Demand Draft / FDR for the amount mentioned below as earnest money of any scheduled bank in favour of Addl. Director of Edn.(Sports) and earnest money received in any other form shall not be accepted :-

S.No.	Item	Amount of Earnest Money	Amount of minimum turnover
1. .	Hire of Buses/Cars/Van	Rs. 1,60,000/-	Rs. 30,00,000/- (per annum)

- (b) The tenderer should submit the documentary proof of minimum turnover of the firm indicating above for previous 3 years (i.e. upto 31.3.2009) with tender duly certified by Chartered Accountant. Audited Balance Sheet and Income & Expenditure statement of the firm for the last 3 years is required to be enclosed i.e. 2006-07, 2007-08 & 2008-09.
- (c) A copy of Income Tax return of the firm for the last 3 years is to be enclosed with the tender.

- (d) Attested copy of Registration Certificates of at least 5 CNG Buses in the name of the firm / proprietor is to be submitted with the tender.
 - (e) Attested Copy of Service Tax Registration Certificate is to be enclosed with the tender.
 - (f) The tender will be rejected out rightly in case above (a) to (e) terms are not complied with by the tenderer.
6. It will be at the discretion of the Director of Education to make any inquiry in order to judge the stability and capacity of any firm at his decision or other wise will be final.
 7. In case the tenderer whose rates have been approved order placed fails to discharge the obligation of tender so awarded to him part or in full or on the grounds of quality, the Director of Education has the right to place the order to other firm at the cost and risk of contractor and the Director of Education shall have the right to forfeit the security money or to take any legal action against defaulter contractor.
 8. No interest on Earnest Money or Performance Security will be paid.
 9. The Earnest Money of unsuccessful tenderer will be returned on finalization of the tenders.
 10. The Earnest Money of the successful tenderer will be retained and treated as performance security upto expiry of tender. For balance amount of performance security, the tenderer will be asked by the Department after finalization of the tender. The Department can ask the tenderer to deposit additional Rs. 6.40 lakhs towards performance security being 10 % of total amount of work order of this office during the tender period in advance at the time of finalization of the tender.
 11. Any tender which bear cutting, over-writing in the rates, shall not be considered.
 12. Income Tax to be deducted at source @ 2% in all cases of payment to contractor.
 13. The tender which does not comply with any of the above condition will be rejected.
 14. The Director of Education reserves the right to accept or reject any tender without any reasons.
 15. These terms and conditions are to be signed by the tenderers at the place specified below which will be finally and legally binding on him. The tenderer is not entitled to insert/add/delete any term/condition whether made herein or thereby in separate note/letter and the Director of Education shall not be bound by any such addition/deletion.

16. In case of any false / wrong information given in the tender, the tender shall be out rightly rejected.
17. In case of dispute the decision of the Director of Education shall be final and binding on the parties.
18. Under no circumstances, the negotiation would be held with any tenderers except the lowest tenderer.
19. The terms of the tender will be one year from date of acceptance/approval of the competent authority and rates will be valid for Sports branch and Physical Education branch. The rates may be extended for one year subject to approval of competent authority and satisfactory performance of the dealer or till the finalization of new tender, whichever is earlier.

(SAT PAL)
ADDL.DIRECTOR OF EDN.(SPORTS)

Acceptance of the Tenderer :

All the above terms and conditions are accepted by me/us. I / we bound myself / ourselves to observe them in the event of my / our tender being accepted. The earnest money in the form of Demand Draft for Rs. _____ is enclosed.

Signature of the tenderer with seal of the firm.

Place _____

Dated _____

Witness :- 1. _____ 2. _____

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**TENDER FORM FOR HIRE OF BUSES/CAR/VAN
(TO BE FILLED BY THE TENDERER)**

FINANCIAL BID

Cost of Form: Rs. 1,000/- (Non-refundable) including technical Bid form

FORM TO BE OBTAINED: Upto 30.11.2009
(10.00 a.m. to 1.00 p.m. on all working days)

FORM TO BE DEPOSITED: Up to 2.00 p.m. on 30.11.2009
TENDER TO BE OPENED: At 3.00 p.m. on 30.11.2009

A.1 (a) Name of the Firm.....

(b) Address of the Firm

B. Hire of buses (52 seater)/Delux Buses(35 seater), Car,Vans.

Local journey :

		BUSES	CARS	VANS
a.	4 hours / 40 Km.			
b.	8 hours / 80 Km.			
c.	12 hours / 120 Km.			
d.	Extra per Km.			
e.	Extra per hours			

Note: 1. Fitness certificate of the vehicle from Transport Authority is to be produced by the firm at the time of deployment.
2. Vehicle should be of latest permissible model.

NOTE :

The rates should be indicated per item & inclusive of Service Tax and other govt. levies.

The Tender shall be liable to be rejected if all the columns are not properly & completely filled up.

This financial bid form duly filled in should be sealed in a separate envelope inscribing “**FINANCIAL BID FORM FOR HIRE OF BUSES/CAR/VAN**” on it & due mentioning name & address of the tenderer on it.

Signature with name & stamp of firm