


बिहार शिक्षा परियोजना परिषद्
शिक्षा भवन, राष्ट्रभाषा परिषद् परिसर, सौदपुर, राजेन्द्र नगर, पटना – 800004
Ph.: 0612 2667163,0612 2667152 Fax: 0612 2557190 Website : www.bepcssa.in
भाड़े पर वाहन हेतु अल्पकालीन निविदा का आमंत्रण

बिहार शिक्षा परियोजना परिषद् के लिए भाड़े पर अनुबंध के आधार पर आवश्यकतानुसार वाहन रखने के लिए निम्नांकित शर्तों पर प्रस्ताव आमंत्रित किये जाते हैं:-

- (1) नई अवस्था की पाँच वाहन (Sumo Victa/ Bolero/ Indigo/Scorpio/Xylo/Safari/ एवं Innova AC & Non AC) वाहन को मासिक किराया पर (चालक सहित) रखने के लिए एवं आवश्यकतानुसार कार्यालय हेतु विभिन्न वाहन को किराया पर (चालक सहित) रखने हेतु दर आमंत्रित किया जाता है। अधिकतम 1 वर्ष के लिए अनुबंध पर वाहन रखा जायगा।
 - (2) वाहन 1 वर्ष से अधिक पुराना नहीं होना चाहिए। नए वाहन को अधिमानता दी जाएगी। वाहन चालक को वाहन चलाने का कम से कम पाँच वर्षों का अनुभव प्राप्त होना चाहिए। किसी भी स्थिति में वाहन चालक को कोई भी भत्ता कार्यालय द्वारा नहीं दी जायेगी।
 - (3) वाहन का उपयोग स्थानीय पटना एवं पटना के बाहर (outstation) के लिए भी प्रयोग में लाया जायेगा।
 - (4) वाहन का दर मासिक किराया पर प्रतिमाह (सभी करों एवं शुल्कों) सहित एवं आवश्यकतानुसार कार्यालय हेतु विभिन्न वाहन का दर (सभी करों एवं शुल्कों) सहित अंकित करना होगा। साथ ही माइलेज भी अंकित करना होगा। वाहन का रख-रखाव, मरम्मति, आकस्मिक खर्च इत्यादि का खर्च वाहन मालिक को ही वहन करना होगा।
 - (5) निविदा के साथ गाड़ी का मॉडल, वर्ष इत्यादि अंकित करना अनिवार्य होगा।
 - (6) वाहन का वाणिज्यिक निबंधन होना आवश्यक है। वाहन के कागजातों की छायाप्रति संलग्न करना आवश्यक है। यदि वाहन का वाणिज्यिक निबंधन न हो तो आदेश प्राप्ति के एक माह के अंदर वाहन का वाणिज्यिक निबंधन करा लेना अनिवार्य होगा। इससे संबंधित पूरी जिम्मेवारी तथा कर एवं अन्य शुल्क/देयता की जिम्मेवारी वाहन मालिक की होगी।
 - (7) निविदा प्रपत्र निविदा प्रकाशन की तिथि से दिनांक 22.06.2017 अपराह्न 5.00 बजे तक किसी भी कार्य दिवस में मुख्य लेखा पदाधिकारी, बिहार शिक्षा परियोजना परिषद् कार्यालय से बिना शुल्क प्राप्त किया जा सकता है। या Website www.bepcssa.in से डाउनलोड किया जा सकता है।
 - (8) एक निविदादाता द्वारा मासिक किराया एवं आवश्यकतानुसार कार्यालय हेतु विभिन्न वाहनों का आपूर्ति करना अनिवार्य होगा। मासिक किराया एवं आवश्यकतानुसार कार्यालय हेतु विभिन्न वाहन के लिए अलग-अलग निविदा स्वीकार नहीं किये जायेंगे।
 - (9) वित्तीय निविदा के साथ अग्रधन (Earnest Money Deposit) 15,000/- (पन्द्रह हजार रुपये मात्र) का "बिहार शिक्षा परियोजना परिषद्" के नाम से पटना में देय का बैंक ड्रफ्ट, जमा करना होगा।
 - (10) पूर्ण रूप से भरे हुये तकनीकी एवं वित्तीय निविदा अलग अलग (Seald Envelope) को राज्य परियोजना निदेशक, बिहार शिक्षा परियोजना परिषद्, शिक्षा भवन, राष्ट्रभाषा परिषद् परिसर, सौदपुर, राजेन्द्र नगर, पटना-800004 के कार्यालय में दिनांक 23.06.2017 के अपराह्न 2.00 बजे तक प्राप्त किया जायगा तथा प्राप्त निविदाओं को उसी दिन 3 बजे अपराह्न में राज्य परियोजना निदेशक, बिहार शिक्षा परियोजना परिषद्, के कार्यालय कक्ष में खोला जायगा। साथ ही इस समय वाहन मालिक को वाहन के साथ उपस्थित होना होगा। वाहन अच्छे कंडीशन में होना चाहिए।
 - (11) किसी भी निविदा को बिना किसी कारण बताए अस्वीकृत किये जाने का अधिकार अद्योहस्ताक्षरी के पास सुरक्षित रहेगा।
- विस्तृत जानकारी के लिये वेबसाइट – www.bepcssa.in पर देखा जा सकता है।


