

भारत सरकार  
संचार एवं सूचना प्रौद्योगिकी मंत्रालय  
दूरसंचार विभाग  
कार्यालय प्रधान नियंत्रक संचार लेखा  
डी ओ टी बिल्डिंग प्रसाद नगर  
नई दिल्ली - 110005



Government of India  
Ministry of Communication & IT  
Department of Telecommunication  
Office of the Pr.CCA,  
Delhi Region  
DoT Building, Prasad Nagar,  
New Delhi-110005

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No.1-3/CCA-Admn/ Vehicle/2015-16

Date : 14.10.2015

### Tender Notice

Sealed tenders are invited on behalf of president of India from reputed and established Taxi Operators stationed or having garage at New Delhi for hiring of DLY taxis (AC and Non-AC) to meet its day to day requirement for a period of one year from **01.01.2016 to 31.12.2016**. The vehicles will be engaged both on monthly basis as well as on km/hrs/daily basis as per requirement.

2. The monthly requirement of vehicles shall be as under:-

<u>Requirement of Vehicle</u>	<u>Requirement(*)</u>
<b>SX-4 (AC)/equivalent class AC vehicle with CC-1498</b>	<b>01</b>
<b>SX-4/Equivalent(AC) with CC-1248</b>	<b>01</b>
<b>Swift DZire (AC)/Indigo (AC)/ equivalent class AC</b>	<b>02</b>

# The firm can provide any higher class of vehicle with CC-1498 .

\* The number of vehicles shown are indicative and may vary from time to time.

### 3. Schedule of Tender

- i. Date of opening of Tenders : **22.10.2015**
- ii. Date of closing of Tender : **20.11.2015**
- iii. **Earnest Money deposit** : **Rs. 1,00,000/-**
- iv. **Performance Security Deposit** :: **Rs. 1,50,000/-**
- v. Date and time of opening of Technical bid : **20.11.2015 at 3.30 p.m.**
- vi. Date and time of opening of Financial bids for technically qualified bidders: To be notified later.
- vii. Validity of Tenders : 90 days from the date of opening the tender.
- viii. Estimated cost of Tender Value : Rs. 24.00 Lakh(Approx) per annum.

4. The bids are to be sent in two parts - **One sealed envelope** superscribed as "Technical Bid" giving details in the format as per Annexure – III and second sealed envelope superscribed as "Financial Bid" in the format as Annexure -IV . Both the bids are to be placed in two separate envelope(clearly superscribing "Technical Bid"and "Financial Bid") which in turn are to be placed in one sealed cover superscribed as "Bid for Hiring of DLY Taxis for Office of Pr. CCA Delhi Region". The bids of the firms whose price bid is not in a separate sealed cover or the rates quoted by them find mentioned in their technical bid shall be rejected forthwith. All the information sought under the head "Terms and conditions and "Other information to be supplied" is to be given in the technical

bid while price quoted for the same will have to be mentioned only in the Price bid. The Price bid of only those firms shall be opened whose Technical Bids are found to be eligible, while the disqualified bidder's price bid shall be returned unopened.

5. An earnest money of Rs. 1,00,000/- (Rs. One Lac only) has to be deposited in the form of Bank Draft/Pay Order drawn in favour of Sr. AO(Cash) O/O the Pr. CCA Delhi Region alongwith the Technical Bid failing which the Technical Bid shall be rejected. The earnest money of the unsuccessful tenderers will be returned on finalization of the contract.

6. Successful tenderer will have to deposit performance security deposit of Rs. 1,50,000/- in the form of Demand Draft/Pay Order/Bank Guarantee/Fixed deposit in the name of Sr. AO(Cash) Office of the Pr. CCA Delhi Region with validity extending upto 60 days beyond the expiry of the contract. The performance Security Deposit will be refundable without any interest on termination of the contract after deducting any penalty etc. imposed by the Department on account of unsatisfactory services. The decision of the Competent Authority in this regard shall be final and binding on the firm.

