

D-15014/6/2015-General  
Government of India  
Ministry of Drinking Water & Sanitation

\*\*\*\*

8<sup>th</sup> floor, Paryavaran Bhawan  
CGO Complex, Lodhi Road  
New Delhi- 110003  
Dated: - February 25, 2015

To,  
(List Attached) (5 Nos.)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Subject: - Tender Notice for hiring of Taxi / cars for the year 2015-16.

Dear Sir,

Sealed bids are invited for supply of AC DLY Taxis / cars for the office of the Ministry of Drinking Water & Sanitation. The time schedule is as under:-


1. Closing date & time for receipt of bids : 12.03.2015 at 3:00 PM
2. Bid Opening Date & Time : 12.03.2015 at 3:30 PM

NOTE-

In case the date specified for submission of bid falls on or is subsequently declared a holiday or closed day for this office, the bids will be received upto the appointed time i.e. 3:00 PM on the next working day of this office and will be opened on the same day at 3:30 PM.

Yours faithfully

Encls: as above

  
(K. Narayana Reddy)  
Under Secretary to the Govt. of India  
Telefax: - 24368612

Copy to:-

1. Tech. Dir. (NIC) for web based publicity of the Tender CPP Portal and Ministry web site.
2. All Ministries / Department of the Government of India, New Delhi. It is requested that wide publicity of this tender notice may please be given to the contractors engaged by them for this job to submit their quotation if they are willing and fulfill the conditions.

1. Instructions

- 1.1 The bid should be submitted in a sealed cover in two parts as under:-
- a. **Technical Bid:** Envelope should superscribed "Technical Bid for Supply of AC/ Non-AC DLY Taxi" for the year 2015-2016 and it should contain all technical details as per para-8, EMD and other documents etc. as per the requirement of the bid enquiry.
  - b. **Financial Bid:** The second cover should contain the rates etc. as per annexure-I, and it should be superscribed "Financial Bid for supply of AC DLY Taxis".
- 1.2 The technical bid and the financial bid should be sealed by the bidder in separate covers, duly superscribed and both these sealed covers are to be put in a bigger covers, duly superscribed as "Bid for supply of AC DLY Taxis".
- 1.3 The Technical Bids shall be opened at 3:30 PM on the date as indicated above in the presence of such of the bidders or their representatives, who may wish to be present.
- 1.4 Financial Bid(s) of only those bidder(s) will be opened on a later date whose bids are considered technically acceptable after evaluation by a Technical Evaluation committee.
- 1.5 Hypothetical/ Conditions/ Incomplete bid will not be entertained.
- 1.6 Selection of the L-1 tender will be based on the monthly rate quotation by the agencies for the Swift D'zire AC, Extra Km rate / extra hourly rate are 10hrs per day and 3000km per month at S. No. 1 of the financial bid. The L-1 bidder will have to be bound further lowest rate by any agency for S. No. 2 to 7.

2. Late Bids Bids received after the specified date and time, as indicated in para-1 above, for receipt of bids will not be considered.

3. Earnest Money Deposit (EMD)

- 3.1 EMD of Rs. 25000/- (Rupees Twenty-five Thousand Only) in the form of Demand Draft / Pay order from any commercial Bank payable to the PAO, Ministry of Drinking Water & Sanitation, New Delhi must accompany the bid.

*Kone Kony*

Bids without EMD and in any other form than prescribed will NOT be considered.

- 3.2 The EMD should remain valid for a period of 90 days beyond the final tender validity period.
- 3.3 EMD of bidder will be forfeited, if the bidder withdraws or amends its bid or impairs or derogated from the bid in any respect within the period of validity of its bid. Further, if the successful bidder fails to furnish the required Performance Security within the specified period, its EMD will be forfeited.
- 3.4 EMD furnished by all unsuccessful bidders will be returned to them without any interest whatsoever, after finalization of the contract. EMD of the successful bidder(s) will be returned after receipt of the Performance Security from him.

