

उष्णकटिबंधीय वन अनुसंधान संस्थान

भारतीय वानिकी अनुसंधान एवं शिक्षा परिषद्

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किराए के वाहनों के भाव –दर अनुबन्ध हेतु सूचना

संस्थान को अनुसंधान कार्यों हेतु प्रायः मध्यप्रदेश, छत्तीसगढ एवं महाराष्ट्र के विभिन्न भागो/वनक्षेत्रों एवं कभी-कभी देश के अन्य भागों तथा स्थानीय स्तर पर दौरो हेतु किराए के वाहनों जैसे टाटा इंडिका, बोलेरो, टवेरा, इनोवा आदि की आवश्यकता रहती है। वर्ष 2013-14 के लिए किराए के वाहनों (अधिकतम तीन –चार वर्ष पुराने व टैक्सी परिमट) की भाव दरों को निर्धारित करने हेतु पंजीकृत ट्रैवल एजेंसीस से निविदा आमंत्रित की जाती है। इच्छुक ट्रैवल एजेंसीस रू0 300=00 जमा कर संस्थान के वाहन अनुभाग से कार्यालयीन दिवसों एवं समय में दिनांक 25/3/2013 तक निविदा प्रपत्र प्राप्त कर सकते है। समस्त विवरण के साथ निविदा को मुहर बंद लिफाफे पर "किराए के वाहन हेतु निविदा" लिखकर दिनांक 26/3/2013 को 15.00 बजे तक जमा किया जा सकता है। प्राप्त निविदाएं उसी दिन 15.30 बजे निविदाकर्ताओ की उपस्थिति में खोली जाएगी। अपूर्ण एवं विलम्ब से प्राप्त निविदा पर कोई विचार नहीं किया जायेगा। निविदा सम्बन्धी अन्य जानकारी संस्थान की वेबसाइट <http://tfri.icfre.gov.in> पर भी उपलब्ध रहेगी। वेबसाइट से डाउनलोड किए गए निविदा प्रपत्र के साथ रू0 300=00 का बैंक ड्राफ्ट (निदेशक, उ0व0अ0सं0, जबलपुर के पक्ष में देय) लगाना अनिवार्य है।

निदेशक

उष्णकटिबंधीय वन अनुसंधान संस्थान

जबलपुर (म०प्र०)

Application for rate contract

To

The Director
Tropical Forest Research Institute
P. O.RFRC, Mandla Road
Jabalpur 482 021

Sir,

In response to your notice No.-----dt.----- published inI/we wish to offer the hiring rates of vehicle(s) in prescribed form. The undersigned agree to abide by the terms & conditions of tender and submitting following details-

1. Name of Travel Agency.....
2. Proprietor's Name.....
3. Address for correspondence.....
4. Phone No.....Mobile No.....
5. Registration No.....
6. Documents enclosed:
 - (i) EMD enclosed (Yes/No)
DD/Banker's Cheque No..... Date.....
 - (ii) Self attested copy of registration (Taxi permit) for at least 04 vehicles on proprietors'/agencies' name (Yes/No)
 - (iii) Self attested copy of PAN Number of the proprietor/ copy of service tax registration (Yes/No)
 - (iv) The copies of previous experience, if any, with Government Organization in similar type of contract (Yes/No)
 - (v) Income tax clearance certificate for the last year (Yes/No)

Date:

Signature of Proprietor

Place:

Seal of travel agency

TENDER/QUOTATION FORM

For hiring of vehicles at local level / on per day basis

Sl. No.	Vehicle type	Model/ year	Charges (inclusive rent, fuel, etc.) including tax, if any for 8 hrs and 80km (in Rupees)	Charges for 12 hours		Per hour Charges, if any for deployment beyond 12 hours
				Rent including tax, if any (in Rupees)	Mileage charges including tax, if any (@ Km/ liter diesel)	
1.	Innova AC					
2.	Innova Non AC					
3.	Tavera AC					
4.	Tavera Non AC					
5.	Scorpio AC					
6.	Scorpio Non AC					
7.	Bolero AC					
8.	Bolero Non AC					
9.	Indigo AC					
10.	Indigo Non AC					
11.	Indica AC					
12.	Indica Non AC					
13.	Xylo AC					
14.	Xylo Non AC					
15.	Tata Safari AC					
16.	Tata Safari Non AC					

Note: Tenderer agency may quote rates for any other model in blank columns.

