



भारतीय खाद्य निगम जिला कार्यालय बुलंदशहर
FOOD CORPORATION OF INDIA DISTRICT OFFICE BULANDSHAHR

Dated:15.05.2018

**E- TENDER OF CAR / TAXISERVICE ON HIRE BASIS
FOR FOOD CORPORATION OF INDIA DISTRICT OFFICE BULANDSHAHR**

DETAILS OF ONLINE DOWNLOADING / SUBMISSION / OPENING OF E-TENDERS

Service For	Start and End date for Downloading Tender Document	Start and End date for Online bid submission	Date of Online opening of Technical Bid
Food Corporation of India District Office BULANDSHAHR	17.05.2018 at 11.00 AM Till 30.05.2018 at 11.00 AM	17.05.2018 at 11.30 AM Till 30.05.2018 at 11.00 AM	31.05.2018 at 11.00 AM

Tender Document fee (inclusive of Taxes – Rs.)	Earnest Money to be Deposited (Rs.)	Security Deposit (Rs.)
250/-	10,000/-	25,000/-



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Dear Sir [s] / Madam

Subject: Tender for Car Rental services.

Online Tender are invited from competent, resourceful and experienced car Hiring Agencies, who are having sound technical and financial capabilities for providing Motor car in good working condition on hiring basis for usage of Food Corporation of India, Bulandshahr.

Tender documents may be downloaded from Central Public Procurement Portal <https://eprocure.gov.in>. Aspiring Bidders/ Suppliers who have not registered in e-procurement should enroll /register before participating through the website <https://eprocure.gov.in>. The portal enrolment is free of cost. Bidders are advised to go through instructions provided at document name 'Instructions for online Bid Submission'.

Tenderers can access tender documents on the website, fill them with all relevant information and submit the completed tender document into electronic tender on the website <https://eprocure.gov.in>. Tenders and supporting documents should be uploaded through e-procurement portal. Hard copy of the tender document will not be accepted.

Corrigendum to the Tender Notice, if any shall be issued/ available online only. Prospective Bidders are requested to view website regularly.No negotiation will be held with any of the bidders/ tenderer who participate in this tender. Hence, tenderers/Bidders are requested to indicate their lowest rates at the very first instance.

Tenderers are also requested to furnish the following details, while submitting their tenders.

- A. Name of party as mentioned in Bank A/C.
- B. Bank A/C No. and Name of Bank
- C. Nature of A/C (Current/Saving)
- D. I.F.S.C. No. and M.I.C.R. No.

Note: - Tenderers have to bring the original documents as uploaded during applying for participation in the tender for verification of documents, on being awarded the contract.

The tender shall be submitted online in two parts, viz., technical bid and price bid. All supporting documents have to be scanned and uploaded in Technical Bid. Price Bid as prescribed and provided in Annexure II, has to be scanned, encrypted and uploaded at the requisite places in the e-Procurement system.

Submission of incomplete tender will not be considered nor shall the organization entertain any queries/persons, whatsoever, on the subject.

Thanking you,

AREA MANAGER

Food Corporation of India,
District Office BULANDSHAHR



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The online envelope/ packet containing the Technical Bid shall include the following:

1. Duly signed and stamped Tender form on each page should be uploaded.
2. Duly signed and stamped Annexure I, II, III, and IV and V (Price Bid) should be uploaded.
3. Proof details of Earnest Money Deposit and cost of tender form with receipt if any.
4. List of Documents required to be uploaded
 - Valid Registration Certificates of vehicle.
 - Valid Insurance Papers of Vehicle
 - Valid GST number with documentary proof.
 - Proof of Authority of the person who has signed the Tender or Copy of power of Attorney
 - Photocopy of Pan Card.
 - Experience certificate if any

Tender which do not comply with these instructions shall be summarily rejected.

