

केन्द्रीय माध्यमिक शिक्षा बोर्ड

क्षेत्रीय कार्यालय

अम्बिका कॉम्प्लेक्स, ब्रह्मस्थान, शेखपुरा, पटना-14

दूरभाष:(0612)2295048, 2295008 फ़ैक्स:(0612)2295008

TENDER FORM FOR PROVIDING OF SMALL VEHICLES (Diesel Version) FOR EXAMS-2015
Last date for submitting the tender is 25/02/2015 upto 3:00 p.m.

M/s _____ is /are hereby authorized to submit their Tender in response to publication of Tender Notice for providing of small vehicles as per the terms and conditions enclosed.

REGIONAL OFFICER

I/We _____ hereby submit tender for providing the small vehicles as per specification given in the tender notice given on page 2 to 5.

Signature with stamp of the
Transport/Proprietor of the
Traveling agency

1. RATES OF VEHICLES (OUTSIDE DISTRICT/STATE)

(Including surcharge, fuel, driver, helper charges, maintenance any other expenses etc)

VEHICLE TYPE	Rates in words and Figure per km. (with Ac and Non AC separately)	Remarks, if any
Quallis	@Rs _____ _____	
Tavera	@Rs _____ _____	
Tata sumo	@Rs _____ _____	
Pick Up or Equivalent	@Rs _____ _____	
Tata indica	@Rs _____ _____	
Scorpio	@Rs _____ _____	
Innova	@Rs _____ _____	
Bolero	@Rs _____ _____	
Xylo	@Rs _____ _____	
Tata Indigo	@Rs _____ _____	
Tata safari	@Rs _____ _____	
Swift Desire	@ Rs _____ _____	
Honda Amaze	@ Rs _____ _____	
Honda City	@ Rs _____ _____	

2. RATES OF VEHICLES (Within District)

(Including surcharge, fuel, driver, helper charges, maintenance any other expenses etc)

Vehicles type	Rates upto 40 kms and /or 4 hrs (with Ac and Non AC separately)	Rates upto 80 kms and /or 8 hrs (with Ac and Non AC separately)	Rates for additional km/extra hours
Quallis	@ _____ _____	@ _____ _____	
Tavera	@ _____ _____	@ _____ _____	
Tata sumo	@ _____ _____	@ _____ _____	
Pick Up or Equivalent	@ _____ _____	@ _____ _____	
Tata indica	@ _____ _____	@ _____ _____	
Scorpio	@ _____ _____	@ _____ _____	
Innova	@ _____ _____	@ _____ _____	
Bolero	@ _____ _____	@ _____ _____	
Xylo	@ _____ _____	@ _____ _____	
Tata Indigo	@ _____ _____	@ _____ _____	
Tata safari	@ _____ _____	@ _____ _____	
Swift Desire	@ _____ _____	@ _____ _____	
Honda Amaze	@ _____ _____	@ _____ _____	
Honda City	@ _____ _____	@ _____ _____	

3. Toll Tax _____
4. Service Tax _____
5. Night halt Charge _____
6. Parking charge _____
7. Whether Registered with Bihar Tourism Department. Yes/No _____
8. Whether having EPF Registration. Yes/No _____
9. Whether having ESI Registration. Yes/No _____
10. Distance from Garage to CBSE Office _____ Km.

11. Complete address of Garage from where kilometer (one way) opening and closing will be charged. _____

Terms & Conditions :

Tenders are invited in sealed envelope superscribed there upon " TENDER FOR HIRING SMALL VEHICLES" which should be dropped in Tender Box kept in the office premises on or before 25-02-2015 upto 3.00 pm or the same may be received in this office on 25-02-2015 by 3-00 pm by post. The rates will be valid for one year on the following terms and conditions: -