7. The envelope containing the sealed quotation must be superscribed "Quotation for DLY Taxes" and addressed to Dy. CCA(Admn) Office of Pr. CCA Delhi Region, Prasad Nagar, New Delhi 110005. The envelope should be dropped only in tender box kept at the Reception, Ground floor not later than 20.11.2015 on 15.00 Hrs. Quotation received after stipulated date/time shall not be entertained. The technical bid will be opened in the first instance on 20.11.2015 at 15.30 Hrs in the chamber of Jt. CCA in the presence of the Tenderers or their representatives who may like to be present. The price bid shall be opened after evaluation of Technical Bid and the date of which will be notified later on.

8. The tender document, terms and conditions regarding above may be directly downloaded from the website of Department of Telecommunications at [www.dot.gov.in](http://www.dot.gov.in) or through [www.prccadelhi.gov.in](http://www.prccadelhi.gov.in) under the link "Tenders" or tender can be obtained by hand from AO (Admn) (Timing 10.30 AM to 5.30 PM from 22.10.2015 to 20.11.2015 on all working days only).

9. **The current contract in force has been concluded at a total cost of Rs. 2,00,000/- per month including Taxes for SX-4 (AC)/equivalent class AC vehicle with CC-1498 01, SX-4/Equivalent(AC) with CC-1248 01, Swift DZire (AC)/Indigo (AC)/ equivalent class AC,02**



(Milind Pophali)  
A.O. (Admn)

O/o the Pr. CCA Delhi Region  
Prasad Nagar, New Delhi – 110 005

**General Terms and Conditions**

**(TE No. 1-3/CCA-Admn/Vehicle Tender/2015-16 dated : 14 /10/2015)**

**1. Parties**

The parties to the contract are the Vendor (the tenderer to whom the work has been awarded) and the Govt. of India, through the Office of the Pr. CCA Delhi Region, DoT Building Prasad Nagar, New Delhi – 110 005 for and on behalf of President of India.

**2. Addresses**

For all purposes of the contract including arbitration thereunder the address of the contractor mentioned in the tender shall be final unless the contractor notifies a change of address by a separate letter sent by registered post with acknowledgement to the Office of the Pr. CCA Delhi Region, DoT Building, Prasad Nagar, New Delhi. The Vendor shall be solely responsible for the consequences of any omission or error to notify change of address in the aforesaid manner.

**3. Earnest Money**

- 3.1 Rs. 1,00,000/- (Rupees One Lac only) also should be deposited along with the Technical bid document. The EMD shall be paid in the form of Demand Draft/Pay Order from a nationalized bank in favour of Sr. AO, (Cash) O/o Pr. CCA Delhi Region, payable at New Delhi. No interest on the EMD amount shall be Paid. Any bid not accompanied by the requisite EMD shall be deemed to be invalid and will be rejected by this office.
- 3.2 No request for transfer of any previous deposit of earnest money or security deposit or payment of any pending bill held by this office in respect of any previous work will be entertained.
- 3.3 Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the aforesaid bank guarantee/demand draft will be forfeited to the Government.
- 3.4 No claim shall lie against the Govt. Department in respect of erosion in the value or interest on the amount of earnest money deposit or security deposit.

**4. Preparation and submission of Tender**

Tender should be submitted in two parts namely Technical bid (in form given in Annexure-III) alongwith Earnest money deposit and Financial Bid (in form given in Annexure-IV) and each should be kept in separate sealed cover. Both the bids should be kept in another sealed cover addressed to the Dy. CCA(Admn), Office of the Pr. CCA Delhi Region, New Delhi. The outer envelope should bear the address, Tender Number and date and subject of tender, the inner envelopes should be superscribed with Tender Number, Subject of Tender, whether the envelope is containing “Technical Bid” or “Financial Bid”

## **5. Signing of Tender**

Individual signing the tender or other documents connected with the contract must specify whether he signs as :-

- (a) A "Sole Proprietor" of the concern or constituted attorney of such Sole Proprietor.
- (b) A partner of the firm, if it be a partnership firm, in which he must have authority to execute contracts on behalf of the firm and to refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firm.
- (c) Director or Principal Officer duly authorized by the Board or Directors of the Company, if it is a Company.