राज्य परियोजना निदेशक

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SECTION – I
Bihar Education Project Council
Shiksha Bhawan, Rashtra Bhasha Parishad Campus
Saidpur, Patna 800 004

SHORT NOTICE INVITING TENDER
{TWO COVERS BID SYSTEM}

Sealed Tenders are invited up to 14.00 hrs of 23.06.2017 for Monthly and as per requirement hiring light commercial vehicles from prospective Service Providers /contractors who have the vehicle in his own name or in the name of proprietor/ company/partners/firm/director or who is willing to procure & provide vehicle if not having at present with permit from RTO registered as taxi. Type of Vehicle óIndica/ Sumo Victa/ Bolero/Indigo/ Scorpio M Hawk LXI /Safari/Xylo/ and Innova AC& Non AC- 05 No.) which are not older than 2016 model, from the prospective Contractors.

-:SCHEDULE TO THE INVITATION OF TENDER:-

1. Tender No. BEPC/ACCTS/2017-18/..... Dated
2. Time and last date of issue of Bid Documents **17.00 Hrs. of 22 .06 . 2017**
3. Time and last Date of Depositing tender/bid **14.00 Hrs. of 23.06 . 2017**
4. Time and date of Opening of tender (Technical Bid) **15.00 hrs. of 23.06 . 2017**
5. Minimum Validity of tender offer 180 days from the date of opening.
6. Services to be provided Hiring of Commercial Vehicle ó Indica/ Sumo Victa/ Bolero/ Indigo/Safari/ Xylo/ Scorpio M Hawk LXI, Innova AC & Non AC.(model not older than 2016)
- 8 Earnest money Deposit :- **Rs.15000/- (Rupees Fifteen thousand only) for monthly basis and as per requirement basis proposal.**
9. Duration of contract :- **1 Year** from the date of Award of Contract with an option of extension for a further period of Three Months on the same rates, terms and conditions.

Intending eligible bidders may obtain Bid Document from Chief Accounts Officer, Bihar Education Project Council, Shiksha Bhawan, Rashtra Bhasha Parishad Campus, Saidpur, Patna ó 800 004 or download from our website www.bepcssa.in, free of cost, on all working days up to **17.00 hrs of 22.06.2017**. Bidders shall have to deposit Earnest Money Deposit of **Rs.15000/- (Rupees Fifteen thousand only) for monthly basis and requirement basis proposal** as Bid security in the form of Demand Draft obtained from any Nationalised Bank, in favour of Bihar Education Project Council, SSA, Payable at Patna. Along with the Technical bid document per vehicle offered.

State Project Director
B.E.P.C., PATNA

SECTION II INSTRUCTIONS TO BIDDERS

1. SERVICES TO BE PROVIDED

Services to be provided are given in Section V.

2. ELIGIBLE BIDDERS:

(a) The bidder should own or on lease sufficient number of vehicles of model not older than 2016 year which are registered as commercial vehicles in their names or Firm's name. The proof of ownership or lease holding should be produced as and when called for.

