


Government eProcurement System		eProcurement System Government of India			
Tender Details		Date : 19-Aug-2024 11:56 AM			
 Print					
Basic Details					
Organisation Chain	Department of Pharmaceuticals National Institute of Pharmaceutical Education and Research Raebareli Administration-NIPER Raebareli				
Tender Reference Number	NIPER-R/CPPP/Taxi-Transport Service/2024-25				
Tender ID	2024_DPHAR_820852_1	Withdrawal Allowed	Yes		
Tender Type	Open Tender	Form of contract	Fixed-rate		
Tender Category	Services	No. of Covers	2		
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No		
Payment Mode	Not Applicable	Is Multi Currency Allowed For BOQ	No		
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No		
Cover Details, No. Of Covers - 2					
Cover No	Cover	Document Type	Description		
1	Fee/PreQual/Technical	.pdf	Bid Documents		
2	Finance	.xls	Financial Bid		
Tender Fee Details, [Total Fee in ₹ * - 0.00]			EMD Fee Details		
Tender Fee in ₹	0.00		EMD Amount in ₹	0.00	EMD Exemption Allowed
Fee Payable To	Nil	Fee Payable At	Nil		No
Tender Fee Exemption Allowed	No		EMD Fee Type	fixed	EMD Percentage
			EMD Payable To	Nil	EMD Payable At
					NA
					Nil
Click to view modification history					
Work /Item(s)					
Title	Hiring of Vehicles				
Work Description	Hiring of Vehicles/Taxi as and when required basis for NIPER Raebareli				
Pre Qualification Details	As per tender documents				
Independent External Monitor/Remarks	NA				
Show Tender Value in Public Domain	No				
Tender Value in ₹	8,00,000	Product Category	Hiring of Vehicles	Sub category	NA
Contract Type	Tender	Bid Validity(Days)	180	Period Of Work(Days)	365
Location	Sarojini Nagar, Lucknow	Pincode	226002	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	Lucknow
Should Allow NDA Tender	No	Allow Preferential Bidder	No		



Government eProcurement System

Critical Dates			
Publish Date	16-Aug-2024 11:00 AM	Bid Opening Date	03-Sep-2024 10:00 AM
Document Download / Sale Start Date	16-Aug-2024 11:00 AM	Document Download / Sale End Date	02-Sep-2024 10:00 AM
Clarification Start Date	16-Aug-2024 11:00 AM	Clarification End Date	24-Aug-2024 06:00 PM
Bid Submission Start Date	16-Aug-2024 11:00 AM	Bid Submission End Date	02-Sep-2024 10:00 AM

Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)
	1	Tendernotice_1.pdf	NIT	386.05

Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	Tender Documents	HoV.pdf	Tender Documents	992.12
	2	BOQ	BOQ_863132.xls	Financial Bid	299.50

Bid Openers List

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	syseng.niperr@gmail.com	Anand Vardhan Tripathi	ANAND VARDHAN TRIPATHI
2.	fao@niperrbl.ac.in	Sunil Yadav	SUNIL KUMAR YADAV
3.	rahuljoshi02111@gmail.com	Rahul Joshi	Rahul Joshi

GeMARPTS Details

GeMARPTS ID	ULE0UC3DF58U
Description	Hiring of Vehicles
Report Initiated On	14-Aug-2024
Valid Until	13-Sep-2024

Tender Properties

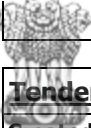
Auto Tendering Process allowed	No	Show Technical bid status	Yes
Show Finance bid status	Yes	Stage to disclose Bid Details in Public Domain	Technical Bid Opening
BoQ Comparative Chart model	Normal	BoQ Comparative chart decimal places	2
BoQ Comparative Chart Rank Type	L	Form Based BoQ	No

TIA Undertaking

S.No	Undertaking to Order	Tender complying with Order	Reason for non compliance of Order
1	PPP-MII Order 2017	Agree	
2	MSEs Order 2012	Agree	

Tender Inviting Authority

Name	Registrar
Address	National Institute of Pharmaceutical Education and Research (NIPER-Raebareli), Bijnor-Sisendi Road,

 Government eProcurement System	Sarojini Nagar, Near CRPF Base Camp, Lucknow (UP)- 226002
Tender Creator Details	
Created By	Anand Vardhan Tripathi
Designation	System Engineer
Created Date	14-Aug-2024 11:00 AM

Notice Inviting Tender
(NIPER - R BID DOCUMENT/GTC/ATC)

Name of Work: Hiring of vehicle/taxi on as and when required basis for NIPER Raebareli

CRITICAL DATES

Sr. No.	Particulars	Date & Time
1.	Availability of BID Document on CPP Portal	16.08.2024
2.	Last date and time of BID submission	02.09.2024 1000 Hours
3.	Online Technical BID opening date	03.09.2024 1000 Hours

Ref: - NIPER-R/CPPP/Taxi-Transport Service/2024

Dated: - 16.08.2024

BACKGROUND:

National Institute of Pharmaceutical Education and Research Raebareli, hereinafter known or called as 'NIPER-R' or the 'Institute' is one of the Institutions of National Importance (INIs) under the aegis of Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Government of India. The Institute imparts quality/world class education in Pharmaceutical Sciences and conducts M S Pharm, a post graduate program and Doctoral level program in different functional areas of Pharmaceutical Sciences.

