

	<p>भारतीय प्रौद्योगिकीसंस्थानमद्रासचेन्नै 600 036 INDIAN INSTITUTE OF TECHNOLOGY MADRAS Chennai 600 036 भंडार एवं क्रय अनुभाग STORES & PURCHASE SECTION Email: adstores@iitm.ac.in दूरभाष: (044) 2257 8285 / 8286 / 8287 / 8288 फ़ैक्स: (044) 2257 8292 Telephone : (044) 2257 8285/8286/8287/8288 FAX: (044) 2257 8292 GSTIN: 33AAAI3615G1Z6</p>	
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G. Chitrapavai
Deputy Registrar (Stores & Purchase)

Dated : 07.02.2019

Tender No. IITM/SPS /Admn./RC for Hiring of Tourist Vehicles/011/2018-19

Due Date: 27.02.2019
before 2.00p.m

NOTICE INVITING e-TENDER

e-Tenders are invited under **Two Bid system** i.e. **Technical Bid (Annexure – IV) and Financial Bid (Annexure – V)** for hiring of Tourist Vehicles – Cars-Ambassador/Tata Indica etc (A/C, Non A/C), Sumo/Scorpio/Tavera (A/C, Non A/C), Luxury Car A/C, Van (Non A/C), Tempo Traveller (A/C, Non A/C), Bus 40-45 Seater (A/C, Non A/C) not older than 2015 model from the prospective contractors for Indian Institute of Technology Madras, Chennai 600 036.

S.No.	Activity Description	Time Schedule
1.	Tender No.	IITM/SPS /Admn./RC for Hiring of Tourist Vehicles/011/2018-19 Dated: 07.02.2019
2.	Tender Type	OPEN
3.	Type / Form of Contract	Empanelment
4.	Services to be offered	Hiring of Tourist Vehicles
5.	Source of Fund	IIT Madras
6.	Multi-Currency Allowed	No
7.	Date of Issue / Publishing	07.02.2019
8.	Time & last date of depositing Tender / Bid	Before 02.00 p.m. on 27.02.2019
9.	Time & Date of Opening of Tender / Bid	03.00 p.m. on 28.02.2019
10.	Bid System	Two Bid system (i.e. Annexure IV: Technical Bid & Annexure V: Financial Bid)
11.	Minimum Validity of Tender Offer	90 days from the date of Opening
12.	Estimated cost of Tender	Rs.1,00,00,000/- (Rupees One Crore only)
13.	Earnest Money Deposit (EMD)	Rs.2,00,000/- (Rupees Two lakhs only) may be transferred to the following bank account on or before due date 27.02.2019, before 2.00 p.m. Name : Registrar IIT Madras Bank : State Bank of India, Account No. : 10620824305 Branch : IIT Madras IFSC Code : SBIN0001055
14.	Duration of Contract	The contract shall be valid for a period of one year from the date of signing of agreement. However contract may be extended for further period of one year based on performance and mutual acceptance on the same terms and conditions.

sd/-
Deputy Registrar
(Stores & Purchase)

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Tender No. IITM/SPS /Admn./RC for Hiring of Tourist Vehicles/011/2018-19

Due Date: 27.02.2019
before 2.00p.m

Dear Sirs,

On behalf of the Indian Institute of Technology Madras, Tenders are invited under the two bid system i.e., Technical Bid (Annexure – IV) and Financial Bid (ANNEXURE –V) for

“Rate Contract for Hiring of Tourist Vehicles at IIT Madras”

from the reputed firms conforming to the specifications enclosed.

Tender Documents may be downloaded from Central Public Procurement Portal <https://etenders.gov.in/e procure/app> Aspiring Bidders who have not enrolled / registered in e-procurement should enroll / register before participating through the website <https://etenders.gov.in/e procure/app>. The portal enrolment is free of cost. Bidders are advised to go through instructions provided at **“Help for contractors”**. [Special Instructions to the Contractors/Bidders for the e-submission of the bids online through this eProcurement Portal”].

Bidders can access tender documents on the website (For searching in the NIC site, kindly go to Tender Search option and type ‘IIT’. Thereafter, Click on “GO” button to view all IIT Madras tenders). Select the appropriate tender and fill them with all relevant information and submit the completed tender document online on the website <https://etenders.gov.in/e procure/app> as per the schedule attached.

