

NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL

POST SRINIVASNAGAR, MANGALORE – 575 025, Karnataka, India

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NOTICE INVITING TENDER (NIT)

Tender Notification No. : 3942/MOCV/2019/A7

Dated 27/03/2019

Name of Service: Empanelment and Annual Rate contract for Taxi Services

Time for Supply of item after release of order: As and when required

Last Date for submission of Quotation: 29.04.2019 **before 3.00 PM**

Address for Submission of Tender: Office of Dean (P&D), NITK, Surathkal
Mangalore -575 025, Karnataka, India

Date and time of opening of Technical Bid: 30.04.2019 at 3.30 PM



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The National Institute of Technology Karnataka, Surathkal (NITK, Surathkal) is a CFTI under Ministry of HRD Govt of India, imparting Technical Education and engaged in Research Activities.

Sealed Tenders as per the Price Schedule given in this NIT are invited for the following items subject to the terms and conditions, from the reputed travel agencies. The quotations in the firm's Business letter head should be address to the "Director, NITK, Surathkal". The envelope shall be super scribed with the Tender Notification Number and the Name of the Service for which quotation is submitted.

1. Name of Service: Empanelment and Annual Rate contract for Taxi Services
2. Time for completion of Supply: As and when supply is required
3. Last date at time for submission of quotation: 29.04.2019 before 03:00 PM
4. Quotations to be submitted at the following address: Office of Dean (P&D), NITK, Surathkal Mangalore-575 025, Karnataka, India
5. Date and time of opening of Technical Bid: 30.04.2019 at 3.30 PM

Sd/-
Registrar

Note:

1. 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 scheduled time i.e. 3:00 P.M. on the next working day of this office and will be opened on the same day at 3:30 P.M.
2. Institute shall not be responsible for any postal delay about non-receipt /non delivery of the bids or due to wrong address.

Instruction to bidders:

1. **Two Bid System:** The bid should be submitted in a sealed cover in two parts as under:
 - a. Technical Bid: Envelope should be super scribed “Technical Bid for Supply of NON AC Taxi” for the year 2019-20 and it should contain all technical details as per clause 5 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 super scribed “Financial Bid for supply of Taxi’s.

1. The technical bid and the financial bid should be sealed by the bidder in separate covers, duly super scribed and both these sealed covers are to be put in a bigger cover, duly super scribed as Bid “Bid for supply of AC Taxis”. The cover containing both the bids should be addressed and submitted to the Office of Dean (P&D), NITK, Surathkal Mangalore-575 025, Karnataka, India.
2. The technical Bids shall be opened at 30/04/2019 on the date as indicated above in the presence of such of the bidders or their representatives, who may wish to be present. Financial Bids(s) of only those bidder(s) will be opened on a later date whose bids are considered technically acceptable after evaluation by the Technical Evaluation committee.

2. EARNEST MONEY DEPOSIT (EMD)

- a) EMD of Rs. 10,000/- (Rupees ten thousand only) in the form of Demand Draft/Pay Order from any Nationalized Bank payable at “Surathkal”, Mangalore must accompany the bids.
- b) EMD and in any other form than prescribed will not be considered.
- c) The EMD should remain valid for a period of 45 days beyond the final tender validity period.
- d) 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, their EMD will be forfeited.
- e) 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.

3. Performance Security

- a) 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 Fixed Deposit Receipt/Bank Guarantee from a Nationalized Bank in an acceptable form in favour of “NITK Surathkal”, Mangalore within 10 days of award of contract.

- b) Performance Security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier.
- c) Performance Security will be returned to supplier without any interest, whatsoever, after it duly performs and completes the contract in all respects.
- d) 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.

THE TECHNICAL BID SHOULD CONTAIN FOLLOWING DETAILS:

- a) The contractor should have at least 3 years of experience of providing vehicles to Govt/Semi Govt. /PSUs Satisfactory service certificate from the concerned organisation/ Department need to be furnished along with technical bid otherwise tender document will be treated as not acceptable.
- b) PAN number and copy of /GST registration Certificate.
- c) A certificate from the bidder that all the terms and conditions are acceptable to him.
- d) EMD of Rs. 10,000/-
- e) Copies of RC of the entire vehicle registered in the name of the transport company firm.
- f) The bidders are advised to read the instructions above and the terms and conditions herein below carefully and submit confirmation of unconditional 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.
- g) The bidder should quote their unconditional rates strictly as per Annexure-I cutting/overwriting, if any, will not be accepted. Each page of the tender should be duly stamped and signed by the authorized signatory.

Terms and Conditions

1. The rate quoted should be on unit basis and valid for period of 1 year. Taxes and other charges should be quoted separately, considering exemptions if any.
2. The firm should have valid PAN, GTIN and Trade licence and submit the same along with price bid.
3. The firm should have capacity to arrange 10-15 vehicles per day when required.
4. The tendering firm should have minimum 3 years of experience as service provider to major Institute/Organization and submit proof of experience in the technical bid.
5. Payment: No advance payment will be made. Payment will be made only after the supply of the service.
6. In case of dispute, the matter will be subject to Mangalore Jurisdiction only.
7. After completion of one year service the Institute may renew the contract on the same terms and conditions for a further period of one year.

SCHEDULE OF REQUIREMENTS, SPECIFICATIONS AND ALLIED DETAILS

Item(s) Name to be procured	: Supply of vehicles on hiring basis
Brief Specifications of the Item(s) (Attach Additional Sheet if necessary)	: Attached as Annexure 1
Quantity	: Max. upto 10-15 vehicles per day, as and when required
Any other details / requirement	: NA
Warranty Period required	: NA
Delivery Schedule expected after placement of order (in Weeks)	:As and when required

CONTRACT FORM

[To be provided by the bidder in the business letter head]

1. (Name of the Supplier's Firm) hereby abide by the delivery schedule mentioned in this document for supply of the items if the purchase order is awarded.

2. The item will be supplied conforming to the specifications stated in this document without any defect and deviations.

Signature of the Bidder: _____

Name : _____

Business Address : _____

Place:
Date:

Seal of the Bidder's Firm

Price schedule

S.No.	Details	Hatchback Cars [1+3 seaters] (Swift, Ritz, Indica, Etios Liva)		Sedan Cars [1+3 seaters] (Swift Dzire, Indigo, Etios)		SUV [1+6 seater] (Innova, Ertiga)		Tempo- Traveller (30 seater)		Bus (50 seater)	
		Non- AC	AC	Non- AC	AC	Non- AC	AC	Non- AC	AC	Non- AC	AC
1.	Below 4 hrs (upto 50 km)										
2.	More than 4 hrs and less than 8 hrs (upto 100 km)										
3.	Above 8 hrs and less than 12 hrs (101 km to 250km)										
4.	Above 12 hrs										
5.	Airport Pick-up and drop										
6.	Mangalore railway station pickup and drop										
7.	Night Charges (if applicable)										
8.	Additional mileage per km for outstation										

Signature of the Bidder:

Name and Designation:

Business Address:

Place:

Date:

Seal of the Bidder's Firm