1. The rates quoted will be valid for a period of one year which can be further extended for one more year if satisfactory service has been provided by the agency.
2. The Vehicles should have valid Registration and comprehensive Insurance during the period of Contract, the cost of which shall be borne by the Service Provider.
3. The Board after examining the rates, distance of garage from office, capability to provide services and other terms and conditions as per Govt. norms will finalize the agency. The selected agency/agencies has/have to submit security deposit of Rs. 50,000/- (Fifty thousand only) through Bank Draft in the name of the Secretary, CBSE, Patna for the contract period. This security deposit will be refunded after expiry of contract period. However, it can be forfeited in case of refusal or any serious lapse or default found towards transportation etc.
4. The rates should be both in words and figures and include all the taxes like surcharge, fuel, driver, helper charges, any other expenses etc.
5. A written contract of one year will have to be executed on the rates, terms and conditions laid down in this tender form on a non judicial stamp paper of Rs. 100/- by the tenderer with this office in case of approval of the tender.
6. The Regional Officer has the right to re-tender or cancel any tender or all the tenders without assigning any reason. Similarly if the services of the agency, condition of the vehicles supplied, behavior/character of drivers, supply of vehicle at short notice are not taken care of, the contract of the firm will be terminated at any point of time and security deposit will be forfeited.
7. In case of any dispute, the decision of the Regional Officer of the Board shall be binding and final. All disputes will be subject to Patna jurisdiction only.
8. TDS as per rule will be deducted by the Board itself for depositing the same into the Govt. A/c as per rules as applicable from time to time.
9. Payment of the bills submitted in the office will be made immediately after completion of each assignment at the earliest possible. The agency will submit bill for the same along with verified duty slip and challans.
10. The earnest money of Rs. 25,000/- should be paid in the shape of Bank Draft in favour of the " Secretary, CBSE, Patna". No tender form without earnest money will be entertained.
11. Tenders will be opened on 25/02/2015 at 03:30 p.m. by a committee constituted by the Regional Officer for the purpose, in presence of the tenderers who would like to be present at the time of opening of the tenders.
12. The tenders duly filled-in in all respects should reach Regional Office, Patna on or before 25/02/2015 by 3.00 P.M. alongwith an earnest money of Rs 25,000/-.
13. No cutting/erasing is permitted in the columns meant for quoting rates. Rates should be quoted both in words and figures.
14. Calculation of KMs will start from Garage and it will be mandatory for the agency to provide vehicles at short notice as well. If the selected agency fails to provide any required vehicle in time, the same will be taken from open market and the extra monetary burden, if any, will be borne by the agency failing to provide the vehicle. Repeated failure will lead to forfeiting of EMD.

- 15. Travel agency should have valid ESI & EPF Registration No of each employee (Enclose the relevant document).
- 16. Satisfactory service certificate may be submitted by the Agency for providing services in at least three govt. semi govt., and autonomous organization (Enclose the relevant document).
- 17. Agency should have minimum 10 of its own vehicle (enclose Xerox copy of registration of vehicles).
- 18. The travel agency should be registered with State Tourism Department (Enclosed the relevant document)

The undersigned has absolutely gone through all the above mentioned terms & conditions mentioned in the tender form in sound state of mind which are acceptable to me in-toto.

Signature with stamp of the
Transport/proprietor of the
Travelling Agency with full Name.

Bank Draft No. _____ dated _____ Drawn on _____ for Rs
25,000/- (Rs. twenty five Thousand only) as an earnest money in favour of Secretary, CBSE, payable at Patna is
enclosed.

Please indicate the following:

- 1. PAN NO. _____
- 2. WCT NO., IF ANY _____
- 3. REGISTRATION No _____
- 4. VAT No _____

Name of the Proprietor of travel Agency _____

SIGNATURE _____

COMPLETE ADDRESS AND TELEPHONE NO. _____

Mobile no. _____

RUBBER STAMP

CENTRAL BOARD OF SECONDARY EDUCATION

Regional Office :

Ambika Complex, Brahmsthan, Sheikhpura, Patna – 800014

Last date for submitting the tender is 25/02/2015 upto 3:00 p.m.

TENDER FORM FOR PROVIDING **Honda Amaze/Toyota Etios**” (Diesel Version) ON MONTHLY BASIS FOR DAILY USE OF REGIONAL OFFICER/OFFICE.

M/s _____ is /are hereby authorized to submit their Tender in response to the Tender Notice appeared in news paper for providing **Honda Amaze/Toyota Etios**” as per the terms and conditions enclosed.

REGIONAL OFFICER

I/We _____ hereby submit tender for providing **Honda Amaze/Toyota Etios**” as per specification given in the tender notice given on pages 2 and 3.

