

**Electronics Corporation of India Limited****Purchase (NZ),****B-2, A Block, DDA Local Shopping Complex, Ring Road,  
Naraina, New Delhi-110028****Ph: 011-25774675****Fax: 011-25771929****E-mail: [psgnz@ecil.co.in](mailto:psgnz@ecil.co.in)**

PUBLIC TENDER NO.ECIL/NZ/PSG/2016-17/154

DATE: 13-08-2016

DUE DATE: 30-08-2016

TIME: 15.00 hours

**Tender**  
**For**  
**Hiring Of Tourist Taxies in Delhi**

**Approximate Value of the Tender is Rs. 30.00 LAKHS for One Year**

TENDERER CAN DOWNLOAD THE TENDER DOCUMENT FROM ECIL WEBSITE : [www.ecil.co.in](http://www.ecil.co.in) AND GOVT. TENDER PORTAL: [www.tenders.gov.in](http://www.tenders.gov.in) AND WHILE SUBMITTING THE BID THE BIDDER HAS TO ATTACH A DEMAND DRAFT FOR Rs.2,000/- PAYABLE AT NEW DELHI IN FAVOUR OF "ELECTRONICS CORPORATION OF INDIA LIMITED" 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](mailto:cvo@ecil.co.in)), ECIL, Hyderabad. Telephone No. 040-2712 1349

## **GENERAL INSTRUCTION FOR TENDERS**

1. ECIL, New Delhi requires the services of registered, experienced, reputed, well established and financially sound taxi service providers (hereinafter referred to as "Services Providers") to provide rental commercial taxi services for Delhi & NCR. The value of the Tender is Rs. 30,00,000/- per annum.
2. The Contract shall be initially for a period of one year from the date of letter awarding the contract. During this period rates should be firm. However, the contract may be extended subsequently, on mutual consent, for a further period of one year (upto a maximum of two years) as may be decided by the competent authority, after review of Performance.
3. The tender shall be accepted under Two Bid system. Interested service providers have to submit the Techno-Commercial Bid and Price Bids at the address: **ECIL, B-2, A Block, DDA Local Shopping Complex, Ring Road, Naraina, New Delhi-110028**. Tender sent by any other mode will not be considered and the same will be rejected summarily. Both the Techno-Commercial Bid & Price bids are to be put in separate envelopes. Both these envelopes are to be sealed properly and then put into a common envelope and sealed again. All the envelopes are to be labelled properly with the name, address of the bidder, tender number and the due date for submission.
4. The date of submission of tender is on or before 30-08-2016 at 15.00 hrs.
5. Pre-bid meeting will be held in the office of **TM (Purchase), ECIL, B-2, A Block, DDA Local Shopping Complex, Ring Road, Naraina, New Delhi-110028** on **22-08-2016 at 1400 hrs**. Clarifications, if any, will be clarified in the pre-bid meeting. The queries clarified in the pre-bid meeting shall be construed as conditions notified in the Tender and binding on the bidders.
6. Clarifications on this tender notice, if any, can be obtained from: Technical Manager, (Purchase) Tel No: Ph: 011-25774675 Fax: 011-25771929. E-mail: [psqnz@ecil.co.in](mailto:psqnz@ecil.co.in)
7. Cost of Tender Document: Tender documents can be downloaded from **ECIL website [www.ecil.co.in](http://www.ecil.co.in), Govt. Tenders [www.tenders.gov.in](http://www.tenders.gov.in). Demand Draft for Rs.2,000/-** (non-refundable) towards the cost of tender documents, drawn in favour of 'Electronics Corporation of India Limited; and payable at New Delhi, on any Scheduled Bank, should accompany the Techno-commercial bid format, failing which the bid will be summarily rejected.
8. The Price Bids of only those bidders who qualify in the Techno-Commercial Bid bids will be opened by the Tender Evaluation Committee (TEC). The date of opening of the same will be informed through telephone /email.

