



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2025/B/6011657
Dated/दिनांक : 01-03-2025

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	22-03-2025 10:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	22-03-2025 10:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	90 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Communications
Department Name/विभाग का नाम	Department Of Telecommunications (dot)
Organisation Name/संगठन का नाम	Iti Limited
Office Name/कार्यालय का नाम	Naini
क्रैता ईमेल/Buyer Email	con3.il.up@gembuyer.in
Item Category/मद केटेगरी	Monthly Basis Cab & Taxi Hiring Services - Sedan; 2100km x 420 hours; Local
Contract Period/अनुबंध अवधि	1 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	10 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	1 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes

Bid Details/बिड विवरण	
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria, Bidder Turnover, Certificate (Requested in ATC), OEM Authorization Certificate, OEM Annual Turnover *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Do you want to show documents uploaded by bidders to all bidders participated in bid?/	Yes
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
ITC available to buyer/क्रेता के लिए उपलब्ध आईटीसी	Yes
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	7 Days
Estimated Bid Value/अनुमानित बिड मूल्य	552000
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation

EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	10000

ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)	5.00
Duration of ePBG required (Months) / ईपीबीजी की अपेक्षित अवधि (महीने).	12

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

Beneficiary/लाभार्थी :

AM

Naini, Department of Telecommunications (DOT), ITI Limited, Ministry of Communications
(Iti Limited)

MII Compliance/एमआईआई अनुपालन

MII Compliance/एमआईआई अनुपालन	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

4. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

5. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

6. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

If the buyer has mentioned MSE purchase preference in ATC then service provider is required to upload necessary documents for MSE purchase preference for verification by the buyer during evaluation.

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

Fleet of owned vehicles with service provider, (Please limit the number to up to 100% of the vehicles demanded or 30 whichever is lesser):1

Drivers on Payroll (in Numbers) (Please limit the number to up to 100% of the vehicles demanded or 30 whichever is lesser):1

Minimum years (up to 5 years) of experience in related field:1

Number (upto 100%) of vehicles demanded should have been provided in a single contract to a government agency in the past three years:0

Number (up to 100%) of vehicles demanded should have been provided in the past 1 year to government agencies:0

Geographic Presence in States:Uttar Pradesh

Scope of Work:[1740827912.pdf](#)

Monthly Basis Cab & Taxi Hiring Services - Sedan; 2100km X 420 Hours; Local (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Vehicle Type	Sedan
Type of car (Please select at least 3 options)	Honda Amaze , Maruti Suzuki Dzire , Hyundai Xcent
Usage Variant	2100km x 420 hours
Type of Service	Local
Year of Vehicle Model	2020
Km Travelled	Upto 25,000 Kms
Air Conditioning Requirement	A/C
Area of Operation	Plains
Fuel Type	Any
Addon(s)/एडऑन	

Input Tax Credit(ITC)/इनपुट कर क्रेडिट(आईटीसी) and/ तथा Reverse Charge(RCM)/रिवर्स प्रभार (आरसीएम) Details

ITC on GST/जीएसटी पर इनपुट कर क्रेडिट	ITC on GST Cess/जीएसटी उपकर कर क्रेडिट
100%	100%

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Vehicles Required	Additional Requirement/अतिरिक्त आवश्यकता
1	Mohammad Adil	211010,Mirzapur Road Naini	1	<ul style="list-style-type: none">Duration in Months for which service is required : 12

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Forms of EMD and PBG

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

ITI Limited Naini
payable at
PRAYAGRAJ

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

3. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

ITI Limited Naini
payable at
PRAYAGRAJ

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.

