

कोष्यालय प्राचार्य, रीवा इंजीनियरिंग महाविद्यालय, रीवा (म.प्र.)

(शासन द्वारा स्वशासी घोषित)



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निविदा क./ व्हीकल हायर/2017/ 3042

रीवा, दिनांक 18.08.17

निविदा सूचना (चतुर्थ आमंत्रण)

प्राचार्य रीवा इंजीनियरिंग महाविद्यालय रीवा म.प्र. द्वारा नियमानुसार मुहरबंद निविदा आमंत्रित की जाती है:

क.	निविदा कार्य का विवरण	निविदा प्रपत्र का मूल्य	धरोहर राशि	निविदा जमा करने की अंतिम तिथि
1	प्राचार्य रीवा इंजीनियरिंग महाविद्यालय रीवा के लिये टैक्सी के रूप में पंजीकृत ए.सी. डीजल वाहन किराये से लेने हेतु	रु. 500/-	रु. 4000/-	दिनांक 18.09.2017 क. 3.00 अपराह तक

नोट:- निविदा का विस्तृत विवरण संस्था की वेबसाइट www.recrewa.ac.in पर उपलब्ध है।

प्राचार्य
रीवा इंजीनियरिंग महाविद्यालय
रीवा (म.प्र.)
18.08.17

Office of the Principal, Rewa Engineering College, Rewa (MP)

Tender Document

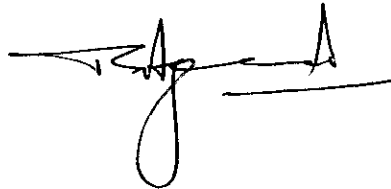
**NAME OF WORK:- PROVIDING & OPERATING AC CAR FOR OFFICE USE AT
HEADQUARTER AND OUTSIDE THE HEADQUARTER AT OFFICE OF
REWA ENGINEERING COLLEGE, REWA (MP)**

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This is certified that, this NIT document contains total 11 (Eleven) Nos. Pages.

Sd/-
Principal
REWA ENGINEERING COLLEGE,
REWA (MP)



REWA ENGINEERING COLLEGE, REWA (MP)
NOTICE INVITING TENDER

1. Tender Bids in the prescribed form on item rate basis are hereby invited on behalf of REWA ENGINEERING COLLEGE, REWA (MP) for Providing & Operating vehicle as per following details for daily official use at the office of REWA ENGINEERING COLLEGE, REWA (MP).

S. No.	Type of Vehicle	Model	Terms
01	Indigo ECS/SWIFT or equivalent with AC and radial tyres, (Diesel model)	2015 onwards	a. Monthly hire basis b. Duty: 08 hrs. per day c. 1000 KM per month

The contract period shall be for one year with the provision of further extension of another one year at mutually agreed terms and conditions.

2. Tender document consisting of conditions of contract can be downloaded from college website www.recrewa.ac.in. The last of submission of duly filled Tender Bid along with given below (Para 3) documents is **18-09-2017 till 03:00 PM**. Tenders will be opened on **18-09-2017 at 04:00 PM** in the O/o **PRINCIPAL, REWA ENGINEERING COLLEGE, REWA (MP)**.
3. **Two Envelope System:-**

3.1 Following documents should be submitted along with **Technical Bid:-**

3.1.1 Photocopy of registration of firm for Service Tax issued by appropriate Government authority.

3.1.2 Photocopy of PAN number issued by Income Tax Department.

3.1.3 Photocopy of following documents of the vehicles

(a) Registration Book indicating Make, Model, Year of Manufacture, Road Tax Paid up to & Commercial use, Fitness valid up to etc.

(b) Valid Insurance Papers. The Vehicle should be in the Name of Owner of the firm OR Registered Power of Attorney (If, not in the name of owner of the firm).

(c) Valid registration of vehicle as taxi /commercial use.

3.1.4 REWA ENGINEERING COLLEGE NIT document duly signed in all pages.

Note: Technical Bid without proof of any of above documents (Para No. 3.1.1 to 3.1.4) shall be rejected and price bids of firms shall not be opened. No further



correspondence shall be made in this regard.

