

सी एस आइ आर - केन्द्रीय खनन एवं ईंधन अनुसंधान संस्थान
**CSIR - CENTRAL INSTITUTE OF MINING & FUEL RESEARCH,
DHANBAD**

अल्पकालीन निविदा सूचना

SHORT TENDER NOTICE

एत द्वारा यह सूचित किया जाता है कि NIT No 23 (756)/2015-GA के निविदा प्रपत्र खरीदने एवं जमा करने की तिथि बढ़ाकर 01/02/16 कर दी गई है। दिनांक 01/02/16 को दोपहर 3.30 बजे (Technical Bid) खोली जाएगी। अन्य सभी शर्तें एवं निबंधन समान रहेंगे। निविदा प्रपत्र एवं अन्य विवरण सिंफर वेबसाइट www.cimfr.nic.in में उपलब्ध है।

This is to inform that the date of purchasing of Tender Document and submission of tender of NIT No 23 (756)/2015-GA has been extended to 01/02/16 upto 3.p.m. Technical Bid will be opened on 01/02/16 at 3.30 p.m. Other terms & conditions will remain same. Tender documents and other details are available in CIMFR website www.cimfr.nic.in.

INSTRUCTIONS TO THE BIDDERS

1. Tenders are hereby invited to supply commercial diesel vehicles to be used for project & allied activities on “As and When Requirement Basis” as well as “Dedicated Vehicles on Full Time Basis” (round the clock) for CSIR - CIMFR Barwa Road Campus and Digwadih Campus.
2. Estimated Tender value is Rs 8000000/- (Rupees Eighty lakh only) for one year.

Bidder should have experience of supplying of commercial diesel vehicle with Central or State Govt. Departments or its Autonomous bodies/Public Sector Undertaking/ CSIR or any of its laboratories / reputed Multi National Companies and should have successfully completed at least 3(three) similar type of work (each equal to 40% of the estimated value) or 2 (two) similar type of work (each equal to 50% of the estimated value) or 1 (one) similar type of work (equal to 80% of the value) in last 5 (five) years.

3. Complete Contract documents to be compiled by the bidder for acceptance of tender can be seen at the office of Transport Section, CSIR-CIMFR, Barwa Road, Dhanbad.
4. Tender should be submitted in double sealed covers super- scribed with the name of the work, date and time of opening on both the inner and outer envelopes. The inner envelop should contain two envelopes super scribing “Technical Bid” & “Commercial Bid”. The bids will be received upto 3.00 P.M. on 20/01/16 and the Technical Bids will be opened at 3.30 P.M. on same day in the office of Administrative Officer, CSIR-CIMFR, Barwa Road, Dhanbad. Tenders should be dropped in the tender box before the indicated closing date and time. CIMFR will not be held responsible for delay, loss or non-receipt of application or tender document of either side if sent by post and will not entertain any correspondence in this regard. **Commercial Bid** will be opened only for the parties/companies/contractors who have qualified the Technical Bids.
5. Documents to be submitted:-

The photocopies of the following documents duly attested and authenticated by the Contractor are to be submitted with the tender.

- a. Documents of IT return of last three years.
- b. Valid pan card
- c. Registration of firm
- d. Documents of experience as mentioned above along with supporting documents from the concerned firms / organizations.
- e. Service Tax registration certificate
- f. ESI & EPF documents
- g. List of owned commercial vehicles (at least 10 numbers of vehicles, which are complied with BS – III / BS – IV norms) with the necessary documents of owned vehicles.

(Signature of the bidder with seal)