NIPER-R is presently operating from its temporary campus at Bijnor-Sisendi Road, Sarojini Nagar, Lucknow and a new state-of-the-art permanent campus is coming up at Vinayakpur Village of Raebareli District which is about 45 Kms from Lucknow Airport. The permanent campus will be a blissful mix of modern architecture, culture and heritage of Uttar Pradesh.

Name of Service: Hiring of vehicle/Taxi Service on as and when required basis for NIPER Raebareli

Online BIDs are invited from the reputed, experienced and Pricely sound Tours/Travels firms/agencies/companies/Proprietorships, who have at least 3 years of experience in providing taxi/vehicle services to Central / state Government Department or Public Sector Undertaking/ Banks/MNC's during the last three consecutive years being located, established and functioning in Lucknow having valid licenses and sanctions and qualified experience in the field of providing passenger vehicles on hire basis to any Govt. Organization, educational institution, Public Sector Undertaking (PSU), or any other reputed private organization, etc. The bid is for providing taxi and transport services on as and when required basis for NIPER-R Transit Campus at Lucknow and upcoming permanent campus at Vinayakpur Village of Raebareli District through (e-procure) CPP portal. The contract will be initially for a period of one year, which on satisfactory performance of the service provider will be extendable twice on yearly basis on the same rates, terms & conditions with the mutual consent of both the parties.

Tentative Value of contract	₹8.00 Lakh
Security Deposit	3% of Contract Value i.e. ₹24,000/-

1. Bids should be submitted only through online over CPP Portal. No other means of bid submission will be accepted.
2. The Bidder must read the terms and conditions of **Annexure-II** carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.
3. The Bidder must have an annual turnover of Rs 2.50 Lac or more per year in all the past 03 years from the Taxi business.
4. The bidder should have work experience of similar nature of work for the work performed of Rs. 2 lakh or above in a single or more contracts in each year during last three years. The bidder should also be required to submit 03 years' experience certificates duly issued by Central / state Government Department or Public Sector Undertaking/ Banks/MNC's.
5. The bid document consisting of Technical requirements, specifications and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from NIPER Raebareli website <http://niperraebareli.edu.in/> or <https://CPPP.gov.in/>. But the bid can only be submitted online on CPP portal after uploading the mandatory scanned documents as specified.
6. The bidders must upload the scanned copy of completely filled Technical Bid (**Annexure III**) along with all the requisite documents as mentioned in **Annexure-IV** of the bid document.
7. Bidders are to quote Price bid in INR with figure of each item where required in INR.
8. The technical bid shall be opened online first and further proceedings will be completed subsequently.
9. NIPER-R will not enter into any negotiations even with the Lowest Bidder.
10. Bidders are requested to note that they should submit their **Price bid** in the **BoQ** format and no other format is acceptable.
11. **Director NIPER Raebareli reserves the right to accept any bid or reject any or all bids without assigning any reason whatsoever.**

TERMS & CONDITIONS**Name of Work:**

Hiring of vehicle/taxi on as and required basis for NIPER Raebareli

1. Details of requirements.

NIPER Raebareli desires of hiring Taxis of different make/models from time to time on as and when required basis under the broad categories as defined in **BoQ** (Sedan, Prime Sedan, SUV, Mini SUV) part of this document and type of vehicles as mentioned therein.

2. Types of Vehicle Categories/Type under which Taxis/Vehicles may be required.

As specified in BoQ.

2.1 Essential requirement to be fulfilled for Taxis/Transport to be provided by the Bidder.

The Taxis to be provided by the bidder should have the following essential features:

- Should not be more than 5-year-old model for all categories of vehicle deployed.
- Should have a valid registration number and statutory license for operation.
- Should be registered for commercial usage purpose.

2.2 Period of contract.

Contract shall be awarded initially for a period of one year which may be extended for maximum period of two years, on yearly basis, on the same terms & conditions subject to satisfactory performance during the contract period. The rates at which the contract is awarded will be valid throughout the contract period.

2.3 Price Escalation Clause.

If the period of contract is extended beyond one year. Price escalation @ 10% shall be admissible on each such extension on a yearly basis.

