




ELECTRONICS CORPORATION OF INDIA LIMITED
CORPORATE PURCHASE

	Electronics Corporation of India Limited Corporate Purchase, ICD Building, E.C.I.L. (P.O), HYDERABAD - 500 062. INDIA Ph: 040 27121320, 27182251/2208 Fx: 040 27121320 E-mail: corppur@ecil.co.in
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PUBLIC TENDER NO.ECIL/CP/HTT/PT-117/14-15
DATE:07-03-2014

DUE DATE:29-03-2014
TIME: 14.00 hours

Tender
For

SUPPLY OF TATA INDICA OR EQUIVALENT NON-A/C AND A/C DIESEL
CARS ON HALF-A-DAY/DAILY/MONTHLY HIRE BASIS

TENDERER CAN DOWNLOAD THE TENDER DOCUMENT FROM ECIL Website : www.ecil.co.in AND WHILE SUBMITTING THE BID THE BIDDER HAS TO ATTACH A DEMAND DRAFT FOR Rs.2,000/- IN FAVOUR OF "ECIL", HYDERABAD TOWARDS COST OF TENDER DOCUMENT

"ECIL IS COMMITTED TO A CORRUPTION FREE WORK ENVIRONMENT." All the purchase and contract commitments of ECIL will be honored without the citizen having to pay any bribe. In case any person demands any bribe, as responsible citizen inform the matter to the Chief Vigilance Officer, (E-mail:cvo@ecil.co.in), ECIL, Hyderabad. Telephone No.27121349



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TERMS & CONDITIONS

TENDER NOTICE No. ECIL:CP:HTT:PT-117/14-15
DATE: 07.03.2014

DUE DATE: 29.03.2014
TIME: 14.00 hours

TENDER FOR SUPPLY OF TATA INDICA OR EQUIVALENT NON-A/C AND A/C DIESEL CARS ON HALF-A-DAY/DAILY/MONTHLY HIRE BASIS

Sealed Tenders superscribed with tender number and due date are invited from the registered, reputed and experienced Tourist Taxis suppliers (Rent-a-Cab Operators) who are having Service Tax Registration.

SCOPE OF CONTRACT: This contract is to provide Road worthy TATA INDICA OR EQUIVALENT NON-A/C AND A/C DIESEL CARS ON HALF-A- DAY/DAILY/MONTHLY HIRE BASIS, 2012 Model onwards which are duly registered with road transport authorities under taxi category.

The value of the tender is Rs.3.50 Crores.

TERMS AND CONDITIONS:

1. SUBMISSION OF TENDERS:

- 1.1 Bidders should submit their Bids in Two Parts namely, Part 1. Techno-Commercial Bid and Part 2. Price Bid.
- 1.2 Techno-Commercial & Price Bids should be submitted simultaneously in two separate covers, sealed and superscribed as "TECHNO-COMMERCIAL BID" and "PRICE BID" on respective covers with Tender Notice No., Date & Due Date.
- 1.3 Two sealed covers (Techno-Commercial bid and Price bid) are to be kept in a separate cover and sealed again, superscribing with Tender Notice No., Date & Due Date. Bids not superscribed as above will be summarily rejected.
- 1.4 Bids should reach DGM, Corporate Purchase, ICD Building, ECIL, ECIL Post Office, Hyderabad - 500062, on or before the due date and time specified. ECIL will not be responsible for late delivery due to wrong or improper address. Bids will not be considered if received late due to postal / courier delays etc.
- 1.5 Email / Fax Bids will be summarily rejected.
- 1.6 Bids received after the due date and time will be summarily rejected.
- 1.7 Bids submitted with counter conditions will be liable for rejection.
- 1.8 Request for extension of due date will not be considered. However, ECIL, at its sole discretion, may extend the due date which will be informed over Phone or by email.
- 1.9 Bids not submitted as two-part will be summarily rejected. Techno-Commercial Bids with price indications will be summarily rejected.
- 1.10 The tenderers should write the quoted price in the price bid, both in figures and words. No correction, erasing or over-writings are allowed.
- 1.11 The Techno-commercial bid should contain detailed information about legal status of the firm, list of branches, Registration, turnover etc.

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- 1.12 **A pre bid meeting will be held at ICD Conference Hall, ECIL on 17.03.2014 at 14:00 hrs.**
- 1.13 During technical evaluation, Bidder shall visit ECIL, Hyderabad, if requested, for techno-commercial discussions, **with a notice period of 2 days.**
- 1.14 Bidder should provide details of contact person with Mobile/Fax/Landline Telephone Number and Email ID.
- 1.15 Bidder should confirm in the Techno-Commercial Bid that:
- (i) All terms and conditions specified herein are understood and accepted unconditionally.
 - (ii) Prices have been quoted against each line entry of the tender. Deviations, if any, found subsequently at any time during tender processing will render the bid liable for rejection.
- 1.16 Bidder should sign and affix the seal on all pages of tender document which is to be submitted along with the Techno-Commercial Bid.
- 1.17 Clarifications on this tender notice, if any, can be obtained from:
- (i) Shri N. Nageswara Rao, Dy. General Manager,
 - (ii) Shri P. Venkateswarlu, Purchase Manager,
Tel No: (0) 040-27121320,
040-27182208, 2251 Email Id: corppur@ecil.co.in
- 1.18 The Techno-Commercial Bid submitted by the bidder should be accompanied by the duly filled and signed evaluation criteria form as per Annexure – H to assess the eligibility. The Techno-Commercial Bid of bidders who do not fulfill the eligibility criteria will not be processed further.
- 1.19 Cost of Tender Document: Tender documents can be downloaded from ECIL website. **Demand Draft for Rs.2,000/-** (non-refundable) towards the cost of tender documents, drawn in favour of 'Electronics Corporation of India Limited, Hyderabad' and payable at Hyderabad, on any Scheduled Bank, should accompany the Techno-commercial bid format, failing which the bid will be rejected summarily.
- 1.20 Bids should be addressed to and deposited at tender box located at the office of DGM (Corporate Purchase), ICD Building, Electronics Corporation of India Limited, ECIL P.O, HYDERABAD - 500 062, Telephone No. 040-27121320 (or) 040-27182208 before the due date and time specified in the tender schedule hereunder.

