

SPEED POST

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ICAR-NATIONAL INSTITUTE OF ABIOTIC STRESS MANAGEMENT
MALEGAON, BARAMATI, PUNE, MAHARASHTRA - 413115.

STANDARD BIDDING DOCUMENTS FOR

Rate Contract for Hiring of Vehicles

DUE ON: 19.06.2017 AT 14:00 Hrs

Date of Opening quotation on: 19.06.2017 at 14:30 Hrs

ASSISTANT ADMINISTRATIVE OFFICER
ICAR-NATIONAL INSTITUTE OF ABIOTIC STRESS MANAGEMENT (ICAR)
MALEGAON, BARAMATI, PUNE,
MAHARASHTRA-413115.

***Please return this original document along with copy of bid after signing all the pages, failing which the same shall be ignored.**

Sd/-
Assistant Administrative Officer

Checklist for technical evaluation

Sl. No.	Document	Whether attached Yes / No	Page No.
1	EMD (Rs. 8000/-)		
2	Copy of Aadhar Card		
3	Copy of PAN Card		
4	Latest Copy of Firms Registration/ Establishment		
5	Service Tax Registration Copy		
6	Bank details		
7	All India Permit documents		

(Note: Please mention page number of the document attached)

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**ICAR-NATIONAL INSTITUTE OF ABIOTIC STRESS MANAGEMENT
MALEGAON, BARAMATI, PUNE, MAHARASHTRA – 413 115**

Quotation No: F. No. 4-30/2017-18

Date: 08.06.2017

To,

Dear Sir,

We have a requirement of the Hiring of Vehicles as indicated below, quotation for which will be opened at 14:30 hrs on 19.06.2017 and you are invited to submit your most competitive rate for the same. All the relevant details are given below.

- i. DESCRIPTION: Hiring of Vehicles at ICAR-NIASM.
- ii. Guiding specification and other technical details

Sl. No.	Particular	EMD
1	Hiring of Vehicles	Rs. 8,000/-

- iii. Bid document is for Hiring of Vehicles at ICAR-National Institute of Abiotic Stress Management, Malegaon (Khurd), Baramati.
- iv. All bid papers submitted should be serially numbered.
- v. You are requested to submit your financial quote in the given format.
- vi. The requisite amount of EMD should be attached with page number one, as mentioned above, of the Bid Document. Offer without EMD will summarily be rejected. EMD amount is Rs. 8000/-
- vii. The name of the applicant should be mentioned on the reverse of the respective DD/ Banker's Cheque, attached as EMD.
- viii. All the pages of the bid document should be duly signed and stamped by the authorized signatory of the applicant. The bid document should be submitted in original
- ix. The successful bidder shall be prepared to commence operations within 15 days of signing of contract.
- x. In case of any clarifications, please contact the undersigned.

