

TENDER NOTICE

Sealed Tenders are invited from Dehradun & Western UP based reputed transporters on behalf of the Secretary, C.B.S.E. for providing covered vehicles as per specifications given below:-

- These vehicles will be required for sending and collecting the confidential materials in the States of Uttar Pradesh (Western UP Areas) & Uttarakhand from Regional Office, Dehradun on different dates as per schedule of the Board.

The Tender Form along with terms & conditions can be obtained from Central Board of Secondary Education, Regional Office, 99, Kaulagarh Road, Dehradun-248001, Uttarakhand on any working day between 12.01.2016 to 27.01.2016 by 1.00pm on payment of Rs.500/- (non refundable) or can be downloaded from the Website www.cbse.nic.in and in such case cost of form should be enclosed in the shape of Bank Draft drawn from any Nationalized Bank in favor of "Secretary, C.B.S.E. payable at Dehradun only, with the tender form. Tenderers may note that all Toll Tax in the way will be paid by the transporter. Also, if service is not found satisfactory by the board, the transporter will be black listed.

Interested transporters may submit their rates on prescribed tender form latest by 27.01.2016 upto 01.00 P.M. in a sealed cover superscribed "TENDER FOR PROVIDING COVERED TRUCKS" addressed to The Regional Officer, C.B.S.E., Regional office, 99, Kaulagarh Road, Dehradun- 248001 (UK) either by post or they may drop tender personally in the Tender Box kept for the purpose at ground floor of Regional Office, Dehradun. Tenders will be opened on the same day i.e. 27.01.2016 at 4.00 P.M. in the presence of the tenderers who may like to be present. Tenderers must enclose copy of Registration of vehicles with the tender. An attested copy of PAN/TAN/Service Tax Registration must be enclosed with the Tender failing which tender will not be considered.

Tenders should accompany an Earnest Money of Rs.50,000/- (Rupees Fifty Thousand only) in the shape of Bank Draft only, drawn on any Nationalized Bank in favor of Secretary, CBSE payable at Dehradun. Before allotment of work, the Board reserves the right to inspect the condition of vehicle held by the agency. Tenders without Earnest Money and incomplete will be summarily rejected. The Competent Authority of the Board reserves right to accept or reject any or all the tenders without assigning any reason.

REGIONAL OFFICER

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ANNEXURE-I

ELIGIBILITY CRITERIA

- a) The Tenderer should have all the infrastructure under one roof and his ownership in the name of agency.
- b) The Tenderer must have Average Annual turnover of Rs. 50.00 Lakhs (Rupees Fifty lakhs only) or more during the last three financial years i.e. 2012-13, 2013-14, and 2014-15.
- c) The agency should have minimum three years past experience of supplying on hiring basis of such vehicles to the Central/State Govt. and Educational institutions/Any Board/University (attach documentary evidence in Technical bids.)
- d) The bidder must have past experience of providing minimum 20 vehicles on hire basis to at least on single entity. The bidder shall provide a satisfactory service report from the client. (Proof/certificate from the client in respect of this clause is must.)

ANNEXURE-II

TENDER FORM NO.RO/DDN/Admn/Cov.Veh/2016/.....

Price of form: Rs.500/-
(Non Refundable)

Last date for receipt of tenders : 27.01.2016 upto 01.00 p.m.

TECHNICAL BID

No. CBSE/RO/DDN/Admn./Cov. Veh(B)/2015

1. Name of the Agency _____
2. Complete Address with contact nos. : _____

3. Regn. No. under Shop & Establishment Act : _____
(Attach photocopy of the Certificate)
4. ESI (Employees State Insurance) Code
(Attach photocopy of the Certificate) : _____
5. EPFO (Provident Fund) Code
(Attach photocopy of the Certificate) : _____
6. Income and expenditure for the last three years
(Attach Income Tax Returns as proof) : _____
7. Type of Establishment (Attach Proof) : _____

(Govt./Semi Govt./Pvt./Pvt. Ltd./Partnership firm/Proprietorship Firm/ societies.)

8. Details of Contract executed for similar nature of work of Rs. 50 lacks and above :

(For last three years. Please attach relevant photocopies of work order)

Sr. No.	Name, Address and contact no. of Organization	Period	Contract Value
1			
2			
3			

9. Present Assignment in hand:
(Please attach relevant photocopies of work order)

Sr. No.	Name, Address and contact no. of Organization	Period	Contract Value
1			
2			
3			

10. Earnest Money of Rs.50,000/- in favour of the “Secretary, C.B.S.E.”, payable at Dehradun has been enclosed vide Banker’s Cheque/Demand Draft No. _____ dated _____ drawn on _____ (bank name & branch).
11. The financial bid of technically qualified Agencies only will be opened for consideration.
12. The Tenderer should have a turnover of Rs. 50,00,000/- per annum for the last 03 Years.
13. At least 03 Years of experience working with Government organisation.
14. The Tenderer should have a fleet of minimum 20 vehicles register on the name of the Owner/ Firm.
15. Copy of the attested documents in r/o information at serial No.3 to 15 above should be attached.
16. All pages of the tender document should be signed by the tenderer.

