



**Government  
eProcurement  
System**

**eProcurement System Government of India**

**Tender Details**

Date : 12-Jun-2024 04:52 PM

Print

**Basic Details**

Organisation Chain	Department of Agricultural Research and Education  Indian Council of Agricultural Research,DoARE,MoA  NDRI-Karnal-ICAR-DoARE		
Tender Reference Number	NDRI/Purchase/Hiring Vehicle/20-21		
Tender ID	2024_DARE_811481_1	Withdrawal Allowed	Yes
Tender Type	Open Tender	Form of contract	Fixed-rate
Tender Category	Services	No. of Covers	2
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No
Payment Mode	Not Applicable	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No

**Cover Details, No. Of Covers - 2**

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	pdf
2	Finance	.xls	BOQ

**Tender Fee Details, [Total Fee in ₹ \* - 0.00]**

Tender Fee in ₹	0.00		
Fee Payable To	Nil	Fee Payable At	Nil
Tender Fee Exemption Allowed	No		

**EMD Fee Details**

EMD Amount in ₹	0.00	EMD Exemption Allowed	No
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	Nil	EMD Payable At	Nil

[Click to view modification history](#)

**Work /Item(s)**

Title	Hiring of Vehicle				
Work Description	Rate Contract of Hiring of Vehicle				
Pre Qualification Details	Please refer tender document				
Independent External Monitor/Remarks	NA				
Show Tender Value in Public Domain	No				
Tender Value in ₹	10,00,000	Product Category	Hiring of Vehicles	Sub category	NA
Contract Type	Rate Contract	Bid Validity(Days)	90	Period Of Work(Days)	365
Location	Purchase Section	Pincode	132001	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	Purchase Section
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

### Government Critical Dates

Publish Date	12-Jun-2024 05:00 PM	Bid Opening Date	04-Jul-2024 05:00 PM
Document Download / Sale Start Date	12-Jun-2024 05:30 PM	Document Download / Sale End Date	03-Jul-2024 05:00 PM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	12-Jun-2024 05:30 PM	Bid Submission End Date	03-Jul-2024 05:00 PM

### Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)
	1	Tendernotice_1.pdf	pdf	622.10

  

Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	BOQ	BOQ_852791.xls	.xls	234.50

### Bid Openers List

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	babu.meena2@icar.gov.in	Babu Lal Meena	BABU LAL MEENA
2.	prabhjit.s.behl@gmail.com	Prabhjit Singh	PRABHJIT SINGH
3.	subhash.kumar@icar.gov.in	SUBHASH KUMAR	SUBHASH KUMAR
4.	sfao.ndri@icar.gov.in	Jagdish Chander	JAGDISH CHANDER

### GeMARPTS Details

Reason for non availability of GeMARPTS ID	Urgent nature of Procurement
Remarks	Gem non availability report
Document Name	gem.pdf
Document Size (in KB)	39.90

### Tender Properties

Auto Tendering Process allowed	No	Show Technical bid status	Yes
Show Finance bid status	Yes	Stage to disclose Bid Details in Public Domain	Technical Bid Opening
BoQ Comparative Chart model	Normal	BoQ Comparative chart decimal places	2
BoQ Comparative Chart Rank Type	L	Form Based BoQ	No

### TIA Undertaking

S.No	Undertaking to Order	Tender complying with Order	Reason for non compliance of Order
1	PPP-MII Order 2017	Agree	
2	MSEs Order 2012	Agree	

### Tender Inviting Authority

Name	Prabhjit Singh
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**ICAR-NATIONAL DAIRY RESEARCH INSTITUTE**  
(Indian Council of Agricultural Research)  
**KARNAL-132001 (Haryana) INDIA**



F.No. [NDRI/Purchase/HiringVehicle/20-21](#)

Dated: .06.2024

**E-TENDER NOTICE INVITING  
(NATIONAL COMPETITIVE BIDDING)**

**Online bids are invited on Two bid system for "ANNUAL RATE CONTRACT FOR  
HIRING OF VEHICLES"**

1. On behalf of Director, ICAR-NDRI, Karnal, Electronic Quotations/tenders under Open tender enquiry, Bids are invited from the registered firms/their authorized dealer registered on CPP portal etc. for the Rate Contract for Hiring of Vehicles. The Quotations/bids duly sealed/signed & completed in all respect should be submitted with scanned documents online at CPP Portal. Incomplete Quotations/bids will be treated as rejected. The Quotations received after stipulated date & time will not be considered & rejected, and no correspondence in this regard will be entertained.