Signature of Proprietor
Seal of Travel agency

TENDER/QUOTATION FORM

For hiring of vehicles on outstation tours

Sl. No.	Vehicle type	Model/year	Per kilometer charges including tax, if any (in Rupees)	Minimum average running per day, if any (in Km)
1.	Innova AC			
2.	Innova Non AC			
3.	Tavera AC			
4.	Tavera Non AC			
5.	Scorpio AC			
6.	Scorpio Non AC			
7.	Bolero AC			
8.	Bolero Non AC			
9.	Indigo AC			
10.	Indigo Non AC			
11.	Indica AC			
12.	Indica Non AC			
13.	Xylo AC			
14.	Xylo Non AC			
15.	Tata Safari AC			
16.	Tata Safari Non AC			

Note: Tenderer agency may quote rates for any other model in blank columns.

Signature of Proprietor

Seal of travel agency

Terms and conditions

1. Bid Price

- a. Rates quoted by the bidder shall remain valid up to 31st March 2014 and shall not be subject to change on any account.
- b. The price shall be quoted in Indian Rupees only.
- c. Each bidder shall submit only one tender.

2. Earnest Money Deposit (EMD)

Bidder must submit an EMD (refundable) of Rs.15,000/- in the form of DD/Bankers cheque of any Nationalized bank, in favor of the Director, T.F.R.I., Jabalpur along with the tender.

3. Validity of tender

Tender will remain valid for 30 days after the last date for submission. However, Director, TFRI, Jabalpur reserves the right to increase the validity period for tender.

4. Evaluation of tender

The Institute will evaluate and compare the tenders determined to be substantially responsive i.e which

- (i) Are properly signed, valid presented documents attached, and
- (ii) Conform to the terms and conditions, specifications, etc.

5. Award of contract

The Institute will award the contract to the bidder whose tender has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

- (i) TFRI, Jabalpur reserves the right to accept or reject any tender and to cancel the bidding process and reject all tender at any time prior to the award of contract.
- (ii) TFRI, Jabalpur reserves the right to enter in to parallel rate contract simultaneously or at any time during the period of the rate contract with one or more tenderers.
- (iii) TFRI, Jabalpur reserves the right to award contract in part and to make addition or deletion of conditions in offer of rate contract to responsive agency.

6. The bidder shall submit a copy of firm's/proprietors' PAN No. and service tax registration.

7. The travel agency shall have at least 04 numbers of taxi permit vehicles registered with the agencies'/owner's name. The details of such registered vehicles are required to be furnished along with tender form.

8. The bidder should be in position to provide vehicles at short notice at the approved rates.

9. The vehicles may be required for official tours mainly in forest areas of Madhya Pradesh, Maharashtra and Chhattisgarh and occasionally in other parts of the country/local level.

10. The vehicle(s) should be fit in all respect for operations in accordance with Motor Vehicle act and the existing laws. The vehicle(s) must be equipped with valid documents i.e. Registration Book, Insurance Certificate, Road permit, etc.

11. The contracted agency should provide taxis in neat and clean and good running condition with proper seat cover.
12. The Driver of the vehicle should be sincere and punctual. The conduct and behavior should be good. Driver accompanying the hired vehicle should have valid driving license.
13. If any defect occurs in the hired vehicle then it will be the responsibility of the contracted agency to make alternate arrangement within one hour failing which a penalty of Rs. 500/- will be imposed on the agency.
14. In case of accident etc. TFRI, Jabalpur will not be responsible towards Police/RTO authorities, court of law, injured parties and damage to the vehicle or property etc.
15. In case the vehicle(s) is/are requisitioned either by Police or Civil Authority, no payment will be made by TFRI, Jabalpur for that period.
16. Awardee has to sign a rate contract for the year 2013-14 with the Institute on Rs.100/- stamp paper (purchased and processed by the awardee).
17. Awardee shall deposit Rs. 30,000/- (Rupees Thirty Thousand only) in the form of demand draft in favor of Director, Tropical Forest Research Institute, Jabalpur as **Performance Security Deposit** which will be valid for 60 days beyond the date of completion of all the contractual obligations and will be returned after deduction of penalties imposed, if any.
18. Institute will not make any advance payment for hiring the vehicles.
19. Payment will be made by this office within 30 days after the completion of journey/production of bill on the satisfactory report of the official using the vehicle. It is compulsory to mention initial and last milometer reading in the bill/duty slip.
20. Toll taxes and parking charge, etc. if any, will be borne by the contracted firm, which will be reimbursed along with the bill on production of receipt of toll tax, parking charges etc.
21. Jurisdiction: Any dispute subject to the Jabalpur jurisdiction.
22. Director, TFRI, Jabalpur reserves the right to cancel/terminate the tender process/ award of contract at any time without any prior notice and assigning any reason thereof.
23. Tender form filled in all respect along with required documents in a sealed envelope superscribed with "Tender for hiring of vehicles" shall be submitted latest by 15.00 hrs. on 26.03.2013.
24. The decision of the Director on any dispute will be final & binding.

Director
Tropical Forest Research Institute
Jabalpur