

केंद्रीय विद्यालय सैनिक विहार दिल्ली-34		KENDRIYA VIDYALAYA SAINIK VIHAR, DELHI-34 TELEPHONE: 27025480 FAX: 27022979
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F. No.38/KVSV/2021-22/

दिनांक: 09.08.2021

01	Description of work	Hiring of various type of Vehicle (Rate contract) for use in the Kendriya Vidyalaya Sainik Vihar New Delhi
02	Specifications	As mentioned along with list.
03	Owner	KV Sainik Vihar
04	Earnest Money Deposit	Rs.10000/- by DD/BC favoring "VVN Account KV Sainik Vihar" payable at New Delhi).
05	Time of Completion	As and when required
06	Performance Security Deposit	Rs.10% of billed amount, which will be refunded after 3 months of contract period.
07	Schedule of submission	Up to 1200 hrs on 25.08.2021 at KV Sainik Vihar Delhi
08	Date & time of opening Quotation	01:00 P.M. on 25.08.2021

Sub: "Invitation for Quotations for hiring of various type of Vehicle (Rate contract) for use in the Kendriya Vidyalaya Sainik Vihar New Delhi-reg."

Sir/Madam,

1. The Kendriya Vidyalaya Sangathan a centrally funded Autonomous Body is a Society registered under Societies" Registration Act, 1860. The Sangathan administers the Scheme of Kendriya Vidyalayas set up for imparting education to the children of transferable Central Govt. Employee.
2. Sealed competitive quotations from the reputed and registered business entities are invited by the undersigned on behalf of the Kendriya Vidyalaya SAINIK VIHAR (herein called KVS).
3. Sealed Tenders are invited in two bid system (*Technical and Commercial both*).
4. Both bids should be sent separately in two sealed envelopes super scribing the *Technical bid (Annexure A) & Commercial Bid (Annexure B & C)* on the top of the envelopes. The terms and conditions of the tender are enclosed. Technical Bid will be opened first and Commercial bid shall be opened in respect of those tenderers, which fulfill the conditions stipulated in Technical Bid. Both tenders should be sent to undersigned so as to reach *on or before 25th August 2021 up to 12 Noon which will be opened on same date* at the address mentioned above in the presence of those tenderers, who may choose to be present. The particulars of the tender are required to be filled in enclosed proforma only. Bids not sent as per above requirement will not be opened.

5. **Validity of quotations:** The quotation shall remain valid for a period not less than 90 days after the deadline specified for submission of quotations.
6. **Evaluation of quotations:** KVS will evaluate and compare the quotations determined to be substantially responsive i.e. which are: Properly signed, and conforming to the terms and conditions. The evaluation would be done for all the items put together. The bidder who has quoted for partial quantity of any one or more item (s) would be treated as non-responsive. Purchaser will award the contract to the responsive bidder whose total cost for all the items put together is the lowest.
7. **Award of contract:** Contract will be awarded to the tenderer who fulfill all terms and conditions of tender and quote lowest total value after tax as per Annexure 3. Such lowest tenderer will have to agree to other lowest quote of other unsuccessful tenderer in case in some items he has quoted higher rate than the lowest rate.
8. **Security Deposit:** EMD received will be converted into Security Deposit of Successful tenderer which will be refunded after contract period after deductions if any.
9. **All terms and conditions mentioned in Technical, Commercial bids and General Conditions under this tender / letter will form part of contracts.**
10. **In case sufficient number of tenders are received or qualified tenders after technical bids are not sufficient then date of opening Commercial bids will be extended. Effort will be made to get more tenders.**
11. **Cost of tender is Rs NIL, which is non-refundable.**

Yours faithfully,

(PRINCIPAL)