The interested bidders may submit the online tenders **in two bid system i.e., (I) Technical Bid (II) Financial Bid. All quotation both Technical bid and Financial bid** should be submitted in the e-procurement portal. **No manual bids will be accepted.**

1	LAST DATE for receipt of Tender	:	27.02.2019 before 02.00 p.m
	Date & Time of opening of Tender	:	28.02.2019 before 03.00 p.m
	Pre bid meeting :		Date and time : 15.02.2019 @ 4.00 pm Venue : 2nd floor, Conference Room, Administration Building, IIT Madras Doubts if any on the specifications, tender conditions etc. may be raised and get clarified during the pre-bid meeting for the above tender
A	Submission of Tender	:	As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal URL: https://etenders.gov.in/e procure/app The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: https://etenders.gov.in/e procure/app

		<p>Both Technical Bid (Annexure – IV) & Financial Bid (Annexure – V) should be submitted separately in online CPP portal as per the specified format only. Right is reserved to ignore any tender which fails to comply with the above instructions.</p> <p>No manual bid submission is entertained.</p>
B	Instructions for online bid submission	<p>REGISTRATION</p> <ol style="list-style-type: none"> i. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal <u>URL:https://etenders.gov.in/e procure/app</u> by clicking on“Online Bidder Enrollment”. Enrolment on the CPP Portal is free of charge. ii. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts. iii. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal. iv. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.) v. <u>https://etenders.gov.in/e procure/app?component=%24DirectLink&page=DSCInfo&service=direct&session=Tw</u>with their profile. vi. Only one valid DSC should be registered by a bidder. Please note that the bidders areresponsible to ensure that they do not lend their DSCs to others which may lead to misuse. vii. Bidder then logs in to the site through the secured log-in by entering their user ID / passwordand the password of the DSC / eToken.
Guidelines, Terms and Conditions of Tender		
C	Searching for tender documents	<ol style="list-style-type: none"> i. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal. ii. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective “My Tender” folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document. iii. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.
D	Preparation of bids	<ol style="list-style-type: none"> i. Bidder should take into account any corrigendum published on the tender document before submitting their bids. ii. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Any deviations from these may lead to rejection of the bid. iii. Bidder, in advance, should prepare the bid documents to be submitted as indicated in the tender document / schedule and generally shall be in

			<p>PDF format as the case may be. Bid documents may be scanned with 100 dpi with black and white option.</p> <p>iv. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, GSTIN Details, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Documents" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.</p>
E	Submission of bids	:	<p>i. Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission date and time. Bidder will be responsible for any delay due to other issues.</p> <p>ii. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.</p> <p>iii. Bidder has to transfer the EMD as applicable by online mode only. The EMD should be transferred on or before the closure date and time of the tender. If the EMD is not transferred before the closure date and time, the tender will be summarily rejected. The EMD transferred to IIT Madras (as per IIT Madras Account details given in Clause 1(I)) and the proof of transfer has to be submitted in the technical bid. Otherwise, the tender will be summarily rejected.</p> <p>iv. A standard Bill of Quantity (BOQ) format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bid in the format provided and no other format is acceptable. Bidders are required to download the BOQ file, open it and complete the detail with their respective financial quotes and other details (such as name of the bidder). If the BOQ file is found to be modified by the bidder, the bid will be rejected.</p> <p>v. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.</p> <p>vi. The Tender Inviting Authority (TIA) will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues.</p> <p>vii. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.</p> <p>viii. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid number and the date & time of submission of the bid with all other relevant details.</p> <p>ix. Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.</p>
F	Assistance to bidders	:	<p>i. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender document.</p>