6. The Earnest Money amounting to Rs160000/- (Rupees One lakh sixty thousand only) as demand draft or pay order of a schedule bank and drawn in favour of Director, CIMFR, Dhanbad should accompany with the tender. Tenders received without earnest money will be treated as invalid.
7. The earnest money will be forfeited if the Tenderer withdraws his Tender during the period of Tender validity and if the successful Tenderer fails to:
 - a. Sign the contract or to furnish the Performance Bank Guarantee in accordance with general contact of terms and conditions of contract.
 - b. Comply with all the terms and conditions of the agreement.
 - c. Comply with the rules and regulations set forth by Govt. and applicable to this Job Contract.
 - d. Commence the work as per letter of award
8. Return/refund of EMD to the unsuccessful Tenderers will be made within 60 days after the successful award of tender. No interest shall be payable on it under any circumstances.
9. Validity of Tender - The Tenders submitted shall remain valid for a period of six months from the date of opening of the technical bids. Validity after this period will be as per the mutual consent of the tenderer and CSIR-CIMFR.
10. Bidder should quote their rate (inclusive of all charges except Toll Taxes and Parking charges) against each vehicle mentioned in the prescribed format. Over writing or any correction in the commercial bid should be signed by the bidder.
11. .
12. Undertaking should be given along with the Technical Bid that the firm has not been black listed earlier.
13. Dully signed and stamped copy of acceptance of Terms and Conditions of the tender should be submitted along with Technical Bid.
14. The employer does not bind himself to accept the lowest or any tender and reserves himself the right of accepting the whole or any part of the tender. Bidder shall be bound to perform the job on the rates quoted in the tender
15. Canvassing in connection with the tenders is prohibited and the tenders submitted by the contractor who resort to canvassing are liable for rejection.
16. A Pre Bid Conference with the interested firms, who will purchase the Tender Documents, will be conducted at CSIR – CIMFR, Barwa Road Campus on 18/01/16. The tenderer/ bidder will be informed about the same (Pre-Bid Conference) during procurement of tender.
17. Except rates and amount, the bidder should not write any conditions or make any changes, additions, alterations and modifications in the printed form of tenders. Bidders who are desirous to offer rebate, the same should be brought out separately in the covering letter and submitted along with the tender. In that case information should be given in the commercial bid.

(Signature of the bidder with seal)

NOTE : A person shall be deemed to be a relative of another if, and only if, (a) they are members of a Hindu undivided family or (b) they are husband and wife or (c) the one is related to the other in the following manner : father, mother (including step mother), Son (including step son), Son's wife, Daughter (including step daughter), father's father, son's son, Son's son's wife, son's daughter husband, Daughter's husband, Daughter's son. Daughter's son's wife, Daughter's daughter, Daughter's daughter's husband, Brother (including step brother), Brother's wife, Sister (including step sister), Sister's husband.

18. Except rates and amount, the bidder should not write any conditions or make any changes, additions, alterations and modifications in the printed form of tenders. Bidders who are desirous to offer rebate, the same should be brought out separately in the covering letter and submitted along with the tender.

CSIR-CIMFR general conditions of contract will be followed.

(Signature of the bidder with seal)

The Terms & Conditions

A. General

1. The contract will be initially for 1 (one) year. After reviewing the performance of the contractor on every six months contract will be extendable upto a maximum period of another one year in phases of six months.
2. Performance Bank Guarantee of Rs 400000/- (Rupees four lakh only) will be required to be submitted by the successful bidder before the Agreement of Contract. Performance Bank Guarantee will be valid for 60 days beyond the contractor's entire obligation.
3. Only commercial diesel vehicles should be provided and comprehensive insurance of vehicles (First Party) and drivers should be ensured. All the expenditure for insurance to be borne by the contractor.
4. Contractor must be Government registered firm and have valid EPF and ESI documents.
5. Vehicles which will be provided should be in good running condition and not more than 04 (four) years old as on the said date of duty during the contract period.
6. All the vehicles must be equipped with fire extinguisher facility and safety kit.
7. The driver of the vehicles must be in white dress and black shoes with valid driving license. Rs 200/- (Rupees two hundred only) will be charged as penalty if the driver is found to be not in uniform on the duty.
8. The driver should have mobile phone for quick contact. After award of the contract, the contact numbers of the drivers should be provided with the Transport Department.
9. Bidder should be capable to arrange vehicle within two hours of intimation. But in general, vehicle requirement will be communicated at least 12 hours before commencement of the journey.
10. Operation and function of vehicles as well as driver should be governed under Motor Vehicle Act including prescribed pollution norms BS – III / BS – IV standard and this should be the responsibility of the bidder.
11. Fuel, Oil, Maintenance cost of the vehicle and salary of the driver should be borne by the bidder.
12. In case of break-down of the vehicle during duty, the alternate arrangement must be made by the contractor without any financial obligation.
13. The workers engaged by the Contractor will be on the payroll of the bidder and therefore will not be entitled to any benefit as applicable to the employees of CSIR-CIMFR.