Terms and Conditions

1. SEALED TENDERS are invited for entering into **ANNUAL RATE CONTRACT** for **HIRING OF VEHICLES** at this Institute as per the Schedule to Tender (Annexure – I) enclosed will be received for and on behalf of the Secretary, Indian Council of Agricultural Research, New Delhi by the Director, ICAR -NIASM, Baramati up to **19.06.2017 (02:00 pm)** except on General Holidays /Sundays/Closed Holidays).
2. The SEALED TENDER(S) received on time will be opened at the office of the Director, ICAR - NIASM on **19.06.2017 (02:30PM)** in the presence of Tenderer(s)/or their Representatives who chose to attend the same in the opening of tender(s).
3. Tenders in the prescribed form attached duly filled in and signed by the Tenderer(s) should be submitted in the **SEALED COVERS SUPERSCRIBED thereof with TENDER NO. F. No. 4-30/2016-17 - TENDER FOR ANNAUL RATE CONTRACT FOR HIRING OF VEHICLES AT ICA R - NIASM, MALEGOAN, BARAMATI.**
4. The DULY FILLED Tenders should be submitted along with **EARNEST MONEY DEPOSIT** of **Rs. 8,000 /-(Rs. Eight thousand only)** drawn in Favour of **ICAR UNIT, NIASM** payable at BARAMATI along with **Tender Documents** within the deadline set above. **Tenders without EMD will be rejected out-rightly.**
5. **The Successful Tenderer(s) are requested to furnish PERFORMANCE SECURITY for a sum of Rs.15,000/-(Rupees Fifteen Thousand Only) by way of DEMAND DRAFT/BANKERS' CHEQUE favoring the DIRECTOR, ICAR-NIASM, Malegaon, Baramati within 7 days from the date of Award of Contract from this end and the same will be refunded after the completion of the contract.**
6. 24 x 7 Service shall be provided by the SERVICE PROVIDERS.
7. In case of ACCIDENTS, the SERVICE PROVIDERS should take full responsibility for INSURANCE CLAIMS etc. and this Institute or its Officers/Officials will not take any responsibilities what so ever.
8. **The 15 Digit Service Tax Code numbers allotted to each operator by the Central Excise Department may be furnished.**
9. Out Station Entry Tax/Other Statutory Charges/Parking Fees shall be arranged by the Service Providers Only and may include the same in their Bill/Invoice for arranging payment.
10. The Vehicles indented/ordered by the Institute has to be arranged at given point of time and place with full tank filled with fuel and without delay.
11. The payment shall be arranged by this Institute within reasonable period of time on production of proper Printed Invoice/Bills (3 SETS) along with ORIGINAL, DUPLICATE AND TRIPLICATE SHEET with full details with advance stamped receipt.
12. Vehicles which are indented/booked by the Institute should possess up-to-date Insurance Coverage & Permit to enter other States (Inter-state & All India Permit).

13. The Rates Quoted By The Tenderer(S) Are Fixed During The Period Of Contract & This Institute Will Not Be Responsible For Any Escalation In Diesel Price/Other Lubricants/Other Statutory Charges Etc. If The Service Provider(S) Withdraw From The Contract, The Performance Security Amount Will Be Forfeited Automatically.
The Service Providers Shall Furnish 3 Months' Notice To This Institute Before Withdrawing The Contract During The Period Of Annual Rate Contract
14. In case vehicles are not provided at a given point of time and place, the contract will be terminated forthwith without any notice apart from initiating legal action.
15. The Annual Rate Contract will come into effect from the date of issue of award of contract.
16. Service Tax on Total Bill shall be charged.
17. The Drivers deputed should maintain proper discipline and should be in a position to understand Regional Language including Hindi / English.
18. **The Tenderer(s) are requested to furnish the PROFILE of their**
 - a. **firm/ Clients/ LATEST & UP-DATED REGISTRATION**
 - b. **CERTIFICATE WITH NO. /VALIDITY /ESTABLISHMENT etc. compulsorily.**
19. The Tender Documents are not TRANSFERABLE under any circumstances.
20. The Director, ICAR - NIASM, Baramati reserves the right to reject any or all the tender(s) without assigning any reason thereof.
21. Only Courts in Pune shall have the jurisdiction over any dispute arising out of this transaction.

-Sd-

ASSISTANT ADMINISTRATIVE OFFICER

SCHEDULE TO TENDER No. F. No. 4-30/2017-18

Particulars	Non-AC		
	Indica/ Toyota Livo/ i-20/ Swift/ Swift-Dzire	Bolero/ Scorpio/ Tavera/ Ertiga	Innova/ Honda Mobilio
4 Hr -50 Km			
6 Hr – 80 Km			
10 Hr - 120 Km			
Extra Km			
Extra Hrs			
Driver Bata			
Tax payable			

Particulars	AC		
	Indica/ Toyota Livo/ i-20/ Swift/ Swift-Dzire	Bolero/ Scorpio/ Tavera/ Ertiga	Innova/ Honda Mobilio
4 Hr -50 Km			
6 Hr – 80 Km			
10 Hr - 120 Km			
Extra Km			
Extra Hrs			
Per Km			
Driver Bata			
Tax Payable			

SIGNATURE OF THE TENDERER WITH
SEAL OF FIRM & DATE