Tender Schedule	
Date, Time & venue of Pre Bid meeting at for any clarification please Contact: Shri. N. Nageswara Rao, DGM(CP) Shri. P. Venkateswarlu, PM(CP) Telephone No. 040-27182217,27182251 Email id: corppur@ecil.co.in ECIL Hyderabad - 500 062	17.03.2014 at 14:00 hrs at Corporate Purchase, ICD Building Electronics Corporation of India Limited Hyderabad - 500 062
Last date for receipt of request for clarifications from vendors	19-03-2014
Publication of corrigendum (if required)	21-03-2014
Last Date & Time for submission of bids to DGM(CP), Corporate Purchase, ICD Building, ECIL, ECIL P.O., HYDERABAD-500 062.	Before 14.00 hrs on 29.03.2014



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Date, Time & venue of Opening the Techno-commercial Bid.	At 14.30 hrs on 29.03.2014, ICD Conference Hall, ICD Building, ECIL, HYDERABAD-62. Participants in the Tender Opening should have authorization letter from the Tenderer
Tender will be opened in the presence of Tenderers	
Date, Time & Venue of opening of price bids of the bidders who qualified in Techno-commercial bid.	Corporate Purchase, ICD Building, Electronic Corporation of India Limited, Hyderabad (The date, time & venue of price bids opening will be intimated later through email to the Technically qualified bidders

2. **ELIGIBILITY CRITERIA:** The bidders eligibility to make an offer will be based on following criteria which should be supported with documentary proof.
 - 2.1 Bidder should have been in **Tourist taxis business at least for 3 years.**
 - 2.2 The bidder should have executed a minimum of two such contracts for supply of TOURIST TAXIS 'Rent-a-Cab Service' during the preceding two years period (financial years 2011-12 and 2012-13), the value of each order being not less than Rs.25.00 Lakhs. The bidder should have achieved a total turnover of atleast Rs.40.00 Lakhs in any one of the preceding 2 financial years for supply of TOURIST TAXIS.
3. Techno-commercial bids should be furnished strictly as per format in Annexure - A.
4. Bidder(s) shall submit a valid Registration and trade (i.e., for Supply of TOURIST TAXIS) Licence from the appropriate Government Authorities along with the bid.
5. **VALIDITY OF BID:** Bids shall be valid for a minimum period of **90 days** from the date of opening of bid.
6. **EARNEST MONEY DEPOSIT (EMD):**
 - 6.1 Techno-Commercial Bid shall be accompanied by an **interest-free EMD Rs.75,000/-** as specified in Annexure - H through crossed Demand Draft, drawn on any Scheduled Bank in favour of 'Electronics Corporation of India Limited' and payable at Hyderabad (or) through Bank Guarantee, on Non-Judicial Stamp paper of a Scheduled Bank, as per format in Annexure - B, valid for 180 days from the date of tender closing date.
 - 6.2 EMD will be refunded to the un-successful Bidder within 45 days from the date of signing of the contract by the successful bidder.
 - 6.3 EMD will be refunded, to successful Bidder within 30 days of receipt of Performance Bank Guarantee-cum-Security Deposit and after signing of Agreement.
 - 6.4 If EMD is furnished through Demand Draft, the Bidder shall furnish name of the Bank, Branch, Type of Account and Account No. in Techno-Commercial Bid for refund of EMD.
 - 6.5 Upon award of contract, if the contractor fails to furnish Performance Bank Guarantee-cum-Security Deposit as per Contract terms within 15 days, EMD will be liable for forfeiture and contract will be liable for termination or Risk Purchase Clause will be invoked without further notice.
 - 6.6 If any bidder fails to provide the clarifications sought by ECIL within 7 days or revokes/withdraws/modifies the bid during its validity, the EMD will be forfeited.
 - 6.7 Bids not accompanied by EMD will be summarily rejected.

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- 6.8 EMD DD should be enclosed with the Techno-commercial bid only. If EMD DD is enclosed with price bid (instead of techno-commercial bid) the bidder will be disqualified.
7. **PRICES:** Bidders should submit the bid indicating clearly Basic price against each line entry of the price bid format. Prices and Taxes shall be indicated separately against each line entry as per price bid format Annexure - C.
- 7.1 Price bid should contain only prices. No terms & conditions should be included in the price bid.
- 7.2 Prices should be indicated both in figures and words. If there is any discrepancy between the values in figures and words, the value indicated in words will be considered.
- 7.3 Except when there is a revision warranted by diesel price increase as per Clause No. 20.1 no revision of rates will be entertained till completion of the contract.
- 7.4 The bidder should have registered for service tax. The claims should clearly indicate the following.
1. Name and address of Service provider.
 2. Name and address of the Service Receiver (ECIL).
 3. Service Tax Registration No. of the service provider.
 4. Description of service ["Rent-a-Cab Service"].
- 7.5 Statutory deductions, including TDS as per IT Act, will be made from the bills payable to the contractor.
8. **AGREEMENT:** The Successful Bidder shall have to enter into an Agreement within a fortnight from the date of awarding the contract on Non-judicial stamp paper denomination of Rs.100/-. In case successful bidder does not enter into agreement within fortnight, the EMD will be liable for forfeiture.
9. **INSPECTION & ASSESSMENT:** ECIL reserves the right to inspect bidder's premises for assessment of suitability of infrastructure, credentials in respect of nature and quantum of business claimed etc. The assessment made and consequent decision of ECIL on bidder's suitability for the tender scope shall be final and binding on the bidder.
10. **RESPONSIBILITIES:**
- 10.1 The Contractor shall provide to ECIL only Road-Worthy Tourist Taxis (Tata Indica or equivalent (Diesel) Non-A/C & A/C Cars) of 2012 Model onwards, which are duly Registered with Road Transport Authorities under "Taxi" category, for official use on Half-a-day/Daily/Monthly hire basis for operation within the Limits of Greater Hyderabad Municipal Corporation and surrounding areas. If required, the contractor shall provide cars for outstation duty also at prescribed rates as per approved km rate.

