



ICAR-CENTRAL INLAND FISHERIES RESEARCH INSTITUTE
REGIONAL CENTRE



24, Pannalal Road, Allahabad- 211 002
Phone/Fax No: 0532-2460531

TENDER NOTICE

Quotation for Annual rate contract for hiring of vehicle is invited in sealed envelope (Single Bid) from reputed transport agencies in and around Allahabad for providing different kind of vehicle on daily hire basis to ICAR-CIFRI, Regional Centre, Allahabad on **“As and when required basis”**.

The tender document can be downloaded from official website of the Institute: www.cifri.res.in and www.eprocure.gov.in. EMD to the tune of Rs.10,000/- (Rupees ten thousand only) in form of Demand Draft shall have to enclosed with the bid document. The demand draft may be drawn in favour of “ICAR UNIT-CIFRI” payable at Barrackpore.

Late date of submission of tender to the Head of Centre, ICAR-CIFRI Regional Centre, 24, Pannalal Road, Allahabad-211 002, Uttar Pradesh is 09.05.2018 till 2.00 PM either by hand or by post. The sealed tender shall be opened on 09.05.2018 at 03.00 PM.

The firms are required to submit Quotation Form, Annexure-I, Annexure-II & III with necessary self authenticated documents and valid Demand Draft.

HEAD OF CENTRE

ANNEXURE-I

DETAILS OF THE AGENCY

1. Name & address of the Transport Agency :
2. Trade License No. :
(Attach photocopy of document)
3. GST Registration No. :
(Attach photocopy of document)
4. Name and address of the owner of the :
Transport Agency
5. Phone/Mobile No. :
6. TAN/PAN Number :
(Attach photocopy of document)
7. Bank details of firm/Agency for making Payment :
 - a) Name of the Bank & Branch :
 - b) Account Number :
 - c) IFSC Code :
 - d) MICR Code No. :
8. Details of EMD :
 - a) Amount :
 - b) Demand Draft No. :
 - c) Issuing Bank :
 - d) Date of Issue :
9. If providing vehicle to Central/State Govt. depart- :
ment , the order/Rate Contract with Govt.
Departments during last 3 years
10. Annual turn over of the firm for the last three :
(3) Years (Attached copy of documents)
11. Annual Tax return of last Three (3) years : Yes/No
(Attached copy of documents)

Certified that the terms and conditions are acceptable to me and I will abide by the rates offered for the period of contract.

Place :

Date :

Signature of owner with seal

Quotation Form- Annexure-II

Annual rate contract for hiring vehicle

Name of the firm: _____

Address: _____

Sl. No.	Description for Charges of hire vehicle	AC Category	Non-AC Category	Bus and other transport vehicle
A	For local journey upto 250Km maximum (Where no Night halt required)	Indica/Sumo/Belero/Swift Dzire/Xylo/Alto Innova/Scorpio and similar vehicle	Indica/Sumo/Belero/Swift Dzire/Xylo/Alto Innova/Scorpio and similar vehicle	Mini Bus-22 seater p/day , Mahindra Pick Van p/day, Mini Truck (Tata-407 or equivalent) -Per day Tata Truck(Medicum-1190- per day
1.	Charges upto 8hrs/80km with duty limits per day.			
2.	Charges for additional KM beyond 80KMs, if journey within 8 hrs.			
3.	Charges for additional hrs beyond 8 hrs, if journey within 80 Km.			
B	For outstation journey (Where total distance of travel exceeds 250Km and/or where night halt required)			
1.	Charges for outstation per km (minimum 250 km charges will be paid)			
2.	Night halting charges, per night			
C	Any other charges			

The above rates are inclusive of all charges (Except GST, which is additional). I/We undertake that there will be no increase in above mentioned charges during the period of contract.

Place:

Date:

Signature of the firm with seal

(Essential certificate given by the bidder as part of Technical Bid)
ON THE LETTER-HEAD OF THE FIRM

To
The Director,
ICAR-CIFRI, Barrackpore,
Kolkata – 700 120

Sir,

I/We have read all the particulars regarding the general information and other terms and conditions of the contract for providing of Vehicle(s) on Annual Rate Contract at ICAR-CIFRI, Regional Centre, 24, Pannalal Road, Allahabad-211 002, U.P.