(Signature of the bidder with seal)

14. The Contractor shall not lease or sub-contract the whole or any part of the contract to anybody. Such act will lead to cancellation of Contract along with forfeiture of EMD and/or Performance Bank Guarantee.
15. Vehicle preferably runs in the following states Jharkhand, Bihar, West Bengal, Chhattishgarh, Odhisa, U.P, MP and North East.
16. Commercial Bid –I is for “As and when requirement” basis, Commercial Bid – II is for “Monthly fixed charge” basis & round the clock and Commercial Bid – III is for “Pick-up and Drop” at Dhanbad Railway Station from CSIR-CIMFR both campuses on fixed rate basis. The contractor has to quote and provide vehicle for all the conditions as per the requirement. Commercial Bid - II and Commercial Bid – III are applied for round the clock duty. Tentative number of vehicle and trip may vary.
17. CSIR - CIMFR reserves the right to blacklist a bidder for a suitable period in case he fails to honour his bid, without giving any reason and Performance Bank Guarantee will be encashed in favour of CSIR-CIMFR.
18. The liability under relevant sections of Motor Vehicle Act 1968 and IPC will be borne by contractor if death or permanent disability developed due to vehicle supplied by the contractor, the hiring authority has no responsibility of whatsoever and will not entertain any claim in this regard under the provision of the law.
19. There will be no dead mileage. The kilometerage for the purpose of "vehicle run" and "hours of duty" shall be reckoned from CSIR-CIMFR to CSIR-CIMFR. No mileage will be allowed to drivers for lunch / breakfast or for drawal of petrol / diesel /CNG etc.
20. The firm will obtain the duty slips every day duly signed by the officer and will maintain the log book also on daily basis.
21. The daily record (indicating time and mileage) for each vehicle separately shall be maintained in the Log Book for each vehicle.

B. Payment

1. For Commercial Bid -I
 - i) For vehicles running more than 80 km per requisition, the claim will be calculated on the basis of total kilometer run and the quoted charge per kilometer for that particular category of vehicle, irrespective of hours run.
 - ii) For vehicles running less than 80 km and less than 8 hours in a day per requisition, the charges will then be paid for 80 km. as per the quoted per km charges. For vehicles running less than 80 km and more than 8 hours in a day per requisition, the charges will then be paid for 80 km as per the quoted per km charges with per hour detention charges @ Rs 10/- per hour beyond 8 hours.
 - iii) Night halt charges @ Rs 150/- per night will be given extra if out station night halt is there.

(Signature of the bidder with seal)

2. For Commercial Bid-II
 - i) If the vehicle runs more than 2480 km in a month, irrespective of hours then the charge per month will be fixed charge per month plus the charge quoted per kilometer in commercial bid-I for excess distance than 2480 km.
 - ii) If the vehicle runs for less than 2480 km in a month, then the fixed charge per month will be paid irrespective of hours run.
3. For Commercial Bid –III the charges of vehicle will be paid as per quoted rate.
4. The current minimum market price of diesel at Dhanbad will be considered as the price of diesel wherever required.
5. In any change in Diesel Price, all the rates will be modified accordingly. Application for modification of rates should be submitted by the successful bidder on time to time and modification will be done from the first day of changes in Diesel price on the basis of application given by the contractor. If the vehicle will be on duty during the change in diesel price but the journey for duty commenced before the change in diesel price then the modified rate will not be considered for that particular duty.
6. Rs 2000/- (Rupees two thousand only) per vehicle requisition, will be charged as penalty, if the vehicle is not made available after providing the vehicle requisition.
7. Monthly bills shall be submitted in duplicate to the authority specified in contract along with duty slips duly signed by the user in the first week of subsequent month . Office will deduct Income Tax as per IT Act and pay service tax and other applicable taxes. PAYMENT will be made within 21 days after receipt of monthly bills in order.

C. Signing of contract

1. The successful Tenderer shall present himself for signing the contract (Annexure A) within two weeks after receipt of Award Letter from CSIR- CIMFR. Commencement of the Job Contract shall be made by the Contractor in accordance with the time schedule specified in the Award letter issued by CSIR-CIMFR. The documents related to minimum ten commercial vehicles, which are registered in Jharkhand, have to be submitted before signing the contract.

D. Termination of Contract

Director, CSIR-CIMFR may without prejudice to any other remedy for breach of contract may terminate the contract in whole or in parts.

- a. If the contractor fails to arrange the supply of any or all of the vehicles within the period(s) specified in the contract or any extension thereof granted by CSIR-CIMFR.
- b. If the contractor fails to perform any other obligation (s) under the contract.

(Signature of the bidder with seal)

E. Termination for insolvency

Director, CSIR-CIMFR may also by giving written notice and without compensation to the contractor terminate the contract if the contractor becomes defaulter, bankrupt or otherwise insolvent without affecting its right of action or remedy as hirer.

