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केन्द्रीय माध्यमिक शिक्षा बोर्ड

CENTRAL BOARD OF SECONDARY EDUCATION

(क्षेत्रीय कार्यालय) / (Regional Office)

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)

(An autonomous Organization under the Union Ministry of HRD, Govt. of India)

टोडरमल मार्ग, अजमेर 305001 (राजस्थान) / Todarmal Marg, Ajmer (Raj.) - 305001

F.2-19/CBSE/RO/AJM/ADMN/2015

Date: 11.12.2015

BY - MAIL

Sh. Antriksh Johri
Director (IT)
Central Board of Secondary Education,
PS 1-2, Institutional Area
I.P.Extn., Patparganj,
Delhi -110090.

Sub:- Publication of Tender Notice for Hiring of Vehicle for office use - reg.

Sir,

A tender for hiring of vehicle for Exams 2016-17 is being published in two daily local newspapers. Same needs to be also published on CBSE Website.

Please find enclosed an attachment file of Tender Notice and tender form. The contents may please be displayed / uploaded on CBSE Website at appropriate place.

With regards,

Encls-As above (No of pages-07)

Yours faithfully,

Vikas Arora
(Vikas Arora) 11/12/15
Assistant Secretary (Admn)

Mail : roajmer.cbse@nic.in
admn.cbseajmer@gmail.com
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टोडरमल मार्ग, अजमेर 305030 (राजस्थान) / Todarmal Marg, Ajmer (Raj.) - 305030

Ref No.CBSE/RO(AJM)/Admn/2015

TENDER NOTICE

The Central Board of Secondary Education intends to hire different types of vehicles during Exam-2016-2017 for local as well as out station journeys. Sealed quotations are invited for the same from the reputed agencies/firms/operators / companies / registered with State Transport Authority as per Govt. norms.

Tender form can be obtained on any working day from CBSE Regional Office, Ajmer from 14.12.2015 (up to 3:00 p.m.) on payment of Rs. 200/- (Non refundable) till 29.12.2015 (upto 1:00 PM). It can also be downloaded from the CBSE website i.e. www.cbse.nic.in for which a DD of Rs. 200/- in favour of Secretary, CBSE payable at Ajmer is to be enclosed with the tender. The last date of receipt of duly filled-in tender in CBSE is 29.12.2015 up to 3.00 p.m. The tenders shall be opened on the same day at 4:00 p.m. in the presence of willing bidders.

Regional Director

Price Rs 200/-

Tender form no. 05

CENTRAL BOARD OF SECONDARY EDUCATION**Regional Office :****Todarmal Marg, Ajmer – 305030****Last date for submitting the tender is 29/12/2015 up to 3:00 p.m.**

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

REGIONAL DIRECTOR

I/We _____ hereby submit tender for providing the covered vehicle as specified on tender form at page no. 2 and 3, which are inclusive of all taxes i.e. Octroi, Road tax, Service tax and Night Halt Charges, toll tax, parking, any other expenses etc.

**Signature with stamp of the
transport/proprietor of the
Traveling agency**

RATES OF VEHICLES (OUTSIDE CITY LIMIT)

VEHICLE		Rates in words and Figure per km.	Remarks, if any
Quallis		@ Rs	
Max		@ Rs	
Trax		@ Rs	
Tata sumo		@ Rs	
Tata 407		@ Rs	
Tavera	Non-AC	@ Rs	
	AC	@ Rs	
Scorpio	Non-AC	@ Rs	
	AC	@ Rs	
Innova	Non-AC	@ Rs	
	AC	@ Rs	
Bolero	Non-AC	@ Rs	
	AC	@ Rs	
Xylo	Non-AC	@ Rs	
	AC	@ Rs	
Tata Indica	Non-AC	@ Rs	
	AC	@ Rs	
Tempo Traveler	Non-AC	@ Rs	
	AC	@ Rs	

RATES OF VEHICLES (WITHIN DISTRICT)

Vehicles type		Rates up to 40 kms and /or 4 hrs	Rates up to 80 kms and /or 8 hrs	Rates for additional km/extra hours
Qualis	Non-AC	@ Rs	@ Rs	
	AC	@ Rs	@ Rs	
Tavera	Non-AC	@ Rs	@ Rs	
	AC	@ Rs	@ Rs	
Tata indica	Non-AC	@ Rs	@ Rs	
	AC	@ Rs	@ Rs	
Innova	Non-AC	@ Rs	@ Rs	
	AC	@ Rs	@ Rs	
Tempo Traveler	Non-AC	@ Rs	@ Rs	
	AC	@ Rs	@ Rs	
Maruti van		@ Rs	@ Rs	
Scorpio		@ Rs	@ Rs	
Tata sumo		@ Rs	@ Rs	
Bolero		@ Rs	@ Rs	
Xylo		@ Rs	@ Rs	

CENTRAL BOARD OF SECONDARY EDUCATION

Regional Office : Todarmal Marg, Ajmer – 305030

Tenders are invited in sealed envelope superscripted there upon " TENDER FOR HIRING OF VEHICLES" which should be dropped in Tender Box kept in the office premises on or before **29/12/2015 upto 3.00 pm**. The rates shall be valid for one year on the following terms and conditions: -