9. The Earnest Money Deposit (EMD) of Rs. 60,000/- (Rupees Sixty Thousand only) in the form of Account Payee Demand Draft/Bankers cheque drawn on any Scheduled Bank in favour of ECIL has to be submitted along with the Techno-Commercial Bid. Bid should be addressed to **TM (Purchase), ECIL, B-2, A Block, DDA Local Shopping Complex, Ring Road, Naraina, New Delhi-110028**. If the bid is received without EMD, it would not be considered and would be summarily rejected.
10. The said Earnest Money Deposit will not bear any interest and the earnest money of unsuccessful tenderer would be returned without any interest after finalization of the contract.
11. 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/Women/PH Entrepreneurs). Please provide the same along with techno-commercial bid. NSIC certificate for MSME firms to be submitted.
12. The successful tenderer will have to deposit Performance Bank Guarantee (PBG) of Rs.1,50,000/- (Rupees One Lakh Fifty thousand Only) to ECIL, New Delhi, covering the entire period of the contract. The Performance Bank Guarantee (PBG) should remain valid for a period of thirty days beyond the stipulated date of cessation of the contract for initial one year. In case the contract is further extended beyond the initial period, the Performance Bank Guarantee (PBG) will have to be accordingly renewed by the successful tenderer.
13. Conditional bids shall not be considered and will be rejected summarily. **Bids shall be valid for a minimum period of 90 days from the date of opening of price bid.**
14. All entries in the tender form should be legible and filled clearly. If the space provided for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be enclosed. No correction either in the Techno-Commercial or Price Bids is permitted. In no case should there be any change in the format of the Price Bid. The bids submitted in the proforma other than the proforma provided for the purpose, will be rejected. **The quoted rates should be indicated both in figures and in words. In case of discrepancy, the rate indicated in words only will be considered for the purpose of evaluation.**
15. 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 stamp paper duly sworn in and affirmed by all the partners admitting the execution of the partnership agreement or the general power of attorney, which may be enclosed along with the tender documents. The attested valid copy of the certificate of registration of firm from the appropriate Government Authorities and the name of authorized partner to interact with the ECIL should also be enclosed along with the tender documents.

16. The bidding firm has to give a notarized Affidavit on Non-judicial stamp paper of value of Rs.10/- as per format enclosed towards declaration of Non-prosecution and No pending Litigation to the effect that it has not been blacklisted by any Central Ministry/Department, PSUs or Banks etc. The Certificate has to be enclosed along with the tender documents. If it is subsequently established or found suppressed facts or manipulated the documents, etc. the earnest money deposit or the Performance Bank Guarantee (PBG), as the case may be, will be forfeited and no excuse what so ever will be entertained therefore.
17. No bidding firm will be allowed to withdraw/revoke/modify its bids after Techno-Commercial Bid have been opened. In case the firm wants to withdraw/revoke/modify its bid after opening of Techno-Commercial Bid its EMD will be forfeited.
18. If after award of the contract, the successful bidder (L1) fails to provide required number of vehicles/taxies, the contract is liable to be cancelled along with forfeiture of Performance Bank Guarantee (PBG) and other consequential action such as blacklisting of the firm etc.
19. L1 firm will be decided on sum total of service, applicable taxes, duties (including exemption sought/granted). The L1 will be determined on total cost basis. In case L1 cannot supply the requisite quantity of vehicles as per the terms and the conditions, ECIL has the right to place order L2, L3 and so on as per the balance required quantity at L1 rates.
20. 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.
  - 20.1 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).
  - 20.2 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.
  - 20.3 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.

**21. LIQUIDATED DAMAGES:**

21.1 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.

21.2 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.

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 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 Odometer of the vehicle shall be calibrated and accurate. Any violation will be viewed seriously and entail severe penal action by ECIL.

**23. 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.200/-. In case successful bidder does not enter into agreement within fortnight, the EMD will be liable for forfeiture.