F. 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, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (Hereinafter referred to as events) provided notice of happenings, of any such eventuality is given by either party to the other within 21 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against the other in respect of such on performance or delay in performance under the contract shall be resumed as soon as practicable after such an event may come to an end or cease to exist, and the decision of CSIR-CIMFR as to whether the services have been so resumed or not shall be final and conclusive, provided further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days either party may, at his option terminate the contract.

G. Evaluation of Tender

To evaluate the Lowest Quoted Tender the following steps will be used. The bidder has to quote their rate in all the respective places in price bids.

Commercial Bid – I

1) The charges per km of vehicle will be calculated as follows :

$(\text{Market price of Diesel per litre at Dhanbad} \div A) + (B \times \text{Market Price of Diesel per litre at Dhanbad})$

where,

A - Average of vehicle in terms of km /Litre

B - Overhead cost per km of vehicle run other than fuel cost, in terms of % Diesel price per litre

(Signature of the bidder with seal)

2) Total per km charges of Commercial Bid - I

$\{(\text{Charges per km of Category 1} \times 2) + (\text{Charges per km of Category 2} \times 2) + \text{Charges per km of Category 3} \times 1) + (\text{Charges per km of Category 4} \times 1) + (\text{Charges per km of Category 5} \times 1) + (\text{Charges per km of Category 6} \times 3)\} \div 10$

(Signature of the bidder with seal)

Commercial Bid – II

The total per km charges of vehicle will be calculated as:-

$$\{\text{Monthly charges of (Category 1 + Category 2 + Category 3 + Category 4)} \div 2480\} \div 4$$

Commercial Bid – III

- 1) Per km charges of Category 1 = $\{(\text{Charges at A} \times 4) \div 5 + (\text{Charges at B} \times 4) \div 20\} \div 2$
- 2) Per km charges of Category 2 = $\{(\text{Charges at A} \div 5) + (\text{Charges at B} \div 20)\} \div 2$
- 3) Total per km charges of Commercial Bid III will be:-

$$(\text{Per km charges of Category 1} + \text{Per km charges of Category 2}) \div 2$$

The Lowest quoted rate will be considered as cumulative lowest per km charge of Commercial Bid –I, Commercial Bid – II and Commercial Bid III, i.e grand total of total per km charges of Commercial Bid –I + Commercial Bid – II + Commercial Bid - III.

(Signature of the bidder with seal)

Commercial Bid - I

Category Nos	Type of vehicle (Diesel vehicle only)	Tentative nos. of vehicle required per day	Average of vehicle in terms of km /Litre (A)	Overhead cost per km of vehicle run other than fuel cost, in terms of % of Diesel price per litre (B)
1	TATA Indigo/ Swift Desire/Ford Fiesta/Hundai Assent or similar type of vehicle (without A.C)	2		
2	TATA Indigo/ Swift Desire/Ford Fiesta/Hundai Assent or similar type of vehicle (with A.C)	2		
3	M&M Bolero / TATA Sumo / TATA Winger or similar type of vehicle (without A.C)	1		
4	M&M Bolero / TATA Sumo/ TATA Winger or similar type of vehicle (With A.C)	1		
5	M&M Scorpio /M&M Xylo / Toyota Innova or similar type of vehicle (without A.C)	1		
6	M&M Scorpio /M&M Xylo/ Toyota Innova or similar type of vehicle (with A. C)	3		

Note : The tentative number of vehicle per day may vary.

(Signature of the bidder with seal)

Commercial Bid - II

Category Nos	Type of vehicle (Diesel vehicle only)	Tentative nos. of vehicle required per month	Rates per month
1	TATA Indigo/ Swift Desire/Ford Fiesta/Hundai Assent or similar type of vehicle (without A.C)	1	
2	TATA Indigo/ Swift Desire/Ford Fiesta/Hundai Assent or similar type of vehicle (with A.C)	1	
3	M&M Bolero / TATA Sumo TATA Winger or similar type of vehicle (without A.C)	1	
4	M&M Bolero / TATA Sumo/ TATA Winger or similar type of vehicle (With A.C)	1	

Note : The tentative number of vehicle per month may vary

(Signature of the bidder with seal)

Commercial Bid - III

Category Nos.	Type of vehicle (Diesel vehicle only)	Tentative number of trip per day	Pick up and drop from CSIR-CIMFR Barwa Road Campus to Dhanbad Railway station (maximum 5 km in one way) A	Pick up and drop from CSIR-CIMFR Digwadih Campus to Dhanbad Railway station (maximum 20 km in one way) B
1	TATA Indigo/ Swift Desire/Ford Fiesta/ Hundai Assent or similar type of vehicle (without A.C)	4		
2	TATA Indigo/ Swift Desire/Ford Fiesta/ Hundai Assent or similar type of vehicle (with A.C)	1		

Note : The tentative number of trips per day may differ.