(b) The bidder shall also submit full details of the vehicles that can be assigned in their favour and shall give a clear declaration that the firm will be able to supply commercial vehicle of model not older than 2016 (Year).

(c) The bidder have to quoted the rate for monthly basis and as per requirement basis. If bidder fill only monthly basis and only as per requirement basis will not be accepted.

3. BID DOCUMENT :

3.1 Bid document includes

- a. Notice Inviting Tender
- b. Instructions to bidders
- c. General Conditions (Commercial) of the Contract
- d. Schedule of requirement and Hire Charges
- e. Services to be provided
- f. Bid Form and price schedule
- g. Letter of authorisation to attend bid opening.

3.2 The bidder is requested to examine all instructions, forms, terms and specifications in the Bid Document. Failure to furnish all the information required as per Bid Documents or submission of the bids not substantially responsive to the Bid Documents in every respect will be at the bidder's risk and may result in rejection of the Bid.

3.3 A prospective bidder requiring any clarification on the Bid Document shall notify the purchaser in writing. The purchaser shall respond in writing to any request for the clarification of Bid Document, which it receives not later than 7 days prior to the date of opening of Tender.

4. DOCUMENTS REQUIRED TO BE SUBMITTED FOR ESTABLISHING BIDDERS ELIGIBILITY AND QUALIFICATIONS

- i. a) Current Valid copy of RC Book
- b) Current Valid copy of current Taxi permit certificate
- c) Current Valid copy of current Insurance Certificate
- d) Current Valid vehicle Fitness Certificate
- e) Model Number & Year.
- f) Original R/C Book & Documents & Vehicle to be produced at the time of Agreement.
- g) Turn Over should be not less than Rs.25,00,000/- (Rupees Twenty Five Lakh only) per annum. (Annual Audited Accounts attached)
- h) Whether the firm is blacklisted by any Government Department or any criminal case is registered against the firm or its owner/partners anywhere in India. (If no, a certificate is to attached in this regard.)
- i) Attested copies of IT returns for the last three years filed by the agency.
- j) Attested copy of Partnership Deed or proprietorship deed or Article/ Firm Registration Certificate.

5. AMENDMENT TO BID DOCUMENT:

- i) At any time, prior to the date of submission of bid, BEPC may, for any reason whether at its own initiative or in response to a clarification required by a prospective bidder, modify the Bid Documents by amendments.
- ii) The amendments shall be notified in writing to all prospective bidders and these amendments will be binding on them.

6. DOCUMENTS COMPRISING THE BID:

The bid prepared by the bidder shall comprise the following components.

- a) Documentary evidence established in accordance with clause 2 that the bidder is eligible to bid and is qualified to perform the contract if his bid is accepted.
- b) Bid security furnished in accordance with clause 12.
- c) A clause by clause compliance as per clause 11.
- d) Bid form and price schedule completed in accordance with clause 8 and 9.

7. BID FORM:

The bidder shall complete the Financial bid form as per Section VII along with appropriate price schedule as per requirement furnished in Section 6 V of the bid document and Technical Bid Form as per Section VII.

8. BID PRICE:

The Bidder shall quote price as per schedule given in section V for any or all types of vehicles given in the schedule of requirement.

9. DIESEL PRICE VARIATION CLAUSE IF APPLICABLE :

The diesel price variation for all the vehicles hired by the SSA shall be worked out on month to month basis with reference to the price prevailing at **Patna** on 1st of every month. The revised rate will be made effective from first of the following month of change in diesel rate. This is illustrated as below.

The variation shall be calculated proportionally as illustrated above and shall be rounded off to nearest Rupee in case of lump-sum rate (i.e. 1500 Km) and rounded off to nearest Paisa in case of rate per additional Km. The price variation clause will be applicable from the date of award work.

10. BID SECURITY:

10.1 The bidder must deposit **Rs.15000/- (Rupees Fifteen thousand only) for monthly basis and requirement basis proposal as Bid Security**. The bid security shall be in the form of demand draft drawn in favour of Bihar Education Project Council, payable at Patna. The price bid without accompanied by Bid Security shall be rejected. Demand Drafts should be enclosed with Technical Bid.