### **Note:**

- i. In case of partnership firms, a copy of the partnership agreement or general power of attorney duly attested by a Notary Public should be furnished on stamped paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney. The attested copy of the certificate of registration of firm should also be enclosed with the tender.
- ii. In case of partnership, where no authority to refer disputes concerning the business of partnership firm has been conferred on any parties the tender and all other related documents must be signed by all partners of the firm.
- iii. A person signing the tender form or any documents) forming part of the tender on behalf of another person should have an authority to bid such other person and if, on enquiry it appears that the persons so signing had no authority to do so, the Deptt. Of Telecom may without prejudice cancel the contract and hold the signatory liable for all costs, consequences and damages under the civil and criminal remedies available.
- iv. The tenderer should sign and affix his/her firm's stamp at each page of the tender and all its Annexure in token of having accepted the offer by the tenderer and will be deemed as a contract and no separate formal contract will be drawn. No page should be removed/detached from this tender document. (This sub-clause will not be applicable in cases where signing of a separate agreement is considered by the Department of Telecom if necessary).

## **6. Technical bid**

The technical bid should be submitted in form given in Annexure –III alongwith the Bank Guarantee/Demand Draft of Rs. 1,00,000/- alongwith registration particulars, Copy of PAN Number issued in favour of the firm, full details of the number of Taxis registered in the name of the tenderer or his firm with photocopies of RCs and any other information sought for in the last section of the Annexure -III.

## **7. Financial Bid**

7.1 The financial bid should be submitted in the format given in Annexure-IV in a separate sealed cover kept inside the main cover. The financial bid of those tenderers who are found technically qualified, will be opened on a specified date and time to be intimated

to the respective tenderer. A duly constituted Tender Evaluation Committee will evaluate the Financial bids.

7.2 Rate to be quoted separately for different type of vehicles on monthly basis

7.3 Rates quoted should be inclusive of all taxes as mentioned in Annexure-IV

**7.4 The rate to be quoted for taxies on monthly basis upto 2500 Kms use in a month, except for one SX-4 (AC)/equivalent class AC vehicle with CC-1498 for which quotes are required for 3000 Kms use in a month. The unused Kms run in any month will be adjusted in succeeding three months. The price quoted shall be firm and final for the entire period of contract.**

7.5 The terms of payment as stated in the tender documents shall be final.

7.6 At the time of payment of bills, the taxes liable to be deducted, if any shall be deducted at source as per Govt. rules and guidelines as may be prevailing at the time of payment.

#### **8. Validity of Bids**

The bids shall be valid for a period of 90 days from the date of opening of tenders.

#### **9. Opening of Tender**

The tenderer is at liberty either himself or authorize, not more than one representative to be present at the opening of the tender. The representative attending the opening of the tender on behalf of the tenderer should bring with him a letter of authority from the tenderer and proof of identification.

#### **10. Criterion for Evaluation of Tender**

The evaluation of the tenders will be made first on the basis of technical information furnished in form given in Annexure-III and then on the basis of financial information furnished in form given in Annexure –IV. The financial bid (Annexure –IV) of such firms found valid based on technical parameters (as per annexure-III) will be opened on the date, time and venue to be announced after opening of the Technical bid. The award work will be further subject to any specific terms and conditions of the contract given in Part II of Annexure-II to this NIT. The evaluation criteria are mentioned in Annexure –IV of NIT.

#### **11. Right of Acceptance**

- 11.1 The Pr. CCA Delhi Region, reserves all rights to reject any tender including of those tenderers who fail to comply with the instructions without assigning any reason whatsoever and does not bind itself to accept the lowest or any specific tender. The decision of the Pr. CCA Delhi Region in this regard shall be final and binding. The Pr. CCA Delhi Region reserves the right to amend, modify, add or delete any terms and condition of the tender in the interest of the Deptt. Without assigning any reason. In case of award of tender to more than one contractor, Security Deposit will be on pro-rate basis.
- 11.2 Any failure on the part of contractor to observe the prescribed procedure and any attempt to canvass for the work will prejudice to the contractor's quotation.

## **12. Communication of Acceptance**

Successful tenderer will be informed of the acceptance of his tender. Necessary instructions regarding the amount and time provided for security deposit will be communicated.