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11. VEHICLE:

- 11.1 (i) The Cars should be in good condition having valid permit, Taxi token and comprehensive insurance. The vehicle and the driver should have necessary certificates like permits, R.C.Book, Fitness Certificate, Insurance, Road Tax, Driving license alongwith Badge Number, valid Pollution Certificates etc. as required under Motor Vehicles Act to ply the vehicles. Copies of certificates should be submitted to transport section. The driver should be cladded in uniform at all times when on duty. The uniform should be as prescribed by the Government.
- (ii) The Taxis should report with sufficient Diesel to run a minimum of 150 KM per day.
- (iii) Each vehicle should have a spare wheel inflated with correct pressure of air and necessary tools.
- (iv) Vehicle should have neat/good upholstery with white seat covers and no damages to body, good looking with full painting and shall be maintained in clean and tidy condition on a day-to-day basis.
- (v) Vehicle should have proper horn and brakes in good working condition.
- (vi) The vehicle together with the driver should be continuously present. In case of any break down of the vehicle, alternative vehicle should be arranged forthwith, not exceeding the minimum time required to be taken from the agency's office to the point of duty where the vehicle had its break down.
- 11.2 (i) Driver should have original driving license with badge number as per Motor Vehicles Act.
- (ii) Driver should wear specified uniform as per Motor Vehicle Act.
- (iii) The Driver shall essentially follow safety rules while driving the vehicle. He shall alone bear responsibility for any violation of safety and MV Act provisions.
- (iv) In case the driver is observed to be in intoxicated condition, a penalty of Rs.1,000/- will be levied, and the vehicle will be treated as not being available for duty on that day. In such case alternate vehicle should be supplied by contractor. Otherwise in case of booking from other sources, the amount which may incurred by ECIL for alternate arrangement, will be deducted from the bill of contractor along with above penalty. The decision of ECIL shall be final and binding on the contractor.
- (v) The Drivers should be well mannered, must be experienced and conversant with city roads and landmarks and Hindi language in addition to their mother tongue. In case the driver expresses ignorance of the prominent routes within the city and thereby the vehicle runs for a longer distance than warranted, the excess distance shall be deleted as if they were personal to the agency and not payable.
- (vi) The Driver shall be courteous to the user / visitors from ECIL. He shall not pick up arguments with the user of vehicle under any circumstances. On complaint from ECIL, the contractor shall change the driver forthwith and without demur.



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- (vii) All the relevant documents to be carried in the car should be available with the driver.
 - (viii) In case valid licence and vehicle documents are not available, the vehicle shall be deemed to have not reported for duty and an additional penalty of Rs.300/- will also be charged.
 - (ix) During duty hours, if driver goes for diesel/ other purpose, the amount will be deducted for additional km and time in the bill.
 - (x) In case of mismatch between metre readings and log book, any duplication of claim, manipulations in distance/time shall be viewed seriously and penalty of Rs.1,000/- will be levied per occasion.
 - (xi) The Driver should always possess an amount of Rs.200/- towards parking, Toll Gate expenses etc.
12. Preference will be given to registered firms and Societies having at least 5 Taxis registered in the Agency's / Proprietor's name. Copies of the RC Books should be submitted along with the Techno-commercial bid of quotation as proof thereof. These cars must be supplied to ECIL regularly.
13. In case of Sub-lease of cars, Agencies shall submit copies of Lease Agreement entered with the owner of the car. Otherwise, the tender will be liable for rejection.
- 13.1 The Agency should ensure that the Cars taken on sub-lease cannot be interchanged from one Agency to another at least for a period of (3) Three Months.
- 13.2 Preference will be given to Agencies offering a minimum of 15 Nos. Taxies of 2012 models onwards, with yellow Taxi number plates. ECIL will select two or more Agencies for the supply of vehicles on Daily/Monthly hire basis.
- 13.3 Bidders to confirm, in their offer, that they will accept orders for monthly or daily cars or both as per the requirement of ECIL.
14. Agency should have facilities, for booking of cars through Email/FAX/Mobile/Landline Phone. The Contractor shall ensure availability of an authorized contact person in his Office to receive messages from ECIL and arrange vehicles at the appointed place and time. Normally, one day prior notice will be given by ECIL for the vehicles required on daily basis. However, in exceptional cases and in exigencies, the Contractor shall provide vehicles at short notice of one or two hours also.
- 14.1 The successful bidder/s shall produce vehicles and documents in original to Transport Section of ECIL for inspection and certification of fitness for registering with ECIL. Only registered vehicles will be supplied against the contract. Prior inspection and registration of other vehicles will be mandatory prior to the vehicles being supplied against this contract. The Transport Section will do inspection of vehicles at random during contract period.
- 14.2 The Contractor should submit copies of the reports on the character and antecedents of their Drivers verified by the concerned District Authorities, with reference to the requirement of DAE, Intelligence Bureau or other Government Agencies. If Police Verification Certificate (PVC) is not submitted, a penalty of Rs.300/- per day will be charged.

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- 14.3 CISF, ECIL, will issue identity card or entry permit for identifying the Driver with car/Agency, only on clearance from Transport Section, ECIL.
- 14.4 The contractor may have a tie up with other travel agencies situated at far places (Kukatpally, Mehadipatnam, L.B. Nagar and Hi-Tech City) to supply Monthly Cars to ECIL at approved rates to avoid empty run kms and time.

15. VEHICLE REQUIREMENT:

- 15.1 The Contractor is responsible for collecting information daily from user Groups/Divisions and arrange vehicles accordingly and promptly. He should ensure supply of at least 15 cars per day as and when required. Failure to do so would entail, further engagement of taxis from third parties for the number of vehicles not supplied and also for such number of days besides rendering contractor liable for cancellation of contract at the risk and cost of the Contractor.
- 15.2 Cars should be supplied for half-a-day bookings also at short notice (one or two hours) intimation.
- 15.3 L1 Party will be decided separately for monthly and daily car on the basis of the quote. The contract will be split between two or more parties, subject to their matching L1 Price and the total volume of business will be distributed with higher share for L1 Party.
- 15.4 Evaluation will be done by the committee based on the fleet ownership, sub-lease taxies, communication facilities, past experience of contracts with Govt./PSUs, agency profile, survey of firms/agencies, after opening of Techno-Commercial Bids. The price bids of technically qualified bidders will be opened. The rate quoted for Indica/vehicle for monthly Cars will be considered for deciding on L1 bidder. The lowest rate quoted for each other category will be taken as L1 rate and the same will be offered to other bidders for finalization of contract.
- i. Half Day Basis: Half day charges will be applicable in the following cases:
- a. Vehicle should have been booked on half day basis.
 - b. The time spent does not exceed '5' (Five) hours.
 - c. The KMs run do not exceed 50 KMs.

If the time spent exceeds 5 hrs (or) distance run exceeds 50 kms, full day charges will be allowed.

- ii. Journey time from garage to Reporting place/ Drop off to Garage } The time at which the vehicle is signed off by the user should be reckoned as the duty hour point closure. The time, which the driver subsequently takes to reach the garage should be restricted as below for reckoning the number of hours on duty.