**Signature with stamp of the
Transport/Proprietor of the
Traveling Agency**

RATES OF VEHICLES FOR DAILY USE MONTHLY BASIS

VEHICLE TYPE	Rates in Words and Figure per Month (for 24 hours service and ceiling upto 2500 KMs per month)	Remarks, if any
Honda Amaze/Toyota Etios(Diesel Version) with AC, Power Window, Power Steering etc (Tick for which rate is being quoted)	Name of the Vehicle..... Model Details-..... Year & Month of Purchase-..... @Rs _____ _____	

Tenders are invited in sealed envelope super scribed there upon "TENDER FOR **Honda Amaze/Toyota Etios**" from local reputed and registered Travel Agencies for execution of written contract for a period of one year with the Board for hiring of **Honda Amaze/Toyota Etios** with AC, Power Window, Power Steering etc on Monthly basis for the daily use of Regional Officer/Office. The rates will be valid for one year on the following terms and conditions :-

1. The rates quoted will be valid for a period of one year. If the services are found to be satisfactory, the same may be extended for another one year with the mutual consent of both the parties.
2. The Vehicles should have a valid Registration and should have a comprehensive Insurance during the period of Contract, the cost of which shall be borne by the Service Provider.
3. The agency whose rates will be approved by the Board being lowest and of suitable terms and conditions will have to deposit security money of Rs. 25000/- through Bank Draft in the name of the Secretary , CBSE, Patna for the contract period. This security money will be refunded after expiry of contract period . However, it can be forfeited in case of refusal or any serious lapse or default found during services etc.
4. The **rates should be both in words and figures** include all the taxes like surcharge, service tax, fuel, driver, helper, maintenance charges etc. The vehicle may also be used anywhere in all over India.
5. A written contract of one year will have to be executed on the rates, terms and conditions laid down in this tender form on non judicial stamp paper of Rs. 100/- by the tenderer with this office in case of approval of the tender. Stamp Paper will be provided by the agency.
6. The Regional Officer has the right to re-tender or cancel all the tenders or any tender due to any Administrative reason. If the services of the agency are not found up to the level of the Board's satisfaction, the contract of the firm will be terminated at any point of time and security will be forfeited.
7. In case of any dispute, the decision of the Regional Officer of the Board shall be binding and final. All disputes will be subject to Patna jurisdiction only.
8. Income tax/TDS at source as per extant rules will be deducted by the Board itself for depositing the same into the Govt. A/C as per rules as applicable from time to time.

9. The monthly payment of the bill should be submitted by the Agency in the office ~~made~~ in the first week of the succeeding month and the payment will be made by the board latest by 15th of the succeeding month.
10. Normal timing will be from 8.00 am to 8:00 pm. However, the vehicle will be at 24 hours disposal of CBSE, RO, Patna and may be used as and when required at odd hours. Maximum ceiling of KMs will be 2500 per month.
11. Tenders will be opened on 25/02/2015 at 03:30 p.m. by a committee constituted by the Regional Officer for the purpose, in presence of the tenderers who would like to be present at the time of opening of the tenders.
12. No cutting/erasing is permitted in the columns meant for quoting rates. Rates should be quoted both in words and figures.
13. The tenders duly filled-in all respects should reach Regional Office, Patna on or before 25/02/2015 by 3.00 P.M. along with an earnest money (EMD) of Rs 10000/- (Ten thousand only).
14. The earnest money of Rs. 10000/- should be paid in the shape of Bank Draft in favour of the " Secretary, CBSE, Patna". No tender form without D.D. of earnest money will be entertained.
15. **Preference will be given to the vehicle purchased on or after 01.01.2015. However the model of the quoted vehicle should not be below 01.01.2014.**

The undersigned has absolutely gone through all the above mentioned terms & conditions mentioned in the tender form in sound state of mind which are acceptable to me in-toto.

Signature with stamp of the
Transport/Proprietor of the
Travelling Agency.

Bank Draft No. _____ dated _____ Drawn on
_____ for Rs 10,000/- (Rs. Ten Thousand only) as an earnest money in
favour of Secretary, CBSE, payable at Patna is enclosed.

Please indicate the following:

1. PAN NO. _____
2. WCT NO., IF ANY _____

SIGNATURE OF THE TENDERER _____
ADDRESS AND PIN NO. _____

Phone No _____
Mobile no. _____
Email ID . _____

RUBBER STAMP