10.2 THE BID SECURITY MAY BE FORFEITED :

- a) If bidder withdraws his bid during the period of bid validity specified by the bidder in the bid form.
- b) If the successful bidder fails
 - i) To sign contract in accordance with clause 17
 - ii) To furnish performance security in accordance with clause 2 of Section III.
 - iii) The bid security of unsuccessful bidder will be discharged/ returned as early as possible but not later than 30 days after the expiry of the period of bid validity.

11. FORMAT AND SIGNING OF BID:

The bidder shall prepare one complete set of originals of Technical bid and Financial bid placed in separate covers clearly marking them as "Original".

11.1 The original bid shall be typed or printed and all pages numbered consecutively and shall be signed by the bidder or a person duly authorised to sign.

11.2 The over writing / erasures in the bid made by the bidder shall be signed by the person signing the bid.

11.3. The letter of authorization shall be indicated by written power-of-attorney accompanying the bid. All pages of the original bid, except for un-amended printed literatures shall be signed by the person or persons signing the bid. The bids submitted shall be sealed properly.

11.4. (i) The power of Attorney should be submitted and executed on the non- judicial stamp paper of appropriate value as prevailing in the State of Bihar and the same be attested by a notary public or registered before Sub-Registrar of the states(s) concerned.

(ii) The power Attorney be executed by a person who has been authorized by the Board of Directors of the bidder in this regard, on behalf of the company/ Institution /Body corporate.

(iii) In case of the bidder being a firm, the said power of Attorney should be executed by all the partner(s) in favour of the said Attorney.

12. SUBMISSION OF BID:

THE COVER CONTAINING THE BIDS SHOULD BE SEALED WITH WAX.

The bids should be submitted in two covers for **every proposal**. The first cover super scribed as "Technical Bid" shall contain documents establishing bidders eligibility and Demand Draft for Bid Security as per clause 2 & 5 of Section 6II.

12.1. The second cover super scribed as "Financial Bid" shall contain the rates quoted by the contractor for each item shown in the schedule of requirement as per Section 6V. Both the covers of "Technical bid" and "Financial bid" should be sealed separately by the personal seal of the bidder, And both the envelopes in turn, be put in another envelope and this envelope should be super scribed "**Tender for Hiring Vehicles**". All the two envelopes are to be duly sealed with wax or sealing tape.

Bid should be submitted duly sealed and addressed to Chief Accounts Officer, Shiksha Bhawan, Rashtra Bhasha Parishad Campus, Saidpur, Patna 800 004 on or before 14.00 Hrs.of 23.06.2017 and should be dropped in Tender Box kept in BEPC, Office. Any Bid received after the deadline for submission of Bids shall be rejected and BEPC is not responsible for any Postal / Courier delay.

13. BID OPENING:

BEPC shall open Technical Bid cover containing documents details as per clause 13 in the presence of bidders or their authorised representative who wish to be present at the time of opening of bids on due date. Authorization letter to this effect shall be submitted by the bidder before they are allowed to participate in bid opening (Format is given in Section X). After scrutiny of the Technical Bid for its satisfactory specification, the BEPC will short list

those who are eligible and the date of opening of Financial Bid will be intimated later on. The Financial Bid will be opened only in those cases who fulfill the eligibility conditions & furnish all documents as given in Technical Bid.

14. EVALUATION :

14.1 BEPC shall evaluate the bids to determine whether they are complete, whether any computational errors have been made whether documents have been properly signed and whether bids are generally in order.

14.2 If there is a discrepancy between words and figures the amount in words shall prevail prior to detailed evaluation, BEPC will determine the substantial responsiveness of each bid to the bid document. A substantially responsive bid is one, which confirms to all the terms and conditions of bid documents without material deviation. A bid determined as substantially non-responsive will be rejected by BEPC.

14.3 BEPC shall evaluate in detail and compare the substantially responsive bids and comparison of bids shall be on the price of the services offered inclusive of all levies and charges excluding Service Tax as indicated in the price schedule in Section V of the bid document.