4. The contractor, whose tender bid is accepted, will be required to furnish security deposit for the due fulfillment of this contract, which amount to a sum equal to @10% of work order annual value, within 30 days from date of issue of work order. The security deposit shall be furnished in the form of Demand Draft in favor of **PRINCIPAL, REWA ENGINEERING COLLEGE, REWA (MP)** drawn on a Nationalized /Scheduled Bank (As Per RBI Schedule) having office in India and payable at Rewa. No interest on security deposit is payable.
5. The acceptance of a tender bid will rest with the Principle of **REWA ENGINEERING COLLEGE, REWA (MP)** or any officer authorized by him who does not bind himself to accept the lowest tender bid and reserves to himself the Authority to reject any or all the tender bids received without the assignment of any reason. All the tender bids in which, any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.
6. The Tender Bid for works shall remain valid for acceptance for a period of **90 (Ninety) Days** from the date of opening of the same.
7. The General Terms & Conditions of Contract (Annexure-A) and Blank Price Bid (Annexure-B) are enclosed. A hard copy of Tender document with signature of bidder on each page along with supporting documents has to be submitted in the College before last date of tender, i.e. 18-09-2017, 03:00 PM.


PRINCIPAL

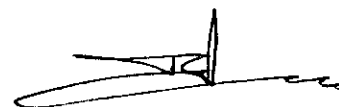
REWA ENGINEERING COLLEGE, REWA (MP)

REWA ENGINEERING COLLEGE, REWA (MP)

GENERAL TERMS & CONDITIONS OF CONTRACT

NAME OF WORK:- Provision and Operation of vehicle for daily official use at the office of REWA ENGINEERING COLLEGE, REWA (MP). The Scope of Work Covers the Following:

- 1.1 Regular maintenance of the hired vehicle.
 - 1.2 **Provide fuel & driver for the hired vehicle.**
 - 1.3 The Vehicle should be in good working condition, hygienically cleaned and well maintained.
 - 1.4 The vehicle is required for use at REWA ENGINEERING COLLEGE, REWA (MP) for office Use.
 - 1.5 Any vehicle having year of manufacturing prior to 2015 will not be accepted.
 - 1.6 The contractor shall take prior permission of REWA ENGINEERING COLLEGE, REWA (MP) for substitution of any vehicle in case of Break down/maintenance.
 - 1.7 The intending contractor should own the vehicle in his name or in the name of firm or under duly registered power of attorney in favor of the contractor.
 - 1.8 Contractor must name his liaison officer/representative to be available for coordination in connection with day to day running of the vehicle.
 - 1.9 In case of breakdown, accident or any other exigencies involving any of the regular vehicle, the contractor will be liable to provide replacement of the same with comparable quality immediately. The details of any such substitution shall be submitted to REWA ENGINEERING COLLEGE, REWA (MP), on the same day.
 - 1.10 It shall be the responsibility of contractor to adhere to the timings as specified from time to time for deployment of vehicle.
2. **LOG BOOK:-** The log book provided by REWA ENGINEERING COLLEGE, REWA (MP), for the vehicle will be maintained by the contractor to record mileage for verification. In case of failure of milometer, the actual distance traveled shall be assessed by REWA ENGINEERING COLLEGE, REWA (MP), whose decision in this regard shall be final and binding. The contractor shall repair/replace such milometer within 3 days or otherwise pro-rata Km per day will be paid, also refer Para 9. Reading of milometer will be recorded daily starting from Rewa Engineering College premises when the vehicle arrives in the morning and also after completion of duty hours.
3. **MISCELLANEOUS:-**
- 3.1 Income Tax or any other taxes as applicable from time to time shall be deducted as per provisions of the Act from the Bill of Contractor.



- 3.2 Contractor shall be responsible for compliance with all obligations and restrictions imposed under the Motor Vehicle Act and rules made there under as applicable on date.
- 3.3 The contractor shall be responsible for the acts/and accidents committed by the person employed by him.
- 3.4 The Contractor shall defend, indemnify and hold harmless from any liability of penalty which may be imposed by the central, state or local authorities by reason of any violation by the contractor of such laws, regulations or requirements and also from all claims, suits or proceedings that may be brought against the REWA ENGINEERING COLLEGE, REWA (MP) arising under, growing out of or by reason of the work provided for by this contract whether brought by employees of contractor, by third parties or by central, authority or any political subdivision thereof.

4. **RUNNING & MAINTENANCE:-**

- 4.1 The vehicle will have to be kept in good operating condition at all the times. Procurement of fuel, lubricants, spare etc. will have to be arranged by the contractor at his own cost. All repair maintenance; checkup etc will have to be arranged by contractor.
- 4.2 In case of major break down or withdrawal of the vehicle, the contractor for such reason shall immediately replace the same on temporary basis till the vehicle is made in order. If in the opinion of REWA ENGINEERING COLLEGE, REWA (MP), the vehicle so replaced is found unsatisfactory, this shall be replaced by another vehicle.
- 4.3 In case of total absence, the payment of the hire charges will be deducted on pro-rata basis for the day and also refer Para 9.1 to 9.7 below.
- 4.4 If the contractor makes default in placement of vehicle for a period of 7 days in a month or performance of the contractor is not found satisfactory in the opinion of REWA ENGINEERING COLLEGE, REWA (MP) or in case of any failure of contractual obligations, The REWA ENGINEERING COLLEGE, REWA (MP) reserves the right to cancel the contract and to forfeit security deposit of the contractor. The REWA ENGINEERING COLLEGE, REWA (MP) further reserves the right to recover from contractor any amount which may become due even after adjustment from the security deposit.