Distance from Garage to Reporting Place/Drop off to garage

Up to 10 kms.
11 to 15 kms.
16 to 20 kms.
21 to 25 kms.
26 kms & above

Time to be Considered each way

30 Minutes
45 Minutes
60 Minutes
75 Minutes
90 Minutes

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- 15.5 Whenever the regular user is on tour/leave, the monthly vehicle shall report to Transport Section.
- 15.6 In case of exigencies of work if any vehicle is required on Sunday/ holidays, the charges will be paid as daily car.
- 15.7 All the vehicles engaged on monthly basis except those attached to higher officials (GM and above), shall be liable to be rotated once in every six months.
16. **DAILY DUTY SLIP:** In case of Daily cars, the Contractor shall issue Daily Duty Slips with all the particulars filled in and make it available with the driver on duty.
17. **LOG BOOK:** In case of monthly cars the Contractor shall maintain separate log book for each vehicle. On completion of duty for the day, the driver should obtain the signature of the user of the vehicle with his name and designation, the kilometer readings, timings in the beginning and end of the duty and the places visited shall be recorded in the log book. The same shall be submitted for verification and passing the bills for payment.
- 17.1 New Log Books will be issued to the agencies only after submission of used Log Books to the Corporate Purchase. (The requisition for new log book will be endorsed by Transport Section.)
- 17.2 Shuttle cars should be on monthly hire basis for the use of shuttle services from ECIL's South Gate to all Divisions of Factory and back to South Gate and back to Administrative Building, Guest House, Nalanda complex, etc. The car should have 'on Shuttle Service Duty' Sticker.
18. The Contractor shall maintain Log Book collected from Corporate Purchase through transport section, for the vehicle supplied on "Monthly hire basis." The Log Book issued to a particular vehicle has to be used along with that vehicle only. If there is any change in the vehicle, the Contractor shall get endorsement of the transport section for using the Log Book already issued along with the changed vehicle.
19. **LIQUIDATED DAMAGES:**
- 19.1 Failure to supply at least 15 vehicles per day shall be liable for levy of liquidated damages of Rs.300/- per every shortfall, which will be in addition to the extra expenditure, if any, due to engagement of vehicles from other sources.
- 19.2 The Contractor shall provide an approved substitute vehicle in the event of breakdown of the hired vehicle immediately. In the event of failure to do so, ECIL shall debit the expenditure incurred for making alternate arrangements from the Contractor and also Rs.300/- as liquidated damage charges for each day for the number of days not supplied.
20. **RATES AND REVISION:** The rates quoted / mutually agreed, shall be firm and no revision shall be entertained during the tenure of the contract period.

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- 20.1 In case of increase/decrease in diesel prices (per Ltr) whenever it crosses Rs.1/- per litre cumulatively, it will be increased/decreased and will be calculated on quarterly basis from base value (last revision value) as per the mileage consumption of each type of vehicle. Revised rate will be applicable from 1st day of next quarter. The contract rate agreed is deemed to inclusive Road Tax as prevailing on that date. If there is any hike in the road taxes, the same will be reimbursed to the extent the contractor is ultimately held liable for the relevant vehicles by the Government Authorities, in writing.
21. ECIL does not guarantee minimum business to any Agency during the Contract Period.
22. **PENALTY:** There will be a separate schedule (Annexure-I) giving details of penalties leviable against various defaults which will be signed unconditionally by all bidders failing which their bid will not be considered.
- 22.1 If the supplied vehicle condition is found not satisfactory or any complaint in writing is received from the user Group on any aspect including negligent behavior of the driver, the vehicle should be treated as not reported for the balance period of the day from that point of time. Penalty of Rs.300/- may be imposed by the user, in addition to non-payment for the relevant period.
- 22.2 Speedometer of the vehicle shall be calibrated and accurate. Any violation will be viewed seriously and entail severe penal action by ECIL.
23. All the Cars should be covered under comprehensive insurance which should include driver/passengers/occupants and documentary proof of the same should be submitted to ECIL.
24. ECIL will not be responsible or liable for any loss, damage of the vehicles, loss of life of contractor's drivers and any others in case of accident. ECIL shall have absolutely no responsibility to pay any compensation for any accident occurred to any person/representative/servants of any contractor during his/her to and fro journey and or while attending the services of ECIL. Motor Vehicle Accident Tribunal Compensation/any other compensation should be settled by the contractor himself through his own means.
25. **Performance Bank Guarantee (PBG) Cum-Security-Deposit:** Successful bidder should furnish performance bank guarantee @ 5% of the total contract value valid for entire duration of contract period including the extended period of contract considered, if any, issued by a scheduled bank, within 15 days of award of contract towards security deposit and performance of the contract. The PBG shall be extended from time to time, as demanded by ECIL, to cover the intended obligation. PBG shall be submitted in the format as per Annexure – E.
- 25.1 In the event of Security Deposit being insufficient or having been forfeited, the balance or the total sum recoverable as the case may be, shall be deducted from any sum payable to the contractor. Should such sum also not sufficient to cover the full amount recoverable, the contractor shall remit the balance dues in cash to ECIL on demand.
- 25.2 The security Deposit, or part thereof, as has not been used, appropriated as aforesaid, will be refunded on satisfactory completion of the contract by the contractor on his submitting 'No-Due' certificate from the Business Groups/Divisions.

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- 25.3 Whenever the Security Deposit falls short of the specified amount, the contractor shall make good the deficit in order to maintain the total amount which shall not be at any time less than the specified amount.
- 25.4 In case of successful bidder EMD will be liable to be forfeited if he fails to sign the contract or provide PBG within 15 days of intimation of award of contract.
26. The Agency shall not sub-delegate or transfer or assign the agreement or any part thereof to any other party or sub-contractor, without the prior written consent of ECIL.
- 27.** In the event of breach of any of the terms and conditions of the contract, the Director (P), ECIL or any other ECIL officer authorized by the Director (P) to act on his behalf for this purpose, shall have, without prejudice to other rights and remedies, the right to terminate the contract forthwith and or to forfeit the entire amount or part of the amount of Security Deposit, towards any sum due for damages, losses, charges, expenses, or costs that may be suffered or incurred by ECIL due to the contractor's fault. The decision of Director (P), ECIL or the Authorised officer as above in respect of such damages, losses, expenses, or costs shall be final and binding on the contractor.
- 28. DURATION:** The contract will be for a period of two years from the date of award of contract and may be extended by one more year at the same rates, terms and conditions on mutual consent. ECIL reserves the right to award the contract for a lesser period also, if circumstances warrant, without assigning any reasons.
- 29. INVOICING & PAYMENT:** The Contractor will submit the bills duly attested/certified by the user Division. The name of the Bank, Branch, Account Type & Account No. shall be made available for making the payment. Income Tax will be deducted at source and paid to Govt. as per rules and TDS certificate will be issued. The Contractor shall furnish the PAN for this purpose. The Invoice / Bill shall contain the Service Tax Registration No., Name and Address of the Service Provider, Description of Service and the Amount of Service Tax Claimed (if required). All contractors should provide the required details for effecting payment by RTGS, NEFT.
- 29.1 The Contractor shall submit bills, relevant log book of the vehicles provided and requisition-cum-trip sheets, to the respective user Groups/divisions.
- 29.2 The Contractor should enclose proof of payment of all taxes if paid, along with the bills of hire charges for payment, failing which payment may be withheld.
- 29.3 ECIL shall arrange payment after deducting applicable taxes within a total of 30 days after submission of the bills duly complied in all respects, with relevant supporting documents, by crossed cheque.
- 30. RISK PURCHASE:** In the event of contractor's failure to provide the services as per contract terms and conditions, ECIL reserves the right to cancel the contract, without further notice, and use alternate sources, in which event; the contractor will be liable to bear all extra cost / costs, whatsoever, which may be incurred by ECIL for alternate arrangement.
- 30.1 All such costs will be recovered from bills/payable (or) by invocation of Bank Guarantee/s (or) through other means of law. The decision of ECIL shall be final and binding on the contractor(s).