## **13. Security Deposit**

- 13.1 The successful bidder shall furnish a performance Security Deposit of **Rs. 1,50,000/-** in the shape of Demand draft/Pay order/Bank Guarantee in the name of Sr. AO(CASH), O/o Pr. CCA Delhi Region, within 10 calendar days from the date receipt of letter of intent issued by the office.
- 13.2 EMD of the successful bidder shall be refunded/returned after receipt and acceptance of the Performance Guarantee it or can be adjusted in Performance Security deposit upon the request of the successful bidder towards Security Deposit in the valid format. EMD of unsuccessful bidder shall be refunded/ returned after award of work to the successful bidder and signing of contract thereof.
- 13.3 The validity of Performance Security Deposit should extend beyond 60 days from the date of expiry of contract.
- 13.4 In the event of breach of contract by the contractor, the performance guarantee will be forfeited and credited to the O/o Pr. CCA accounts.

## **14. Penalty**

- 14.1 In case of break down, vehicles have to be replaced by other vehicle immediately within not more than one hour. In case of non-availability of suitable vehicle a penalty up to Rs. 200/- per hour, not exceeding Rs. 1000/- in a day.
- 14.2 In addition to clause 14.1 above, if the contractor fails to provide the vehicle within one hour of the breakdown and the user has to engage another vehicle then the contractor shall be liable to bear the cost of hiring of vehicle so engaged.
- 14.3 In case of non-availability of vehicles penalty of Rs. 1000/- per day or the cost of hiring vehicle from outside, whichever the higher shall be imposed on the contractor.
- 14.4 In case of non-availability of vehicles during extra hrs. Penalty of Rs. 1000/- per occasion shall be imposed.

## **15. Disclaimer**

The near relatives of employees of Office of the Pr. CCA Delhi Region are prohibited from participation in this tender. The near relatives for this purpose are defined as:-

- (a) Members of Hindu undivided Family
- (b) Their husband and wife
- (c) The one is related to the other in the manner as father, mother, son(s), son's wife(daughter in law), Daughter(s) and daughter's husband(son in law), brother(s) & brother's wife, sister(s) and sister's husband(brother in law)

## **16. Breach of Terms and conditions**

In case of breach of any of terms and conditions mentioned above and unsatisfactory performance /services, the competent authority will have the right to cancel the work order without assigning any reason there of, and nothing will be payable by this department in that event and security deposit in the form of Bank Guarantee shall be encashed.

## **17. Subletting of work**

The firm shall not assign or sublet the work or any part of it to any other person or party without having first obtained permission in writing of the O/O Pr.CCA Delhi Region which he/she will be at liberty to refuse if he/she thinks fit.

## **18. Multiple Tenders**

The tender is not transferable. Only one tender shall be submitted by one tenderer.

## **19. Terms of Payment**

- 19.1. No payment shall be made in advance nor any loan from any bank or financial institution shall be recommended on the basis of the order of award of work.
- 19.2. The contractor shall submit the complete bill in all respect at each stage preferably in the first week of following month in respect of previous month for sanction of the amount of bill and passing the bill for payment.
- 19.3 All payments shall be made by account payee cheque or through E-payment for which the vendor shall provide his Bank Account Detail/IFSC Code etc.
- 19.4 The Office of the Pr. CCA shall be at liberty to withhold any of the payments in full or in part subject to recovery of penalties mentioned in para 14 above.
- 19.5 The term "Payment" mentioned in this para includes all types of payment due to the contractor arising on account of this contract excluding Earnest Money and Security Deposit governed by the separate clauses of the contract.
- 19.6 Wherever applicable all payments will be made as per schedule of payments stated in Part II of Annexure-II

## **20. Arbitration**

- a) If any dispute(s) or difference (s) of any kind whatsoever arise between the parties, the Parties hereto shall negotiate with a view to its amicable resolution and settlement through a committee appointed by Pr. CCA, Delhi Region.
- b) In the event no amicable resolution or settlement is reached between the parties within 30 days after receipt of notice by one party, then the disputes or differences are detailed above shall be referred to and settled by the sole arbitrator to be appointed by the Pr. CCA, Delhi Region.
- c) Notwithstanding the existence of any dispute or differences and /or reference for the arbitration, the contractor shall proceed with and continue without hindrance the performance of the work under the contract with due diligence and expedition in a professional manner and the payment due to the contractor shall not be withheld on account of such difference or arbitration proceedings unless such payment is a subject matter of the arbitration..
- d) The arbitration proceedings shall be in accordance with the prevailing Arbitration and Conciliation Act, 1996 and Laws of India as amended or enacted from time to time.
- e) The venue of the arbitration shall be the New Delhi, India. The fee and other charges of Arbitrator shall be determined by the arbitrator in terms of the Act and shall be shared equally between the parties.
- f) The arbitrator will give the speaking and the reasoned award. The parties will not be entitled to any pendent-lite interest during arbitration proceedings.