Tenders should be uploaded/ submitted through e-Procurement at <https://eprocure.gov.in>. Manual bids/Hard copies of the tender documents will not be accepted. However the successful tenderer will have to submit the original hard copy duly signed on each on or before the date & time stipulated by F.C.I., failing which the EMD furnished by the Bidder is liable to be forfeited and further that the award of contract through the letter of acceptance will be issued to the successful tenderer only after he fulfills this requirement. The supporting documents shall be scanned and uploaded by Tenderer clearly, neatly and accurately. Unreadable format, any alteration, erasure or overwriting on the supporting documents should be duly initiated by authorized signatory.

Tenders not accompanied by all the Schedules/ Annexure intact, and duly filled in and signed may be ignored.

It should be clearly understood by the Tenderer that no opportunity shall be given to them to alter, modify or with-draw any offer at any stage after submission of the tender. Any attempt by tenderer to change the format of any of the supporting documents of the MTF while uploading or any attempt to tinker with the software of the portal will render his tender liable for cancellation and his subsequent blacklisting.

The tender documents containing detailed terms and conditions and NIT may be downloaded from Central Public Procurement Portal <https://eprocure.gov.in> or from F.C.I. website at <http://www.fci.gov.in> Each tender must be accompanied by Tender fee documentary proof of Rs. 250/- and Earnest Money of Rs.10,000/- and which must be submitted electronically through NEFT/RTGS/other electronic means by the tenderers in the **C.C. Account No.10950982332** BULANDSHAHR Main Branch of State Bank of India in the name of. In case of NEFT/RTGS/other electronic means, the tenderer has to indicate transaction no. (U.T.R. No.) of such payments appropriately in the Bid. The Tenderer shall be permitted to bid on the express condition that in case he modifies his offer, or terms & conditions thereof, after submitting his tender for any reason whatsoever during the tender process, or any of the information furnished by him/her is found to being incorrect or false, the Earnest Money Deposited by him shall stand forfeited, without prejudice to any other rights and remedies of the Corporation under the Contract Law, and the Tenderer will be liable for any loss suffered by the Corporation on account of its withdrawal/modification etc.

Besides forfeiture of EMD. He will also be debarred from participating in any other Tender Enquiry with FCI for a period of five years.



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E-Payment Modes For Earnest Money Deposit (EMD) And Tender Documents Fee:

The tenderer should pay the Earnest Money Deposit (EMD) and tender documents fee in the E-Procurement portal using any of the following payment modes:

1. National Electronic Fund Transfer (N.E.F.T.)
2. R.T.G.S.
3. Any other electronic means.

Details for RTGS/NEFT/Other Electronic Means Payment towards E.M.D. And tender Document Fee

S.No	Name of beneficiary and address	Area Manager, Food Corporation of India District Office BULANDBHAHR
1.	Beneficiary Bank's name and Branch	State Bank of India , Main Branch BULANDBHAHR
2.	CC account No.	10950982332
3.	IFSC	SBIN0000624
4.	MICR	203002002

Tender not accompanied by Earnest Money/ Tender Cost shall be summarily rejected.



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ANNEXURE – I:-

1	Name of Agency	
2	Proprietor/ Partnership	
3	Address for Communication	
4	Permanent Address	
5	Details of previous experience	
6	Terms & Conditions of Contract	Agreed as per Annexure II (enclosed)
7	Submission of Rate	Submitted as per Annexure III (enclosed)
8	Validity of Contract	01 (one) Year