3. Minimum Eligibility Criteria.

- 3.1 The bidder to be eligible for technical qualification must satisfy the following conditions/qualification criteria. It is reiterated that any bid not fulfilling any of the essential requirements/ minimum eligibility criteria mentioned in this bid document would be treated as "Technically Disqualified" and rejected. No relaxation would be given to any bidder on any of these conditions. Important conditions/essential requirements for technical qualification are enumerated herein.
- 3.2 The bidder should have work experience of similar nature of work for the work performed of value ₹ 2 lakh or above in a single or multiple contracts in each year during last three years. The bidder should also be required to submit 03 years' experience certificates duly issued by Central / state Government Department or Public Sector Undertaking/ Banks/MNC's. Proof to be uploaded with the technical bid.
- 3.3 Bidders should hold a valid PAN/TAN number, GST Registration as applicable. Proof to be uploaded with the technical bid.
- 3.4 Bidders should have a minimum of 04 Nos. of Taxis/vehicles, and an equal number of drivers to be deployed along with such Taxis. He would be required to submit a copy of R.Cs. and commercial registration certificates of such vehicles owned by him/legally possessed/tie up/tie up by him and /or any such other documents, which should prima facie show/establish that he own/have legal possession/tie up of such minimum 04 number of Taxis/vehicles and that too should be registered for commercial usage purpose (i.e. with yellow registration plates). Proof to be uploaded with the technical bid.
- 3.5 He should have a minimum annual turnover of ₹ 2.5 lakhs (Rupees Two Lakh Fifty Thousand) per year during the previous three years in the business of Taxi Operations. He should submit copies of relevant account statements/audited accounts/other documents to establish this fact. Proof to be uploaded with the technical bid.

- 3.6 The bidder must be having garage/registered address in Lucknow to operate the taxi business, preferably within municipal limits of the city. Proof to be uploaded with the technical bid.
- 3.7 He should submit a list of major clients (Government and/or MNCs) to whom he is providing / has provided Taxi Services in the last 3 years. (Note- NIPER Raebareli would be free to make enquiries from such clients about the work, conduct, performance, quality of service and such other related general enquiries about such Taxi providers (except the confidential commercial details like bid rates, etc.). The operator would have no objection to NIPER-R making such enquiries from his existing /past clients. An undertaking to be uploaded with the technical bid.
- 3.8 **Bidders have to submit a notary certified affidavit on a stamp paper that:**
- i. The Bidder has not been blacklisted or otherwise debarred by NIPERs or Central/State Govt. or any Central/ State PSU /Statutory Corporations for any failure to comply with the terms and conditions of any contract, or for violation of any Statute, Rule, or Administrative Instructions.
 - ii. No contract of bidders has been terminated before the expiry of the contract period for breach of any terms and conditions at any point of time during the preceding five years with NIPER/Govt./Semi Govt/PSU.
 - iii. No Earnest Money Deposit(EMD) and/or Security Deposit of the Bidder has been forfeited or adjusted against any damages/ compensation payable, in the case of any Contract entered by the Bidder with NIPER or central/state Govt. or any central/ State PSU/ Statutory Corporations, during the preceding five years.
 - iv. The Bidder, its proprietor/any of its partners/ Directors/ Members of its Governing body has not been, at any time, convicted by any court for any offence and sentenced to imprisonment for a period of three years or more for an Offence involving moral turpitude.
- 3.9 Any bidder not fulfilling the above conditions/requirements would be technically disqualified from the CPP portal.
- 3.10 The bids would be evaluated by NIPER-R, whose decision would be final.

4. Scope of Work.

Hiring of Vehicles on as and when required basis for local/outstation journeys for use of NIPER Raebareli.

5. Validity period of Bid.

Bids shall be submitted as specified with no alteration/addition/deletion. Bids shall remain valid for acceptance up to 90 days from the date of opening of Bid. However, the Bid validity period can be extended by another 30 days at the sole discretion of NIPER Raebareli which shall be binding on bidder. Offers of any Bidder not kept open for the prescribed period shall be summarily rejected.

6. Documents Comprising the Bid.

The bid shall comprise of Technical Bid and Price Bid (**BoQ**) and all its Annexures, and all supporting documents and attachments. The Bids complete in all respect including all attachments, annexures as prescribed in this Bid Document shall be uploaded on CPP Portal.

7. Submission of Bids.

- a) The bids shall be submitted online over the CPP portal in two parts, viz. Technical bid (Along with all supporting documents) and Price bid, as per specified formats. Bidder must submit their Bids well within the stipulated date & time and no opportunity shall be given to Bidder to alter, modify or withdraw any offer at any stage after submission of the Bids.
- b) A Bidder can submit only one proposal. If a Bidder submits more than one proposal, all such proposals shall be rejected summarily.
- c) Conditional Bids shall not be accepted.

- d) If any of the attached documents are found to be forged/ fabricated at any stage the securityDeposit of the Bidder shall be forfeited without prejudice to the right of NIPER Raebareli to proceed against the Bidder as per terms and conditions of this bid document and to recover damages.
- e) While preparing the Technical and Price Bid, Bidder is expected to provide correct and relevant information. If at any stage it is found that the information supplied by the Bidder is incorrect /forged, NIPER Raebareli reserves the right to initiate appropriate legal proceedings including Termination of the contract & forfeiture of Security deposit.
- f) The Technical Bid shall not include any information sought in the Price Bid. All other bid documents except Price Bid shall be uploaded with the Technical Bid.
- g) Price Bid shall be submitted/uploaded quoting the rates as stipulated in the **BoQ** Format.
- h) Any attempt by Bidder to change the format of Bid/any annexures of bid document while uploading or any attempt to tinker with the software of the portal will render his bid document liable for cancellation.
- i) Bid document not accompanied by all the Schedules/Annexures intact.
- j) The NIPER Raebareli shall not be liable for any omission, mistake or error on the part of the Bidder in submitting the Bid.