15. AWARD OF CONTRACT:

BEPC shall consider placement of letter of intent to those bidders whose offers have been found technically, commercially and financially acceptable. The bidder shall within 2 weeks of issue of letter of intent, give his acceptance along with performance security in conformity with Section IX with the bid document.

16. SIGNING OF CONTRACT:

16.1 Signing of Agreement shall constitute the award of hiring contract on the bidder.

16.2 Upon the successful bidder furnishing the Performance Security the BEPC shall discharge its bid security in pursuant to clause.

17. ANNULMENT OF AWARD:

Failure of the successful bidder to comply with the requirement of clause - 17 shall constitute sufficient ground for the annulment of the award and forfeiture of the bid security in which event BEPC may make the award to any other bidder at the discretion of BEPC or call for new bids.

18. PERIOD OF VALIDITY OF BIDS:

(i) The bid shall remain valid for 180 days after the date of opening of bids. A bid valid for a shorter period shall be rejected by BEPC as non-responsive.

(ii) A bidder accepting the request of BEPC for an extension to the period of bid validity, in exceptional circumstances, will not be permitted to modify his bid.

SECTION III

GENERAL (COMMERCIAL) CONDITIONS OF CONTRACT

1. APPLICATION :

Submission of bid against this offer shall bind the bidder for the acceptance of all the conditions specified herein or in NIT unless otherwise agreed by BEPC.

2. PERFORMANCE SECURITY:

2.1 For successful bidders the Bid security of **Rs.15000/- (Fifteen thousand only) for monthly basis and for requirement basis** will be converted in to performance security.

2.2 The successful bidder is required to pay Total Performance Security amount equal to 10 % of the approved Rates per month x 12 months.

2.3 Performance Security shall be submitted in the form of DD drawn in favour of Bihar Education Project Council payable at Patna.

2.4 Performance Security will be discharged after completion of contractor's performance obligations under the contract.

2.5 If the contractor fails or neglects any of his obligations under the contract it shall be lawful for BEPC to forfeit either whole or any part of performance security furnished by the bidder as compensation for any loss resulting from such failure.

3. EXECUTION TIME LIMIT:

3.1 The time period as stipulated in the contract or letter of intent shall be deemed to be essence of the contract.

4. PAYMENTS TERMS :

Printed Machine numbered with PAN No & S.Tax No. Monthly bills shall be submitted in duplicate to the authority specified in contract along with completed duty slips duly signed by the user and for monthly basis hiring, bills submitted along with log book. The copy of service tax paid challan for the previous month /quarter as the case may be should be produce along with the bills for payment.

4(a) Prices: -

(i) Rates charged by the contractor for the services given under the contract shall not be higher than the price quoted by the contractor in his bid.

5. TERMINATION OF CONTRACT:

5.1 BEPC may without prejudice to any other remedy for breach of contract may terminate the contract in whole or in parts.

(a) If the contractor fails to arrange the supply of any or all of the vehicles within the period specified in the contract or any extension thereof granted by BEPC.

(b) If the contractor fails to perform any other obligation(s) under General & Special conditions of the contract.

5.2 BEPC may without prejudice, to other rights under law or the contract provided get the hiring of vehicles done at the risk and cost of the contractor, in above circumstances.

5.3 “ The BEPC Reserves the right to stop the usage of any Vehicle & Terminate the Tender at any time during the validity / Extended period of Tender without assigning any reason what so ever & BEPC shall not be responsible for any loss to Contractor on this Account ”

6. TERMINATION FOR INSOLVENCY:

BEPC may also by giving written notice and without compensation to the contractor terminate the contract if the contractor becomes unwilling, bankrupt or otherwise insolvent without affecting its right of action or remedy as hirer.

7. FORCE MAJEURE:

7.1 If any time, during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reason of any war, or hostility, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (Hereinafter referred to as events) provided notice of happenings, of any such eventuality is given by either party to the other within 21 days from the date of occurrence thereof, neither party shall be reason of such events be entitled to terminate this contract nor shall either party have any claim for damages against the other in respect of such performance or delay in performance under the contract shall be resumed as soon as practicable after such an event may come to an end or cease to exit, and the decision of BEPC as to whether the supplies have been so resumed or not shall be final and conclusive, provided further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days either party may, at his option terminate the contract.