Signature and Date with official Seal



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ANNEXURE – II:-

Terms and Conditions towards hiring of Car

1. Nature of Work: FCI requires vehicles for local/outstation journeys for its officers. However, no definite volume of work to be performed can be guaranteed during the currency of the contract and no assurance can be given as to the quantum of above requirement.
2. The contract is awarded for a period of one year and extendable up-to one year and the rates at which the contract is awarded will be valid throughout the contract period and no claims whatsoever on account of increase in rates of fuel or other factors such as increase in statutory payments minimum wages etc. shall be entertained and it will be the responsibility of the transport operator to bear such additional expenses which he may likely to incur.
3. The Transport Operator must hold valid permits issued by the State Authorities for local and Inter-State movements.
4. It will be the responsibility of the transporter to carry the proper valid Insurance at all times in respect of the vehicle and also providing Insurance cover to passengers. He shall also agree to indemnify the Corporation against all the losses and claims arising out of any negligence or misconduct on the part of the operator or his agents.
5. The transport operator shall be solely responsible for settling or resolving all disputes pertaining to his personnel.
6. The vehicles offered to the Corporation shall be in perfect condition and shall not be more than **1 (one)** year old.
7. The tender shall be accompanied by the copies of the Registration Certificates of the vehicles intended to offer to the Corporation and shall produce the original certificate before finalizing the contract.
8. The drivers shall hold valid driving license at all times and the necessary registration papers in respect of the vehicles should be in the vehicles at all time and the driver shall show the same to the officers of the Corporation at any time on demand.
9. Transport Operator shall ensure that the vehicles of prescribed standards should only be provided to the Corporation at all times and the drivers are polite/disciplined and well behaved.
10. Corporation can request for the vehicle with one hour of notice and the transport operator shall provide the vehicle within such time on receipt of the Corporation's request over phone, failing which the Corporation is at liberty to make alternate arrangement at the risk and cost of the transport operator.
11. For calculation of distance travelled the starting point of the journey initiated will always be considered the place from where the officer boards the vehicle and the terminating point is where the officer de-boards the same on completion of the purpose of the journey.
12. The journey to the destination and back shall be undertaken through the shortest route possible and in case any break down is occurred, the transport operator shall immediately provide a suitable substitute vehicle within reasonable time to avoid inconvenience to the officer traveling in such vehicle, on the failure of which Corporation can make alternate arrangement for hiring of vehicle at the risk and cost of the transport operator.
13. During the course of engagement of the vehicle to the services of the Corporation any accident etc. occurred either to the vehicle or to the 3rd party, Corporation will be in no way responsible and liability arising out of such accident will be the sole responsibility of the transport Operator.



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14.No advance payment is payable by the Corporation or the officers traveling in such vehicle.

15.

• **FOR 1 CAR RENTED FOR 12 MONTHS**

The bidder has to quote an annual rate for 1 car to be rented for 12 months for total distance run of 3000 km per month. Any extra Km travelled in the given month will be paid extra and bidder has to quote the per extra Km rates along with the month rate.

Example:

Suppose the bidder rate is Rs.40,000/- per month for 3000 km.

And the per extra Km bidder rate is Rs. 8/- per km. after the run of 3000 km.

Suppose, the vehicle run for 3500 km in the month.

The monthly bill will be Rs.40, 000/- + (Rs.8/- *500 km) = Rs.44, 000/-

FOR CAR DEMANDED AS AND WHEN REQUIRED

The bills for car demanded as and when required will be settled only after verification of duly Signed duty slips of the official who have performed the journey. It will be the responsibility of owner/ service provider to see that proper log book and duty slips are being maintained and signed. The bidder has to quote a minimum rate for hiring the car for the day as well as free km allowed in this rate. Further, the bidder will quote the per extra km rates above the allowed free km.

16. The price quoted should be inclusive of all Taxes.

17. The definition of Night timing will be After 20.00 hrs. till 07.00 hrs.

18. The Transport Operator shall comply with all statutory enactments/ provisions in relation to the services offered by him.

19. Right of the Corporation to extract work at the risk and cost of the Transport Operator will be without prejudice to the rights of the Corporation to pursue with the other remedies available under various laws.

20. FCI reserves the right to reject any or all tenders without assigning any reason and is not bound to accept the lowest or any tender.

21. Corporation will have the right to empanel/award the contract to more than one party simultaneously.

22. All disputes shall be subject to courts of BULANDSHAHR who shall have jurisdiction over such matter.

23. Payment shall be charged on monthly basis.

24. All documents relating to vehicle/driver shall be completed in all respect.

25. The rates quoted in the quotation form should be signed by the sole proprietor or by the authorized Signatory.

26. The taxi owner shall require mentioning the GSTIN with documentary proof.

27. Maintenance of vehicle & salary of Driver will be borne by vehicle operator and he will provide one mobile phone to driver for proper communication with the officers.

