

PRICE Rs. 500/-

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केन्द्रीय माध्यमिक शिक्षाबोर्ड

(मानवसंसाधनविकासमंत्रालय, भारतसरकार के अधीन एक स्वायत्तसंगठन)

“शिक्षाकेन्द्र” 2, समुदाय केन्द्र, प्रीतविहार, दिल्ली- 110301

Central Board of Secondary Education

(An Autonomous Organization under the Union Ministry of Human Resource Development(Govt. of India)

“SHIKSHA KENDRA” 2, COMMUNITY CENTRE, PREET VIHAR, DELHI – 110 301

Last date for submission of sealed competitive tender is 23.06.2014 up to 3:00 P.M.

Tender form to provide different types of vehicles like Mini Tempo Traveller, Innova, Xylo, Qualis, Ambassador, Indigo, Indica, SX4 and Swift Dzire etc. with or without AC for daily/monthlybasis. The vehicles are required for local journey as well as for distances up to 1200KM from various offices of CBSE, Delhi/Noida during various examinations or for other purposes.

I/We _____ hereby submit tender to provide different types of vehicles to the Board, as per the contract (inclusive of all taxes) like Mini Tempo Traveller, Innova, Xylo, Ambassador, Qualis, Indigo, Indica, SX4 and Swift Dzire with or without AC etc. for daily/monthly basis. The Parking charges and toll taxes only will be borne by the Board subject to submission of original receipts.

(Signature of authorized person)
(With Rubber Stamp)

Name _____

Status of Signatory _____
(Proprietor, Partner, Manager, Director)

Competitive Tender are invited in a sealed envelope superscribed there upon “**Tender for supply of different types of vehicles to the Board**” like Mini Tempo Traveller, Innova, Xylo, Qualis, Ambassador, Indigo, Indica, SX4 and Swift Dzire etc. for daily/monthly basis. The vehicles are required for local journey as well as for distances up to 1200 KM from various offices of CBSE, Delhi/Noida during various examinations or for other purposes as and when required” from reputed and registered travelling agencies stationed in Delhi/NCR for execution of rate contract for a period of one year with the Board for hiring of AC/non AC vehicle on monthly and daily basis.

TERMS AND CONDITIONS

1. The tenders duly filled in all respects should be dropped in Tender Box kept at reception CBSE, Preet Vihar, Delhi-110301 on or before **23.06.2014** latest by 3:00 PM along with requisite Tender Form fee of Rs. 500/- (Rupees five hundred only) and **Earnest Money Deposit (EMD)** of Rs.50,000/- (Rupees fifty thousand only) in the form of Bank Draft/Banker’s Cheque **favoring “Secretary, CBSE” payable at Delhi**. No tender form without Bank Draft/Banker Cheque for Tender Form fee and EMD will be entertained. The EMD of the unsuccessful bidder will be refunded without any interest.
2. Tenders will be opened on the same day at 3:30 P.M by a Committee constituted by the Competent Authority of Board in presence of the tenderers, who would like to be present at the time of opening of the tender. No separate communication will be sent in this regard.
3. Terms and conditions of the tender shall be read in conjunction with the General conditions of contract, bill of quantities & other documents being part of this contract.
4. The rates quoted will be valid for a period of one year and rate contract may be extended further for two year on year to year basis on the sole discretion of the Board, if services found to be satisfactory.
5. The **Vehicles must not be older than 03 (three) years** and should have a valid Registration Certificate along with other papers and comprehensive insurance during the period of contract. The agency should have a minimum experience of three years.
6. **The rates should be both in words and figures and include all the taxes like Octroi, Road Tax, Toll-Tax, Service Tax, Fuel, Driver & helper’s over-time and halting charges or Charges of any kind etc. The vehicle may also be used in Delhi Local & Delhi NCR and outside Delhi up to 1000-1200 KM distance from various office of CBSE, Delhi/Noida. Inter-state taxes shall be borne by tenderer.** No extra charges/expenses occurring en-route on journey on repair of vehicle or any other matter will be borne by the Board.
7. The Parking charges only be borne by the Board subject to submission of original receipt (s) at the time final payment.
8. In case the price of petroleum/diesel products increases or decreases the rates offered will not be effected. **No escalation will be considered.**
9. Successful tenderer has to submit **Performance Guarantee amounting to Rs. 2.50 Lakh** (Rupees Two lakh fifty thousand only). The Earnest Money Deposit (EMD) of the successful bidder will be converted into Performance Guarantee and balance amount of Performance Guarantee shall have to be deposited within a week’s time from the date of award of work in the form of Bank guarantee /FD from any nationalized Bank in favour of “Secretary, CBSE, Delhi”. The Performance Guarantee amount 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.

10. The Board will impose up to Rs. 2,000/- (Rupees two thousand only) as **penalty on each occasion** and may forfeit entire Performance Guarantee of the transporter as deemed fit for any of the following reasons:-
- Misbehavior of the Driver and non-co-operation during the journey with occupant of vehicle.
 - Frequently late arrival of vehicle as per time schedule given from time to time.
 - Providing of vehicles of **model** before **January 2011** or bad condition of vehicles.
11. In case of approval of the tender a written rate contract for one year will be executed on the rates, terms and conditions laid down in this tender form, on a non-judiciary stamp paper of Rs. 50/- (Rupees fifty only) by the tenderer with the Board, within 15 days of the issue of work order.
12. The Board reserves the right to accept or reject/cancel any or all the tender at any time without assigning any reason thereof.
13. If the services of the agency are not found satisfactorily, the contract of the firm will be terminated at any point of time and security money will be forfeited. Such tenderer may also be black-listed for further two years.
14. Requirement of vehicles shall be communicated well in advance and the final payment will be released on submission of bills in duplicate on monthly basis.
15. Income Tax/TDS at source as per extant rules will be deducted by the Board itself for depositing the same into the Govt. Account as per rules as applicable from time to time.
16. Before/after allotment of work, the Board reserves the right to carry out physical inspection of the Agency along with conditions of vehicles held by the Agency.
17. The decision of the Board shall be binding and final in case of any dispute and all disputes will be subject to Delhi Jurisdiction only.
18. Following Annexure duly authenticated are enclosed herewith which may be read as part of this tender
- Annexure-A:- Information relating to Tenderer (Technical bid)
 - Annexure-B:- Financial bid.