8. Earnest Money Deposit (EMD)/BID security declaration.

No EMD is to be submitted along with the Bid as GFR, 2017 Section 170(III). However, bidders are required to submit a "Bid Security Declaration" accepting that if they withdraw or modify their bids during the bid validity period they will be suspended for a period of six months.

9. Modification and Withdrawal of Offers.

Bidder shall not modify or withdraw the offer after its submission. In the event of withdrawal/modification of the offer by bidder. The said bidder will be suspended for a period of 06 Months and will not be able to fill any Govt. bids on CPP portal without prejudice to any other legal recourse.

10. Security Deposit.

- 10.1 The successful bidder shall have to deposit a total amount of ₹ 24000/- (**Rupees Twenty Four Thousand only**) as Security Deposit to the NIPER Raebareli within Fifteen working days from the date of issue of Award letter via RTGS/NEFT in NIPER Raebareli A/C, Branch, IFSC code (To be obtained after award).
- 10.2 If the successful Bidder having been called upon by the NIPER Raebareli to furnish the stipulated Security Deposit fails to do so within the specified period, his right for the contract is liable to be cancelled and it shall be lawful for the NIPER Raebareli to cancel the contract at the risk & cost beside suspension of 3 months from filling any of the bids.
- 10.3 If the successful Bidder had previously held any contract and furnished Security Deposit, the same shall not be adjusted against this Bid and a fresh Security Deposit will be required to be furnished.
- 10.4 Security deposit will remain with NIPER Raebareli throughout the period of contract and shall carry no interest.
- 10.5 If the successful Bidder fails or neglects to observe or perform any of his obligations under the contract, it shall be lawful for the NIPER Raebareli to forfeit either in whole or in part, in its absolute discretion, the Security Deposit furnished by the Bidder or to appropriate the Security Deposit furnished by the Bidder or any part thereof towards the satisfaction of any sum due to be claimed for any damages, losses, charges, expenses or costs etc. that may be suffered or incurred by the institute.
- 10.6 If the Bidder duly performs and completes the contract in all respects and presents "NO DEMAND CERTIFICATE" issued by NIPER Raebareli, the institute shall refund the Security Deposit to the Bidder after deducting all costs and other expenses that the institute may have incurred and all dues and other money including all losses and damages which the institute is entitled to recover from the Bidder. The decision of the NIPER Raebareli in respect of damages, losses, charges, costs or expenses shall be final and binding on the Bidder.

11. Form of Price Bid.

Price Bid should be in the format (BoQ) given therein. If two bidders quote the lowest same figure then the decision of the Director, NIPER Raebareli will be final and binding on both the parties.

12. Firmness of rates during the Contract Period

The rates quoted in the bid/accepted rates would remain firm and final during the complete contract period.

13. Relevant place and timings for counting of kilometer run and time period.

For Start Journeys

For Taxis called at NIPER Raebareli starting kilometer would be counted from the operator's garage or taxi parking place of the operator mentioned by him in the bid subject to maximum of 20 Kms (both way) whichever is lesser. The start time would be the time when the taxi actually reports before the authorized user of NIPER Raebareli or time of the reporting as indented, whichever is later. The reporting time for pick/drop from place of residence/airport/railway station etc whatsoever would be the time of actual reporting or the indented timing for reporting, whichever is later. This clause may not be applicable for the hiring from permanent campus, the mutual decision as taken by the Director, NIPER Raebareli will be final and binding on both the parties.

For End Journeys

For Taxis ending their journey at NIPER Raebareli, the end KM and time would be as at the time of being relieved by the user of NIPER Raebareli or the residence/actual place of user concerned.

14. Parameters for deciding the lowest bidders.

For Taxis engaged under any category, payment would be made for the usage in line with the rates quoted in the price of the successful bidder. The lowest and reasonable bid will be accepted.

15. Process/Norms for deciding lowest bidder.

The lowest bidder for the contract derived after evaluating the bids will be on the basis of overall figures considering reasonability of the price corresponding to the market rates. The reasonable lowest applicable rates will be appreciated. The rates should be quoted inclusive of all expenses such as Driver wages (employed by Contractor), Fuel, Maintenance, Repair and Servicing, Other taxes etc **except GST**. Hence, bidders are advised to quote the best reasonable and competitive rates.