			ii. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is [0120-4200462, 0120-4001002, 0120-4001005]
G	General Instructions to the Bidders	:	<p>i. The tenders will be received online through portal https://etenders.gov.in/eprocure/app. In the Technical Bids, the bidders are required to upload all the documents in pdf format.</p> <p>ii. Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through https://etenders.gov.in/eprocure/app</p> <p>iii. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site https://etenders.gov.in/eprocure/app under the "Information about DSC".</p>
H	Opening of the tender	:	The online bid will be opened by a committee duly constituted for this purpose. Online bids (complete in all respect) received along with scanned copy of EMD details (if any) will be opened as mentioned in the schedule of the tender document. Bid received without EMD (if applicable) will be summarily rejected. The technical bid will be opened online first and it will be examined by a technical committee (as per the eligibility criteria, specification and requirement). The financial bid will be opened only for the bid which technically meets all requirements as per the specification.
I	Bid Security (EMD)	:	<p>i. EMD for Rs.2,00,000/- (Rupees Two Lakhs only) should be transferred to the following bank account on or before due date 27.02.2019 before 2:00 p.m.</p> <p style="text-align: center;"> Name : Registrar IIT Madras Bank : State Bank of India Account No. : 10620824305 Branch : IIT MADRAS IFSC CODE : SBIN0001055 </p> <p>ii. The EMD will be returned to unsuccessful bidder only after the tenders are finalized.</p> <p>iii. The bid security may be forfeited</p> <p>(a) If the bidder withdraws his bid during the period of validity specified by the bidder in the bid form.</p> <p>(b) If the successful bidder fails to sign contract within a week of the issue of letter of intent.</p> <p>(c) If the successful bidder fails to furnish performance security in accordance with Clause 1 (J).</p> <p>(d) In the event of any breach or negligence or non-observance of any terms and conditions of contract or for unsatisfactory performance.</p>
J	Performance Security		<p>i. Successful bidder shall be required to submit a performance security deposit equal to Rs. 5,00,000/- (Rupees Five lakhs only) within 10 days.</p> <p>ii. Performance Security shall be submitted by way of Bank Guarantee issued by a commercial bank only.</p>

			iii. The Bank Guarantee shall be kept with Registrar, IIT Madras, Chennai for a period of one or any extended period, not beyond one year and shall be released after the successful completion of the contract or when bidder withdraws his offer before.
K	Marking on Technical Bid	:	Technical bid should be submitted in the prescribed proforma as per Annexure IV . The bidders shall go through the Scope of Work as per Annexure- I and submit the Technical Bid.
L	Marking on Financial Bid	:	Financial bid should be submitted in the prescribed proforma as per Annexure V through e-tender only. No manual submission of bid is entertained.
2	Award of Contract: IIT Madras shall consider empanelment of bidders for awarding contracts whose offer has been found technically, financially acceptable, subject to meeting the requirements of L1.		
3	Preparation of Tender: The bids should be submitted through online only in two bid system i.e. Technical Bid and Financial Bid separately. The online technical bid will be first opened and evaluated. In the primary screening, technical bid of only those who satisfy the technical submission and Vendor Eligibility Criteria (Annexure III) will be evaluated.		
4	Signing of Tender: The Tender is liable to be rejected if complete information is not given therein or if the particulars and date (if any) asked for in the schedule to the Tender are not fully filled in or not duly signed/authenticated. Specific attention is drawn to the terms and conditions enclosed herewith. Each page of the technical bid required to be signed and bears the official seal of the bidders. If the application is made by a firm in partnership, it shall be signed (with seal) by all the partners of the firm above their full typewritten names and current addresses. Alternatively, it may be signed by a partner holding power of attorney for the firm in which case a certified copy of the power of attorney shall accompany the application. A certified copy of the partnership deed along with current addresses of all the partners of the firm shall also accompany the application. If a limited company or a corporation makes the application, it shall be signed by a duly authorized person holding power of attorney for signing the application, in which case, a certified copy of the power of attorney shall accompany the application. Such limited company or corporation may be required to furnish satisfactory evidence of its existence. The applicant shall also furnish a copy of the Memorandum of Articles of association duly attested by a Notary Public.		
5	Period for which the offer will remain open: The Tender shall remain open for acceptance/validity till: 90 days from the date of opening of the tender		
6	Terms and conditions : Failure to comply with any of the instructions stated in this document will lead to rejection of offers (Annexure II).		
7	Right of Acceptance: IIT MADRAS reserves the right to reject the whole or any part of the Tender without assigning any reason or to accept them in part or full.		
8	Bidder shall submit along with his Tender: Name and full address of the Banker and their IFSC Code, MICR detail, PAN number and GSTIN.		
9	Jurisdiction: All disputes or difference whatsoever arriving between parties out of or relating to means and operation of this contract or the breach thereof shall be settled by Arbitrator. All questions, disputes, or differences arising under, out of or in connection with the contract, if concluded, shall be subject to the exclusive jurisdiction of Chennai.		