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- 30.2 ECIL reserves the right to invoke risk purchase clause, without further notice
- i) When successful Bidder failed to provide Performance Bank Guarantee as per terms of contract.
 - ii) In the event of assigning the contract in part or full to any third party without the written consent of ECIL.
- 30.3 In case of failure of the bidder to correct himself for objections raised and comply with contractual requirements, ECIL reserves the right to cancel the contract and to invoke Risk Purchase Clause apart from other legal recourse, without further notice.
31. **AWARD OF SCOPE:** ECIL reserves the right to enter into similar contract with any other contractor as required by ECIL from time to time and successful Bidder shall neither have any grievance nor claim to insist for providing the services to the contractor.
32. **TECHNICAL BID EVALUATION CRITERIA:** The bidder's office should have been registered and should be in operation for minimum of 3 years prior to closing date of the tender.
- The office of bidder shall be a fixed and dedicated office, either owned or leased, and not the residence of an individual. Bidder should attach copies of the following document as proof.
- (i) Full Address of the Office (ii) Landline Telephone bills of the Office (iii) Municipality/Corporation/Local Body Tax receipt (If the bidder is owner of the office) (iv) Copy of title deed of the ownership or lease agreement with premises owner, if the bidder's office is rented/leased; in case of leased office, the tenure of the lease should be for a minimum period of 3 years from the date of closing of the tender (v) Registration in State Transport Department or any other document issued by Government/Statutory authority, indicating the name and address of bidder's office and nature of business relevant to the scope of the tender.
- 32.1 Proof of successful execution of previous orders and corresponding completion certificates: Bidder should furnish copies of minimum two (2) contracts for Cars services successfully executed during the preceding two financial years, 2011-12 & 2012-13 along with corresponding successful completion certificates, annual completion certificate, the value of each order being not less than Rs.25.00 Lakhs.
- 32.2 **TRACK RECORD:** Preference will be given to the bidder, who executed the orders to Government departments, PSUs in preceding two financial years. Copy of contract/order and successful Execution/Completion Certificate should be attached as proof. Name and addresses of Customers on such successful completion with contact person Telephone No., Email Id should be furnished.
33. **FINANCIAL CAPACITY OF THE BIDDER:** The Bidder should be a profit-making organization in previous two financial years i.e. 2011-12 & 2012-13 and should have minimum annual turnover of Rs.40.00 Lakhs on Rent-a-Cab Service operations. Bidder should submit copies of audited Balance sheet, Profit & Loss Account towards proof of turnover and profit/loss.
- 33.1 Bidder should attach copy of Service Tax Registration Certificate.
- 33.2 Bidder should attach copy of TAN / PAN card and Income tax Clearance certificate / Returns of IT for the year 2012-13.



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CORPORATE PURCHASE

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- 33.3 The bidder must furnish copy of relevant proof of the status of business organization issued by statutory authority with the techno commercial bid.
34. **AFFIDAVIT FOR NON-PROSECUTION AND NO PENDING LITIGATION:** Bidder should furnish a notarized Affidavit on non-judicial stamp paper of value Rs.10/-, as per the Format at Annexure - F.
35. **TERMINATION OF CONTRACT:** ECIL reserves the right to terminate the Contract by giving three months notice without assigning any reason whatsoever. However, the contractors shall be bound to fulfill the contractual obligations even after such termination to the extent applicable during the period of notice.
- 35.1 Non-supply of vehicles three times in a month even after receiving 24 hours advance notice or violation of any terms & conditions of the contract, is liable for termination of the contract and forfeiture of Security Deposit, without any notice.
- 35.2 If the contractor or the driver is convicted for any offence including rash and negligent driving by a competent Court, the contract is liable to be terminated automatically.
- 35.3 Both the parties of the contract shall have right to terminate the contract with three months' written notice.
- 35.4 The contract is liable for termination, in the event of the contractor becoming insolvent or the agency going into liquidation or winding up of the business or making arrangement with his creditors. In case of such termination, the contractor is not entitled to any compensation.
- 35.5 Repeated defaults can result in termination of the contract and attendant penalties as applicable.
36. ECIL reserves the right to use its own vehicles or those of its sister concerns or of any other registered firms/ societies and reputed agencies for the same or similar services.
37. **FALL CLAUSE:** During the currency of the contract, Car service charges for service to Govt. Depts., and any other Public Sector Undertaking should not be at price lower than the price offered to ECIL at the level of ECIL operations or should there be any reduction in charges during this period, the prices charged to ECIL shall also be correspondingly reduced.
38. **DISPUTE RESOLUTION:** Every effort shall be made to settle all the disputes or differences arising during the execution through mutual discussions.
39. **ARBITRATION:** In case of any dispute between the parties to this contract, liabilities or on interpretation of any clauses of this contract or any dispute arising out of this contract, the matter shall be referred to a sole Arbitrator to be appointed by D(P), ECIL. ECIL also reserves the right to appoint one of its officers as Arbitrator and the contractor shall not have any objection on this aspect and the decision of such sole Arbitrator shall be final and binding on both the parties. The Venue of Arbitration shall be Hyderabad, AP.
40. **JURISDICTION OF COURTS:** The courts for ECIL, Hyderabad, jurisdiction shall only have exclusive jurisdiction.

