F.No: 17020/07/2017-PC
Government of India
Ministry of Tribal Affairs
(PC Division)
****
Room No. 217F, D Wing, 2nd Floor,
Shastri Bhawan, New Delhi 110001
Dated: 22nd November, 2017

To


Sir,

I am directed to say that this Ministry intends to hire two/three Deluxe Buses (two by three) having capacity of 50 passengers' each with valid permit to move within Delhi/Agra/Delhi during the month of January - February, 2018 (i.e. from 22.01.2018 to 02.02.2018) in connection with “Republic Day Celebrations, 2018. The requirements of buses are as under:-

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Details</th>
<th>Rates for one deluxe bus (in Rs.)</th>
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<tbody>
<tr>
<td>1.</td>
<td>8 hrs. 80 kms.</td>
<td></td>
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<tr>
<td>2.</td>
<td>Extra kms</td>
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<tr>
<td>3.</td>
<td>Extra Hours</td>
<td></td>
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<td>4.</td>
<td>Delhi-Agra-Delhi (same day back)</td>
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2. You are requested to furnish the quotation of above items. The terms and conditions for above said purpose are as follows:-

(a) All bidders are requested to deposit an Earnest Money Deposit of Rs.6,000/- (Rs. Six thousand only) in the form of demand draft drawn in favour of "DDO, Ministry of Tribal Affairs, New Delhi, payable at Delhi", failing which their bids will not be considered. The Earnest Money Deposit shall be forfeited, if the successful bidder withdraw its offer in due course. The amount will be refunded to unsuccessful bidders without any interest on completion of the tender process.

(b) The bidders are required to submit the following document along with the bid:-

(i) A copy of Pan card (ii) Copy of TIN Number issued (iii) Copy of Sale Tax number issued (iv) EMD of Rs. 6000/-

(c) The prospective bidders should have experience of two years (previous two financial years) in the field in Govt./PSU offices and have proven past performance duly certified by the respective agencies. The vehicles to be provided shall be of 2016 onward make and with good interiors/valid permits/smooth running conditions.
Ministry reserves the right to refuse a particular vehicle after inspection and ask for a replacement. No other extra payment for waiting/driver allowances/toll etc. shall be paid by the Ministry of Tribal Affairs. The vehicles shall be required to report at 8:00 AM on the assigned days.

(d) The successful firm will be required to furnish the performance security of 10% of the total likely value of contract in favour of “DDO, Ministry of Tribal Affairs, New Delhi” which shall be valid for 90 days from the date of contract.

(e) If there is delay in providing of buses in the time specified by the Ministry a penalty @ Rs. 500/- per hour. for each default will be imposed.

(f) The payment shall be made to the satisfaction of the Ministry. The decision of the Head of Department of Ministry shall be final and binding in this regard. The dispute(s) against the bidding process/resultant contract shall be subject to the sole arbitration of Head of Department and as per Indian Law with the place of jurisdiction being Delhi. All other things being equal, the contract shall be awarded to the lowest evaluated bidder. In respect of quotations for multiple items/services, the firm quoting lowest for majority of items will be considered as per rates approved.

3. The quotation addressed to Section Officer (PC), Ministry of Tribal Affairs, Room No. 217F, D Wing, Shastri Bhawan, New Delhi must reach in this Ministry by 1:00 PM on 14.12.2017. This will be opened at 03.00 PM on same day i.e. 14.12.2017 in Room No. 217F, D Wing, Shastri Bhawan, New Delhi. The authorized representative of the prospective bidders may participate in the tender opening process if so desired.

Yours faithfully,

[Signature]

(Uttam Kumar Kar)
Under Secretary to the Govt. of India  
Tel:011-23389535

Copy to: Technical Director (NIC) for uploading the Tender Notice on Ministry’s website and Central Public Procurement portal.