**21. Insurance**

The insurance cover protecting the agency against all the claims applicable under workman's compensation Act 1948 shall be taken by the contractor. The Contractor shall arrange necessary insurance cover for any claim arising out of mishap, if any, that may take place. In the event of any liability/claim falling Pr. CCA Delhi Region, the same shall be reimbursed/indemnified by the contractor.



## PART-II

### Terms and conditions specific to the contract

1. The taxis will be required by Pr. CCA Delhi Region for its usage normally in NCR. However, the same can be utilized for outstations under the control of Pr.CCA Delhi Region also. Tax for free movement of vehicle should be paid by the vendor once Tender is awarded. The NCR for this purpose include the area of NOIDA, Greater NOIDA, Ghaziabad, Gurgaon, Faridabad, Ballabhgarh and Bahadurgarh. Beyond this area rates quoted for per Kilometer basis will be paid.
2. Reporting/dropping place shall be decided at the time of finalization of Tender and will be intimated to the successful bidder in the letter of intent. Generally, for the vehicle used for office staff & work will report to O/o Pr.CCA Delhi Region, Prasad Nagar, New Delhi and vehicles attached to the officers of the level of SAG & above, who opt for staff vehicle for plying from residence/place to office and back will report directly to the residence/place designated by those officers. No idle mileage is authorized.
3. Taxis to be supplied should be DLY (commercial vehicle) in excellent condition mechanically as well get-up-wise, i.e. outer body/upholstery, external appearance and should have valid permit to move in Delhi and whole of NCR (as notified by the Govt. of India). The vehicle should not have been registered earlier than 2013.
4. The firm should have at least three years of experience in the tour and travels business in providing taxies in the Government Sector i.e. Ministry/Department/Public Sector Under taking/ Statutory/Autonomous bodies etc.
5. The firm should ensure that the driver to be provided must possess valid driving license and should be having adequate experience. The drivers should be well mannered and courteous and should always carry a mobile phone with him, as it will enable the officer/office to contract him at any time. They should be in uniform during the duty hours. The Drivers should be literate and fully conversant with the routes of NCR.
6. The owner/firm should be in a position to supply additional DLY taxies on short notice as and when needed to meet the urgent and occasional requirement of the office.
7. The owner/firm should be in a position to provide replacement of vehicle immediately in case of any break-down of the regular vehicle. All expenses will have to be borne by the firm in case of breakdown of the vehicle supplied.
8. In case a vehicle is requisitioned and the same does not reach at the appointed time and juncture, the office will be free to call another vehicle from the open market and the expenses on this account will be deducted from the pending bills/security etc. of the firm. **Besides a penalty of Rs 1000/- for each occasion of such lapses will be imposed upon the firm**
9. The owner /firm/ representative should be available on his direct telephone/mobile (office as well residence) so as to call the taxies in emergent cases.