10	Force Majeure: If any time, during the continuance of this contract , the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reason of any war, or hostility, acts of the public enemy, civil commotion, sabotage, fires, floods, explosives, epidemics, quarantine restrictions, strikes, lockouts or acts of god (hereinafter referred to as events) provided notice of happenings, of any such eventually is given by either party to the other within 21 days from the date of occurrence thereof, neither party shall by reason of such events be entitled to terminate this contract.
11	IITM may, without prejudice to any other remedy for breach of contract by written notice of default sent to the bidder, terminate the contract in whole or part: a) If the bidder fails to provide any or all of the services within the period(s) specified in the contract. b) If the bidder fails to perform any other obligation(s) under the contract. c) If the bidder has engaged corrupt or fraudulent or unethical practices in competing for or in executing the contract.

Yours faithfully
sd/-
Deputy Registrar
(Stores & Purchase)

ANNEXURE I

SCOPE OF WORK

1. **Service:** The quality of service includes hiring of vehicles to the faculty members and officers of this Institute on request.
2. **Contract Period:** The contract shall be valid for a period of one year from the date of signing of agreement. However contract may be extended for further period of one year based on performance and mutual acceptance on the same terms & conditions.
3. **Trips:** This contract is for use of the vehicles by faculty members and officers for official trips and project-related activities only.
4. **Reporting Place:** Cab operators will be called over phone to provide the cab service as and when required. Vehicle should reach the concerned person, whenever requested, at agreed time/Place.
5. **Verification of Call:** The operator while attending the call has to note down the called number for verification again. Then they have to ensure whether the booking is for project/official or personal use.
6. **Counting of Distance:** The driver should ensure that the entries of the starting and closing kilometer and time are entered by the user of the car, which should accompany the bill. The mileage to be counted from garage to garage shall be not exceed 8 kms.

- Sd/-

**Deputy Registrar
(Stores & Purchase)**

ANNEXURE – II

TERMS AND CONDITIONS

The contract shall be valid for a period of one year from the date of signing of agreement. The fuel cost (Petrol/Diesel) will be taken into account for review of the rates and renewal of the contract.

1. Only well maintained vehicles, in good condition should be sent on request. There should not be any rattling noise. If the condition of the vehicle is not satisfactory, the same will be sent back by the user and no payment will be made.
2. All the vehicles being hired under this contract should have been authorized by Regional Transport Office to run as Tourist Car/Bus.
3. The vehicles provided by you should have valid comprehensive insurance policy.
4. The drivers of the vehicles should always have valid license in possession to drive transport vehicle. They should be neat, well-dressed and courteous and should not be under the influence of alcohol or any drugs.
5. If any complaint is received from the user of the vehicle on any account, this contract will be terminated by giving 14 days' notice.
6. Under normal circumstances, request for hiring of vehicle shall not be refused.
7. No Sub-contracting is permissible.
8. Transport Cell of the Institute shall be single point of contact for successful tenderer for accepting bookings on behalf of IIT Madras.
9. **Bills and Payments:** Bills are to be submitted to IIT Madras within a week of hiring of the vehicles and should clearly indicate the major places of visit, distance covered and duration of the visit duly certified by the user/his representatives. Delay in submission of Bills will not be entertained.
10. **Price Revision:** No escalation is admissible on any account whatsoever during the first three months of the contract. After three months of contract a rate increase/decrease in hire charges due to variation in fuel rates will be worked out @ 0.10 paise per km from the approved base rate will be permitted for cumulative increase/decrease of Re.1/- per litre in diesel price once in three months.
11. **Extension of agreement:** The contract shall be valid for a period of one year from the date of signing of agreement. However contract may be extended for further period of one year based on performance and mutual acceptance on the same terms and conditions.
12. By virtue of this agreement no relationship of employees and employer will be created between the drivers deployed and IIT Madras. It will be the sole responsibility of the contractor to pay salary and other perks to its drivers and no complaints by any of its drivers in this regard will be entertained by IIT Madras.

13. Right to IIT Madras

- a. The Registrar, IIT Madras reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever and his/her decision shall be final and binding on the Bidder.
- b. The Registrar, IIT Madras reserves the right to award the contract either to one or more than one contractors / operators. Empanelment of more than one contractor/operator will be done only if the technically qualified contractor/operator agrees to match the L-1 rate.