5. **PAYMENTS:-**

The bill shall be raised monthly by the contractor in triplicate along with necessary records of vehicle use as decided by REWA ENGINEERING COLLEGE, REWA (MP) and be submitted to the REWA ENGINEERING COLLEGE, REWA (MP) by 7th of



each month and payment there of shall be made by REC within fortnight subject to undisputed claim.

5.1 In the event of any dispute the decision of REC Rewa shall be final and binding on Contractor.

6. MODE OF MEASUREMENT FOR PAYMENT:-

6.1 The K.M. run will be calculated from the authenticated log book/duty slips.

6.2 While computing the distance in Km, the distance covered for taking the vehicle for repair, RTO passing, etc. will not be taken into consideration i.e. the number of km that are covered in the furtherance of performing the scheduled duty will not be taken into consideration.

(i) No garage to garage K.M. shall be added for vehicle hired for daily 24 Hours use. However vehicle hired for G-Shift/8 hours on one or two shift (Not 24 hours basis) basis maximum 10 km (both side) shall be added in daily use, subject to actual.

7. CONTRACTORS OBLIGATIONS & LIABILITES :-

7.1 Manpower: The contractor shall on award of the contract, furnish the list containing name and address of drivers along with their police verification report so as to enable the REC Rewa to check the character and antecedents if it so desires. The contractor shall get approval from REC Rewa for the staff to be engaged.

7.2 The contractor shall at his own cost maintain sufficient number of Drivers holding valid driving license for smooth and efficient running of the vehicle. The driver should possess at all times necessary valid Driving License issued by RTO. The driver shall have sufficient experience in the line.

7.3 The staff should always be decently dressed and be well behaved.

7.4 If the REC is not satisfied, with the conduct, etc, of any of the operating crews of the contractor, the contractor shall replace the person concerned as per advise of the REC.

7.5 Contractor shall provide a photo badge to all his personnel employed, indicating his name, designation, age, etc.

8. WORKMAN'S INSURANCE:-

8.1 Without prejudice to the contractors liabilities and indemnity clause and associated clauses of the General Terms & Condition of Contract, the contractor shall at his own cost and initiative at all times up to the successful completion of



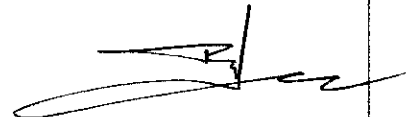
the contract take out and maintain insurance cover from Nationalized Insurance Company under the workman's compensation Act and other industrial legislation from time to time applicable in the State of MP and/or at REC providing for payment of compensation to workman in the event of death, injury or accident to workmen in the course of or in connection with employment. Such policy (ies) in respect of workman compensation insurance should be of value of not less than Rupees One lakh per person; it being understood that such limit is specified only for the purpose of insurance, and shall not otherwise in any manner limit the contractor liability and associated clauses there under of the General Terms & Condition of Contract.

9. DEFAULTS:-

- 9.1 In case of breakdown of any vehicle, the contractor shall immediately replace the vehicle within one hour. Failure to replace the vehicle will entitle REC to deduct an amount of Rs. 10/-per hrs for each such occasion.
- 9.2 In case the vehicle reports later than by 10 minutes of the time it was requisitioned for, the Contractor shall pay an amount of Rs. 100/- for each occurrence to the REC and the amount will be deducted from the monthly bills/security deposit.
- 9.3 In case the vehicle does not report at all on any day a sum or Rs. 500/-will be imposed as penalty in addition to deduction of pro-rata hiring charge for the day.
- 9.4 If a Driver while on duty misses from the site W/O intimation to the user penalty of Rs. 100/-will be imposed per occasion.
- 9.5 In case the contractor fails to provide the vehicle requisitioned, the REC reserves the right to hire such vehicle, as requisitioned, from the market and the additional amount, if any, over and above the rates agreed to by the Contractor will be deducted out of the monthly bills/security deposit payable to the contractor. The amount stated by REC shall be final and binding on the contractor.
- 9.6 In case the Contractor provides the vehicle which is not roadworthy and in good conditions, the REC reserves the right to use or not to use the vehicle. If the vehicle is used, payment for the same will be made at half of the contracted rate on pro-rata basis.
- 9.7 In case milometer is not repaired within 3 days. Penalty of Rs. 100/-for every day beyond three days will be imposed.