11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---



ITI LIMITED, NAINI UNIT, NAINI, ALLAHABAD-211010

Ref: 1018/152/Vehicle Contract/6PM-8AM/2024-2025

Date: 01/03/2025

**NOTICE INVITING TENDER
FOR CHARTERED VEHICLE**

Tenders are invited through GeM portal under two bid system containing Part-I (Technical and General Conditions) and Part-II (Rates for described work);

Offer from reputed contract carriers / operators capable of providing:

Scope of Work:

1. Providing 5 seater passengers Vehicle (July'2020 & above model) for patrolling inside the company premises & adjacent area outside company boundary for 6:00 PM to 8:00 AM (approx 70 km/day) a minimum of 8 rounds must per day. Extra km charges will be applicable.
2. The vehicle is required along with driver including Sunday and Holidays for use.
3. In case of any exigency it will be at disposal of ITI.
4. Fuel, maintenance, insurance, PUC, engaging driver & any other statutory obligation/requirement will be in the scope of the contractor.
5. The driver must be fully insured. The expenses towards insurance will be in the scope of contractor.
6. Mentioned vehicles at above should be meeting all the contractual obligations required under the rules and rendering prompt and efficient services.

Details & Terms & Conditions: ---

- A.** No. of Vehicles required : 1 No (05 Seater)
- B.** Period of contract: 01 year (extendable to 1 year at the sole discretion of ITI without any claim from contractor)
- C.** Estimated value of the contract: 5.52 lakhs
- D.** Commencement of services: 01-04-2025
- E.** Availability of Tender Documents: from 01/03/2025 to 22/03/2025
- F.** Last Date of Receipt of Tender: Up to 10.00 AM on 22/03/2025
- G.** Date of Opening of the tender: At 10.30 AM on 22/03/2025
- H.** Earnest Money: Rs. 10000.00 for offered vehicle in form of Demand Draft drawn on any scheduled bank in favor of M/s ITI Limited, Naini, Allahabad must be submitted along-with Part-I of The Tender document. Cash/Money order will not be accepted. Tender not accompanied with requisite earnest money shall summarily be rejected. Earnest money of the unsuccessful tenderer/bidder shall be refunded after finalization of the tender and shall bear no interest.

GENERAL INSTRUCTION FOR SUBMISSION OF THE TENDER

Interested parties may please quote with following details/documents for vehicle:-

1. Tenderer is required to submit his offer on **GeM Portal** only
2. Rate should be quoted in annexure “D” and should be inclusive of all other Taxes. This format should be kept in Part- II envelope.
3. The documents submitted should be clear and legible.
4. Copy of GST registration /Permanent Account Number Card to be submitted with tender Part I. Annexure “A” & Annexure “B” & Annexure “C” duly filled & signed should be kept in Tender part –I
5. Firm registration details if any and power of attorney in case of firm.
6. Make and year of Registration, Model of vehicle offered for hiring in annexure “C” to be submitted in Part I along with photocopy of vehicle papers such as Registration, Road Tax, Fitness certificates, comprehensive Insurance, Pollution certificate etc.
7. Vehicle (5 seater) offered should not be earlier than July’ 2020. The offers for earlier models will not be considered.
8. The bank draft of EMD amount @Rs.10000/- for vehicle quoted must be attached in part- I of the tender.
9. The company is not under any obligation to accept the lowest tender/tenders and reserves the right to reject any or all the tenders without assigning any reasons whatsoever, at its sole discretion.
10. Proof of Experience of operation of vehicle in large organization/establishments is to be attached with technical bid.

AGM-HR & Legal
ITI Limited, Naini, Allahabad

IMPORTANT

Summary of Documents to be submitted in The Technical Bid on GeM portal.

1. Annexure “A” Duly signed with Seal of the tenderer
2. Annexure “B” Duly filled up and signed by tenderer with their seal.
3. Terms & conditions page no. 04 to 07 duly signed by the tenderer with their seal.
4. Annexure “C” duly filled with copy of the documents solicited.
5. The copy of experience letter like copy of contract/work order with whom has worked or working at present.
6. Copy of other documents like PAN copy, GST registration, firms registration if any.
7. EMD in form of Demand draft as mentioned in the tender documents.

Summary of Documents to be submitted in The PRICE Bid (Part- II)

Annexure “D” with the rates only should be duly signed and seal of the tenderer.

TERMS AND CONDITIONS FOR ACCEPTANCE OF TENDER

This tender shall be known as the tender for Vehicle for the period 6PM to 8AM at ITI limited Naini through 5 seater vehicle, as per details furnished at Annexure 'A'.