Contd...13



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41. ECIL reserves the right to accept the bids in full or in part or cancel the tender in its entirety, at its sole discretion.
42. **COMPLIANCE STATEMENT:** Compliance Statement confirming compliance to all the above Clauses of Techno-commercial bids as per Annexure - G should be submitted.
43. For effective implementation of Public Procurement Policy for Micro & Small Enterprises (MSEs) order 2012 notified under MSME Act, 2006, We need details of your Organization whether MSME Sector (including MSEs owned by SC/ST Entrepreneurs). Please provide the same along with techno-commercial bid.

(N. NAGESWARA RAO)
DGM (CP)



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ANNEXURE - A

TECHNO - COMMERCIAL BID

(Please submit in separate sealed cover)

TENDER NOTICE No. ECIL:CP:HTT:PT- 117/14-15
DATE: 07.03.2014

DUE DATE: 29.03.2014
TIME: 14.00 hours

1.	Name of the Organization & Address	
2.	Date of Establishment	
3.	Registration details with Number & date (Please attach proof from appropriate authority)	
4.	Office Address	
	How old is the office as on tender closing date	
	Telephone No. (Land Line)	
	Fax No.	
	Email Id	
	Documentary proof attached	
5.	Garage facilities at Hyderabad	Place: Locality & Area covered in Sq.ft.
6.	Fleet ownership at Hyderabad : Minimum 15 Cars of 2012 & above Models with Yellow Number plates) Taxi Cars on Firm Name/Sub-lease : (Please enclose separate statement with copies of the R.C.Book and relevant documents including Sublease Agreement valid Labour Licence)	<u>TYPE</u> <u>MODEL</u> <u>VEHICLE NO.</u>
	(Certified Copies of the following should be Enclosed)	
7.	Track Record	
a.	Total number of Similar Orders executed by the Bidder in 2011-12 (Please attach Copy or orders and Job Completion Certificate/ Yearly Completion Certificate, for ongoing contracts).	
b.	Total number of Similar Orders executed by the Bidder in 2012-13 (Please attach Copy or orders and Job Completion Certificate/ Yearly Completion Certificate, for ongoing contracts).	
8.	Financial Capacity (Please Furnish Audited Documents)	Hyderabad
	Turnover 2011-12	
	Profit/Loss 2011-12	
	Turnover 2012-13	
	Profit/Loss 2012-13	



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9.	Service tax registration Certificate (Attach Document)									
10.	Income tax Clearance Certificate OR COPY OF IT RETURN WITH TAN / PAN (Attach Document)									
11.	Contracts with any other PSUs, : (Copies of the same may be enclosed)									
12.	Present Clientele List : Supported by documents									
13.	Please provide each type of : vehicle mileage consumption	<table><tr><td><u>Non-A/C</u></td><td><u>A/C</u></td></tr><tr><td>Indica</td><td>Indica</td></tr><tr><td>-----</td><td>-----</td></tr><tr><td>Per Ltr</td><td>Per Ltr</td></tr></table>	<u>Non-A/C</u>	<u>A/C</u>	Indica	Indica	-----	-----	Per Ltr	Per Ltr
<u>Non-A/C</u>	<u>A/C</u>									
Indica	Indica									
-----	-----									
Per Ltr	Per Ltr									
14.	Distance from Agency's garage to ECIL	: _____ Kms.								
15.	Your Banker's Name, Branch and Account No.									
16.	Affidavit for non-conviction submitted as per Annexure – F	Yes / No								
17.	Compliance Statement submitted as per Annexure – G	Yes / No								

NOTE TO THE TENDERERS: All the above information i.e. Sl. No. 01 to 17 relevant documents should be provided alongwith Techno-Commercial Bid, otherwise your bid will be disqualified.

Place:
Date:

Signature:
Name & Office Seal:



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ANNEXURE - B

FORMAT FOR BANK GUARANTEE TOWARDS EMD

WHEREAS M/s _____ (Name and address of the Bidder) intend to submit a Bid, hereinafter called the 'Bidder', to M/s Electronics Corporation of India Limited, Hyderabad, hereinafter called the 'Company', against the tender notice issued by the Company vide reference no. _____ dtd _____ due for submission on _____ for Hiring of Tourist Taxis Service Contract.

Now, by this Guarantee, we, the undersigned on behalf of _____ (name of the Bank, name of the Branch and address), hereinafter called as the 'Guarantor' whose registered office is at _____ (address of the Bank) bind ourselves unconditionally and irrevocably for payment to the Company, of the sum of Rs. _____ (Rupees _____) as Earnest Money Deposit to indemnify the Company in case of default by the Bidder. The conditions of the above obligations are such that if M/s _____ (name of the Bidder) shall not keep their Bid being submitted to the Company as set forth in the enquiry valid and unaltered until _____ days from the date of the bid i.e. up to _____ and/or refused to sign a formal agreement/contract in accordance with the terms of the tender or after having signed the agreement/contract does not perform the purchase order/contract when awarded, then this obligation remains in full force and effect, otherwise to be null and void.

In case, this obligation is effective, we, _____ (Name of the Bank) undertake to pay to the Company any amount up to the above indicated sum, upon written request, without any demur or protest and without reference to M/s _____ (name of the Bidder) within 7 days from the date of such demand in any manner in which the Company may direct and also without the necessity of instituting and proceeding whether judicial or otherwise, at any time upon the Bidder committing any one or more of the following:

- a) withdraws the Bid during the validity period or any extension sought/granted thereof, or,
- b) if the Bidder varies or modifies the Bid in a manner not conforming to tender conditions which are not acceptable to the Company during the validity period of the Bid or any extension of the validity duly agreed to by the Bidder, or,
- c) If the Bidder whose offer has been accepted fails to furnish Security Deposit within ten days of award of purchase order/contract or by the date mutually agreed to, whichever is later.

We, _____ (name of the Bank), agree that our liability to pay is not dependant on conditions on the Company proceeding against the Bidder and we shall be liable to pay an amount not exceeding the aforesaid amount as and when demanded by the Company merely on claim being raised by the Company and even before any legal proceedings are taken against the Bidder.

We, _____ (name of the Bank) undertake not to revoke or modify this Guarantee during its currency except with the previous written consent of the Company. The Guarantee herein contained shall not be revocable by notice or by reasons of dissolution or winding up of the business of the Bidder or any change in the constitution or composition of the Bidder.