10. The rates quoted by the tenderers/ firms shall be valid for a period of one year from the date of agreement and shall remain unchanged till the currency of the contract and no request for alteration of the same due to increase in the price of petrol, diesel and CNG etc. shall be entertained.
11. The tenure of the contract shall be for a period of one year which can also be extended for further period till finalization of new contract, if the office desires so, subject to satisfactory performance by the transport operator and mutual agreement of both the parties.
12. Payment of bills would take about three to four weeks time on an average.
13. Compensation and connected expenses, whatsoever, in case of any casualty (unforeseen) shall be borne/paid by the firm.
14. The office reserves the right to hire taxis from tenderers other than L-1 firm at the same terms, conditions and same rate, if the L-1 firm fails to provide to render service as per the terms and conditions.
15. The office/ personnel shall have no direct or indirect liability arising out of negligent, rash and impetuous driving which is an offence under section 29 of IPC and any loss caused to the office/personnel have to be suitably compensated by contractor.
16. The vehicles supplied shall be in good condition and shall be free from dents/defects and shall not be shabby in appearance.
17. The contractor shall send the vehicle for periodical servicing at his own cost, the office/ personnel will not pay any mileage run for such servicing nor any deduction be made for the duration involved in such servicing. The cost of lubricants, repairs, maintenance, taxes insurance, etc. will be to the contractor's responsibility.
18. The lowest bidder shall be considered for signing the contract for the full quantity requirement by the office on regular basis.
19. All legal certification & liability shall be the responsibility of the firm.
20. The Driver shall never report to the duty under influence of alcohol.
21. **The vehicles will be required for a minimum 2500 KMs in a month/300 hours per month except Honda City (AC) for which the quotes are required 3000 Kms use in a month. Unused Kms run in any month will be adjusted in succeeding three month.**
22. Rates once finalized will be fixed for a period of one year. Upward change in rates will not be considered due to any hike in petrol/diesel/CNG Prices or taxes during the period of contract.
23. The period of contract may be extended on the same finalized terms and conditions for a further period at the discretion of Pr. CCA Delhi Region with the consent of the vendor.

## **Annexure-II**

Department of Telecommunication  
Office of the Pr. CCA Delhi Region, DoT Building,  
Prasad Nagar, New Delhi

Tender No. 1-3/CCA-Admn/Vehicle Tender/2015-16 dated: 14 /10/2015

### **PART-I**

#### **Parameter and Technical specifications for executing the work**

1. (i) The operators should have minimum 10 taxis registered in their names or in the names of the firms.  
  
(ii) The list of Taxis alongwith photocopies of registration book/RC should be attached with the tender.
2. The firm should be registered and should furnish a copy of registration certificate in support thereof.
3. (i) The taxis to be provided by the Vendor should be perfectly sound working condition and suitable for use by Senior Officers.  
  
(ii) Taxis should not be older than 2013 Model.
4. Only those vendors may apply whose taxis have been duly authorized by the concerned RTO for use as public transport and who have telephone connections available at their premises/Garage/Stand from where such taxis are to be operated can be requisitioned by O/O the Pr. CCA Delhi Region.
5. The firm should have a valid Service Tax Registration no.
6. The firm should have an Annual turnover of Rs. 40 Lakh & above for the at least two years.



(Milind Pophali)  
A.O. (Admn)  
O/o the Pr. CCA Delhi Region  
Prasad Nagar, New Delhi – 110 005

**ANNEXURE-III**

**TENDER NO. 1-3/CCA-Admn/Vehicle Tender/2015-16**

**DEPARTMENT OF TELECOMMUNICATION  
O/o Pr. CCA(Delhi), DoT Building, Prasad Nagar, ND**

**TENDER FORM-I TECHNICAL INFORMATIONS AND UNDERTAKING  
(See Clause 6 of Annexure-I of this Tender Document)**

**Sub: Notice Inviting Tender for "Hiring Taxis"**

1. Name of the Tenderer/Concern: \_\_\_\_\_
2. Address (with Tel. & Mob No.): \_\_\_\_\_
3. Address and Telephone number of Garage at New Delhi \_\_\_\_\_
4. Nature of the concern \_\_\_\_\_(i.e., Sole Proprietor or Partnership firm or a Company or a Government Department or a Public Sector Organization)
5. Registration Number of Tenderer/Concern  
(Under shop and commercial establishment act or any other relevant Act, attested photocopy of registration should be attached)
6. (i) Photocopy of Income Tax Returns for the last three years attached or not?  
\_\_\_\_\_
- (ii) PAN Number of Tenderer/Concern: \_\_\_\_\_  
(Self Attested copy should be attached)
7. Demand draft No \_\_\_\_\_ dated \_\_\_\_\_ from bank name \_\_\_\_\_ amounting to Rs. \_\_\_\_\_ as Earnest Money Deposit(to be enclosed)
8. Registration Nos. of Taxis together with make:
  1. \_\_\_\_\_
  2. \_\_\_\_\_
  3. \_\_\_\_\_
  4. \_\_\_\_\_
  5. \_\_\_\_\_
  6. \_\_\_\_\_
  7. \_\_\_\_\_
  8. \_\_\_\_\_
  9. \_\_\_\_\_

10. \_\_\_\_\_

(photocopies of registration book should be attached)

9. Service Tax Registration \_\_\_\_\_  
(Self attested)

10. Whether each page of NIT and its Annexure have been signed and stamped \_\_\_\_\_  
\_\_\_\_\_.

11. Documents in support of Annual Turnover for the last two years i.e. Financial year 2012-13  
& 2013-14 \_\_\_\_\_

12. List of Important Organizations with address and telephone number to whom Taxi services has been provided during the last three years with period of contract is enclosed. (Summary may be enclosed on separate sheets for each contract, period and amount of contract; remarks/observations/appreciation of the organization for whom the work was conducted and any other information considered important tenderer.)