1. In general 5 Seater vehicle is required for the period 6PM to 8AM including Sunday and Holidays.
2. Patrolling duty within & adjacent boundary the factory for movement of 70 Km per day.
3. The tenderer is herein after referred to as "OPERATOR" and ITI Ltd Naini as "Company".
4. This tender form is non-transferable.

The tenderer should quote only if they satisfy the following criteria.

5. **INSURANCE:** The vehicles must be insured under motor vehicle Act to provide insurance benefit to ITI Ltd. officials & security officials traveling in the same against any accident. The operator shall pay any amount of compensation of accidents caused by the vehicle and the ITI will not be held responsible for payment of any such amount.
6. It shall be the responsibility of the Operator that vehicle for patrolling duty in the night must reach as per schedule timing. In case, timings are not adhered too, the operator shall be liable for penal deduction from their bill.
7. The OPERATOR will have to run 5 Seater vehicle in excellent running condition required for patrolling duty in the night.
8. The operator shall obtain route permit etc. for running the vehicles and ITI Ltd will in no way be responsible for obtaining such permits. Payment of taxes such as Surcharge, Insurance charges, Nagar Nigam Fee and maintains of necessary statutory records shall be the sole Liability /responsibility of the operator and the operator shall not operate their vehicles in ITI Ltd. without discharging these obligations. Except toll tax & GST, all other taxes should be included in rates. All other taxes will be deposited by the bidder. Reimbursement of toll tax will be made against production of toll receipt.
9. The operator has to obtain permission from the transport authorities for "CONTRACT CARRIAGE" under the latest motor vehicle rules and other necessary permissions from the Govt. & Municipal authorities, required for the engagement of the vehicles.
10. **ESCALATION CLAUSE:** M/s ITI Limited would pay escalation in rate of diesel as per documentary evidence received from IOC/BPCL prices of diesel. Similarly rates would be reduced proportionately if fuel rates are reduced. The rates quoted by the party will be based on fuel rate as on (Date of Tender). Any further increase of Rs.1/- per Liter in rate of fuel will be increased by 0.4% on the basic rate. The escalation will be calculated on quarterly on the basis of rate of opening day of each quarter. The difference of rate of two quarter will be taken basis for escalation calculation.
11. **Payment:** Bills (duly pre-receipted by affixing the revenue stamp) for payment shall be submitted, in triplicate to our Transport Department who is responsible for operational activities with a copy of current passenger tax for each route on monthly basis in following months. The payment will be made by Account Payee

Cheque in the name of Operator only. HSN code of the service should be mentioned in the bill.

12. DEDUCTIONS AND PENALTY CLAUSE:

- a. In case due to any reason whatsoever the transporter fails to provide the vehicle service, as the case may be, he shall have to pay fine equal to two times the hiring charges for that day/trip in addition to proportionate recovery of hiring charges.
- b. **LATE COMING PENALTY:**
There would be late coming penalty of 01% of hire charges of that day for each late minute shall be imposed.

Note: If the delay is more than fifteen minutes in coming to ITI Ltd. Naini premises will be treated ABSENT.

13. EARNEST MONEY:

- a. The operator shall have to deposit an earnest money of Rs. 10000/- (Rs. Ten Thousand only) (interest free) for offered vehicle in the form of Demand Draft drawn on any scheduled bank at Naini. Payment by cash /cheque is not acceptable.
 - b. The earnest money deposit will be returned to the unsuccessful tenderer after finalization of the contract and shall bear no interest.
 - c. The earnest money will be forfeited if the tenderer withdraw the offer during validity period or does not offer the papers of vehicles for inspection and put hurdles/obstruction for finalization the contract.
 - d. The earnest money will be forfeited by ITI in case the tenderer does not accept the contract within a week of its award.
- 14.** In case of any breach of contract on the part of the Operator ITI shall forfeit the security money deposit against the contracted vehicle, without prejudice to its right to take legal recourse for the said breach of contract as deem fit.
- 15.** The Management will be at liberty to change timings and days of running, as and when required.
- 16.** The vehicle will be examined by our Committee even before as required and discrepancies pointed out will have to be rectified within specific period. Failure to rectify the defects will attract a penalty of Rs. 500/- (Rs. Five Hundred only) per week/or part thereof till defects are removed by the operator.
- 17.**
- a. Once the vehicle is inspected and approved by the ITI Ltd, Naini and put into the operation awarded to the operator, the same will not be replaced without permission in writing to the person nominated by the ITI management. Only after due permission granted and after examining of valid reasons and condition of vehicle, the operator will be allowed to replace the vehicle.
 - b. However in case of emergency breakdowns operator will provide standby arrangement. The standby vehicle so provided will not be lower than the contracted model. This should be informed to Transport Department on the same day. Transport Department will satisfy himself regarding serviceability of standby arrangement. However this will not be allowed for more than two days in a month.
 - c. In case of absenteeism of a particular approved vehicle for (night patrolling) without making available good condition stand by vehicle, ITI may cancel the services of operator on the route and will be free to take any action without any further notice.