**CRITICAL DATE SHEET**

<b>Published Date</b>	<b>12.06.24(5:00 PM)</b>
<b>Bid Submission Start Date</b>	<b>12.06.24 (5.30 PM)</b>
<b>Bid Submission End Date</b>	<b>03.07.24 (5:00 PM)</b>
<b>Bid Opening Date</b>	<b>04.07.24 (05:00 PM)</b>
<b>Address for communication</b>	<b>Purchase Section, ICAR-NDRI, Karnal- 132001</b>

2. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. **The Director, ICAR-NDRI, Karnal reserves the right to accept or reject any or all the tenders.**
3. The firms are required to upload copies of the following documents:-
  - i. PAN Card
  - ii. GST Registration Certificate.
  - iii. The scanned copy of an undertaking stating that if the information/declaration/scanned documents furnished in respect of eligibility criteria are found to be wrong or misleading at any stage, the firm will be liable to punitive action.
  - iv. The scanned copy of Undertaking that the firm has not been blacklisted within last two years by any Company/Govt. Department/Organization.
  - v. Bid Security Declaration.

4. **Bid Opening:** Bid will be opened online by the bid openers mentioned at the time of creation of the tender online. Relevant bidders can simultaneously take part in bid opening online and can see the resultant bids, of all bidders. The system automatically generates a technical scrutiny report and commercial scrutiny report in case of the techno-commercial bid opening and a price comparative statement in case of price bid opening which can also be seen by participating bidders online.

**Terms & Conditions:-**

1. All the rates quoted are for AC cars which are subdivided into three categories, Sedan, SUV & Premium SUV.
2. Rates are to be quoted are exclusive of taxes. Taxes as applicable and amended from time to time would be paid extra by the office.
3. Bidders have to quote wholesome rates upto 80 km & Beyond 80 km per day.
4. Night charges are fixed at Rs. 225 per night for all categories uniformly.
5. In case of CNG vehicles, it should have valid registration of CNG vehicle and the CNG should be company fitted only and must have adequate space for keeping the luggage in the vehicle.
6. The night charges will be applicable only if the vehicle is hired between the periods from 10.30 PM to 6.00 AM.
7. Firm has to provide as many vehicles as per demand, even on short notice. In case of failure of the contractor, necessary action, as deemed fit, will be taken.
8. The firm shall fulfil GST provisions as per existing guidelines of the government and must have valid GST Registration.
9. The contracting firm cannot change the rate of vehicles during the contract period for any reason.
10. The driver shall be experienced with sound health and must possess valid driving license issued by the Regional Transport Authority (RTA) or Regional Transport Office (RTO) which should be of at least 3 years old and without any adverse marking/remarks thereon.
11. Drivers have to follow all guidelines/advisories regarding rules & regulations of Traffic/Driving.

12. The vehicles are to be supplied and work has to be executed strictly as per the satisfaction of user.

13. The vehicle should be in good running condition and should not be more than 05 year old.

14. No on-way stop is allowed except as desired by the user.

15. All vehicles provided shall have all the necessary permits/licenses/clearances such as, but not limited to fitness certificate, PUC, full comprehensive insurance, road permit, registration certificate, as per the Motor Vehicles Act, RTO and other applicable laws and statutory bodies, for providing commercial vehicles for this service.

16. All vehicles provided shall be air conditioned and shall be equipped with an emergency medical first aid kit and a fire extinguisher.

17. All vehicles should be always in excellent working condition with proper seats and seat belts. The tyres of such vehicles must be in good condition. The service provider shall ensure that the vehicles deployed by him are cleaned thoroughly both internally and externally, boot kept clear of dust, rubbish, oil, bad odour and any personal belongings of the driver.

18. All vehicles deployed shall arrive at designated location on time and with full or sufficient tank of fuel.

19. The vehicle deployed shall be parked at the Buyer's/ User's premises after the duty hours if desired so by the Buyer/ User and cannot be taken-out without written permission from the Buyer/ User.

20. The drivers of the vehicles must have a working mobile number for easy contact by the passenger. It must also always have an active internet connection where Google maps can be accessed, to navigate the shortest and/ or fastest route possible avoiding traffic jams. The driver shall be always reachable during duty hours.