This Guarantee shall remain valid in case the Bid is accepted, until furnishing of Security Deposit by the Bidder in the manner specified by the Company and in any case until _____ (____ days from the bid date) with additional claim period of 15 days, i.e. the company is entitled to lodge the claim under this Guarantee up to _____ (15 additional days).



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We, _____ (name of the Bank) have power to issue this Guarantee under Memorandum and Articles of Association and the undersigned has full powers to do so under the Power of Attorney dated _____ granted to him by the Bank.

After the above-mentioned date, the Guarantee shall lapse automatically without necessity to be returned to the Bank.

Date:

Signature of the person duly
Authorized to sign on behalf of
the Bank, with Seal of the Bank

- Bidder should submit this BG on non-judicial stamp paper of Rs.100/- from a Nationalized or Scheduled Bank only.



ELECTRONICS CORPORATION OF INDIA LIMITED
CORPORATE PURCHASE

ANNEXURE - C

PRICE BID

(Please submit in separate sealed covers)

TENDER NOTICE No. ECIL:CP:HTT:PT- 117/14-15
DATE: 07.03.2014

DUE DATE: 29.03.2014
TIME: 14.00 hours

SUPPLY OF TOURIST TAXIS (TATA INDICA OR EQUIVALENT/NON-A/C & A/C DIESEL CARS) OF 2012 AND ABOVE MODELS

HIRE CHARGES

S.No.	Description	Unit	Non-A/C Cars	A/C Cars
			Indica/equivalent	Indica/equivalent
			Rs.	Rs.
A. <u>Daily Hire Basis:</u>				
1.	Upto 50 KM. (or) 5 hrs. a day. usage (Half-a-day)	Lumpsum	_____	_____
2.	Upto 100 KMs. and 10 hrs. a day usage (Full day)	Lumpsum	_____	_____
B. <u>Monthly Hire Charges:</u>				
1.	Upto 2500 KMs. per month and 10 hrs. a day usage.	Lumpsum	_____	_____
2.	Up to 1500 KMs. per month And 10 hrs. a day usage	Lumpsum	_____	_____
C. <u>Additional Charges over and above (A&B):</u>				
1.	Extra Km Rate Per Km.		_____	_____
2.	Extra Hour Rate Per Hour		_____	_____
D. <u>Driver Batha:</u>				
1.	When reporting before 0700 hrs. and/or after 2200 hrs.	Lumpsum	_____	_____
2.	When reporting on Sundays/ Holidays	Lumpsum	_____	_____

Place:
Date:

Signature:
Name & Office Seal:



ELECTRONICS CORPORATION OF INDIA LIMITED
CORPORATE PURCHASE

ANNEXURE - D

Tender No. ECIL:CP:HTT:PT-117/14-15

Declaration Form

(To be enclosed with Techno-commercial Bid)

Name of the Tenderer

Address of the Tenderer:

(To be filled in by the tenderer)

I / we hereby offer to bind ourselves to terms and conditions of the contract. I/ we do hereby agree that I / we shall keep my / our offer for a period of Ninety Days from the due date of the tender or from the date of negotiations whichever is later or for the extended period as desired by ECIL in addition to the period of Ninety days mentioned above in the event of my / our offer being accepted. I/we shall abide by and give my / our acceptance to the terms and conditions which are mentioned in this Tender document governing and shall execute an agreement in the prescribed form in the event of my / our offer being accepted by ECIL.

Yours faithfully,

Signature of the tenderer with full address
(To be signed by an authorized signatory
With full address of the tenderer)



ELECTRONICS CORPORATION OF INDIA LIMITED
CORPORATE PURCHASE

ANNEXURE - E

**PROFORMA FOR PERFORMANCE BANK GUARANTEE -
CUM - SECURITY DEPOSIT**

This Deed of Guarantee made this _____ day of _____, Two Thousand _____ between _____ (Name of the Bank with address), (hereinafter called the "Guarantor", which expression shall unless repugnant to the context or meaning thereof be deemed to include its successors and assigns) of the One Part, **And**

Electronics Corporation of India Limited, (a Government of India Enterprise), a Company incorporated under the Companies Act, 1956, having its Registered Office at Hyderabad – 500 062, India (hereinafter called the "Company"), which expression shall unless repugnant to the context or meaning thereof be deemed to include its successors and assigns, of the Other Part.

Whereas M/s _____ / company name and address) (herein after referred to as the "Contractor" was awarded a Purchase Order/contract No. _____ dated _____ (hereinafter referred to as the "Purchase Order/contract") by the Company for providing Hiring of Tourist Taxis Service.

And whereas the Purchase Order, /contract inter-alia, provides that the Supplier shall furnish Bank Guarantee to the Company a sum of Rs. _____ (Rupees _____ only) towards due and faithful performance of the Purchase Order/contract in the form and manner specified therein covering the obligations of the Contractor.

And whereas the Contractor has approached the Guarantor and in consideration of the arrangement arrived at between the Contractor and the Guarantor, the Guarantor has agreed to give Guarantee as hereinafter mentioned in favour of the Company.

Now this Deed witnesses as follows:

1. The Guarantor do hereby guarantee to the Company the due and faithful performance, observance or execution of the Purchase Order/contract by the Contractor and further unconditionally and irrevocably undertake to pay to the Company without demur and merely on a demand, to the extent of Rs. _____ (Rupees _____) when claim is made by the Company on them for any loss, damage, costs, charges and expenses caused to or suffered by the Company by reason of the making any default in the performance, observance or execution of the terms, conditions, stipulations or undertakings or any one of them as contained in the Purchase Order/Contract.
2. The decision of the Company whether any default has occurred or has been committed by the contractor in the performance, observance, discharge, execution of any of the terms, conditions, stipulations or undertakings or any one of them as contained in the Purchase Order/contract and/or as to the extent of loss or damage costs, charges and expenses caused to or suffered by the Company by reason of the making any default in the performance, observance or discharge of any of the terms, conditions, stipulations or undertakings or any one of them shall be conclusive and binding on the Guarantor, irrespective of the fact whether the Contractor admits or denies the faults or questions the correctness of any demand made by the Company in any Court, Tribunal or Arbitration proceedings or before any other Authority.