16. Terms and Conditions.

- 16.1** For journeys within Lucknow and upcoming permanent campus at Vinayakpur Village, toll tax/ Parking etc, if any, for a particular journey, would be borne by NIPER Raebareli subject to production of original receipts/self-attested Fast tag statement/slip by the operator. Such payments would, however, be made in a consolidated form on monthly basis for all the receipts submitted in respect of all vehicles deployed by a particular operator.
- 16.2** The vehicles to be provided shall meet all the prescribed norms under the Motor Vehicles Act & Rules there under and the norms prescribed by the Government for Taxi/Hired Vehicles (Commercial vehicles)
- 16.3** Bids should be filed only in the prescribed format(s) given along with this bid document i.e. **Annexure-III (Part-I to III)** for Technical Bid and BoQ for the Price Bid. Offers not with the prescribed documents or incomplete offers shall not be entertained and rejected summarily.
- 16.4** Bids received through Telegraphs/Telex/Fax/e-mail/Letter/Post/WhatsApp mode shall not be accepted and shall be ignored/summarily rejected.
- 16.5** Bids submitted after closing date and time, shall not be accepted.
- 16.6** NIPER Raebareli reserves the right to reject any bid or all bids in full or part thereof without assigning any reasons.
- 16.7** The prices should be quoted in the Price bid only.
- 16.8** Offers should not be quoted with any vague or indefinite expressions or bidder should not qualify their bids in any manner not specified in the bid and all such offers would be treated as vague offers and rejected accordingly.
- 16.9** If the date of opening the bid given in this bid document is declared a closed holiday by the Government/Institute, the bids shall be opened on the next working day at the same time. In such an event, the closing hour of receipt of bid in NIPER Raebareli shall stand extended automatically up to 1500 Hrs. of the next working day.
- 16.10** Normally, Taxis would be required on working days from Monday to Friday. However, certain number of Taxis may also be required on non-working days like Saturdays/Sundays/Holidays, declared by Government from time to time. The operator would be bound to provide any number of Taxis so required, either on working day or in non-working day.
- 16.11** The driver of the taxi engaged by the operator on as and when required basis must possess a working contact number/phone which would invariably be communicated to the concerned NIPER R official along with vehicle details at the time of assigning the vehicle against the vehicle indent from NIPER R. All charges relating to maintenance and operation of the Taxis including the cost of repairs of vehicles, fuel charges, salary/overtime/any other allowance of drivers, mobile phone charges or any such other cost connected with the running of such Taxis shall be borne by the operator and NIPER Raebareli will pay only

- the eligible rates as per approved rates.
- 16.12** Any loss or injuries or even death due to any road accidents arising during the course of engagement of such Taxis by NIPER Raebareli shall be handled fully by operators, who shall take all legal actions and be responsible for all the acts of the Drivers deployed by him. NIPER Raebareli will not be responsible for any injury or even loss of life of any of drivers engaged by operators.
- 16.13** NIPER Raebareli will not have any liability arising out of any such accidents whether on account of action of the drivers of the operators or any third party. The operator shall render complete indemnity to NIPER Raebareli as well as its officials and / or user of such Taxis against any liability, criminal or civil, arising on account of hiring of such Taxis by NIPER Raebareli.
- 16.14** The operator should ensure availability of proper and valid insurance and pollution certificate at all times in respect of vehicles as well as insurance coverage to passengers, third party, etc. Copies of such insurance policies should be kept in the respective vehicles with the drivers concerned.
- 16.15** Payments would be made on the monthly basis. Relevant bills complete in all respect, with all documents like duly signed duty slip/logs should be submitted for payments to be made.
- 16.16** The operator is not allowed to sublet or transfer his obligations under the contract to any other person or entity or taxi operator. He is responsible to fulfill his obligations under the agreement. However, the operator, from time to time, can acquire/hire for himself more Taxis from the market or from other taxi operators / persons / entities (in addition to the fleet of Taxis owned / legally possessed/tie up by him and as indicated in this bid / Price Bid) with a view to fulfill his obligations under the contract with NIPER Raebareli and / or replace old / bad condition taxis, either on his own or at the request of NIPER Raebareli. Similarly, he can, from time to time, hire for himself, more drivers from the market to fulfill his obligations under the contract or change drivers whose work and conduct is unsatisfactory or to take care of resignations / leaving of his existing drivers. **The selected vendor shall be paid charges for actual km from garage or up to 10 km each side (whichever is less) as garage charges for sending the vehicle to NIPER, Raebareli campus (Transit as well permanent).**
- 16.17** Submission of any wrong information or incorrect / false declaration in this bid / Technical Bid / Price Bid etc. will lead to rejection of the bid of such bidder(s).
- 16.18** If NIPER Raebareli desires to hire for vehicles under some category mentioned in the bid and the bidder fails to provide so, he may send vehicle of higher category however the payment as per the rates of the lower category vehicle, actually indented will be made by the NIPER-R.
- 16.19** The operator is liable to arrange for the alternate vehicle in case of breakdown of vehicle enroute and if contractor is not able to provide the vehicle, the vehicle will be arranged at the market rate whatsoever and the amount will be recovered from the bills of the contractor.
- 16.20** Director, NIPER Raebareli reserves the right to accept or reject all or any bids without assigning any reason including scrapping of tender. Also, the decision of the Director, NIPER-Raebareli shall be final and binding in all matters arising out of this BID document.