14. Dispute Settlement

- a. It is mutually agreed that all differences and disputes arising out of or in connection with its agreement shall be settled by mutual discussions and negotiations. If such disputes and differences cannot be settled and resolved by discussions and negotiations, then the same shall be referred to the sole Arbitrator appointed by the Director, IIT Madras, whose decision shall be final and binding on both the parties.
- b. It is also agreed that in case of any disagreements / disputes in connection with the contract, the same shall be settled under the Court of Law within its Jurisdiction at Chennai.

15. IIT Madras shall have no direct liability arising out of such negligent, rash and impetuous driving which is an offence under Section 29 of IPC and any loss caused to IIT Madras have to be suitably compensated by contractor.

16. General:

- a. The Institute is not responsible for any damage to the vehicle while on the services to this Institute.
- b. Applicable TDS will be deducted as per rules from the charges payable and a statement will be given every quarter.
- c. Please ensure that your establishment is registered under GST and the GST registration number should be provided.
- d. IIT Madras reserves the right to cancel the contract without assigning any reason therefore.
- e. Mere awarding the contract does not entitle the Company to demand for engaging the vehicle from them alone.

- Sd/-
Deputy Registrar
(Stores & Purchase)

Annexure – III

VENDOR ELIGIBILITY CRITERIA

1. Number of Kms from the garage to IITM In-Gate (should be located within 8 kms from the Main In-Gate).
2. Number of years' of experience in the business (minimum 3 years' experience).
3. Minimum of 5 cars/vans registered in the name of the Company or in the name of the Proprietor of the Company with make & model (should have a minimum 5 cars / vans – make of 2015 or later)
4. Valid All India permit to ply as taxi.
5. Should have handled at least two contracts with Central/State Govt./Autonomous Institutions/Reputed firms, etc., for hiring of taxi service for last three years, i.e. 2015-16, 2016-17, 2017-18.

**- Sd/-
Deputy Registrar
(Stores & Purchase)**

Annexure – IV

TECHNICAL BID

1.	Name and Address of the Company/Agency	:	
2.	Type of Ownership Proprietorship / Partnership / Registered firm / Un-Registered firm / Body Corporate	:	
3.	Date of Registration of the Company with registration number (Enclose copy)	:	
4.	No. of Kms from the garage to IITM In-Gate (should be located within 8 kms from the Main In-Gate)	:	
5.	No. of years' experience in the business (minimum 3 years' experience)	:	
6.	No. of cars owned in the name of the company / proprietor with make & model (should have a minimum 5 cars / vans – make of 2015 or later)	:	
7.	No. of Vans and Buses owned in the name of the company / Proprietor with make & model	:	
8.	List of clients (past & present) with address and contact	:	
9.	Valid All India permit to ply as taxi (enclose copy)	:	
10.	Whether Income tax latest return filed for last 3 years. (Enclose copy)	:	
11.	GST Registration (enclose copy)	:	
12.	Details of R.C & Insurance documents of vehicles available (enclose copy)	:	
13.	Annual Turnover of the Company (last 3 years 2015-16, 2016-17, 2017-18) (enclose copy of Balance Sheet)	:	
14.	Order copy of similar work executed in last 3 years i.e. 2015-16, 2016-17, 2017-18 (enclose copy)	:	
15.	Satisfactory Performance certificate in similar	:	

	services preferably with Central/State Government.		
16.	Have you been blacklisted or debarred in the past by IIT Madras or any other Government Organization from taking part in Government tenders.	:	
17.	Declaration of non-Black listing (only by successful bidders) , to be executed & attested by Public Notary/Executive Magistrate on Rs.50/- stamp paper of Bidder as per Annexure VII.		

Certified that the above furnished information are true and correct. Failure to furnish all documents lead to rejection of bid.