Declaration:

All terms & conditions as mentioned in the Tender Documents are acceptable to me/us.

Signature of the Tenderer: _____

Name & Address of Tenderer with seal: _____

Telephone / Mobile No. _____

ANNEXURE-III

FINANCIAL BID

I/We _____ hereby submit tender for providing the covered trucks as per specifications given in the tender notice at the rates given below which are inclusive of all taxes etc.

S.No.	Vehicle Type	Rates (Including all taxes i.e. Road Tax, Octroi, Service Tax etc.)
1	TATA – 407	Rs. _____ per Km. for one side.
		Rs. _____ per Km. for to & fro (both side)
2	TATA – 709	Rs. _____ per Km. for one side.
		Rs. _____ per Km. for to & fro (both side)
3	TATA – 207 / Mahindra Pickup	Rs. _____ per Km. for one side.
		Rs. _____ per Km. for to & fro (both side)
4	Tempo Traveller	Rs. _____ per Km. for one side.
		Rs. _____ per Km. for to & fro (both side)

Please indicate the following: -

a. PAN _____

b. TAN _____

c. VAT Reg. No. _____

The terms & conditions given along with the tender form are acceptable to me/us.

Bank Draft No. _____ dated _____ drawn in _____

for Rs.50,000/- as Earnest Money in favour of Secretary, CBSE, payable at Dehradun is enclosed.

Signature of the Tenderer: _____

Name & Address of Tenderer with seal: _____

Telephone / Mobile No. _____

ANNEXURE-IV

(Agreement to be executed on a Non-Judicial Stamp paper of Rs.100/-)

TERMS & CONDITIONS

1. Rates should be quoted per Km. inclusive of all taxes in the prescribed form of Tender only.
2. There should not be any overwriting or erasing in the quoted rates and the terms and conditions of the contracts are to be signed by the Partner/Owner/Managing Director of the firm.
3. In case of default or abrogation of the condition stipulated, the EMD shall stand forfeited.
4. In case of delay in providing the vehicle penalty clause is already mentioned in Para. 13, However the Board shall have the liberty to engage another transporter in case the truck is not provided by the approved Agency on the scheduled date and time and any loss to the Board shall be borne by the approved agency along with forfeiting the EMD.
5. The driver should have valid driving license and the vehicle should be registered with the concerned authorities of Central/State government. A certificate to this effect should be provided. The drivers of the vehicle provided must adhere to traffic rules and other regulations prescribed by the Government/Competent / Authorized authority from time to time. He must observe all the etiquette and protocol while performing the duty. He shall be neatly dressed and should follow / wear the dress code as decided by the CBSE and should carry a mobile phone in working condition, for which, no separate payment shall be made by the board.
6. The Transporter shall be fully responsible for damages or loss of answer books and full cost thereof will be recovered from the transporter. In addition to this further penalty as decided by the Chairman of the Board shall also be levied.
7. The delivery of answer books will have to be made safely and without any damage of any type and intact at the respective destinations. No extra charges will be payable, if any, for wrong delivery of consignment and the transporter shall be liable for all the damages and losses.
8. The Board is not bound to accept the lowest rates and reserves the right to accept tender in whole or in part or can reject it entirely without assigning any reason.
9. The successful tenderers shall have to provide the trucks strictly within stipulated time and date in the work order, failing which their earnest money will be forfeited and job will be assigned to the next lowest tenderer.
10. The payment will be made expeditiously after completion of work satisfactorily and submission of bills.
11. Vehicle requirements will be decided by the Board on different dates for sending and collecting the confidential materials in the State of Uttarakhand & Western UP Areas from Regional Office, CBSE, Dehradun and back to Regional Office, Dehradun in the month of March, April & May 2016 (As per requirement). Trucks should be provided at any place as per requirement and schedule of the Board.
12. We require vehicles for different Routes so as to economically cover following districts. The successful Tender will finalize route in consultation with Assistant Secretary (Confidential) of the CBSE Regional Office Dehradun.
13. The transport agency will be liable to pay any excess cost incurred for procurement of vehicles or services not delivered in time. Penalty will be levied for the violation of terms & conditions of the contract in the following manner;

- a) Misbehaviour of the driver and non-co-operation during the journey with occupant of vehicle.
- b) Frequently late arrival of vehicle as per time schedule given from time to time
- c) Penalty Clause as under:-