TECHNICAL BID

TERMS AND CONDITIONS

- 1) The tenderers need to quote the rates for vehicles as per Commercial bid as per Annexure B & C.
- 2) The tenderer must have a good number of fleet of vehicles on its own and should have the capabilities to cater to the needs of school time to time during contract period.
 3. The proof of having the ownership of vehicles with Registration number should be enclosed with Technical bid.
 4. The contractor shall provide vehicles preferably of new models and in good condition. No vehicle should be earlier than 2014 Model. Year of manufacturing will be reckoned for this purpose. The proof to this effect must be enclosed.
5. The party must have a fleet of minimum 2 buses, 1 Tempo Travelers, Two cars and all these vehicles should be of the model of 2014 and onwards. Out of these vehicles, the registration of at least 3 vehicles must be in the name of Firm or proprietor or Partner of the firm or together. Copy of the Registration Book and other related documents for all the vehicles is to be attached with the Technical Bid, failing which the tender will automatically be rejected.
6. The tenderers are required to submit the EMD of Rs. 10,000/- by way of DD in favour of VVN, Kendriya Vidyalaya SAINIK VIHAR payable at Delhi, along with the tender failing which the tender is liable for rejection.
7. A copy of GST registration, PAN Card of the company, and registration with Transport Department must be enclosed with the Technical Bid, failing which the Tender will be liable for rejection.
8. The Tenderer should have at least 3 Years of experience in this line and Tenderer will submit the contact numbers of persons, firms and companies, which are utilizing the services of the contractor.

(Signature of Tenderer for having agreed to above conditions)

(TO BE ATTACHED WITH TECHNICAL BID)

DETAILS OF VEHICLES ON REGULAR BASIS

SI No	TYPE OF VEHICLE	MODEL (YEAR OF MANUFACTURING)	REGISTRATION NUMBER	STATUS OF OWNERSHIP (COPY OF RC BOOK TO BE ATTACHED IN SUPPORT)
1				
2				
3				
4				
5				
6				
7				

1. A duly self-attested copy of GST registration, PAN Card of the company, and registration with Transport Department must be enclosed with the Technical Bid, failing which the Tender will be liable for rejection.
2. A copy of Balance Sheet & P&L Account of latest year to be enclosed.
3. Contact numbers of other customers to be enclosed.
4. The tenderers are required to submit the EMD of Rs. 10,000/- by way of DD in favour of "VVN A/C, KV Sainik Vihar" payable at Delhi, along with Technical Bid of the tender failing which the tender is liable for rejection

(Signature of Tenderer for having agreed to above conditions)

COMMERCIAL BID

TERMS AND CONDITIONS

- 1) Rate may be quoted as per Annexure C.
- 2) The rate quoted should be inclusive of driver / fuel charges, maintenance charges etc which is binding for entire contract period except GST.
- 3) Rates are firm. No escalation due to increase in fuel charges will be paid extra during contract period.
- 4) Initially contract will be on trial basis for a period of 3 months from the date of awarding contract. On satisfactory performance of the trial period, the KVS reserves the right to extend the contract on the same rate and terms and conditions for the total period of 12 months (Including the period of trial) or more.
- 5) The said contract would cover the vehicles requirement on need basis. Vehicles could be used for outstation duty outside NCR subject to payment of outstation charges for using the vehicles beyond limits of NCR. If the vehicle is used for outstation duty the necessary permit charges will be reimbursed.
- 6) Be it clearly understood and agreed that time is essence of contract. The advance intimation for requirement of Vehicles would be given at least 02 hrs before actual use.
- 7) Time and mileage will be calculated from KVS to KVS point basis. Here KVS means KVS or within 5 kms of KVS. In case Vehicle is required beyond perimeter of 5 Kms of KVS the additional Km beyond 5 Kms will paid extra.
- 8) The party will ensure that vehicles remain in perfect running condition to enable smooth service. The party will always maintain the vehicles in neat and tidy condition.
- 9) Payment will be made on monthly basis. The contractor should submit bills with details of distance operated and hours utilized (along with signed slip of the respective vehicle user) to Committee In Charge by 5th of the succeeding month. The duty slip shall be submitted along with the bills.
- 10) Payment will be arranged within 30 days of the acceptance of the bill in normal circumstances. Any delay in submission of the bill as above will be at your risk and cost
- 11) The Contractor will maintain details separately for each vehicle, which should got countersigned by Committee in Charge or users. The user will indicate opening and closing mileage and time used of the vehicle.
- 12) No over writing or corrections will be allowed on bills or documents.
- 13) The responsibility for entire co ordination and availability of vehicles lies with the contractor and contractor will provide his contact numbers as well as drivers contact numbers to KVS.
- 14) The driver must always possess the valid driving license during operation of the vehicle. No driver will be allowed to operate these vehicles unless a copy of their valid license is deposited with the Committee in-Charge. The drivers should be well experienced and reliable for the operation besides holding necessary statutory certificate, driving license etc. The contractor on this service should not engage person below the age of 18 years.