### **SCOPE OF WORK**

1. The contract can be terminated at any time on account of unsatisfactory services upon review of performance by the competent authority in the ECIL. The unsatisfactory service shall mean and include non-compliance and non-fulfillment of any of the contractual obligation by the service provider or poor performance or violation of any of the terms and conditions of the tender/contract and failure on its part to correct the discrepancies/shortcomings, brought to its notice in writing by the ECIL (through TM /Purchase)
2. By virtue of this agreement, no relationship of employees and employer will be created between the drivers deployed and ECIL. It will be the sole responsibility of the service provider to pay salary and other perks to its drivers and no complaints by any of its drivers in this regard will be entertained by ECIL.
3. The agreement can be terminated earlier by giving one month's written notice by ECIL and three months notice by the Service Provider without assigning any reason and the decision of the competent authority shall be binding on the service provider. However, the contractor shall be bound to fulfill the contractual obligations even after such termination to the extent applicable during the period of notice. No claims for compensation of loss of revenue due to such decision shall be entertained.
4. All the vehicles to be provided by the successful bidder should be of (2013 or later) and should be mechanically sound and also have well maintained interiors with other necessary accessories.
5. The quoted rates should be inclusive of all taxes & duties, Car Hire Charges, Driver Charges etc & also Toll Tax, if any, to be paid from Garage to the first point of pick up and last point of drop (provided the first pick up is within Delhi).The parking charges & toll charges, if any, during the actual use by ECIL officials will be paid at actual subject to production of original receipts, counter signed by the authorized user.
6. Night charges will be payable from 2330 hrs to 0500 hrs. (excluding Garage timing)
7. The mileage for the purpose of "vehicle run" and "hours of duty" shall be reckoned from ECIL, office in Delhi.
8. No mileage will be allowed to drivers for lunch/breakfast or for filling of petrol/diesel etc.
9. The average running of vehicle and duty hours may at times exceed the prescribed limit of hours and kilometers in a day/month.

10. The firm will ensure that the fuel tank of vehicle provided is completely filled up before deputing the vehicle for duty.
11. Compensation from Garage to first pick up will be at actual subject to maximum limit of 10 kms & 30 minutes & similarly, from last point to garage. However, in case of Airport pick up & drop, the corresponding compensation will be limited to 20km & 1 hr.
12. The firm will ensure that all drivers have live mobile phone connection so that they can be contacted, whenever required.
13. The drivers provided by the firm should be well mannered courteous and polite to the officers with whom they are attached along with vehicle. They should be well acquainted with Delhi/NCR area, punctual, with valid driving license and should have neat and clean uniform with name badge. The drivers should not smoke or drink while on duty and should not play cards, etc. during waiting time.
14. Out of the vehicle supplied by the firm to ECIL, at least two vehicles should have all necessary permits for operating in NCR area i.e. Faridabad, NOIDA, Greater NOIDA, Ghaziabad, and Gurgaon etc. A detailed map book of NCR area should be kept in the vehicle/car.
15. During periodical maintenance of the vehicle, contractor/service provider shall provide standby vehicle of same make & year.
16. Vehicle shall always carry first aid box and mandatory spares, viz tool kit, fuses, spark plugs, belts, fire extinguisher, torch, Clean seat covers, Tissue paper box, Seat Belts (Front & Rear) etc.
17. The contractor/service provider shall be responsible for complying with all statutory obligations under Income Tax, ESI, PF, Contract Labour (Regulation and Abolition) Act, Wages Act, Labour Laws etc. and damages to third party arising due to accident etc.
18. The contractor/service provider shall be responsible for all litigations arising out of the non-payment of road tax, service tax etc. and other dues to the appropriate authorities and also for the payment of due compensation to the driver and any other parties involved in the event of death/injuries/damages arising out of accidents and due to various other causes etc.
19. It will be the responsibility of the service provider to comply with all statutory obligations on his part arising out of this contract.

20. Bills for supply of vehicle for any month along with duly signed duty slips (Sample attached) and/or proper records of movement, (as per the format attached at Annexure H), of vehicle by the users shall be submitted in the first week of the following month to the assigned officer in ECIL. Payment will be released through cheque within 60 days from the date of submission/acceptance of bill.
21. In case any officer desires, the firm shall provide roof carriers on their vehicles/cars.
22. The service provider should have minimum fleet of 20 vehicles and the vehicles should be commercial & registered in the name of firm/company
23. In case of dispute of any kind, the firm shall abide by the decision of the competent authority in the ECIL. In case the dispute is required to be referred to Arbitration, it shall be referred to the sole arbitrator under Arbitration and Conciliation Act, 1996. The place of settlement of dispute shall be Delhi. In case the settlement of dispute is sought through the Courts, it will be in the jurisdiction of the Courts at Delhi.
24. The service provider shall be responsible for keeping the vehicle insured in compliance with the provision of Motor Vehicle Act.
25. The service provider shall also be responsible for compliance with the legal provision in respect of the vehicle and shall indemnify the ECIL from any loss on this account.
26. The firm should have sufficient number of drivers having experience of driving in Delhi and in NCR.
27. A declaration on the printed letter-head of the firm stating, inter-alia, that the driver provided are of good character, duly verified by the Delhi Police from security angle having valid driving licenses and also well conversant with the roads of Delhi and NCR. This declaration should be provided along with bid/at the time of awarding contract to L1 bidder
28. The firm should have an adequate number of telephones for contact round the clock and the number of the same should be given to assigned officer dealing with the Staff Cars in the ECIL as well as to the officers with whom the respective vehicle have been provided.
29. The firm should have a provision to take booking 24X7.