18. Vehicle shall be inspected before actual operation. All papers must be completed in all respects including payment of all government levies, taxes, fee, insurance etc. before inspection.
19. The operator shall deposit a sum of Rs. 10,000/- for per 5 seater vehicle engaged, carrying no interest, by demand draft with company as security deposit for due performance of the provisions of the agreement. This is liable to be forfeited as liquidated damages by and to the company for any breach of terms of agreement on part of operator shall be liable for any loss or damages caused to the company by any reason whatsoever. The earnest money of Rs. 10,000/- shall be adjusted against security deposit in case of successful tenderer.
20. The operator shall enter into an agreement with the company embodying these and other suitable condition as may be laid down by the company which shall be mutually agreed between the company and the operator from the date of entering into the agreement and valid for 2 years. The agreement will be valid for two years which may be extended for one term after mutually agreed between company and operator.
21. The contract can be terminated by either party on giving sixty days notice, in writing to this effect to the other parties. However, in case the operator fails to provide the contracted vehicle or provide proper and timely service, as required, ITI Ltd, Naini will reserve its right to terminate the contract without any notice and Operator will not be entitled to claim any damages or compensation from ITI.
22.
 - a. All disputes and differences if any, arising out of and in connection with the agreement made in pursuance of the acceptance of tender whatsoever, shall be settled through the forum of arbitration under Arbitration and Conciliation Act, 1996. The arbitrator shall be appointed by the Unit Head of ITI Limited Naini Allahabad, whose decision shall be final and binding on the parties.
 - b. All disputes arising out of the terms and conditions of the tender and agreement shall be subject to the jurisdiction of the Courts within the local limits of Allahabad District.
23. ITI Ltd, Naini in no way will be responsible of payment of such expenditure i.e. to bear the cost of fuel etc, salary and wages, Govt. statutory deduction like P.F, ESI etc. of the driver employed by the transporter for operating the vehicle, shall be exclusively the responsibility of the operator under the Govt. rules.
24.
 - a. The Operator shall ensure that the driver of the vehicle possesses the requisite driving license and meet the provisions of the vehicle Act for driving the vehicle. The vehicle operation related papers should be kept with the driver of the vehicle .The Operator shall also ensure that only the matured/experienced and disciplined persons is engaged as Driver defined under the motor vehicle rules.
 - b. The Drivers allowed by committee (formed by ITI) can only drive the vehicle for a period of six months only and thereafter extensions can be granted on their past performance of driving & conduct.
 - c. Intimation of change of driver must be given to ITI.
 - d. The Operator shall ensure that the driver of the vehicle possesses mobile for easy traceability.
25. Operator will be responsible for the good conduct of his employees on the vehicle while on route or in factory premises. Any loss or damage to the Company property by irresponsible behavior of Operator's employees will be fully recovered from the Operator. If any complaint of misbehavior is reported, operator will have to replace his employee within 48 hours.
26. Employees of operator engaged for running of the vehicle is not employees of the company and any compensation arising due to operation of vehicle, under the

- Govt. rules or whatsoever it may be, will have to be borne & paid by operator only. The company will in no way responsible for it.
27. Even under unforeseen circumstances, Night patrolling vehicle must be ensured by making alternate arrangements.