#### 4. Performance Security

- 4.1 The successful bidder, irrespective of its registration status etc., will have to furnish Performance Security of Rs. 50,000/- (Rupees Fifty Thousand Only) in the form of Account payee Demand Draft / Bank Guarantee form a Commercial Bank in an acceptable form in favour of PAO, Ministry of Drinking Water & Sanitation within 7 days of award of contract.
  - 4.2 Performance Security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier.
  - 4.3 Performance Security will be refunded to supplier without any interest, whatsoever, after it duly performs and completes the contract in all respects.
  - 4.4 Performance Security will be forfeited if the firm fails to perform any of the terms or conditions of the contract, besides it may also be black listed.
5. The bidders should quote their unconditional rates strictly as per the Annexure-I. Cutting / overwriting, if any, should be countersigned. Each page of the tender should be duly stamped any signed by the authorized signatory.
6. In case any bidder is already providing the AC DLY Taxis / Cars to any other Ministry/Department of Central Govt., details thereof should also be furnished along with the bids.

#### 7. The Technical bid should contain following details:

- 7.1 The contractor should have experience of providing vehicles to Govt. / Semi Govt. / Autonomous organization / Departments. Copies of such order along-with a certificate for the concerned Department that the contract was successfully executed may be furnished to this office.
- 7.2 PAN number and copy of the latest Income Tax clearance certificate.

*Kam Lal*



- 7.3 A certificate to the effect that the drivers of the vehicles to be detailed on duty on requisition are fully experienced with Delhi NCR Territory Road, may be furnished by the tenderer / DLY operator.
- 7.4 EMD of Rs. 25000/- as per clause 4 of this NIT.
- 7.5 A certificate from the bidder that all the terms and Conditions are acceptable to him.
- 7.6 The bidders are advised to read to instructions above and the terms and conditions herein below carefully and submit confirmation of unconditional of the terms acceptance of the terms & Conditions without deviations. In case there are any deviations from the terms & Conditions of the tender they may be clearly indicated in the technical bid for consideration.

## 8. Terms and Conditions

- 8.1 Risk Hire Clause: - If the bidder fails to supply requisite number of vehicles in time and ask when required by the Ministry, Ministry will be free to hire vehicle as per its requirement from open market. The L-1 bill will bear the cost of additional expenditure i.e. cost difference. The amount will be recovered from subsequent / pending bills / performance security of the bidder. In case M/o Drinking Water & Sanitation is forced to make alternative arrangements and if the price is lower, no benefit on this account would be passed on the bidders.
- 8.2 If the contractor after submission of bid and due acceptance of the same i.e. after the award of contract, fails to abide by the terms and conditions of these tender documents, or fails to complete his contract period or at any time repudiates the contract, the M/o DW&S will have the right to forfeit the EMD the Performance Security, if deposited by the bidder.
- 8.3 The vehicles provided should be authorized to be used as taxis and should have proper permission of the areas to be travelled.
- 8.4 The Contractor should be able to provide AC DLY Taxis at a short notice/ (within 15 minutes). For regular requisitions the taxi must reach the destination 30 minutes in advance.

*Ram D. Singh*

8.5 The drives engaged in the Taxis should have valid commercial driving license to operate the taxi, issued by the Transport Authorities. Other necessary certificates like Road Tax clearance, pollution certificate, commercial certificate etc. should be in existence for all vehicles quoted.

8.6 The drivers should always be in the uniform as may be provided by the agency and with mobile phones and should be well mannered.

*“The driver of the vehicle will maintain log-sheets (Log Book) in respect of each car as to analogy of logbook of Govt. Vehicle. The said book / sheet will have to be signed by the actual users and these will have to be sent along with bills of each car to be Ministry.”*

8.7 The driver engaged should be broadly aware of the major routes of Delhi/New Delhi.

8.8 The vehicles on duty shall have to be kept in clean condition. The general condition of the vehicles provided should be good. The seat should be comfortable and have sufficient leg space. The seats shall always be covered with neat and good quality seat covers. No payment shall be made if the vehicle is found in dirty or shabby condition.

*“The cars of 2013 onward models which are in excellent running condition with immediate interiors and seat covers only are to be provided. The cars should be in good mechanical condition and confirm to all the relevant rules besides being roadworthy. Cars should be fully upholstered and provide with all other necessary comforts and facilities.”*

8.9 In case of any break down while on journey, substitute arrangement shall have to be done by the contractor failing which the taxi will be hired from the open market and the expenses incurred thereon shall be deducted from the monthly bill of the contractor. In any case the brake down will be treated as failure attracting penalty clause.