10 ARBITRATOR:-

All disputes or differences whatsoever arising between the parties out of or relating to the operation or effect of this contract or breach there of shall be settled by arbitration for which Arbitrator will be appointed by REC. The applicable law will be the laws of India in force. The jurisdiction for all disputes will be within limits of Rewa Courts only.



11. **TERMINATION OF CONTRACT:-**

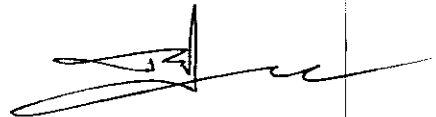
- 11.1 Without prejudice to the right of termination provided under General Terms & Condition of Contract or without prejudice to any other remedy available to the contract in this behalf, the either party may terminate the contract at any time on giving the contractor not less than 30 days notice in writing.
- 11.2 Upon termination, under and with reference to this clause, the contractor shall be entitled to be paid for the work actually performed up to the date of termination in accordance with the provision of the contract, but shall not be entitled to any other claim or compensation whatsoever, including (but not limited to) any claim or compensation for any expenditure incurred by the contractor in or for any equipment, materials or facilities or for any loss in the profit or anticipated profit of the contractor.
- 11.3 If at any stage during the period of execution of contract, any case involving moral turpitude is instituted in a court of law against the contractor or his employees, REC reserves the exclusive and special right to the outright termination of the contract and the contractor shall not be entitled to any compensation from the REC whatsoever.

12. **SECURITY DEPOSIT:-**

- 12.1 The contractor, whose quotation is accepted will be required to furnish security deposit for the due fulfillment of this contract, which amount to a sum equal to @10% of work order annual value, within 30 days from date of issue of work order. The security deposit shall be furnished in the form of Demand Draft in favor of Principal, REWA ENGINEERING COLLEGE, REWA (MP) drawn on a Nationalized/Scheduled Bank (As Per RBI Schedule) having office in India and payable at Rewa.
- 12.2 After termination/expiry of the contract, the security deposit held by the REC will be released to the contractor within a period of three months subject to realization of dues, if any to be made from the contractor.

13. **SUBLETTING OF CONTRACT:-**

The work shall not be sublet/assigned directly or indirectly to other agencies without prior written consent of the competent authority of the REC.



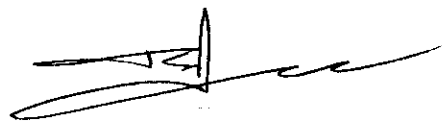
14. **AGREEMENT:-**

The NIT, scope of work, Specifications, General Conditions of Contract, General Terms and Conditions as specified above and Work order placed on successful firm shall form the part of the agreement to be made with the REC.

15. **DECLARATION BY THE OWNER OF THE FIRM:-**

I/We hereby declare that none of the members or my/our relatives is relative of any employee of REC Rewa and I/We also further declare that no one is/are a Director/Partner of my/our firm/Company/Partnership/Proprietor.

Signature of Contractor : _____
Name : _____
Date : _____
Seal : _____



PRICE BID

SUBJECT: PROVIDING & OPERATING COMMERCIALY REGISTERED VEHICLE ON MONTHLY HIRE BASIS FOR THE USE OF PRINCIPAL AND STAFF OF THE OFFICE OF REWA ENGINEERING COLLEGE REWA (M.P.)

1. Our rates for providing vehicles with Commercial Registration on Monthly hire basis for daily use at the office of Rewa Engineering College, Rewa (M.P.) as per the NIT are as under:

SI	Type of Vehicles	Monthly Hiring Charges	Charges for extra KM beyond monthly limit	Charges for extra hrs. beyond monthly limit
1	2	3	4	5
01	Indigo ECS/SWIFT or equivalent with AC and radial tyres, (Diesel model) Model 2015 onwards with Commercial Registration on Monthly hire basis for eight hrs. daily use for Principal and staff up to 1000 KM per month at the Office of Rewa Engineering College Rewa (M.P.) for journey within or outside headquarter.		Rs. Per KM	

2. GST/Service Tax (Clearly indicate inclusive or exclusive): _____ & Rate _____

Date:

Signature _____

Name of the firm/agency _____
(In Capitals) _____

Phone No. _____

E-mail address _____