The undersigned has carefully gone through all the terms & conditions mentioned in the tender form are acceptable to me In-Toto.

Signature with stamp
(The authorized person of the registered Travelling Agency)

Name of Signatory_____

Status of Signatory_____

Name of the Travel Agency_____

Address_____

Telephone no._____

Mobile No._____

E-mail ID (if any)_____

ANNEXURE-A
TECHNICAL BID

FORMAT FOR PROVIDING INFORMATION PERTAINING TO TENDER

S.No.	Particulars	Information
1.	Name and Complete postal address of tenderer.	
2.	Whether proprietor/partnership or private Ltd. Co. etc.(enclose copy of deed)	
3.	(a) Landline No. (b) Mobile No. (c) E-mail ID	
4.	Registration No. of Taxi operator/ Travel Agency (Please enclose copy)	
5.	Year of establishment	
6.	Experience (Please provide the contract details along with copies of contract/work order copies, certificates etc. of last three years).	
7.	Contractors' Fleet Strength (Please provide the fleet details viz. type of vehicle, model, registration No. on a separate sheet)	
8.	Banker's Name & Address Account Number.	
9.	PAN No. (Copy enclosed)	
10.	Service Tax Registration No.	
11.	Details of turnover of last three years	2013-14 2012-13 2011-12
12.	Details of DD/Banker Cheque of Rs. 500/- (Rupees five hundred only) pertaining to cost of tender.	DD/Banker Cheque No. : Date : Issued by :
13.	Details of DD/Banker Cheque of Rs. 50,000/- (Rupees fifty thousand only) towards EMD.	DD/BC No.:- Date :- Issued by :-

(Signature of authorized person)
(With Rubber Stamp)

A. RATE SCHEDULE FOR MONTHLY RATE CONTRACT VEHICLES.

Details of **all inclusive rates** quoted for requirement of vehicles on **monthly basis**
For 2000 kms/8 hours per month for Delhi/NCR

S.NO.	NAME OF THE VEHICLE	RATE FOR NON-AC VEHICLE	RATE FOR AC VEHICLE	EXTRA CHARGES PER KMS AFTER 2000 KM.	EXTRA CHARGES PER HOUR AFTER 8 HOURS.
1.	Swift Dzire				
2.	Indigo				
3.	Ambassador				
4.	SX4				
5.	Indica				
6.	Xylo				
7.	Innova				
8.					
9.					
10.					

B. RATE SCHEDULE FOR “DAY TO DAY REQUIREMENT/ON CALL BASIS” AND FOR REQUIREMENT IN EXAMS FOR DELHI.

S.No.	Type of Vehicle	Rates for 40 Kms & 4 Hours (for half day)		Rates for 80 Kms. & 8 Hours (for full day)		Extra charges per km after 40 and 80 Km		Extra Charges per hour after 4 and 8 hours.		Night Charges Per Hour (From 11 to P.M. 5 A.M.)	
		For Non-A/C	For A/C Vehicle	For Non-A/C vehicle	For A/C Vehicle	For Non-A/C vehicle	For A/C Vehicle	For Non-A/C vehicle	For A/C Vehicle	For Non-A/C vehicle	For A/C Vehicle
1.	Swift Dzire										
2.	Indigo										
3.	Ambassador										
4.	SX4										
5.	Indica										
6.	Xylo										
7.	Innova										
8.											
9.											
10.											

Additional charges (if any) _____

(Signature of authorized person)
(With Rubber Stamp)

C. RATE SCHEDULE FOR VEHICLES REQUIRED DURING DIFFERENT EXAMINATIONS OF THE BOARD FOR NCR AND OUT SIDE DELHI UP TO 1000-1200 KM DISTANCE FROM CBSE OFFICES IN DELHI/NOIDA.

S.No.	Type of Vehicle	Rates of vehicle Per KM (For NCR& outside Delhi) UP to 80 KM/8 Hour*						Rate of vehicle Per KM (For Outside Delhi) (Up to 1000-1200 Km.)*		
		For Non-A/C	For A/C	Extra charges Per Km		Extra Charges per Hour		For Non-A/C	For A/C	Minimum KM to be charged per day (if any)**
				For Non-A/C	For A/C	For Non-A/C	For A/C			
1	2	3	4	5	6	7	8	9	10	11
1.	Mini Tempo Traveller									
2.	Innova									
3.	Xylo									
4.	Qualis									
5.	Tavera									
6.	Indigo									
7.	Indica									
8.	SX4									
9.	Swift Dzire									
10.										
11.										
12.										

***The rates should be included all the taxes like Octroi, Road Tax, Toll-Tax, Service Tax, Fuel, Driver& helper's over-time and halting charges or Charges of any kind....etc.**

****The vehicles may be retained over-night for two or three days. Thus inclusive rates including halting charges for driver etc. be included. Further the minimum KMs claimed i.e. 150KM or 200 KM etc. per day (on 24 Hrs. basis) may be indicated.**

(Signature of authorized person)
(With Rubber Stamp)