17. Basic Requirements of Drivers to be deployed for NIPER Raebareli Duty.

- 17.1** The drivers provided along with such Taxis should fulfill all the statutory requirements of driving such vehicles like holding a valid Driving License, etc. and should be in a neat and clean, presentable turnout/uniform.
- 17.2** The driver provided for such taxi should not have been involved in any criminal or motor vehicle accident case in the last 5 years and his credentials should be duly checked by the operator before deploying him for NIPER Raebareli duty.
- 17.3** It shall be the duty of the drivers to keep the vehicles neat and clean on daily basis and get the entries in the requisition slip as the case may be, signed from the persons / officials who actually travelled in any such vehicle immediately start and on completion of each journey.
- 17.4** Drivers deployed for duty with NIPER-R should be polite, courteous and well-mannered/ behaved and should have the basic etiquettes of dealing with senior officials.
- 17.5** NIPER-R reserves the right to ask the operator to change the drivers whose behavior is found to be not up to the mark or who has indulged in any incidence of misbehavior or non-reporting at the designated point on time or not observing the lawful instructions given by the authorized officials of NIPER-R and the officers using the vehicle.
- 17.6** It would be compulsory for the drivers deployed for duty to have a working mobile phone on which the authorized officials of NIPER Raebareli or officials using the vehicles can talk to him in case of need, especially for calling them from the parking slots / rest rooms of NIPER-R or to know his whereabouts for picking from Airport, Rly Stn. etc. Such drivers have to keep their mobile phone always switch on mode and keep them fully charged. Cost of such mobile phone or running bills will be the responsibility of driver or operator and NIPER-R will not pay any amount towards this item. All such mobile numbers, and changes in such numbers from time to time, would be duly notified to the authorized official of the NIPER-R.

- 17.7 The drivers so deployed should be educated and capable of maintaining requisition slip, duty slip, logs and reading of speedometers, should have basic reading and writing skills and understanding instructions by the officials.
- 17.8 It shall be the duty of the operator / driver to ensure that each taxi deployed for NIPERRaebareli always has sufficient quantum of fuel available and in addition driver should have enough money at his disposal to purchase additional fuel if required during the course of journey. NIPER Raebareli will not make any arrangement for providing fuel for such Taxis or advance money for such purposes (including for outstation journeys)
- 17.9 The drivers so deployed should exhibit high level of honesty and integrity and should maintain correct records of timing and Kms as per actual usage and should not indulge in manipulating such record(s) or inflate Kms. readings or timings, either on their own or on the instigation of operator / his officials or even NIPER Raebareli officials or users of such Taxis.
18. **Basic Requirements / conditions for Taxis to be deployed for NIPER-R Duties**
- 18.1 The Taxis provided under this contract should be less than 04 years of registration and should have valid registration documents and same along with all other requisite documents like PUC, insurance, commercial registration etc. should be kept in the relevant vehicles under the charge of Driver concerned.
- 18.2 NIPER Raebareli reserves the right to ask the operator to change the vehicle which is found not to be in good running conditions or has faced regular break-down or condition of which is not up to the mark keeping in view the status of officers who are likely to use such vehicles.
- 18.3 The vehicles with valid commercial registration numbers only shall be deployed by the operator. In case of unavoidable circumstances/necessity prior consent of the NIPER- R would be essential.
19. **Termination.**
- 19.1 NIPER-R shall also have without prejudice to other rights and remedies, the right, in the event of breach by the Bidder of any of the terms and conditions of the contract to terminate the contract and or forfeit the security deposit for the sum or sums due for any damages, losses, charges, expenses or costs that may be suffered or incurred by the Institute due to the Bidder's negligence or deficiency or unworkman-like performance of any of the services under the contract.
- 19.2 In the event of the Bidder having been adjudged insolvent or going into liquidation or winding up his business or making arrangements with his creditors or failing to observe any of the provisions of this contract or any of the terms and conditions governing the contract, the NIPER-R shall be at liberty to terminate the contract forthwith without prejudice to any other rights or remedies under the contract and law and to get the work done for the unexpired period of the contract under risk & cost and to claim from the Bidder any resultant loss sustained or costs incurred by the corporation.
- 19.3 The agreement can be terminated at any stage by the bidder by giving three months advance notice. However, in case of NIPER Raebareli, advance notice period will be one month only. In case of extension not being deemed to be accepted by bidder such provisions hold good and bidder will have to inform before three months prior to date of completion of agreement.
20. **Arbitration.**
- In case of any dispute or difference arising out of or in connection with the tender conditions job order and contract, the Institute and the contractor will address the dispute/difference through a mutual resolution and failing which, the matter shall be referred for arbitration to a sole arbitrator to be appointed by the Institute. Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996 (As amended from time to time) and the venue of arbitration shall be Lucknow. The decision of the Arbitrator shall be final and binding to both the parties.

