



राष्ट्रीय औषधीय शिक्षा एवंअनुसंधानसंस्थान
National Institute of Pharmaceutical Education and Research
Hajipur - 844 102, Bihar Website: www.niperhajipur.ac.in
(Established by Govt. of India)

No.

/ 2017 – 18

Date:

Dec., 2017

Notice Inviting Tender Notice for hiring vehicles

Sealed tenders for hiring four wheeler vehicles both A.C. and non A.C. with seating capacity of 8 to 10/ 18 to 20 persons are invited from the firms/ Agency of repute, registered with DTO/ RTO for plying vehicles on monthly hiringbasis as well as on occasionally call basis, for an initial period of one year, which may be extended further subject to performance. Monthly basis hired vehicles would require to take daily trips from RMRIMS, Agamkuan, Patna to NIPER, Hajipur and back for conveyance of Officials for office use, and students of the Institute, and occasionally other places in Patna/ Hajipur/ places other than Patna- Hajipur on requirement basis.

Last date for submission of duly filled in tender is 8th January, 2018by 4:00 P.M.

For detail, please log on to:-www.niperhajipur.ac.in or www.rmrim.org.in.

By order of the Director.



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No. / 2017 – 18

Date: November, 2017

Notice Inviting Tender Notice for hiring services of vehicles for NIPER, Hajipur.

Sealed tenders for hiring four wheeler vehicles both A.C. and non A.C. with seating capacity of 8 to 10/ 18 to 20 persons are invited from the firms/ Agency of repute, registered with DTO/ RTO for plying vehicles on monthly hiring basis as well as on occasionally call basis, for an initial period of one year, which may be extended further subject to performance. Monthly basis hired vehicles would require to take daily trips from RMRIMS, Agamkuan, Patna to NIPER, Hajipur and back for conveyance of Officials for office use, and students of the Institute, and occasionally other places in Patna/ Hajipur/ places other than Patna- Hajipur on demand basis.

Interested firms/ agencies may download the tender documents from www.niperhajipur.ac.in or www.rmrim.org.in. Complete tender documents viz, **Technical bid** along with cost for tender documents – Rs. 1000/- (non-refundable) and EMD of Rs. 10,000/-, Service tax, I.T, PAN, credentials of providing vehicles on hiring to Govt. Deptt./ bodies/ organizations, Commercial registration No. etc., and **Financial bid** in two separate envelopes. Demand Draft on account of cost of the tender documents and the Earnest Money Deposit will be drawn in favour of the 'Director, NIPER, Hajipur' payable at SBI, Agamkuan Branch, Patna. Both the technical and financial bids putting in separately two envelopes superscripting Technical bid/ financial bid as the case may be, are required to seal in a larger envelop superscripting "**Tender for hiring services of vehicles at NIPER, Hajipur**" be submitted at RMRIMS, Patna by 08th January, 2018 till 16:00 hrs. The tender applicant should sign and stamp each page of this tender document as a token of having read and understood the terms and conditions contained herein and submit the same along with the bid. The bidders would fill up the information in the Annexure – A & B enclosed at the end of this document in clear and legible terms. Wherever prices are quoted should be written in figure and words as well. Annexures will also have to be signed and stamped by the authority competent to sign.

Terms and conditions:

1. Vehicles hired will be on contract for a period of the vehicle is one year.
2. Drivers with Vehicles will be supposed to report for institutional duties daily at 8:00 A.M, normally for twelve hours a day for six days a week.
3. Out of three vehicles under contract, one vehicle with driver will be required to retain standby during night to cater emergency duties of the Institute.
4. Contractor hire charges include monthly charges of driver, repairs and parking, maintenance of vehicles, insurance, fuel, lubricant, other incidental expenses in running and maintenance of vehicles.
5. The vehicles must be in excellent condition, clean, mechanically fit and in no case more than 2 year older.
6. The vehicle should fulfill the legal obligations prescribed by the State Transport Authority like payment of road taxes etc. All requirements under various statutory laws must be complied with. Any default will be the liability of the contractor and this Institute shall not be liable in any matter whatsoever. In case of any accident or any other contingency, any claim arising out of it shall be borne by the contractor only and no claim whatsoever shall be borne by the Institute.
7. The driver must be well behaved, and possess valid driving license. He must follow traffic rules and regulations prescribed by the Government from time to time.
8. The operational vehicles deputed for duty must have the tank filled with fuel to cover the entire trips. The transport operator and the driver shall be bound to carry out the instructions of the Officer in charge concerned from time to time.
9. The contractor should ensure that the operational vehicles are fitted with appropriate seat belts.
10. Insurance of the vehicles and the risk of passenger travelling in the vehicles should be covered by the contractor to the extent of liability as specified in the Motor Vehicles Act and Rules made there under or any other law in force.

