

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION: SPORTS BRANCH
CHHATTARSAL STADIUM: MODEL TOWN: DELHI: 110009.

TENDER FORM FOR HIRE OF BUSES FOR JOURNEY OUTSIDE DELHI
(TO BE FILLED BY THE TENDERER)

TECHNICAL BID

FORM TO BE DEPOSITED : Upto 1.30 p.m. on 22-12-2006
TENDER TO BE OPENED : At 2.00 p.m. on 22-12-2006

- A.1 (a) Name of the Firm.....
(b) Address of the Firm
2. (a) Attested copy of PAN No
(b) Attested copy of Service Tax Registration
3. Bid Security deposited vide Call / Fixed Deposit Receipt / Demand Draft No.....dated.....for Rs.....is enclosed herewith.
- 4(a) No. of Buses/Cars/Van owned by the firm with registration No.(s) and year of purchase.
(b) Total No. of buses/cars/matador can be supplied at any time.
S.No. Type of Vehicle No. of Vehicles Regn. No. Year of Manufacture
1. Buses
(i)
(ii)
(iii)
(iv)
(v)
- 5(a) Whether any work of Govt. / Semi Govt. Deptt. has been done in previous year
(b) If yes, furnish full details.

Year	Details of Buses supplied in bulk	Names of Deptt.	Amt.
2003-04			
2004-05			
2005-06			

6. Annual Turnover

Year	Turnover (in Rs.)(As per audited balance sheet by C.A.)
2003-04	
2004-05	
2005-06	

B. Hire of buses (52 seaters) :**Journey Outside Delhi**

(i) 1100 school students to be taken from Delhi to Rishikesh (Uttanchal) & back in the month of Jan. 2006 @ 100 students daily. The students who are taken on 1st day will come back on 4th day and so on.

(ii) 100 school students to be taken from Delhi (Chhatrasal Stadium) to Dalhousie (H.P) & back in the month of Dec. 2006. These students will come back on 7th day from the start of journey from Delhi.

Note : 1. Fitness certificate of the vehicle from Transport Authority is to be produced by the firm at the time of deployment.

2. Vehicle should be of latest permissible model.

TERMS & CONDITIONS

1. Rates should be inclusive of all taxes i.e. Road Tax, Licence, Octroi, and other State Tax etc.
2. The buses should be road worthy and in excellent condition with permissible fuel and registered in Delhi.
3. The buses should not be less than 52 seaters.
4. The participants will be transported from the school to the venue of journey and back to school.
5. The contractor will ensure that the Transport Staff (Driver / Conductor / Helper/ Cleaner) deployed in the buses should be well dressed as per Supreme Court's decision, well-mannered, sober in the habits, medically fit, polite and abide by the rules and regulations of the Department.
6. The required number of buses will have to be provided by the Transporter. The buses should be neat and clean.

7. Only those firms are eligible to submit tenders who have the sanction of Delhi STA to ply their buses outside Delhi and who have been duly granted a certificate to that effect (A copy of certificate be enclosed with the tender).
8. The Director of Education or his nominee has the right to inspect the buses before accepting the tender and tenderer may be required to bring the vehicle(s) for inspection at specified place and time. No payment will be made for this trip.
9. The bill alongwith other relevant documents will be submitted to Dy. Director of Education (Sports) in triplicate.
10. In case of breakage / loss in the bus during the journey, the bus owner has to bear all expenses for the losses.
11. In case of failure to complete the contracted trip(s) partly or wholly, an alternative arrangement will have to be made at the risk and cost of contractor/tenderer.
12. Certificate from the transport department for the fitness of vehicle is required.
13. The Director of Education will have the right to reject any tender or terminate any contract any time without assigning any reason.
14. Only those firms are eligible to submit tenders who have at least five buses of permissible fuel, in the name of the firm/ proprietor. All tenderers should submit the copy of documents of ownership papers with tender.
15. Typed rates should be quoted alongwith complete description and specification.
16. The technical bid form duly filled in & with enclosures attached in all respect should be sealed in a separate envelope inscribing **“TECHNICAL BID FORM FOR HIRE OF BUSES FOR JOURNEY OUTSIDE DELHI”** on it & also mentioning name & address of the Tenderer on it.

(SAT PAL)

DY.DIRECTOR OF EDN (SPORTS)

All the terms & conditions are accepted by me/us.

Signature & Stamp of the firm.