*Kane Dady*


- 8.10 The Ministry reserves the right to terminate the contract without assigning any reason by giving the contractor one calendar month notice of its intention to do so.
- 8.11 Penalty Clause: In the event of Contractor failing to execute the work i.e. supply of Taxis on hire basis at any time to the full satisfaction of the Ministry, the Competent Authority shall impose a penalty of Rs. 500/- for every instance of such failure which will be deducted from the bills of the contract or withhold the payment due to contractor in part or full and to forfeit the Performance Security deposited.
- 8.12 Billing will start from and end with Office premises or designated place and not from & with the Taxi stand. All vehicles must first report to the Section Officer (General), M/o Drinking Water & Sanitation on requisition, where meter reading will be noted and then proceed to the destination on all days except Sundays or National Holidays. On Sundays and National Holidays the vehicle may directly report to the designated person where meter reading should be got noted from the user.
- 8.13 At times, M/o Drinking Water & Sanitation may need large number of DLY vehicles on specific days in connection any conference / meeting. The Contractor should be responsible to arrange for additional demand of DLY vehicles by making necessary tie-ups at his end with other DLY Taxi operators and such additional vehicles should be supplied at the contractual rates and conditions.
- 8.14 The contact will be valid for one year from the date of award the contract and extendable by mutual contract of the parties. No request for hike in approved rates for supply of DLY taxis will be entertained during the period of contract for any other reason what so ever.
- 8.15 If on any occasion it is found that the driver of any vehicles has made wrong entries in the duty slips relating to time and kilometer reading of start or closing of duty/journey the taxi stand shall be responsible for the same. This office reserves the right to with hold full payment of the day in respect of such vehicle.
- 8.16 In case of hiring of DLY Taxis, 40 kms or 4 hours shall be considered half day. In case if the vehicle is detained above four hours, then it shall be treated as

*KmadDdy*



full day. In such scenario, the 'kms' have no relevance. If the usage goes above 40 kms within 4 hours, then charge would be for each additional km only and the vehicle would be considered as 'half day' usage. If the number of hours exceeds 4 hours, then the vehicle would be treated to be hired for 'full day'. Then the 'km' usage has no relevance.

- 8.17 This tender document can also be downloaded from M/o Drinking Water & Sanitation web site [www.mdws.gov.in](http://www.mdws.gov.in)
- 8.18 Decision of Competent Authority of the Ministry regarding acceptance or rejection of a tender, without assigning any reason will be final and binding.

  
(K. Narayana Reddy)  
Under Secretary to the Govt. of India  
Telefax: - 24368612

Copy to:-

1. Tech. Dir. (NIC) for web based publicity of the Tender.
2. All Ministries / Department of the Government of India, New Delhi. It is requested that wide publicity of this tender notice may please be given to the contractors engaged by them for this job to submit their quotation if they are willing and fulfill the conditions.

ANNEXTURE-I

Format for Furnishing Financial Quotation for Supply of AC Taxis.

Make of the Vehicles

S. No.	Particulars	Swift D'zire	Innova
1.	3000 & 300 Hrs. (Monthly basis) including Saturday Sunday also		
2.	40 Km & 4 Hrs. per day		
3.	80 Km & 8 Hrs. per day		
4.	100 Km & 10 Hrs. per day		
5.	Extra Kms		
6.	Rates for Extra Hours		
7.	Night Charges for Out Station		

1. Certified that all terms and conditions of the NIT are acceptable to us.

(Signature of the Bidder)

Full name of the firm with complete address & Tel. No.

*Kaneda*



List of addresses:-

Jandour Taxi Service  
258 Defence colony fly over Market  
Jangpura Side  
New Delhi-110024

Jimmy Traders & Umesh Tour & Travels  
Shop No. 3, Palika Niwas  
Lodhi Colony  
New Delhi- 110003

R.C Tour & Travels  
C-1/128 Madhu Vihar, Uttam Nagar,  
New Delhi- 59

Vishal Travels  
36, Central Market  
Kidwai Nagar (East)  
New Delhi 110023

Bhagwati Travels (Regd)  
Shop No. 4, Sec 4  
DIZ Area, Baba Kharak Singh Marg,  
New Delhi- 110001

*Kamal Singh*