- 15) The contractor shall ensure that the vehicles engaged for this work shall have valid documents like registration, licenses and insurance etc. as per the existing law from time to time. The contractor shall follow the rules and regulations of Transport Departments, Central / State laws, rules and regulations from time to time.
- 16) The contractor shall operate the vehicle service under the direction of Committee In Charge for this contract
- 17) The KVS will not bear any responsibility for any loss or damages of the vehicles provided by the contractor for this contract in case of any accident, theft, quarrel, and unforeseen circumstances.
- 18) The contract may be terminated by the KVS in case of repeated delays in starting or arrivals of the vehicles as per booking given. In such case contractor will claim no compensation.
- 19) In case of any breakdown of the vehicles, the contractor shall provide a substitute vehicle within One hour. If the replacement is not given in one hour no claim for such trip will be accepted and the charges incurred by the user towards commuting for his onward conveyance for the rest of the day / provision of suitable vehicle, will be recovered from contractor bill.
- 20) The said contract may be terminated by giving one-month notice by KVS side.
- 21) Make the photocopy of the registration of each vehicle in the fleet available before the start of the contract to the Committee In Charge for record.
- 22) In case the contractor fails to provide vehicle on any day or fails to keep up with the schedule / booking given by the Committee In Charge, the penalty @ Rs 200 per hour or part thereof would be deducted from the bills for each such failure. Further to this, actual expenses incurred by officials is to be reimbursed by the Contractor. In case after reporting of the vehicle, the contractor withdraws the vehicle the penalty as per this clause will be applicable.
- 23) All other general and special conditions of the contract attached with Tender will form part of contract
- 24) In case of any dispute, anomalies or difference of opinion, the decision of Principal KVS shall be final and binding.
- 25) The contractor shall not be allowed to outsource any part of the contract work to any subcontractor.
- 26) KVS shall reserve the right to cancel contract without assigning any reason thereof or split the contract between two or more parties.
- 27) KVS also reserve the right to increase and decrease the number of vehicles during the contract period with prior intimation to the contractor.
- 28) The vehicles are required to run on General Holidays and Sunday also if required. No extra charges are permissible if vehicle is used on General Holiday and Sunday.

- 29) KVS Sainik Vihar will not have obligation and service provider shall indemnify KVS Sainik Vihar against any / all claim which may arise under the provision of various acts, Govt. order etc and any breach of such laws or regulations shall be deemed to be breach of this contract.
- 30) Direct or indirect liability arising out of negligent, rash and impetuous driving which is an offence under IPC and any losses caused to KVS Sainik Vihar have to be suitably compensated by the contractor.
- 31) Contractor shall be the employer of his workers and KVS Sainik Vihar will not be held responsible fully or partially for any dispute that may arise between the contractor and his workers.
- 32) In the case of any accident resulting in loss or damage to the property of KVS the sole responsibility of any legal or financial implications would lie with the contractor. KVS Sainik Vihar will have no liability whatsoever.
- 34) No vehicle having registration in the name of employee of KVS Sainik Vihar or their close relative should be supplied.