Terms and conditions (Within City/Outside City) :-

- 1 The selected agency/agencies shall have to deposit **security money of Rs. 10,000/-** through Bank Draft in the name of the Secretary, CBSE payable at Ajmer for the contract period. This security money shall 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.
- 2 **The earnest money of Rs. 20,000/- should be paid in the shape of Bank Draft in favour of the "Secretary, CBSE payable at Ajmer". No tender form without D.D. of earnest money shall be entertained.**
- 3 **The rates should be both in words and figures and inclusive all the taxes like toll tax, surcharge, service tax, night halt charges, Parking Charges, Fuel, driver, helper charges, any other expenses etc.**
- 4 **A written contract of one year shall have to be executed on the rates, terms and conditions laid down in this tender form on a stamp paper of Rs. 100/- by the bidder with this office in case of approval of the tender.**
- 5 The Competent Authority of the Board has the right to re-tender or cancel all the tenders or any tender without assigning any reason. Similarly, if the services of the agency, condition of the vehicles supplied, behavior/character of drivers, and supply of vehicle at short notice are not taken care of, the contract of the firm shall be terminated at any point of time and security deposit shall be forfeited.
- 6 Tender without EMD and tender fee shall be summarily rejected. No Deviations in the Terms & Conditions shall be entertained.
- 7 In case of any dispute, the decision of the Competent Authority of the Board shall be binding and final. All disputes shall be subject to Ajmer jurisdiction only.
- 8 Income tax shall be deducted by the Board for depositing the same into the Govt. A/c as per rules, as applicable from time to time.
- 9 In case of Examination duty, the payment of the bills submitted in the office shall be made immediately after completion of each assignment as early as possible.

- 10 Vehicles should be in good operating condition and preferably not prior to "2011 make".
- 11 Vehicles should be commercially registered and all necessary papers should be completed by agency side and must be kept with the driver during the duty time.
- 12 Driver should possess a valid driving License and should possess a minimum experience of 5 years and their antecedents should be verified by police authorities, at the instance of the agency.
- 13 The agency / operator should have office in Ajmer City with means of communications like landline, mobile and e-mail etc.
- 14 **The agency / operator must submit an undertaking on its letter head that they have not been blacklisted by any State Government / Central Government, Department/PSU/Autonomous bodies in India during past 5 years.**
- 15 **The agency shall provide list of reputed Govt. organizations/Private clients or organization, where the vehicles are engaged currently.**
- 16 The hired vehicles should comply with current pollution norms applicable in Rajasthan/ Madhya Pradesh/ Gujarat/Delhi.
- 17 The agency / operator shall at all times indemnify and keep indemnified the Board and its Officers, officials etc against all losses, damages, accident or against any third party claims, whatsoever. The agency shall at his own cost and initiative at all times till the successful completion of the contract period, indemnify Board of all insurable liabilities, under India Motor Vehicle Act, Workmen's compensations Act, etc and other such Acts.
- 18 **The agency / operator shall also be required to submit an undertaking that no criminal case is against its proprietor / owner or any of its drivers for any violation in PF Act/ESI Act/Labour Laws, Road Accidents, and Traffic Rules etc.**
- 19 The liability on account of fuel, driver & all expenses relating to maintenance, insurance, parking, toll etc. of vehicles would, solely and wholly, be the responsibility of the agency and the Board shall not bear any liability apart from the hiring charges.
- 20 The contract should be registered with the authority concerned of State and Central Government, and should fulfill the conditions prescribed in section 66 of Motor Vehicle Act, 1998 for hiring of vehicles.
- 21 The agency shall indemnify for loss/damage of property or life because of negligence or poor maintenance of vehicle or due to an accident.

- 22 The drivers employed along with the vehicle should satisfy the following conditions:-
- Drivers should have minimum 5 years of experience of driving. They should have vehicle Transport Licenses for driving passenger vehicle on hire.
 - Driver should be well versed with the roads and the places in Delhi, Rajasthan, Gujarat and Madhya Pradesh.
 - Driver should be decent and well behaved and should not have any criminal cases against him and should not have any past history of accidents.
- 23 In case of breakdown, a suitable vehicle shall be provided by the agency immediately. In case vehicle does not report within the reasonable time or does not report at all, the Board has a right to hire a vehicle from the market and the additional cost incurred by the Board shall be borne by the Agency. In case, neither a substitute vehicle is provided nor a vehicle is hired by the Board, proportionate amount is liable to be deducted from the contract charges payable, in addition to the penalty levied as indicated above.
- 24 The bid once submitted shall not be allowed to be withdrawn and the default after acceptance of the bid shall be deemed to be non-compliance of terms of contract and would render security deposit liable to forfeiture and penalty as the case may be.
- 25 Initially the period of contract will be for one year, but extendable for one or two years on mutual consent of both the parties.

The undersigned has absolutely gone through all the above mentioned terms & conditions and are acceptable to him.

Signature with stamp of the
Transport/proprietor of the
Traveling agency:

Bank Draft No. _____ dated _____ Drawn on _____ for
Rs 20,000/- (Rs. Twenty thousand only) as an earnest money in favour of Secretary, CBSE,
payable at Ajmer is enclosed.

1. PAN NO. _____

2. WCT NO. (Optional) _____

SIGNATURE OF THE TENDERER _____

ADDRESS AND TELEPHONE NO. _____

Mobile no. _____