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TERMS & CONDITIONS OF THE TENDER FOR HIRE OF BUSES FOR JOURNEY OUTSIDE DELHI

1. Sealed tenders are invited for/on behalf of President of India for the hire of Buses for journey outside Delhi.
2. The tender shall consist of two separate bids - a technical bid and a financial bid. The technical bid and the financial bid should be sealed by the bidder in separate covers duly subscribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscripted which shall be deposited in tender box kept in the room of DDE(sports) at Chhatrasal Stadium, Model Town, Delhi. The tender shall be accepted up to 1.30 p.m. on 22.12.2006 No tender shall be entertained there after under any circumstances.
3. Rates shall not be quoted on "Technical bid" form. In case they are mentioned directly or indirectly, the bid shall be summarily rejected.
4. First the technical bids shall be opened on 22.12.2006 at 2.00 p.m. in the room of DDE (Sports) by the purchase committee constituted for this purpose. Financial bids of only those tenderers shall be opened on whose technical bids are approved.
5. (a) The tenders must be accompanied by Bank Demand Draft for the amount mentioned below as bid security of any scheduled bank in favour of Dy. Director of Edn. (Sports) and bid security received in any other form shall not be accepted :-

S.No.	Item	Amount of Bid Security	Amount of minimum turnover
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- | | | | |
|----|---------------|--------------|-----------------|
| 1. | Hire of Buses | Rs. 20,000/- | Rs. 10,00,000/- |
|----|---------------|--------------|-----------------|
- (b) The tenderer should submit the documentary proof of minimum turnover of the firm indicating above for previous 3 years each (i.e. upto 31.3.2006) with tender duly certified by Chartered Accountant. Audited Balance Sheet of the firm for the last 3 years is required to be enclosed i.e. 2003-04, 2004-05 & 2005-06.
 - (c) A copy of Income Tax return of the firm for the last 3 years is to be enclosed with the tender.
 - (d) Attested copy of Registration Certificates of at least 5 Buses of permissible fuel in the name of the firm / proprietor is to be submitted with the tender.
 - (e) Attested Copy of Service Tax Registration Certificate is to be enclosed with the tender.
 - (f) Solvency Certificate from a scheduled bank in the name of the firm is to be enclosed with the tender.

The tender will be rejected outrightly in case above (a) to (f) terms are not complied with by the tenderer.

6. It will be at the discretion of the Director of Education to make any inquiry in order to judge the stability and capacity of any firm at his decision or other wise will be final.
7. In case the tenderer whose rates have been approved order placed fails to discharge the obligation of tender so awarded to him part or in full or on the grounds of quality, the Director of Education has the right to place the order to other firm at the cost and risk of contractor and the Director of Education shall have the right to forfeit the performance security or to take any legal action against defaulter contractor.
8. No interest on bid security or security money will be paid.
9. The bid security of unsuccessful tenderer will be returned on finalization of the tenders.
10. The bid security of the successful tenderer will be retained and treated as performance security deposit upto expiry of tender and for balance amount of performance security if required will be asked by the Department after finalization of the tender. The Department can ask the tenderer to deposit performance security between 5 to 10 % of total amount of work order of this office during the tender period in advance at the time of finalization of the tender.
11. Any tender which bear cutting, over-writing in the rates, shall not be considered.
12. Income Tax to be deducted at source @ 2% in all cases of payment to contractor.
13. The tender which does not comply with any of the above condition will be rejected.
14. The Director of Education reserves the right to accept or reject any tender without any reasons.
15. These terms and conditions are to be signed by the tenderers at the place specified below which will be finally and legally binding on him. The tenderer is not entitled to insert/add/delete any term/condition whether made herein or thereby in separate note/letter and the Director of Education shall not be bound by any such addition/deletion.
16. In case of any false / wrong information given in the tender, the tender shall be outrightly rejected.

17. In case of dispute the decision of the Director of Education shall be final and binding on the parties.
18. Under no circumstances, the negotiation would be held with any tenderers except the lowest tenderer.
19. The terms of the tender will be one year from date of acceptance/approval of the competent authority and rates will be valid for Sports branch and Physical Education branch.

(SAT PAL)
DY.DIRECTOR OF EDN.(SPORTS)

Acceptance of the Tenderer :

All the above terms and conditions are accepted by me/us. I / we bound myself / ourselves to observe them in the event of my / our tender being accepted. The bid security in the form of Demand Draft for Rs. _____ is enclosed.

Signature of the tenderer with seal of firm.

Place _____

Dated _____

Witness :- 1. _____ 2. _____

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FINANCIAL BID

FORM TO BE DEPOSITED: Up to 1.30 p.m. on 22-12-2006
TENDER TO BE OPENED: At 2.00 p.m. on 22-12-2006

A.1 (a) Name of the Firm.....

(b) Address of the Firm

B. Hire of buses (52 seaters)

Journey outside Delhi:

		Rate of buses (in Rs.)
a.	From Delhi to Rishikesh and back	
b.	From Delhi to Dalhousie and back	

NOTE :

The rates should be indicated per item & inclusive of Tax and other govt. levies.
The Tender shall be liable to be rejected if all the columns are not properly & completely filled up.

This financial bid form duly filled in should be sealed in a separate envelope inscribing “**FINANCIAL BID FORM FOR HIRE OF BUSES FOR JOURNEY OUTSIDE DELHI**” on it & due mentioning name & address of the tenderer on it.

Signature with name & stamp of firm