S. No	Violations	Penal amount per Vehicle			Amt to be deducted per day Per Vehicle	Remarks
		Instances				
		First	Second	Third		
1.	Failure to provide alternate arrangement within an hour of vehicle breakdown	500/-	1000/-	2000/-		Rental charges of the vehicle for that day will also not be paid
2.	Tempering of meter of vehicle	1000/-	2000/-	3000/-		Competent authority has the discretion to terminate the contract along with forfeiture of performance security/blacklisting of firm
3.	Irregularities such as overwriting, forged entries etc. in the log book (to be maintained in prescribed format)	1000/-	2000/-	3000/-		-do-
4.	Delay (More than 30 Minutes) in reporting for duty by driver/vehicle.	500/-	1000/-	2000/-		Rental charges of the vehicle for that will also not be paid.
5.	Non compliance of requirement/order and any other terms and conditions of tender	500/-	1000/-	2000/-		For each violation per vehicle.
6.	Misbehaviour/Misconduct of the driver and Non-cooperation during the journey with the occupant.	500/-	1000/-	2000/-		For each violation per vehicle.

14. In case of any dispute regarding imposition of penalty, forfeiture of performance security, debarment of agency for a period of two years due to late/non supply/short supply and supply not in consonance with the approved model, the decision of the Secretary of the Board shall be final and binding upon the firm.
15. The firm has to give a self-certified certificate that it has not been blacklisted by any Central Government/Department/PSUs/Banks etc. If it is subsequently found that any false information or facts or has suppressed facts or manipulated the documents etc. or any attempt is made to scuttle this tendering process by any manner, the EMD/PBG will be forfeited and the bid/contract will be rejected/cancelled.
16. The Board has right to reject any tender of the firm in the following cases:-

- a) If the vehicle provided are not as per the required model or
- b) If tender form is not complete or in different model other than the model mentioned in the tender form.
17. While considering the rates the Board will also consider the quality of vehicles. The Board reserves the right to examine the types of vehicles for their quality if it is so desire. The Board reserves the right to enter into parallel contract for similar vehicles during the period of contract with one or more parties. The contract can be terminated at any time by giving one month's a notice by either party.
18. Taxes shall be deducted as per rules.
19. Requirement of vehicles shall be communicated well in advance and the final payment will be released on submission of proper bills in duplicate after completion of work.
20. The full and final payment for the vehicle hired on 'as and when required basis' shall be made after receipt of satisfactory report for completion of work from the user department.
21. The service provider shall also be responsible for all litigation arising out of the non-payment of road tax, traffic violations, etc, and other dues to appropriate authority and also the payment of compensation to drivers and any other involved parties in the event of death/injuries/damages arising out of accident and /or due to various other causes etc.
22. The Rate shall be valid for a minimum period of one year from the date of notification of the contract except of the statutory levies which are made applicable by the Govt. the contract period may be extended further, subject to satisfactory services, on year to year basis for a maximum period of 02 years on mutually agreed Terms & Conditions.
23. The financial Bid(s) shall be opened in respect of successful technical bidder only. The decision of Tender Committee/Technical Evaluation Committee shall be final with regard to technical bids.
24. If after awarding the contract, the successful bidder (L1) fails to provide required number of vehicles the contract is liable to be cancelled along with forfeiture of Security Deposit/Performance Guarantee amount and other consequential actions such as blacklisting as deemed appropriate will be initiated.
25. In the event of failure of supply or breakdown of vehicles to the Board by the firm, the Board reserves the right to hire vehicle from any other source at the firm's risk and expenses.
26. In the event of any question, disputes or abrogation or differences arising between the parties relating to the interpretation and application of the provisions of this agreement, such disputes or differences shall be resolved amicably by mutual consultations and on failure to do so shall be referred for arbitration to the nominee of CBSE Dehradun. The decision of the arbitration of Secretary of Board in all the matters concerning tender/agreement in this regard shall be final and binding upon both the parties. Settlement of disputes will be as per Indian arbitration and Conciliation Act 1996 and venue will be any of the Offices of CBSE Dehradun. It is clarified that the sole arbitrator to adjudicate any disputes arising out the proposed contract shall be nominated/appointed by CBSE Dehradun. The parties shall continue to perform their obligation under this agreement during arbitration process. The venue of arbitration will be CBSE Dehradun.
27. The legal jurisdiction shall be within the Dehradun jurisdiction
28. No change in the quoted rates will be allowed during/till the work is completed.
29. In the event of any dispute the decision of the Chairman of the Board shall be final and binding upon the tenderer.

ACCEPTANCE OF THE TENDERER

The terms & conditions enumerated in this Form from clause No.1 to 29 above have been read by me/us and are acceptable to me/us.

**SIGNATURE OF THE TENDERER
ADDRESS & TELEPHONE NO.**

(SEAL)

DATE: _____