8. SET OFF:

Any sum of money due and payable to the contractor (including security deposit refundable to him) under this contract may be appropriate by BEPC and set off the same against any claim of BEPC for payment of a sum of money arising out of this contract or under any other contract made by contractor with BEPC.

SECTION-IV (Part – A)
SCHEDULE OF REQUIREMENTS AND HIRE CHARGES
Part of Financial Bid Form should be attached with Financial Bid
Per month FOR Patna & Outstation

TYPE OF VEHICLE REQUIRED (MODEL NOT OLDER THAN-2016)

<i>Category 'A'</i>		
SCHEDULE FOR SUMO VICTA / BOLERO/ Indigo NON AC (1 Number)		
Sl. No.	Particulars	Price (In Rs.)
01	Monthly rate per vehicle for minimum of 1500 kms. of use per month including Fuel. Service tax extra (A)	
02	Charges for additional kilometere for use beyond 1500 kms. per month (@ Rs. Per Km.) (B)	
03	Total A+B (Rupees	
<i>Category 'B'</i>		
SCHEDULE FOR SUMO VICTA / BOLERO /Indigo AC (1 Number)		
01	Monthly rate per vehicle for minimum of 1500 kms.of use per month including Fuel .Service tax extra (C)	
02	Charges for additional kilometere for use beyond 1500 kms. per month (@ Rs. Per Km.) (D)	
03	Total C+D (Rupees	
<i>Category 'C'</i>		
SCHEDULE FOR QUALIS/XYLO/SCORPIO AC (1 Number)		
01	Monthly rate per vehicle for minimum of 1500 kms.of use per month including Fuel. Service tax extra (E)	
02	Charges for additional kilometere for use beyond 1500 kms. per month (@ Rs. Per Km.) (F)	
03	Total E+F (Rupees	
<i>Category 'D'</i>		
SCHEDULE FOR Innova AC (1 Number)		
01	Monthly rate per vehicle for minimum of 1500 kms. Of use per month including Fuel. Service tax extra (G)	
02	Charges for additional kilometere for use beyond 1500 kms. per month (@ Rs. Per Km.) (H)	
03	Total G+H (Rupees.....)	
TOTAL PRICE CALCULATION		
Total Calculated Price (G) = A+B+C+D+E+F+G+H		
(Rupees		

Note:- Service Tax as applicable will be paid by BEPC against proof of payment.

NIGHT HALT CHARGES PER NIGHT HALT Rs.....

Place _____ Signature of Tenderer _____

Date _____ Name of the Tenderer _____

Phone No. _____

Mobile No. _____

SECTION-IV (Part – B)

SCHEDULE OF REQUIREMENTS AND HIRE CHARGES

FOR Patna & Outstation

(MODEL NOT OLDER THAN-2016)

Local Duty

Packages	Free Hrs. Km	Indica Car		Sumo/Bolero		Indigo		Scarpio/Tavera		Innova/Xylo		Mini Bus/City Ride		Coach	
		Non AC	AC	Non AC	AC	Non AC	AC	Non AC	A C	Non AC	AC	Non AC	A C	Non AC	AC
Full Day Local	12 hrs. 75 KM.														
Half Day Local	08 Hrs. 60 KM														
Transfer Rly Jn. & Airport	4 Hrs. 30 KM.														
Extra Use	01 Hrs. 10 KM														

Outstation Duty

Basic Rate Per KM.															
Night Haltage Charge															
Minimum Chargeable KM.															

Note:- Service Tax as applicable will be paid by BEPC against proof of payment. Fuel rate applicable as market price and diesel price variation clause.