21. The drivers of the vehicles deployed should maintain polite & courteous behaviour towards the buyer/ passenger. "Misbehaviour" which may include, but not limited to, consumption of alcohol during or prior to duty, denial of duty during service hours as defined by user, use of abusive language, theft, shall attract deduction as per provisions of the contract.

22. Delay in arrival beyond 30 minutes, shall attract deductions.



23. Service Provider shall ensure the level of service required is of the highest professional standard and shall ensure full compliance to the terms and conditions of the contract.

24. The service provider shall pay the toll charges, parking fee or entry taxes payable locally or outstation which shall later be reimbursed by the Buyer on actual basis as paid by the service provider.

25. The service provider must ensure that all necessary measures are taken by the driver to ensure passenger safety by avoiding negligent driving by their drivers such as over speeding, rash driving, and driving vehicle without brakes/defective brakes.

26. The service provider shall take comprehensive insurance cover with third party unlimited liability risk of the vehicles provided to the buyer.

27. The service provider shall be responsible for ensuring compliance with the provisions related to Labour Law [Central/State] and specially Minimum Wages Act, Payment of Wages Act, PF, ESI Act, Payment of Bonus Act, Contract Labour [R&A] Act, Workmen Compensation Act, Motor Vehicle Act, Motor Transport Workers Act, 1961 etc. and any other relevant acts as applicable at present or in future during the tenure of the contract and as may be enforced from time to time. Onus of compliance of all the applicable Laws/Acts/Rules/Guidelines/Notifications/Regulations/Orders shall rest with the service provider only and the buyer will not be liable in any manner.

28. In an event that service provider fails to deliver or fails to carry out tasks as per schedule due to non-delivery of vehicle, break-down, servicing and repairs of vehicles, or if the vehicle is seized or detained or requisitioned by Police/Motor Vehicle Authority or any other authorities for whatsoever reasons, the Service Provider at his own cost shall make alternate arrangement by providing similar or higher class of vehicle(s) for which agreement is entered into, without any extra charges. Failure to do so will evoke deductions then buyer shall have right to make necessary deductions as per the provisions mentioned in the deductions of this document.

29. The Service Provider will deploy experienced drivers knowing the routes of the areas and familiar with the localities for carrying out the services. The service provider shall be personally responsible for any theft, misconduct and /or disobedience on the part of drivers so provided by him.

30. The Service Provider shall maintain a complaint register in the vehicles for the complaints by the passenger travelling in the vehicle.

31. The Service Provider shall not sublet any part of the Contract. The Service Provider may act as an aggregator of vehicles/ individual drivers. However, it is the Service Provider who shall be responsible and liable to deliver the services as per the contract.

32. The time of service provided shall start from the point of pick up to the point of final drop off and the garage hours and km shall not be included.

33. The vehicle deployed for duty shall at no point of time carry any person other than personnel authorized by the buyer.

34. The drivers/ staff provided by the service provider shall not be deemed employees of the buyer, hence the compliance of the applicable labour laws and acts, Transport Motor workers Act and other relevant laws will be the sole responsibility of the service provider.

35. Buyer shall not be liable for any damages whatsoever to public property and /or any third person due to any accident arising out of and in the course of deployment of service provider's vehicle. The Service Provider shall be solely and exclusively liable for the losses / damages caused by the driver of the Service Provider and shall indemnify the Buyer in case of any such losses / damages.

36. The buyer will in no way be responsible for violation of traffic rules and /or infringement of any other law for the time being in force, either by the driver of the vehicle or by the service provider.

37. During the contract period, if the vehicle is seized or detained or requisitioned by Police/Motor Vehicle Authority or any other authorities for whatsoever reasons that will be at the service provider's risk.

38. The Period of the contract will be one year extendable for a period of maximum one more year subject to satisfactory services rendered by the contractor.

39. Bidder submitting a tender would be presumed to have read and fully understood all the terms and conditions and instructions contained in the tender documents and parts/annexure thereof. No enquiry, verbal or written, shall be entertained in respect of acceptance/rejection of the tender.

**5. Price structure & Financial Evaluation:**

The rates are to be filled in the Bill of Quantity for each category of vehicle. The rates quoted by the supplier shall remain firm and fixed during the currency of the contract and shall not be subject to variation on any account, whatsoever, including stator variations, if any. **The bidders quoting the partial categories of vehicles will be summarily rejected.**

6. **Terms of Payment:** Bill basis after satisfactory services/work verified by the concerned user.

7. **Paying Authority:** Comptroller, NDRI, Karnal – 132 001.