30. The agency shall ensure that the odometer of the vehicle/cars supplied is properly sealed so that no tampering could be done with a view to inflate the distance travelled. The firm should provide self certificate in this regard in case of odometer found to be running fast in that case ECIL officers will decide the actual Km. run.
31. The authorized officer of ECIL may conduct a surprise checking of the odometers of the cars/vehicle supplied from any workshop and the cost thereof will be borne by the agency.
32. Necessary and required documents in original pertaining to taxi & driver should be shown to ECIL authorized official and a self attested copy should also be submitted.

(S.K.Singh)  
AGM  
Purchase (NZ)

PUBLIC TENDER NO.ECIL/NZ/PSG/2016-17/154  
DATE: 11-08-2016

DUE DATE: 30-08-2016

**PROFORMA FOR TECHNO-COMMERCIAL BID**

	<b><u>Criteria</u></b>
1	Name of Agency
2	Nature of concern : (i.e. Sole Proprietor or Partnership firm or a Company or a Government Department or a Public Sector Organisation)
3	Full address of Reg. Office (Documentary proof attached) Telephone No.(Landline/Mobile) FAX No. E-Mail Address
4	Full address of Operating/Branch (Documentary proof attached) Office in Delhi (i) Telephone No.(Landline/Mobile) (ii) FAX No. (iii) E-Mail Address
6	Registration No. of the Agency/Firm (Proof from appropriate authority)
7	Income Tax PAN No. (copy to be enclosed)
8	Latest Income Tax Clearance Certificate/ IT Return (copy to be enclosed)
10	Service Tax Registration No.
11	Financial Capacity (Please Furnish Audited Documents)
	Turnover 2013-14
	Profit/Loss 2013-14
	Turnover 2014-15
	Profit/Loss 2014-15
	Turnover 2015-16
	Profit/Loss 2015-16
12	Number of Vehicles registered with the Agency (Please enclose copies of RC books & relevant documents)
13	Details of major contracts handled in last 7 years Year 2009-10 Year 2010-11 Year 2011-12 Year 2012-13 Year 2013-14 Year 2014-15 Year 2015-16

	(Please attach copies of similar orders and job completion certificate/Yearly completion certificates for ongoing contracts)	
	a) One such contract not less than Rs.24.00 Lakhs (or) b) Two such contracts not less than Rs.15.00 Lakhs each (or) c) Three such contracts not less than Rs.12.00 Lakhs each.	
14	Certificates of satisfactory performance from the organization to whom the services were provided (Please attach copies)	
15	Affidavit for Non-prosecution and no pending litigation submitted as per Annexure – D	

Details of major contracts with Central Government/State Government/PSUs/Nationalised Banks/Reputed Private Firms handled by the tendering Agency for providing hiring of taxi services during the last seven years in the following format (attested copies of the last seven years work award may be enclosed):

S.No.	Details of client along with address, telephone and Fax numbers	Amount of Contract (Rs. Lacs per year)/Amount of Billing	Duration of Contract	
			From	To
1				
2				
3				

\* All the vehicles to be supplied should be of 2013 year or later.

Signature of Authorised Person

Date :  
Place :

Name :  
Seal :

**PROFORMA FOR PERFORMANCE BANK GUARANTEE (PBG)**

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.

Contd...2

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 one month 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.

- Bidder should submit this BG on non-judicial stamp paper of Rs.200/- from a Nationalized or Scheduled Bank only.

**Price Bid Format**

**ANNEXURE-C**

A. Monthly Rental				
	Vehicle Description	No of Vehicles	Monthly Rate	Total Amount
1	Indica / Santro / Ecco / Wagon R / Eqvt Non AC (2400 Km / 270 Hrs)	8		
2	Indigo / Dzire / Etios / Eqvt AC (2400 Km / 270 Hrs)	1		
			Sub Total (A)	

B. Adhoc Rental				
	Vehicle Description	No of Vehicles per month	Rate	Total Amount
1	Indica / Santro / Ecco / Wagon R / Eqvt Non AC (80 Km / 9 Hrs)	2		
2	Indica / Santro / Ecco / Wagon R / Eqvt AC (80 Km / 9 Hrs)	1		
3	Indigo / Dzire / Etios / Eqvt AC (80 Km / 9 Hrs)	6		
4	Innova AC (80 Km / 9 Hrs)	1		
5	Corolla AC (80Km / 9 Hrs)	2		
6	Indica / Santro / Ecco / Wagon R / Eqvt Non AC (40 Km / 4 Hrs)	2		
7	Indica / Santro / Ecco / Wagon R / Eqvt AC (40 Km / 4 Hrs)	2		
			Sub Total (B)	

C. Additional Charges		
		Unit Rate
1	Extra Km	
1.1	Indica / Santro / Ecco / Wagon R / Eqvt Non AC	
1.2	Indica / Santro / Ecco / Wagon R / Eqvt AC	
1.3	Indigo / Dzire / Etios / Eqvt AC	
1.4	Innova AC	
1.5	Corolla AC	
2	Extra Hr	
2.1	Indica / Santro / Ecco / Wagon R / Eqvt Non AC	
2.2	Indica / Santro / Ecco / Wagon R / Eqvt AC	
2.3	Indigo / Dzire / Etios / Eqvt AC	
2.4	Innova AC	
2.5	Corolla AC	
3	Driver Charges per Night (2330 hrs to 0500 Hrs)	

Contd...2

<b>D. Outstation Trip</b>		
		<b>Rate</b>
1	Indica / Santro / Ecco / Wagon R / Eqvt Non AC (200 Km per day)	
2	Indica / Santro / Ecco / Wagon R / Eqvt AC (200 Km per day)	
3	Indigo / Dzire / Etios / Eqvt AC (200 Km per day)	
4	Innova AC (200 Km per day)	
5	Driver Charges per Night	

<b>Grand Total [ Sub Total (A) + Sub Total (B) ]</b>	
<b>Grand Total [ Sub Total (A) + Sub Total (B) ] in words</b>	

### Remarks

- 1 The Extra Km charges mentioned in **C. Additional Charges** shall not exceed 75% of the Unit Rate of Km calculated under respective 80Km / 9 Hr scheme.
- 2 The Extra Hr charges mentioned in **C. Additional Charges** shall not exceed 50% of the Unit Rate of Hr calculated under respective 80Km / 9 Hr scheme.
- 3 The per Unit Km rate for **D. Outstation Trip** shall not exceed 75% of the Unit Rate of Km calculated under respective 80 Km / 9 Hr scheme.
- 4 The Price bid shall be evaluated on the summation of Sub Total A & B.
- 5 The Number of vehicles in mentioned above are indicative in nature and are not guaranteed.
- 6 The Driver Charges per night mentioned in **C. Additional Charges & D. Outstation Trip** shall not exceed the Unit Rate of Hr calculated in Sr. No. 2.1 for two and half (2.5) hours.
- 7 The details given in **C. Additional Charges and D. Outstation Trip** shall be normalized on the basis of rates given in **A. Monthly Rental and B. Adhoc Rental**.
- 8 The Price bid shall be evaluated strictly on the basis of details provided above.

**AFFIDAVIT**  
**TOWARDS DECLARATION OF NON-PROSECUTION AND NO PENDING LITIGATION**

To  
AGM, Purchase (NZ)  
Electronics Corporation of India Limited  
New Delhi-110028

Sub: Your Tender Notice No.ECIL/NZ/PSG/2016-17/154

*"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:*



**DECLARATION**

1. I, \_\_\_\_\_ son/daughter/wife of  
Shri \_\_\_\_\_ Proprietor/Director/Authorised Signatory of  
the Agency mentioned above, is competent to sign this declaration and execute  
this tender document.
2. I have carefully read and understood all the terms and conditions of the tender  
and undertake to abide by them;
3. The information/documents furnished along with the above application are true  
and authentic to the best of my knowledge and belief. I/we/am/are well aware of  
the fact that furnishing of any false information / fabricated document would lead  
to rejection of my/our tender at any stage besides liabilities towards prosecution  
under appropriate law and forfeiture of EMD and Performance Guarantee.

Date :

Place :

Signature of authorized person

Full Name :

Seal

**LIST OF PENALTIES**

Sl. No.	Tender Clause No.	Subject	Penalty Rs.
01.	21.1 (General Instructions for Tender)	Failure to supply required 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.	300/- as LD per every shortfall
02.	21.2 (General Instructions for Tender)	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.
03.	22.1 (General Instructions for Tender)	Vehicle condition is found not satisfactory or any complaint in writing is received from the user 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.
04.	22.2 General Instructions for Tender)	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
05.	13 (Scope of Work)	Driver is in intoxicated condition	1,000/-
06.	27 (Scope of Work)	Police Verification Certificate (PVC) is not submitted	300/- will be charged
07.	32 (Scope of Work)	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

Signature:

Office seal of the Bidder:

**TECHNO-COMMERCIAL BID QUALIFICATION/ELIGIBILITY CRITERIA**

The Tendering Agency/Firm must fulfill the following Techno-Commercial specifications in order to be eligible for clearing the technical evaluation of the bid described in detail in Section D & E :

- A. The office of the service providers should be located in New Delhi/NCR. **The proof of address should be attached with the bid document.** The office of the bidder shall be a permanent 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.
- B. In case of partnership firms, a copy of the partnership agreement or General Power of Attorney (GPA) duly attested by a Notary Public, should be furnished on stamped paper duly sworn in and affirmed by all the partners admitting execution of the partnership agreement or the GPA. The attested copy of the certificate of registration of firm should also be furnished along with the tender. The said documents are to be enclosed with Bid documents.
- C. The service providers must have a minimum of 7 years experience in supplying taxis to Government Ministries/Departments/Public Sector Companies, Nationalised Banks or reputed companies. Proof of at least one contract relating to supplying of taxi services to Ministries/departments of Central Government/State Government, PSUs, Nationalised banks or reputed companies in last 7 years along with attested copies of the supply order should be furnished.
- D. Proof of successful execution of previous orders and corresponding completion certificates: The Bidder should have experience of having successfully completed similar Hiring of Tourist Taxis Contracts during last 7 years ending 31.03.2016 as follows:

\* One such contract not less than Rs.24.00 Lakhs (or)

\* Two such contracts not less than Rs.15.00 Lakhs each (or)

\* Three such contracts not less than Rs.12.00 Lakhs each

In addition to the above the Bidder should furnish copies of successfully executed contracts completion certificates, annual completion certificates for the above periods for the services of Tourist Taxis.

Similar work Experience: Bidder may only submit similar experience of higher values as asked above and need not put order copy of smaller values. Smaller than values of PO shall not be summed up and shall not be considered.

- E. The service providers should have an average annual turnover (Billing Amount) of Rs.9,00,000/- during the last three financial years i.e. 2013-14, 2014-15 and 2015-16. A copy of turnover statement duly certified by the Chartered Accountant is to be furnished with the tender document and copy of Income Tax Return for the last three years i.e. 2013-14, 2014-15 & 2015-16 should also be submitted
- F. Self attested copy of the PAN Card of the bidding firms shall be enclosed with bid document.
- G. The service providers agency (not individual) should be registered with Service Tax departments. Certified copy of the registration shall be enclosed with the bid document.
- H. As per Annexure-D, Affidavit towards the firm has not been blacklisted by any Central Government/Departments/Ministries/PSUs/Banks etc should be enclosed with the bid documents
- I. If it is found that the information/certificates furnished by the participating firm is incorrect/wrong or bogus, the firm shall be blacklisted, its bids will be ignored and EMD/Performance Security will be forfeited.
- J. Photocopies of Registration Certificates of at least 5 vehicles in the firm name have to be furnished.

## ANNEXURE - H

## SUMMARY OF RECORD OF MOVEMENT OF VEHICLES

[illegible]

# इलैक्ट्रॉनिक्स कॉरपोरेशन ऑफ इंडिया लिमिटेड

## Electronics Corporation of India Limited

### DUTY SLIP

Name And Address of  
Transporter Agency

--

Name of Driver :			
Mobile No.		Car No.	
Name of ECIL Official :			
Name of Project :			
	Time	Date	Meter Reading
Out Garage			
Reporting Place			
Vehicle Leaving Place			
In Garage			
Total Km / Time			

S. N.	USER'S NAME	Place of Visits		Signature of Official Using the Vehicle
		FROM	TO	
1				
2				
3				
4				
5				
6				

Instruction for next day reporting	
Place of Reporting	
Date of Reporting	
Time of Reporting	

Name & Signature of Vehicle User at  
the time of leaving the Vehicle