Place _____ Signature of Tenderer _____

Phone No. _____

Date _____ Name of the Tenderer _____

Mobile No. _____

SECTION - V

SERVICES TO BE PROVIDED

- 1. Service :** Provision of commercial vehicles with licensed drivers, register commercial vehicles on Hiring basis for running in Patna (Bihar).
- 2. Period of Contract:** Under normal circumstances the contract shall be valid for Contracted period of one year from date of issue of work order. However contract may be extended for further period of three months if agreed by the contractor and BEPC on the same rate, terms and conditions after ensuring competitiveness of the rates.
- 3. Quantity :** Estimated number of vehicles to be hired is 5 however it should be clearly noted that BEPC shall place the order only as per the actual requirement from time to time.
- 4. Duty Hrs. :** “ Reporting Time / Place as per direction of the Controlling Officers ”
- 5. Notice period :** i) For regular requirements one day in advance.
ii) Telephonic intimation shall be considered as notice.
- 6. Reporting Place :** Any place within the jurisdiction of concerned Officer.
Actual place of reporting shall be specified by users of vehicles.
- 7. Counting of distance :** From office to office i.e. originating office to terminating office
Distance only.
- 8. Accuracy of meter :** The meter reading should tally the actual distance of run at any Meters instant and authorised officer shall have full power to check up the meter for its correctness and to take action accordingly.
- 9. Penalties :** i) In case during breakdown / Repairs for the vehicle. Change of vehicle is permitted initially for a period of 7 days. If * Tendered vehicle is not provided beyond 7 days , then Penalty of Rs. 50 will be imposed for every day till the tendered vehicle is provided, in addition to deduction on pro-rata basis for the period. If change of vehicle is to be provided by the contractor for a long period, the change of vehicle approval has to be taken from Chief Accounts Officer.

*** Note:- Tendered vehicle means any vehicle as per tender specification.**

- i) In case of break down, vehicles have to be replaced by other immediately or not more than one hour. In case of non-availability of suitable vehicle a penalty up to Rs. 100/- may be imposed in addition to deduction on pro-rata basis for the period. If the number of break down exceeds three times in a month, a penalty of Rs. 200/- per break down shall be imposed.
- ii) In case of non-availability of vehicles penalty of Rs. 200/- per day shall be imposed in addition to deduction at pro-rata basis for that day.

iii) In case of non-availability of vehicles during extra hours penalty of Rs. 100/- per occasion shall be imposed.

10. Special requirements:

- i) Intending bidder must have a telephone where requisition of vehicle requirement can be conveyed all the 24 hours.
- ii) Telephone numbers must be specified in the bid.
- iii) Payment of any Govt. Tax or duty for plying the vehicles in BEPC will be liability of contractor.
- iv) Parking and Toll charges, if any, may be claimed by producing valid parking / Toll slips.
- v) Shortage in utilization of contracted KMs if any during a particular month will be suitably adjusted over a period of subsequent month.
- vi) Short utilization of contracted KMs in any of the month is not adjusted due to expiry of tender validity just before the closure of tender can be adjusted in EMD / SD of the Tenderer before refund of EMD / SD.
- vii) Intending bidder should arrange issue of proper identity Cards after verifying the antecedents of his drivers thro Local Govt. offices.
- viii) Driver should have mobile telephone for purpose of contact.

Chief Account Officer (I/c)
Bihar Education Project Council
Patna

SECTION VI
FINANCIAL BID FORM

Tender No. Date :

A: (Name & Address of the Purchaser)

Dear Sir,

1. Having the conditions of contract and services to be provided Nos. _____ the receipt of which is hereby duly acknowledge. I/we, undersigned, offer to provide commercial vehicles in conformity with the conditions of contract and specifications for the sum shown in the schedule of prices attached herewith and made part of this Bid.

2. I/We undertake, to enter into an agreement within one week of being called upon to do so and bear all expenses including charges for stamps etc and agreement will be binding on us.

3. If our Bid is accepted, we will obtain the guarantees of a Scheduled Bank for a sum not exceeding 10% of the contract sum for the due performance of the Contract.

4. We agree to abide by this Bid for a period of 180 days from the date fixed for Bid opening and it shall remain binding upon us and may be accepted of any time before the expiration of that period.

5. Until an agreement is signed and executed, this Bid together with your written acceptance thereof in your notification of award shall constitute a binding contract between us.

6. Bid submitted by us is properly sealed and prepared so as to prevent any subsequent replacement.

7. We understand that you are not bound to accept the lowest or any bid, you may receive.

Dated this í í í í í í í í í .. Day of í í í í í í . 20

Signature of

In capacity of

Duly authorized to sign the bid for and on behalf of í í í í í í í

Witness í ..