**8. Liquidated Damage Clause:**

- a) Rs. 500/- for every instance will be deducted in case of delayed reporting by the driver and Rs. 1000/- on each occasion will be deducted in case of non-availability of the vehicle(s) on any day. Further, in case of non-availability of the vehicle(s), alternative vehicles will be hired from the open market and the expenses incurred thereon shall be deducted from the bill of the contractor.
- b) In case the vehicles provided by the concerned agency are not as per terms and conditions, this will attract penalty amounting to Rs. 1000/- on each occasion.
- c) In case the above digressions continue on a regular basis as well as violation of any other contract term, the Office reserves the right to cancel the contract without giving the statutory one month's notice as well as to forfeit Performance Security and to debar the contractor. Either or all of these actions may be taken depending upon severity of lapses.

**9. Dispute Resolution Mechanism:**

If any dispute or difference of any kind arises between the purchaser and the supplier in connection with the contract, the parties shall make every effort to resolve the same amicably by mutual discussions. However, if the parties fail to resolve the disputes or differences by such mutual discussion **within 30 days**, either the purchaser or the supplier may give notice to the other party of its intention to refer the same to arbitration. The arbitration will be conducted by a sole arbitrator, who will be appointed by the Secretary, ICAR and the procedure to be followed in this respect will be as per the Indian **Arbitration act, 1996**. The **venue** of the **arbitration** shall be the place (i.e. **NDRI, Karnal**), from where the contract is issued.

- 10. In case of any Legal Dispute, the jurisdiction will be at Karnal.
- 11. You are also required to fulfill the following conditions and also furnish the required details as indicated in subsequent paragraphs.
  - a) The contract shall be governed by the laws of India and the interpreted in accordance with such laws.
  - b) The quotation / offer shall remain valid for acceptance for a period not less than 90 days after the specified date of opening of the offer.
  - c) Alternate/ conditional/ Optional bids will not be accepted.
- 12. Notwithstanding the above, the purchaser, reserves the right to accept or reject any quotation or annul the tendering process and reject all quotations at any time prior to award of the contract, without assigning any reason, whatsoever, and without incurring any liability or obligation, whatsoever, to the affected tenderer or tenderers.
- 13. **Before award of contract, the successful Bidder will have to deposit Performance security of Rs. 50,000/-** in the form of an Account Payee Demand Draft, Fixed Deposit Receipt from a Commercial bank or Bank Guarantee from a Commercial Bank.

**Prabhjit Singh**

**A. A.O (P)**



### **DOCUMENT CHECKLIST**

The documents to be uploaded compulsorily by the Bidders on the portal are as follows:

1. PAN Card of the concerned.
2. GST Registration Certificate of the firm.
3. Undertaking regarding submitting wrong information (Annexure-I).
4. Undertaking regarding blacklisting of the firm (Annexure-II).
5. Bid Security Declaration (Annexure-III)

**Annexure-I**

**UNDERTAKING**

I/We.....hereby certify that we have fully read and understood the tender requirements and accept all the terms and conditions of the same. If the information and supporting documents furnished by us are found wrong or misleading at any stage, the firm will be liable for punitive action.

Name of the Proprietor

Name & Seal of the firm

Date & Place

Contact No.

**Annexure-II**

**UNDERTAKING**

I/We.....hereby certify that we have not been blacklisted by any Central or State Government department/Autonomous Body/Statutory Body/Regulatory Body of the country for any kind of malpractice or fraudulent activity.

Name of the Proprietor

Name & Seal of the firm

Date & Place

Contact No.

**Annexure-III**

**FORMAT OF BID SECURITY DECLARATION FROM BIDDERS IN LIEU OF EMD**

**(on Company Letterhead)**

**Format of Bid Security Declaration from bidders in lieu of Earnest Money Deposit/  
Bid Security (On Bidders' Letter Head)**

I /We, the authorized signatory of M/s\_\_\_\_\_, participating in the subject Tender No: \_\_\_\_\_, for the job of \_\_\_\_\_, do hereby declare that in the event:

I / We withdraw / modify our bid during the period of bid validity OR

I/We commit any other breach of tender conditions/ contract which would have otherwise attracted forfeiture of EMD

OR

I / We fail to / refuse to initiate the execution of the awarded Contract as per the terms of the Contract

then I / We could be suspended from being eligible for bidding / award of all future tender(s) for a period of two years.

**Signature and seal of authorized signatory of bidder**

**Name of authorized signatory:**