(Signature of the bidder with seal)

NOTICE INVITING TENDER

File No: 23 (756)/2015-GA

Dated: 22/12/15

Sealed tenders are hereby invited from experienced contractor, who have experience of supplying of commercial diesel vehicle with Central or State Govt. Departments or its Autonomous bodies / Public Sector Undertaking / CSIR or any of its laboratories / reputed Multi National Companies and should have successfully completed at least 3(three) similar type of work (each equal to 40% of the estimated value) or 2 (two) similar type of work (each equal to 50% of the estimated value) or 1 (one) similar type of work (equal to 80% of the value) in last 5 (five) years.

Sl.	Description of work	Estimated Value	Earnest money	Time of completion	Cost of Tender Documents
1.	Supply of commercial vehicles to be used for project & allied activities on "As and When Requirement Basis" as well as "Dedicated Vehicles on Full Time Basis" (round the clock).	8000000 =00 (Eighty lakh)	Rs 160000=00 (One lakh sixty thousand only)	one year	1000=00 (one thousand only)

The proof of documents as mentioned below, in original are to be produced at the time of issuing tender paper for verification.

Tenders to be submitted as follows

2. Part-I (Technical bid)

Consists of following document

Earnest Money, . Documents of IT return of last three years, Valid pan card, Registration of firm, Documents of experience as mentioned above along with supporting documents from the concerned firms / organizations, Service Tax registration certificate, ESI & EPF documents, List of owned commercial vehicles (at least 10 numbers of vehicles, which are complied with BS – III / BS – IV norms) with the necessary documents of owned vehicles

3. Part-II (Commercial bid)

Consists of following

a) Quoted Rates including all Taxes & Levies as per different laws .

Tender paper will be on sale from 28/12/15 to 15/01/16 on payment basis (Non refundable) on all working days of CIMFR up to 4:00 P.M. Tender paper will be available from Transport Section of CIMFR, Dhanbad campus. Cost of Tender Documents will be in the form of Account Payee D.D. from any nationalized schedule bank drawn in favour of Director, CIMFR, Dhanbad payable at SBI, Hirapur. NIT may also be available at CIMFR website www.cimfr.nic.in. For further enquiry- Phone: 0091-326-229-6003/ 6010 / 6013/ 6027 Extn: 4281, 4300 Fax : 0091-326-229-6025.

The Part-I & Part-II are to be individually sealed in separate envelopes and are to be put in a 3rd envelope which shall also be sealed and super scribed with the name of work in bold letters, address of the depositors and to be dropped in the Tender Box kept in the Office of the Administrative Officer, CIMFR, Dhanbad, after obtaining date, signature of Administrative Officer / Section Officer on or before 20/01/16 at 3:00 P.M., Part-I will be opened on the same day at 3:30 P.M., in presence of the intending bidders or their authorized representatives whoever present themselves at the time of opening of tenders. The pre-bid conference will be held on 18/01/16.

- **EARNEST MONEY SHOULD BE DEPOSITED IN THE FORM OF ACCOUNT PAYEE DEMAND DRAFT FROM ANY NATIONALIZED SCHEDULE BANK PAYABLE AT SBI, HIRAPUR (CODE-1670) DHANBAD IN FAVOUR OF DIRECTOR, CENTRAL INSTITUTE OF MINING & FUEL RESEARCH, DHANBAD.**
- **INCOMPLETE TENDERS, LATE / DELAYED TENDERS AS WELL AS TENDERS WITHOUT EARNEST MONEY SHALL BE SUMMARILY REJECTED.**
- **DIRECTOR, CIMFR, RESERVES THE RIGHT OF ACCEPTING ANY TENDER IN PART OR FULL OR REJECTING ALL WITHOUT ASSIGNING ANY REASON.**
- **LOWEST QUOTING FIRM HAS TO SUBMIT UNCONDITIONAL PERFORMANCE BANK GUARANTEE FOR THE PERIOD OF 12+2 MONTHS AS PER RULE BEFORE AWARDING THE JOB.**

Sd/-

(Transport in charge)

Sd/-

(Administrative Officer)