Technical Bid
To be uploaded, duly filled & signed by the bidder

Name of Work: Hiring of vehicle/taxi on as and required basis for NIPER Raebareli

S. No.	Particulars	Details
1.	Name(s) of the person/s submitting the bid (hereinafter referred to as the Bidder)	
2.	Name of the firm in which taxi operation business is being done (if different from 1 above)	
3.	Status of the Bidder (Individual/ Partnership Firm/ Company/Society/Any other (Specify))	
4.	Whether the Bidder is himself the owner of all the taxies offered or possessing/Tie up such taxis insomebody else's name. (if so, give full details)	
5.	Are you submitting bid on your own or on behalf as Power of Attorney / Authorized signatory of the somebody else (Specify clearly)	

Signature of the owner / bidder /
authorized signatory with Stamp

6. CONTACT DETAILS:-

Name : _____

Complete Postal Address : _____

Contact Number : Landline: _____
Mobile 1: _____
Mobile 2: _____

Email Id : _____

7. Details of Taxies owned / legally possessed/Tie up by bidder for Taxi operators business as on date of submitting the bid

S.No	Description (See para 4 iii)	
1.		
2.		
3.		
4.		

*(Please attach a complete list of taxis of each type available with you)

8. Details of Drivers available with the Operator at Lucknow (attach copy of DL for each driver).

- 1.
- 2.
- 3.
- 4.

Signature of the owner / bidder /
authorized signatory

9. Declaration / Detail of Location of Garages. Parking Place(s) of Taxies owned / possessed / Tie up by the Bid

**(Please indicate complete location / address of garage(s) / parking place(s) where taxies deployed for NIPER Raebareli duty would normally be parked (this information would be required for the purpose of calculating kms. and hrs. on any particular day (permissible up to 20km (both way) or actual whichever is lesser. The lesser distance will be preferred)*

S.No	Location Address of Garage/parking place
1.	

10. Annual turnover issued by the CA of last three years from the Taxi Operation. (Price year from April 1 to March31)

S.No	Year	Annual Turnover (₹ Lakhs)
1.	2020-21	
2.	2021-22	
3.	2022-23	

11. Experience Details: List of major Clients with their address and contact details (Private or Government) where operator has provided taxi services .**The bidder should have work experience of similar nature of work for the work performed of Rs. 2 lakh or above in a single or multiple contract in each year during the last three years. The bidder should also be required to submit 03 years' experience certificates duly issued by Central / state Government Department or Public Sector Undertaking/ Banks/MNC's.**

S.No	Name and Address of Govt organisation/ Multi National Company/firm where the bidder has provided taxi service in past 3 years. (also upload proof of work)	Contact detail for reaching out to the organization/company where the bidder has provided taxi service in past 3 years
1.		
2.		
3.		
4.		
5.		

12. Permanent Account Number (PAN) : _____

13. Good and Services Tax Number(GST): _____

I/we hereby declare that information provided by me/us in technical bid is true and best of my knowledge and nothing has been forged, I/We understand that if anything is found to be wrong/forged during the bid process or during the contract period the contract will be terminated and the security will be forfeited.

Signature of the owner / bidder /
authorized signatory with Stamp

ANNEXURE- III (A)

Subject: Complete list of Taxis owned / legally possessed/Tie up by the Bidder

Note: If the bidder owns / possesses/tie up taxis exceeding 4, it would be sufficient for ascertaining the merit, if he gives a list of maximum 10 taxis/vehicles.

S.No	Vehicle Name and make	Model	Registration No	Registered owner Name
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Signature of the bidder/
Authorized Signatory with stamp

Documents to be uploaded with the Technical Bid Application

The bid shall be submitted online in **two parts, viz., Technical bid and Price bid on CPP Portal**. The following documents are to be scanned and uploaded within the period of bid submission furnished by the bidder along with Technical Bid as per the bid document:

1. **Annexure-III** (Technical Bid Application) completely filled and signed. (**Part I to Part-III**). Also upload supporting documents.
 2. **Annexure-III (A)** completely filled and signed
 3. **Annexure-V** i.e. Bid Security Declaration completely filled and signed with seal.
 4. **Annexure-VI** i.e. Bid Submission Undertaking completely filled and signed /firm's seal.
 5. Self-attested Copy of partnership deed (if a partnership firm).
 6. Self-attested copy of power of attorney having sign of all the partners authorizing a partner for signing the bid or if submitting bid on behalf of someone.
 7. Self-attested copies of 04 Registration Certificates of all 04 vehicles as mentioned in **Annexure III (A)** along with the proof of registration for commercial usage.
 8. Work experience certificate as per **Annexure- VII** of similar nature showing 3 years of experience from major clients. (Clients can be more than one but the total experience from all clients together should be 3 or more years). **The bidder should also have work experience of similar nature of work for the work performed of ₹2 lakh or above in a single or multiple contract in each year during the last three years.**
 9. Self-attested copy of the Price Turnover of the agency issued by CA of last three years as per **Annexure-VIII**, as a proof that Bidder is having annual turnover of more than ₹ 2.50 Lakhs per year.
 10. Self-attested copy of the Goods and Service Tax (GST) registration certificate.
 11. Self-attested copy of PAN Card.
 12. Legitimate Proof of being located and functioning in Lucknow.
 13. Affidavit on a stamp paper of Rs. 10/- duly certified by Notary.
- Note: Documents mentioned as above are to be uploaded in the same order as listed above and are duly attested by the authorized signatory/firm's seal.**