Signature of the Bidder
Name & Address of the Bidder with Office Stamp

ANNEXURE – V
FINANCIAL BID FORM (Exclusive of GST)
BILL OF QUANTITY (BOQ)

Description	Cars (Ambassador/ Tata Indicaetc		Sumo/Scorpio/ Tavera etc.,		Luxury car A/C		Van Non A/c	Tempo Traveller		Bus 40-45 Seater	
	A/C	Non A/C	A/C	Non A/C	Ford Ikon, Tata Indigo, Toyota Etios, etc.,	Innova, Xylo, Tata Aria, etc.,		A/C	Non A/C	A/C	Non A/C
1. For Chennai Airport/Chennai Central/Egmore Railway stations (in Rupees)											
3 hours & 35 kms											
Rate for extra kms											
Rate for extra hour											
2. For Local Trips (in Rupees)											
3 hours & 35 kms											
5 hours & 50 kms											
10 hours & 100 kms											
12 hours & 120 kms											
15 hours & 150 kms											
Rate for extra kms											
Rate for extra hours											
3. For Outstation Trips - Per day covering 225 kms (in Rupees)											
Per km rate											
Driver Bata											
Night halt per day											
Inter State permit charges											
Extra amount per km beyond 225 kms											

- 7 hours & above will be treated as 10 hours & above 12 hours will be treated as 15 hours.
- For outstation trip minimum 225 kms will be calculated per calendar day.
- Time & Kms will be calculated from shed to shed.
- Parking Charges, Toll free etc. are at actual.
- GST as per Government of India orders.

Signature of the Bidder

ANNEXURE – VI

DECLARATION OF THE BIDDER

“I/We hereby declare that I/We have carefully gone through the **“Terms & Conditions”** and **“Scope of Work”** of Tender notice Tender No. **IITM/SPS /Admn./RC for Hiring of Tourist Vehicles/011/2018-19** Dated 07.02.2019 in detail and agree to the rates submitted by me / us in the Rate Sheet and I / We agree in full”.

In case the above information found false I / We are fully aware that the tender / contract will be rejected / cancelled by IIT Madras and shall be forfeited.

**SIGNATURE OF BIDDER ALONG WITH
SEAL OF THE COMPANY WITH DATE**

ANNEXURE – VII

DECLARATION REGARDING BLACKLISTING / DEBARRING FROM TAKING PART IN GOVT. TENDER BY IIT MADRAS / GOVT. DEPT.

(To be executed & Attested by Public Notary / Executive Magistrate on Rs.50/- Stamp paper by the bidder.)

I / We Proprietor / Partner (s) Director (s) of M/s. _____ Hereby declare that the firm / company name M/s. _____ has not been blacklisted or debarred in the past by IIT Madras or any other Government organization from taking part in Government tenders.

Or

I / We Proprietor / Partner (s) Director (s) of M/s. _____ Hereby declare that the firm / company name M/s. _____ was blacklisted or debarred in the past by IIT Madras Government organization from taking part in Government tenders for a period of _____ years w.e.f _____

The period is over on _____ and now the firm / company is entitled to take in Government tenders.

In case the above information found false I / We are fully aware that the tender / contract will be rejected / cancelled by IIT Madras and shall be forfeited.

In addition to the above, IIT Madras will not be responsible to pay the bills for any partially completed work.

Signature: _____

Name: _____

Name & Address of the firm: _____

Seal of the firm should be affixed

Date:

SCHEDULE

Name of Organization	Indian Institute of Technology Madras
Tender Type (Open/Limited/EOI/Auction/Single)	OPEN
Tender Category (Services/Goods/works)	Services
Type/Form of Contract (Work/Supply/ Auction/ Service/ Buy/ Empanelment/ Sell)	Service
Product Category (Civil Works/Electrical Works/Fleet Management/ Computer Systems)	“Rate Contract for Hiring of Tourist Vehicles at IIT Madras”
Source of Fund (Institute/Project)	IIT Madras
Is Multi Currency Allowed	No
Date of Issue/Publishing	07.02.2019
Document Download/Sale Start Date	07.02.2019
Document Download/Sale End Date	27.02.2019
Last Date and Time for Uploading of Bids	27.02.2019 before 02.00 pm
Date and Time of Opening of Technical Bid	28.02.2019 at 03.00 pm
EMD	Rs.2,00,000/-
No. of Covers (1/2/3/4)	2
Bid Validity days (180/120/90/60/30)	90 Days
Address for Communication	The Deputy Registrar Stores & Purchase Section IIT Madras Chennai – 600 036
Contact No.	For Queries : 044- 2257 8287/8288
Email Address	adstores@iitm.ac.in