11. If the vehicle is not found in plying condition, the Vehicle In charge may return the vehicle, and in such cases a penalty of ₹ 500.00 or the actual cost of hiring a similar vehicle will be deducted from contractor's pending bills payment.
12. The contractor shall also be responsible for providing a suitable replacement immediately if the vehicle breaks down. In the event of failure to provide such replacement as stated above, the Institute may claim ₹ 500.00 towards penalty or the actual cost for making alternate arrangement whichever is more.
13. The responsibility for the safety and security of the operational vehicles provided solely lies with the contractor. Due care of vehicles in case of any damage/repairs caused during operation of the contract also lies with the contractor.
14. Separate logbook shall be maintained for each vehicle. In case of any accident, all claims arising out of it shall be met by the contractor.
15. Bills should be submitted on monthly basis with all supporting documents within 5th of the next month so that payment can be made on time.
16. Performance Security: The successful bidder shall deposit a performance security (refundable) in the form of Account Payee Demand Draft/ Fixed Deposit Receipt/ Bank Guarantee from a scheduled commercial bank amounting to ₹ 50,000.00 in favour of the Director, NIPER, Hajipur payable at Patna. Performance security should remain valid for a period of sixty day beyond the date of completion of all contractual obligation of the contractor. The deposit is liable to be forfeited, if during the contract, services are found to be unsatisfactory in any respect, and / or if any of the conditions is contravened/ breached and / or towards any damage caused due to negligence of the contractor or his employees. The forfeiture will be in addition to any action by the Institute.
17. Failure to comply with any of the statutory requirements and / or terms of the agreement by the contractor during the period of contract shall result in termination of the contract and subsequent disqualification from participation in any future tender of the Institute.
18. No negotiation will be undertaken with any tenderer except the lowest qualified bidder.

19. No request for escalation of rates will be entertained for whatsoever reason during the currency of contract except marginal hike in HSD, which is beyond control of the vendor.
20. In the event of award of tender, the contractor shall be required to submit copies of registration certificate and comprehensive insurance policies of the vehicles being offered for hire and particulars with photograph of the drivers dedicated to each vehicle.
21. The Director reserves right to cancel or modify or postpone the tender or reject any bid or all bids without assigning any reason.



NIPER, HAJIPUR

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Annexure – 'A'
Format for Technical Bid

S.N.	Descriptions	Information to be filled by the tenderer (if required separate sheet may be enclosed)
1	Name and address of firm/ agency with complete contact details (Mobile Number/ e-mail id)	
2	Type of Vehicles (A.C) with seating capacity	
3	Type of Vehicles (Non A.C) with seating capacity	
4	Bank details: Account No.	Name and address of Bank Account No. IFSC code
5	Details of Commercial registration	R. No. Copy enclosed: Y/N
6	Income Tax return for the last three financial years (attach copies)	Copy enclosed: Y/N
7	Total turnover of the agency during last three financial year (attach copies)	Copy enclosed: Y/N
8	(a) Service Tax No./ Certificate (b) PAN No.	No. Copy enclosed: Y/N No. Copy enclosed: Y/N
9	(a) GST No./ Certificate (b) GST No.	No. Copy enclosed: Y/N No. Copy enclosed: Y/N
10	Details of Earnest Money Deposit	DD No. _____, date: _____ Amount _____
11	Credentials	Copies enclosed Y/N
12	Any other information	

I hereby certify that all the information furnished are best and true to the best of knowledge and belief. I have no objection to institute to verifying any or all the information furnished in this document with the concerned authorities, if necessary.

I also certify that, I have understood all the scope of work, terms and conditions indicated in the tender document and hereby accept all the same completely.

Signature of the authorized signatory of the agency
Official seal / Stamp

Place:
Date:



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Annexure – 'B'
Format for Financial Bid

S.N	Type of Vehicles	AC/ Non AC	Rate of hiring charges per month		Rate per day for occasional hiring of small vehicles		Rate per k.m.		Extra Charges if any / overstay
			With fuel	Without fuel	With fuel	Without fuel	With fuel	Without fuel	
1	City Ride/ Swaraj Mazda	Non AC							
2	Tata Sumo	Non AC							
3	Tata Sumo	AC							
4	Other Vehicles 1								
5	Other Vehicles 2								
6	Other Vehicles 3								

Terms and conditions of tenders to provide vehicles should be clear and no ambiguity in terms and conditions at a subsequent stage will be acceptable. It will be advisable to understand clearly different columns of tender documents before submission of completed tender.

Signature of the Tenderer/ Bidder.

DECLARATION REGARDING BLACKLISTING/ DEBARRING FOR TAKING PART IN TENDER.

(To be executed & attested by Public Notary/ Executive Magistrate on Rs. 100/- Non Judicial Stamp Paper by the Tenderer)

I/ We _____ (Tenderer) hereby declare that the firm / agency namely M/s. _____ has not been blacklisted or debarred in the past by Union / State Government or Organisation from taking part in Government tenders in India and should not have any litigation in any of the labour court(s).

Or

I/ We _____ (Tenderer) hereby declare that the firm / agency namely M/s. _____ was blacklisted or debarred by Union/ State Government or any Organisation from taking part in Government tenders for a period of _____ years w.e.f. _____ to _____. The period was over on _____ and now the firm/ company is entitled to take part in Government tenders.

In case the above information found false, I / We are fully aware that the tender/ contract will be rejected / cancelled by the Director, NIPER, Hajipur, and EMD / Tender Document Fee shall be forfeited.

In addition to the above, Director, NIPER, Hajipur will not be responsible to pay the bills for any completed / partially completed work.

DEPONENT

Attested:

(Public Notary/ Executive Magistrate)

Name: _____

Address: _____