ELECTRONICS CORPORATION OF INDIA LIMITED
CORPORATE PURCHASE

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3. The Company shall have the fullest liberty without affecting in any way the liability of the Guarantor under this Guarantee from time to time to vary any of the terms and conditions of the Purchase Order/contract or extend time of performance by the Supplier or to postpone for any time and from time to time any of the powers exercisable by it against the said Contractor and either to enforce or forbear from enforcing any of the said terms and conditions governing the said Purchase Order /contract and the Guarantor shall not be released from its liability under these presents and the liability of the Guarantor hereunder shall remain in full force and effect notwithstanding any exercise by the Company of the liberty with reference to the matters aforesaid or by reason of time being given to the Contractor or any other forbearance, act or omission on the part of the Company or any indulgence by the Company to the said or of any other matter or thing whatsoever which under the law relating to sureties, would, but for this provision have the effect of so releasing the Guarantor from its liability under this Guarantee.
4. The Guarantor further agrees that the Guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the Purchase Order/contract and its claims satisfied or discharged and till the Company certifies that the terms and conditions of the Purchase Order/contract have been fully and properly carried out by the Contractor and accordingly discharges this Guarantee subject to, however, that the Company shall have no claim under this Guarantee after 12 (months) from the date of completion of the Purchase Order/contract, as the case may be, unless a notice of the claim under this Guarantee has been served on the Guarantor before the expiry of the said period in which case the same shall be enforceable against the Guarantor notwithstanding the fact that the same is enforced after the expiry of the said period.
5. The Guarantor undertakes not to revoke this Guarantee during this period it is in force except with the previous consent of the Company in writing, and agree that any liquidation or winding up or dissolution or any change in the constitution of the Contractor or the Guarantor shall not discharge the Guarantor's liability hereunder.
6. It shall not be necessary for the Company to proceed against the Contractor before proceeding against the Guarantor and the Guarantee herein contained shall be enforceable against them notwithstanding any security, which the Company may have obtained or obtained from the shall, at the time when the proceedings are taken against the Guarantor hereunder be overdue or unrealized.
7. The Guarantor hereby declares that it has power to execute this Guarantee under its Memorandum and Articles of Association and the executant has full powers to do so on its behalf and the Power of Attorney dated _____, granted to him/her by the proper authority of the Guarantor.
8. This Guarantee is valid till _____ and the Company is entitled to lodge its claim on the Guarantor on or before _____ (additional 15 days). The Guarantor hereby undertakes to honour the said invocation without demur.

Witness:

Signed for and on behalf of the
Bank (Guarantor)

- 1.
- 2.



ELECTRONICS CORPORATION OF INDIA LIMITED
CORPORATE PURCHASE

ANNEXURE - F

AFFIDAVIT
TOWARDS DECLARATION OF NON-PROSECUTION AND NO PENDING LITIGATION

To
DGM (Corporate Purchase)
Electronics Corporation of India Limited
Hyderabad - 500 062

Sub: Your Tender Notice No.ECIL:CP:HTT:PT-117/14-15

"We, M/s _____ (name and address),solemnly declare and affirm that we are not debarred, blacklisted nor prosecuted by Central Government, State Governments or any other PSUs, Private Sector Units for breach of any contract.

There are no pending litigations against us either from Government of India, State Governments within the Union of India or any other Private Sector Units.

We have no arrears of taxes or any other statutory dues to any Government Body".

for M/s x x x x x x x x x x

(Authorized Signatory)
Date:



ELECTRONICS CORPORATION OF INDIA LIMITED
CORPORATE PURCHASE

ANNEXURE-G

Compliance Statement

(To be enclosed with Techno-commercial Bid)

Sl.No	Compliance Criteria	Complied	
		Yes	No
1			
2	Tender document signed and affixed bidder's seal on all pages.		
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			

Signature of Bidder, Date and Seal



ELECTRONICS CORPORATION OF INDIA LIMITED
CORPORATE PURCHASE

ANNEXURE-H

EVALUATION CRITERIA

1. Other requirements

01.	Valid Registration and trade (for supply of Tourist Taxis) Licence from the Department of appropriate Government Authorities	Yes / No
02.	<u>Own fleet</u> a) 50 & above Number of Taxis b) 16 -50 Trucks c) 05-15 Trucks	
03.	<u>Turnover / Rs. in Lakhs</u> Total Annual Turnover for each of latest two financial years (2011-2013) a) 40.00 lakhs and above b) Minimum 40.00 Lakhs (in any one of the preceding 2 financial years)	
04.	Whether Valid Service Tax Registration Certificate copy attached	Yes / No
05.	Whether Income Tax Clearance Certificate Or Copie of I.T returns for FY 2012-13 and PAN attached	Yes / No
06.	Whether the bidder is a Registered Company / Firm in India Copy of relevant proof issued by statutory authority in respect of above attached	Yes / No Yes / No
07.	Document proof for Office premises attached	Yes / No
08.	Past supply performance to Customers during each Financial Year Year 2011-12 & Year 2012-13, each order not less than Rs.25.00 Lakhs 4 and above PSUs/Govt. 2 to 3 PSUs/Govt. 1 PSU/Govt.	

EMD Amount submitted Rs. _____ DD No. _____ Dated _____
Bank _____ Branch _____ Payable at _____

Charges towards tender document Rs.2,000/- DD No. _____ Date _____
Bank _____ Branch _____ payable at _____

Signature:

Office seal of the Bidder:



ELECTRONICS CORPORATION OF INDIA LIMITED
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ANNEXURE-I

LIST OF PENALTIES

Sl.No.	Tender Clause No.	Subject	Penalty Rs.
01.	11.2 (iv)	Driver is in intoxicated condition	1,000/-
02.	11.2 (viii)	Valid Licence & Vehicle documents are not available, the vehicle shall be deemed to not reported for duty and an additional	300/- will also be charged
03.	11.2 (x)	Mismatch between meter readings and log book, any duplication of claim, manipulations in distance/time shall be viewed seriously and	1,000/- will be levied per occasion
04.	14.3	Police Verification Certificate (PVC) is not submitted	300/- will be charged
05.	19.1	Failure to supply at least 15 vehicles per day shall be liable for levy of liquidated damages (LD), which will be in addition to the extra expenditure, if any, due to engagement of vehicles from other sources.	Rs.300/- as LD per every shortfall
06.	19.2	The Contractor shall provide an approved substitute vehicle in the event of breakdown of the hired vehicle immediately. In the event of failure to do so, ECIL shall debit the expenditure incurred for making alternate arrangements from the Contractor and also liable for levy of liquidated damages (LD) for each day for the number of days not supplied.	300/- as LD for each day for the number of days not supplied.
07.	22.1	Vehicle condition is found not satisfactory or any complaint in writing is received from the user Group on any aspect including negligent behavior of the driver, the vehicle should be treated as not reported for the balance period of the day from that point of time.	300/- WILL be imposed by the user, in addition to non-payment for the relevant period.

Signature:

Office seal of the Bidder: