

# Uttarakhand Health & Family Welfare Society

Danda Lakhond, Post Gujrada, Sahastradhara Road, Dehradun

Ph. 0135-2608646

Tender No. : UAHFWS/Admin. Vehicle/2016-17/

Dated : 17.11.2016

## Terms & Conditions

1. Tenders are invited from local & experienced travel agencies for hiring of Taxis, A/C & Non-A/C on as & when required basis and full time monthly basis and when required initially for a period of one year that may be extended further depending on the satisfactory performance of selected firm.
2. Financial & Technical Bids should be submitted in sealed envelope separately.
3. Sealed tenders under two bid system will be received up to date 30.11.2016 upto 2.00 Noon. All sealed tender documents should be submitted by Hand /Post to Uttarakhand Health & Family Welfare Society, Danda Lakhond, Post Gujrada, Sahastradhara Road, Dehradun.
4. Pre-bid meeting will be held on 23.11.2016 at 11:00 AM in the office of Uttarakhand Health & Family Welfare Society.
5. Financial bids will be opened of only those who qualify technical evaluation.
6. **The financial bids should be exclusive of service tax. Service tax will be reimbursed after submission of documentary proof in this regard.**
7. Tenders with overwriting / cutting or unsigned tenders will not be considered. Similarly late or delayed tenders will not be accepted.
8. The tender proposal must be valid for a period of one year.
9. Technical bids should be submitted as per the eligibility criteria given in "Annexure-A".
10. Financial Bids should be submitted as per the format given in "Annexure-B".
11. Vehicle will be used for Hilly as well as plain areas.
12. All Vehicles hired under this contract will have to undertake inter-district or inter-state travel and outside state travel at the same rate. Inter-state travel, all applicable taxes including toll taxes will be reimbursed as per actual.
13. Each firm can send only one proposal, firms sending more than one proposal would be disqualified.
14. All documentary proof in support of the bids should bear the stamp & signature of the bidder.
15. Bids found incomplete in any respect would be grossly rejected.
16. The Mission Director-NHM, Uttarakhand Health & Family Welfare Society reserves the right to reject any or all the tenders without assigning any reason (s) whatsoever.
17. Timings will be between 9 am to 6 pm extended as per requirement of concerned Officer.
18. **The service provider shall make vehicles available on demand even if it is a holiday of the office. In case of non- compliance, penalty of Rs. 1000/- will be imposed on the firm in addition to deduction of proportionate fixed monthly rent. However, Clause No. 28 will not be applicable in this case.**
19. All vehicles will necessarily operate with AC or as per the instructions provided by the concerned Officer. Non compliance will make agency liable for penalty deduction at the rate of Rs. 1000/- per day.
20. All vehicles provided by the vendor should be in perfect running condition and the vehicles should not be changed without the prior consent of the concerned Officer/ Society. All safety measures should be provided in every vehicle as per Govt. rules/ statutory obligations.
21. Minimum five vehicles should be in the name of the firm/ owner. Make of the vehicle offered for hire should not be more than two years old at any point of time and also as on the date of opening of tender. The bidder can have an agreement with some agencies with whom he can provide minimum ten or more vehicles whose make is not more than three years at any point of time. All vehicles should be in good condition. The vendor should be in the position to provide extra number of vehicle as and when required.
22. The driver's provided should be committed and of good character and should not have any criminal record .He should not drink alcohol during duty hours.
23. Travel agency should have at least three year of Govt or semi Govt experience (a certificate should be attached )

24. Rate list should also include the type of the vehicle (Indica/ Scorpio etc.).
25. In case of failure of the vehicle, it would be the responsibility of the service provider to arrange another vehicle at the same place.
26. During the journey, any damage/accident and the loss of life or property will be the responsibility of the service provider.
27. Average turnover of the agency for last 3 year should be above Rs 30.00 lakhs per year ( Audited Balance Sheet of certificate should be enclosed)
28. If the service provider fails to provide a vehicle on demand and the vehicle is arranged from the other agency the expenses will be recovered from the bills of the service provider.

**(Annexure-A)**

# **Uttarakhand Health & Family Welfare Society**

Danda Lakhond, Post Gujrada, Sahastradhara Road, Dehradun

Ph. 0135-6500278

Tender No. : UAHFWS/Admin.Vehicle/2016-17/

Dated : 17.11.2016

## **Eligibility Criteria for Technical Bids**

Technical Bids are invited from reputed and experienced travelling agencies, having registered service tax no. as per the following eligibility criteria:- (Documents related to below mentioned points should have relevant point no. written on them and arranged in following sequence preferably)

1. Having minimum turnover of Rs. 30.00 lakhs per annum, for all the last three years, as per the audited balance sheet.
2. EMD of Rs.1,00,000/- in the form of Bank Guarantee /FDR in favour of "Uttarakhand Health & Family Welfare Society-RCH Flexipool.
3. All vehicles should be of Taxi registration.
4. Tenderer must have valid registration with Service Tax.
5. Certified copy of Income Tax PAN No. of the firm/proprietor.
6. Documentary evidence in support of all the above conditions should be submitted duly signed & stamped by the bidder.
7. Financial bids of only those firms who fulfill all the above conditions of eligibility criteria and accept our terms and conditions unconditionally for "Technical Bids" will be opened.

**Stamp & Signature of Bidder**

(Annexure-B)

## Uttarakhand Health & Family Welfare Society

Danda Lakhond, Post Gujrada, Sahastradhara Road, Dehradun

Ph. 0135-2608646

### Format for financial bids

S.No	Type of Vehcile	Monthly Rates	Fuel Mileage*	Daily Rates	Fuel Mileage*
		A/C	A/C	A/C	A/C
1	Tata Indica (04)		14 Km P/L		14 Km P/L
2	Scorpio (01)		10 Km P/L		10 Km P/L
3	Innova (02)		10 Km P/L		10 Km P/L
4	Tata Indigo/ Swift Dezire (05)		14 Km P/L		14 Km P/L
5	Tampo Traveller (01)		08 Km P/L		08 Km P/L

Note:- Fuel mileage will be allowed as per above mentioned details.

Director, National Programme  
UKHFWS