(Signature of Tenderer for having agreed to above conditions)

AWARD OF CONTRACT

- a) The purchaser will execute award the purchase order/ Work order to the bid whose quotation has been determined to be substantially responsive and who has offered the lowest price.
- b) The bidder whose bid is accepted will be notified of the execution of the purchase order by the office prior to expiration of the quotation validity period.
- c) The Notification of award to clearly specify any change in the unit price or any other terms conditions accepted.
- d) Normal commercial warranty/ guarantee shall be applicable to the supplied goods.
- e) Payment will be made within 30 days after the delivery of goods and their acceptance.
- f) Notwithstanding the above, the purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the contract.
- g) KVS reserves the right to split contract into two or more parts.

PRINCIPAL

AGREEMENT

I/We, hereby undertake that all the terms & conditions for quotation mentioned in this document any changed conditions prior to the dead line for submission of bids shall be accepted to us and I/We shall abide by the same fully.

(Signature of Tenderer for having agreed to above conditions)

S No	Type of Vehicle	Specification	Rate for Non-AC Vehicle (inclusive of all taxes if any)	Rate for Air Conditioner Vehicle (inclusive of all taxes if any)
	<i>1</i>	<i>2</i>	<i>4</i>	<i>5</i>
1	Tourist Bus 55/56-seater Delhi / New Delhi - Local	4 hours & 40 km		
		8 hours & 80 km		
		Extra Km Charge over 40/ 80Km.		
		Per hour rate over4/ 8 hours		
	Tourist Bus 55/56 seater Faridabad, Gurgaon , Noida Hindon/ Ghaziabad -NCR	4 hours & 40 km		
		8 hours & 80 km		
		Extra Km Charge over 40/ 80Km.		
		Per hour rate over4/ 8 hours		
2	Tourist Bus 47 seater Delhi / New Delhi - Local	4 hours & 40 km		
		8 hours & 80 km		
		Extra Km Charge over 40/ 80Km.		
		Per hour rate over4/ 8 hours		
3	Tourist Bus 47 seater Faridabad , Gurgaon , Noida Hindon/ Ghaziabad -NCR	4 hours & 40 km		
		8 hours & 80 km		
		Extra Km Charge over 40/ 80Km.		
		Per hour rate over4/ 8 hours		
4	Mini Bus / Swaraj Mazda 20 seater Delhi / New Delhi - Local	4 hours & 40 km		
		8 hours & 80 km		
		Extra Km Charge over 40/ 80Km.		
		Per hour rate over4/ 8 hours		
5	Mini Bus /Swaraj Mazda 20 seater Faridabad , Gurgaon , Noida Hindon/ Ghaziabad -NCR	4 hours & 40 km		
		8 hours & 80 km		
		Extra Km Charge over 40/ 80Km.		
		Per hour Extra Charges after 8 hours		
6	Tempo Traveller 12 seater Delhi / New Delhi - Local	4 hours & 40 km		
		8 hours & 80 km		
		Extra Km Charge over 40/ 80Km.		
		Per hour Extra Charges after 8 hours		
7	Tempo Traveller 12 seater Faridabad, Gurgoan, Nioda, Hindon , Ghaziabad & NCR	4 hours & 40 km		
		8 hours & 80 km		
		Extra Km Charge over 40/ 80Km.		
		Per hour Extra Charges after 8 hours		

8	MARUTI ECCO VAN 7 Seater Delhi / New Delhi - Local	4 hours & 40 km for dropping only		
		8 hours & 80 km		
		Extra Km Charge over 40/80Km.		
		Per hour rate over 4/ 8 hours		
9	MARUTI ECCO VAN 7 Seater Faridabad, Gurgaon, Noida, Hindon , Ghaziabad & NCR	4 hours & 40 km		
		8 hours & 80 km		
		Extra Km Charge over 40/80Km.		
		Per hour rate over 4/ 8 hours		
10	CAR 5 Seater Delhi / New Delhi - Local	4 hours & 40 km		
		8 hours & 80 km		
		Extra Km Charge over 40/80Km.		
		Per hour rate over 4/ 8 hours		
11	CAR 5 Seater Faridabad, Gurgaon, Noida, Hindon , Ghaziabad & NCR	4 hours & 40 km		
		8 hours & 80 km		
		Extra Km Charge over 40/80Km.		
		Per hour rate over 4/ 8 hours		
		Total value		