The tenderer will have to fill up all the annexure 'A' to 'D' along with tender document as per instructions mentioned in the tender document.

Signature of the tenderer should appear on all the pages of the tender with their official seal.

AGM-HR & Legal
ITI Limited, Naini, Allahabad

ANNEXURE 'A'

ANNEXURE TO THE TENDER DOCUMENTS FOR CONTRACT CARRIAGES

Patrolling duty in the night timings: 6PM to 8AM, including Sunday and Holidays.

1. Vehicle for patrolling duty must reach to the starting point 15 minutes before the schedule timing.
2. Above timings are liable for change with sufficient notice.
3. At present we require 1 vehicle (5seater).

The offer of vehicle should be given as required in Annexure–D in commercial bid envelope.

Signature & Seal of the
Tenderder

Note: This annexure should be kept in Tender Part – I duly signed and stamped.

ANNEXURE 'B'

Details Forming Part of the TENDER for contract carriage

1. Name of the firm in full:
2. Address of Official Premises including Telephone number/Mobile No. & E-mail:
 - a. Allahabad or Naini:
 - b. Address of other offices (If more than one, Details may be given in separate sheet):
3. If your firm is Limited co. furnish a
 - a. Copy of the memorandum and articles of association together with the latest:
 - b. Copy of the balance sheet for last three years:
4. How long have you been in the Operation business:
5. Give details of vehicle being possessed by you in a separate sheet:
6. State the place and area of your operation:
7.
 - a. Give name & Address of your Regular clients on separate sheet:
 - b. Have you entered into annual Contracts of work with any clients as above?
8. Name and Address of your bankers:
(Enclosed copy of last Income Tax clearance Certificate & Permanent Income Tax No and other details) (Enclose the documents)
9. Copy of GST registration certificate

I/We certify that to the best of my/our knowledge the particulars furnish above are true and correct.

It is understood that the information furnished will be treated as confidential and will not be indulged to unauthorized person.

Witness:

Place:

Date:

Signature of Tenderer & Seal

Note: This annexure should be kept in Tender Part- I duly filled, signed and stamped.

ANNEXURE 'C'

SL. NO.	OFFERED VEHICLE MAKE & MODEL & YEAR	VEHICLE CAPACITY IN NUMBERS	REGISTRATION NO. AND YEAR	REMARKS IF ANY
01				
02				
03				
04				
05				
06				
07				
08				
09				
10				

Date:

Place:

Signature of Tenderer
with seal

Note: - Self attested Photocopy of Registration book, Insurance, A.T receipt, Fitness, Pollution certificate etc. and other statutory record which are necessary for contract carriage under present MV rules must be enclosed for the vehicle mentioned in this annexure.

Note: This annexure should be kept in Tender Part –I duly filled and stamped along with the copies as indicated above.

ANNEXURE 'D'

ANNEXURE TO TENDER DOCUMENT
{Rate for Described Work (Part –II)}

(TO BE FILLED IN BY TRANSPORTERS)

Description Type of Vehicle	No. of vehicle required	No. of Vehicle Offered	Maximum No. vehicles can be offered on demand.	Approx. Distance to be covered per day	Rate Vehicle/ month in Rs (Exclusive of GST)	GST in %	Total / Vehicle / Month in Rs.
5 Seater	1			70KM			

Note:

1. Due to unavoidable circumstances, if vehicle runs beyond above mentioned distance then the extra price will be calculated proportionally on the basic rate, to be paid to the vehicle operator.
2. The above vehicle requirement may vary during the operational process.
3. The impact of extra financial burden due to increase in Govt. duties / Levies etc. shall be to the account of vehicle operator during the contract period, if any.
4. Please specify the service HSN code.
5. Other terms of Contract shall also be applicable as per taken account.

Are you Registered for GST	Yes / No.
If yes, then mention GST No.	

SIGNATURE AND SEAL OF TENDERER

Note:

1. Only this annexure should be kept in Tender Part- II (Price bid).
2. No additional condition is acceptable by ITI.