1. I/We hereby agree to the Terms and Conditions of the Contract as detailed in the tender document.
2. I/We undertake that the documents enclosed herewith are genuine and no material/facts have been concealed or suppressed.
3. I/We are not blacklisted by any Government organization in the field of providing security services.
4. I/We also understand that the contract is liable to be cancelled if found to be obtained through fraudulent means or by concealment of information/facts

This offer is made to be valid for acceptance by ICAR within 90 days from the date of opening of the technical bid.

(Signature of authorized representative of the firm)
Stamp/Seal of the firm

TERMS AND CONDITIONS:-

1. The Tenderers should be authorized transport agency with trade licence. Copy of trade licence must be attached alongwith tender from failing which tender will be rejected.
2. The envelopes containing the bid should be superscribed as **“RATE CONTRACT FOR HIRING VEHICLES”** and should be address to **The Head of Centre, ICAR-CIFRI Regional Centre, 24 Pannalal Road, Allahabad-211 002**. The sealed quotation/bid may be deposited in the TENDER BOX available with the Head of the Centre or may be sent by post.
3. The EMD to the tune of Rs.10,000/- (Rupees ten thousand only) in form of Demand Draft in favour of **“ICAR-UNIT, CIFRI” payable at Barrackpore, Kolkata** shall to be enclosed with the bid documents without which the tender documents will be summarily rejected. **The quotation without EMD and/or MSME/ESIC Certificate will be summarily rejected.** However, exemption is admissible as per General Financial Rules, 2018.
4. Incomplete quotation, late bids/without EMD or not in compliance with the terms and conditions, will be summarily rejected.
5. The successful bidder will have to submit performance security to be mentioned in the office letter within 10 days of receipt of the offer, otherwise the Institute reserve the right to cancelled the offer and make the officer to any Agency found suitable.
6. The Rate Contract will be valid for one year from the date of issue of work order and no hike in the rates will be permissible during the contract period. No advance payment for hiring the vehicle shall be made.
7. Road mileage and time will be counted from point where the vehicle report for duty (usually at ICAR-CIFRI Regional Centre, 24, Pannalal Road, Allahabad-211 002) and upto the point where the Vehicle is released (usually at the Centre).
8. Parking fees & toll charges will be paid by the Institute on production of receipt in original. All other incidental charges will be borne by the agency.
9. Fishing nets, equipments, chemical, Fish/Live Stock/Perishable items etc. will be transported with the hired vehicle(s) as per need of the Centre.
10. All statutory taxes are applicable as per Govt. of India norms shall be reconciled at the rate extant on the processing of bill.
11. Vehicle provided on hire to the Institute should be Commercial vehicles and should be registered as such with the Transport Authority. Driver of such vehicle should have a valid Driving License. The life time of vehicles should not lapse as per extant rules, failing which the contract may be terminated. Vehicles should be maximum 2-3 years old.
12. Payment will be made through e-payment on submission of bill alongwith relevant bank details together with duty slips signed by one of the official of the Centre who has used the vehicle.

Cont next page

13. The agency should be able to provide the required type of vehicle(s) for hiring at short notice.
14. Cleanliness of the vehicle should be ensured and it should be in an excellent condition.
15. In the event of breakdown of vehicle midway, the agency shall arrange alternative vehicle(s) promptly.
16. Penalty etc. imposed by traffic/police department will not be paid by the Institute.
17. The vehicle on requisition report in time. If the agency fails to provide the vehicle(s) so requisitioned in time after receiving the message, the Institute reserves the rights to cancel the contract at any time without assigning any reason thereof.
18. Bill submitted by the agency to the Institute for payment should accompany the "Duty Slips" showing in and out meter reading total KM run, out time as well as total duty period in hours duly signed by the indenting /availing official.
19. In event of any dispute, the matter may be settled in the jurisdiction of Hon'ble Kolkata High Court.
20. In case of award of Rate Contract, the agency should sign an agreement with the Institute.
21. All quotations/bids in which any of the prescribed conditions are not fulfilled/
22. incomplete in any respect are liable to be rejected.
23. Preference will be given to firms which have provided/providing vehicles as rate contract basis to reputed Central Govt. Organizations.
24. The last date of submission of tender documents is 09.05.2018 till 2.00 PM and it will be opened on same day at 03.00 PM.
25. The Director, ICAR-CIFRI, Barrackpore has the power to accept/reject any or all quotations received without assigning any reason thereof.

HEAD OF CENTRE