13. Any other information important in the opinion of the tenderer.

Date:

Place:

(Dated Signature of the tenderer  
With stamps of firms)

## UNDERTAKING

1. I/We undertake that I/ We have carefully studied all the terms and conditions and understood the parameters of the proposed work of the O/o Pr. CCA, Delhi and shall abide by them.
2. I/We also undertake that I/ We have understood “Parameters and Technical Specifications for conducting the Work” mentioned in Annexure-II of this tender and shall conduct the work strictly as per these “Parameters and Technical Specifications for conducting the Work”.
3. I/We hereby certify that none of my relative(s) as defined in disclaimer clause of Annexure-I is/are employed in the O/o Pr. CCA, Delhi.
4. I/We further undertake that the information given in this tender are true and correct in all respect and we hold the responsibility for the same.

Date:

Place:

(Dated signature of the tenderer  
With stamps of firms)

**ANNEXURE-IV**

**DEPARTMENT OF TELECOMMUNICATIONS**

**Office of the Pr. CCA Delhi Region, DoT Building Prasad Nagar**

Tender No. 1-3/CCA-Admn/Vehicle Tender/2015-16 dated: /6/2015

**PROFORMA FOR FINANCIAL BID**

(Refer Clause 7 of Annexure-I of the Tender Document)

**Rates for hiring of Taxis on monthly basis.**

Sl. NO.	Particulars	<u>SX-4 (AC)/equivalent class AC vehicle with CC-1498)</u>	<u>SX-4/Equivalent(AC) with CC-1248</u>	<u>Swift DZire (AC)/Indigo (AC)/ equivalent class AC)</u>
		A.	Rates for 3000 Kms in a month/300 Hrs. SX-4 (AC)/equivalent class AC vehicle with CC-1498	
A1.	Rates for 2500 Kms in a month /300 Hrs. CC1248			
B.	For Extra KMs beyond 3000 Kms/2500 Kms			
C.	For Extra Hours beyond 300 Hrs.			

**Criterion for deciding the overall per Kms rate (for all types of vehicle).**

**A+A1+B\*200 + C\*10**

**Rates on Daily Basis**

Sl. NO.	Particulars	<u>SX-4 (AC)/equivalent class AC vehicle with CC-1498)</u>	<u>SX-4/Equivalent(AC) with CC-1248</u>	<u>Swift DZire (AC)/Indigo (AC)/ equivalent class AC)</u>
A.	Upto 50 Kms/5 Hrs. (Half Day)			
B.	Upto 100 Kms/10 Hrs (Full Day)			

**Criterion for deciding over all rates for daily basis**

**(A+B)**

**Rates for per KM beyond Delhi NCR**

A	<u>SX-4 (AC)/equivalent class AC vehicle with CC-1498</u>			
B	Rates per KM for SX-4/Equivalent(AC) with CC-1248, Swift DZire (AC)/Indigo (AC)/equivalent class AC			

Criterion for deciding the overall per Kms rate (for all types of vehicle).

(A\*200) + (B\*200) above

Notes:-

1. The criterion for evaluation of overall lowest bidder will be arrived at by adding figure for overall monthly rate (for all types of vehicles) + Overall daily rate (for all types of vehicle) + overall per Kms rate) for all types of vehicle.
2. Service tax applicable as per Govt. Orders from time to time, Toll Charges, Parking Charges will be included on actual basis.

Declaration

I/We agree to accept the terms and conditions stipulated in your above quoted tender enquiry and agree to abide by the same.

Yours Faithfully

Signature of Tenderer  
Name  
Address of the firm/Seal  
Telephone/Mobile no.....