Address í ..

Signature

Signature of Tenderer

Mob. No.:

SECTION - VII
TECHNICAL BID FORM

Tender No. Date

A: (Name & Address of the Purchaser)

To

The Chief Accounts Officer
Bihar Education project Council.
Shiksha Bhawan, Rashtra Bhasha Parishad Campus
Saidpur, Patna 800 004.

SUBJECT : SEALED TENDER FOR HIRING OF LIGHT COMMERCIAL VEHICLES.

Sir,

With reference to _____ dated _____. BEPC Tender

Notice inviting quotations for hiring of Light Commercial vehicles & Cars. We have read the terms and conditions in the Bid Document and accept the same and furnish the following documents. As per Clause-2 & 5 of Section II

1. The list of vehicles with models & registration numbers owned or on lease, which are registered as commercial vehicles. (As per Sec-II para-4(i) (a to f)) í í í í í í í í í Annexure

2. Attested copy of Partnership Deed or proprietorship deed or Article / Firm Registration Certificate í í í í í í í í í í í í í í í . Annexure

3. Service Tax Registration Number (Service Tax Registration Certificate) í í í í í . Annexure

4. A valid certificate issued by the competent authority of a PSU/Central/ State Govt. organization for satisfactory performance of the contract or hiring Vehicles for at least one year íAnnexure.

5. Attested copy Income Tax Return last three years Annexure.

6. Certificate of Firm/Agency is not black listed (Affidavit by Court)Annexure.

7. Bid Security /Earnest Money Deposit Rs. **Rs.15000/- (Rupees Fifteen thousand only)** for monthly basis and requirement basis Vehicle DD. No. dt..... Annexure.

8. Turn Over Certificate (Audited Accounts and Profit & Loss Account)

Yours truthfully,

Name _____

Address _____

Telephone _____

Seal of the firm _____

Date :

SECTION VIII
LETTER OF AUTHORISATION FOR ATTENDING BID OPENING

(To reach on _____ or before date of bid opening)

To,

Chief Accounts Officer,

Bihar Education project Council.

Shiksha Bhawan, Rashtra Bhasha Parishad Campus

Saidpur, Patna ó 800 004.

Subject: **Authorization for attending bid opening on** _ _ _ _ (date) **in the Tender of**

Following persons are hereby authorized to attend the bid opening for the tender

mentioned above on behalf of _____ (Bidder) in order of

preference given below.

Order of Preference Name Specimen Signature

I.

II.

Alternate Representative

Signature of Bidder

Or

Officer authorized to sign the bid

Documents on behalf of the bidder

NOTE:

1. Maximum of two representatives will be permitted to attend bid opening. In cases where it is restricted to one, first preference will be allowed. Alternate representative will be permitted when regular representatives are not able to attend.
2. Permission for entry to the hall where bids are opened may be refused in case authorisation as prescribed above is not received.

SECTION - IX
FORMAT OF DUTY SLIP

(Print Name of the Company & address)

Sl.No. í í í í í í í

Date í í í í .

(to be filled by contractor)

1. Regn. No. of Vehicle : í í í í í í í í í í í í í í í ..

2. A/C or Non-A/C í í í . Model & Year í í í í í í Petrol/Diesel/CNG í í

3. Name, Designation & address of user í í í í í í í í í í í í í í í í í ..

í í

í í

(to be filled by user)

4. Purpose of Journey (detail) í

5. Places visited í .

6. Meter Reading at Starting Point í í í í at closing Point í í í í í í ..

7. Total KMs Run í í í í í í í í í í í í .

8. Time at Starting Point í í í í í í í í at closing Point í í í í í í í í í ..

9. Extra Detention Hours (beyond duty Hrs.) í í í í í í í í í í í í í í í .

10. Charges for Parking / Toll Tax etc. í í í í í í í í í í í í í í í í í í ..

11. Number of Night Halts (for outstation journey only) í í í í í í í í í í í ..

Driver's Name & Signature

Signature of User

Remarks