28. Payments of bills will be done after deducting TDS and other applicable charges.



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29. Any violation of this condition even if detected subsequent to the award of contract, would amount to Breach of contract on tenderers' part entitling F.C.I. to all rights and remedies available there of including termination of contract.

30. Tenders not meeting the tender terms and conditions or incomplete in any respect or with any Additions/deletions or modifications are liable to be summarily rejected without any further Communication to the tenderers and decision of F.C.I. BULANDSHAHR in this respect will be final and binding.

31. Successful tenderer should arrange delivery of car within 05 days from the date of letter of award.

32. FCI will bear any toll charges incurred by driver/operator during the official journey. The operator will claim the same, as per actuals, along with their monthly bill.

I have read the ANNEXURE – II: - stating Terms and Conditions towards hiring of Car of this Contract and I agree to all of it.

Signature and Date with official Seal



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ANNEXURE –III

Date - _____

From (Name, Address & Contact No. of tenderer.)

To,

The Manager (House-Keeping)
Food Corporation of India,
District office BULANDBHAHR.

Subject – Un-priced Bid for Tender

Reference – Tender no –ADMN-B/CAR TENDER-I/BULANDBHAHR/2018-19

Dear Sir,

Having examined the subject tender documents consisting of Notice inviting Tender, Terms & Conditions, Specification form of Tender, Price schedule, etc. And having understood the provisions of the said tender document and having thoroughly studied the requirements of F.C.I. to the work tendered in connection with the supply of hired car, as per requirement for your office situated at Meerut Road, BULANDBHAHR, Uttar Pradesh, study of things whatsoever necessary or relative to the formulation of the tender and performance of work. I/We hereby submit our tender offer for the performance of proposed work in accordance with the terms and conditions as mentioned in the Tender Document at the rate[s] quoted by me/us in the accompanying price schedule based on the schedule of works included within the tender document.

If the work or any part thereof is awarded to me/us, I/we undertake to perform the work in accordance with the Tender document and accept the terms and conditions of the Tender as will be laid down therein failing which Food Corporation of India shall be at liberty, without further reference to me/us and without prejudice to any of its rights or remedies, to terminate the agreement and /or to forfeit the earnest money deposited in terms thereof.

I/We have Annexed to this tender the all the required document required.

Yours Faithfully

Name –

Signature and Date with official Seal



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ANNEXURE IV

PLEASE FURNISH THE FOLLOWING INFORMATION WITH DOCUMENTARY EVIDENCES TO
BE FILLED BY TENDERER

NAME OF THE TENDERER	
ADRESS OF THE TENDERER	
CAPACITY OF THE TENDERER – proprietorship/ partnership / private Ltd.	
PAN CARD No -	
VEHICLE REGISTRATION NO.	
GSTIN	
INSURANCE POLICY NO.	
E.M.D. DETAILS	
YEAR OF EXPERIENCE, IF ANY	
CONTACT / E-MAIL	

Signature and Date with official Seal



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ANNEXURE V

PRICE SCHEDULE (all rates including of all taxes)

A – For car rented for 12 months

S.No	Vehicle-company	Model & Make of Car	Monthly Rate of Car for 3000 K.M. (Rs.)	Rate of Car for above 3000 K.M. (Rs. per k.m)	Night Halt charges (Rs.)
1.	Sedan Cars like Toyota Etios, Maruti swift dzire, or equivalent				

B – for car ‘as and when required’ basis

S.No	Name of Firm	Model & Make of Car	Rate quoted for the day (Rs.)	Free km allowed (km)	Rate for extra km (Rs.per km)	Night Halt charges (Rs.)
1.	Hatchback Cars like Indica, I-10, Swift, or equivalent.					
2.	Sedan Cars like Indigo, Swift Dzire, Etios, or equivalent.					
3.	M.U.V. Cars like Innova, Scorpio or equivalent					

Yours faithfully,

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Signature with date	
Name (in block letters)	
Occupation	
Address:	