Instructions for filling bid:-

- Bid which do not comply with these instructions or conditional Bid shall be summarily rejected
- It should be clearly understood by the Bidder that no opportunity should be given to them to modify or withdraw any offer at any stage after submission of the bid.
- All entries in the bid form should be in legible and must be filled clearly, if the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached and uploaded.
- No overwriting and cutting is permitted in the Price bid form, in such cases the bid shall be liable to be rejected. However the cutting if any in the technical bid application must be attested by the authorized person signing the bid.

BID SECURITY DECLARATION

Name of Party : _____

Address : _____

Valid Email ID : _____

Mobile No: : _____

I/we _____ in the capacity of authorized signatory
for the firm _____ hereby declare that if I/We
withdraw/ modify one or any of the part of the BID submitted by me/us for the hiring of taxi on as and
when required basis by NIPER Raebareli during the validity period the BID, our bid is liable to be
cancelled besides suspension for submitting any further bids for a period of 03 Months or as decided
by the competent authority of NIPER-R.

(Authorized Signature with Seal of the Firm)

BID SUBMISSION UNDERTAKING

From

(full name & address of the bidder)

.....
.....
.....

To

**The NIPER Raebareli
Transit Campus LUCKNOW, Sarojini Nagar, LUCKNOW UP**

Subject: Acceptance of Terms & Conditions of bid No. - _____

Name of Work: Hiring of vehicle/taxi on as and required basis for NIPER Raebareli

Madam/Sir,

1. I submit the Online Bid Hiring of vehicle/taxi on as and required basis for NIPER Raebareli for a period of one year which may be extendable on yearly basis for two terms or as decided by the Director, NIPER Raebareli on the same rates, Terms & conditions.
2. I have thoroughly examined and understood all the term & condition as contained in the Bid/GTC/ATC document and all annexures and agree to abide by them.
3. BID submission undertaking has been submitted and in the event of my bid being accepted, I agree to furnish Security Deposit as stipulated in the Bid.
4. I/We hereby unconditionally accept the bid conditions of above mentioned bid document(s)/corrigendum(s) in its totality/entirety and understand that the decision of Director, NIPER-R will be final and binding on both the parties.
5. I hereby declare that the rates quoted in Price Bid are firm/valid for a minimum of 90 days from the date of opening of bids.
6. I/We do hereby declare that I/we or Bidder on whose behalf this Bid is submitted has not been blacklisted or otherwise debarred by NIPERs or Central/State Govt. or any Central/ State PSU /Statutory Corporations for any failure to comply with the terms and conditions of any contract, or for violation of any Statute, Rule, or Administrative Instructions since last 5 years and never been convicted by any court for any offence and sentenced to imprisonment for a period of three years or more for an Offence involving moral turpitude and the security is never forfeited.
7. I/We certify that all information furnished by me is correct and true and in the event that the information is found to be incorrect/untrue and are any provisions of this bid are found violated during the period of the contract, the NIPER Raebareli shall have the right to disqualify me without giving any notice or reason therefore or summarily terminate the contract besides forfeiture of the EMD/Security deposit, without prejudice to any other rights that the corporation may have under the contract and Law.

Thanking you.

Yours faithfully,

(Signature of Bidder with Name & Official Seal)

Specimen format for preferred experience certificate

Ref.No. _____

Dated: _____

TO WHOMSOEVER IT MAY CONCERN

This is to certify that M/s _____ (complete address) has
successfully provided Taxi services in this office/firm name for a period from _____ to
_____ (Specific dates) worth Contract Value of Rs. _____
(Rupees _____) (to be mentioned in figure & words). The Contractor
has successfully and satisfactorily executed the Contract under reference.

Authorized Signatory with Seal

Specimen Price turnover certificate
(To be issued by CA)

This is only a sample certificate. Agencies are required to produce it in same format on the official letter head of their Chartered accountant (CA) duly attested and verified.

TO WHOM SO EVER IT MAY CONCERN

We have examined the books of accounts of M/s _____
(Contractor name with address) and it is certified that its net turnover is as under:-

Price Year	Amount ₹
2020-2021	
2021-2022	
2022-2023	

I hereby declare that

1. The information provided is true to the best of my knowledge & belief.
2. All figures are taken and compiled as per documentary evidence produced before us.

(Chartered Accountant Signature with official Seal)

Name: _____

Address: _____

Contact Number: _____

Date: _____

Place: _____
