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मासिक किराए पर वाहन उपलब्ध कराने हेतु ई-निविदा

ई-निविदा संख्या : सिपेट:आईपीटी//लखनऊ/वाहन/2020-21/08 दिनांक: 02.01.2021

निविदा जमा करने की अंतिम तिथि : 22.01.2021, 14:00 बजे तक

सिपेट: इंस्टिट्यूट ऑफ़ प्लास्टिक टेक्नोलॉजी, लखनऊ

(रसायन एवं पेट्रोसायन विभाग)

रसायन एवं उर्वरक मंत्रालय, भारत सरकार

बी-27, अमौसी इंडस्ट्रियल एरिया, नादरगंज, लखनऊ – 226 008

E-TENDER FOR VEHICLE ON MONTHLY RENTAL

E-Tender No.:CIPET:IPT/Lko/Vehicle/2020-21/08 Dt. 02.01.2021

LAST DATE FOR SUBMISSION OF TENDER: 22.01.2021, 14:00 Hrs

CIPET: INSTITUTE OF PLASTICS TECHNOLOGY, LUCKNOW

(Dept. of Chemicals & Petrochemicals,

Ministry of Chemicals & Fertilizers, Govt. of India)

B-27, Amausi Industrial Area, Nadarganj, Lucknow

Phone: 9424384803; 7607194014

E-mail: lko2@gmail.com

Website: www.cipet.gov.in

CIPET: INSTITUTE OF PLATICS TECHNOLOGY(IPT), LUCKNOW
Notice Inviting E-Tender

E-TenderNo.:CIPET:IPT/Lko/Vehicle/2020-21/08

Date : 02.01.2021

CIPET : Institute of Plastics Technology, Lucknow invites E-Tender in two Bid systems (Technical and Commercial) from registered and authorized agencies for Vehicle on Monthly Rental basis at CIPET:IPT, Lucknow. The scope of work along with Technical and Commercial bid details are narrated below.

NAME OF WORK:

- i. Hiring of Tata Tigor, Etios (AC) or similar Vehicle for CIPET:IPT, B-27, Amausi Industrial Area, Lucknow on Monthly basis.
- ii. Hiring of Tata Tigor, Etios Tata Nexon, Innova Cresta, Honda City, (AC) or similar Car/Vehicle for CIPET B-27, Amausi Industrial Area, Lucknow on daily Call basis.

S. No.	E-Tender No. & Date	Name of the Item/Work	EMD (In Rs.)	Tender Fees (In Rs.) Incl. GST	Last Date & Time of online Bid submission
1.	CIPET:IPT/ Lko/ Vehicle/ 2020-21/08 Date: 02.01.2021	Hiring of Vehicle on Monthly Rental basis & on Call basis	18,000/- (Rupees Eighteen Thousand Only)	1,180/- (Rupees One Thousand One Hundred Eighty only)	22.01.2021 at 14:00Hrs.

Interested and eligible bidders may view and download from detailed tender documents from CIPET's E-Tender portal www.tenderwizard.com/CIPET or www.cipet.gov.in All Bids must be submitted through the online portal www.tenderwizard.com/CIPET. However, Bidders are also requested to submit a hard copy of the online Technical Bid duly sealed and signed to the Principal Director & Head, CIPET:IPT, B-27 Amausi Industrial Area, Lucknow on 22.01.2021 (Friday) at 14.00 Hrs.

The Tender Fee and EMD will be accepted in the form of Demand Draft/ Banker's Cheque drawn on any Indian Nationalized Bank favoring "CIPET" payable at Lucknow and shall be submitted at CIPET:IPT Lucknow along with Hard copy of the online Technical Bid as specified on or before 22.01.2021 (Friday) by 14.00 Hrs. in separate sealed cover failing which bids will be summarily rejected. However, a soft copy of the Tender Fee and EMD shall also be uploaded along with the Technical Bid to be submitted on line.

Sailent information about the E-Tender:

1. Mode of submission: ONLINE. No offline Tenders will be accepted.
2. Availability of Tender Documents: All Bid formats (Technical & Commercial) are available ONLINE at CIPET's E-Tender portal www.tenderwizard.com/CIPET or www.cipet.gov.in. The registered vendors can download the Bids from these websites.
3. Who can participate for this E-Tender: The registered vendors of CIPET through www.tenderwizard.com/CIPET can only participate in this tender process.
4. How to register by a vendor :
 - (a) The prospective bidders have to register with CIPET through the E-tender portal of CIPET at www.tenderwizard.com/CIPET by Online Payment to M/S. KEONICS LTD. On completion of the registration process, the bidders will be provided user ID and password. After receipt of User ID & Password, Bidders can log on at our e-Tender portal for downloading & uploading tender documents.
 - b) Tender Documents Fees of Rs. 1,180/- (Inc. GST) is Payable to CIPET, Lucknow in the form of Demand Draft in favour of 'CIPET' payable at Lucknow from any Nationalize Bank not drawn before the Date of Releasing of Notice Inviting Tender.
 - (c) Processing Fees is Payable Online separately to M/S. KEONICS LTD. **The estimated value of the Tender is Rs.6,00,000/- (Rs. Six Lakhs only).**
5. Is there any device requirement for participation in e-Tender: Yes, Bidders should have valid Class 3 Digital Signature Certificate (DSC) device for participating in E-Tender. For integrity of data and its authenticity/non-repudiation of electronic records and to be compliant with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC), also referred to as Digital Signature Certificate (DSC) of Class-III issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>].
6. Contact details for E-Tender related issue:

Name of the Service Provider : KEONICS		
Contact Person	Telephone/E-mail	Remarks
Local Representative of KEONICS (Lucknow) Mr.SatishTiwari	Mobile: 8800591742	Vendor registration or any other issue regarding E-Tender Process, please as contact KEONICS as the details given in the previous Columns.
KEONICS's Helpdesk:	Email: cipethelpdesk@gmail.com	

7. Bidders are hereby advised that all the documents to be submitted online are kept scanned and converted to PDF format in a separate folder on their computers before starting online submission. The schedule of rate (Excel Format) may be downloaded and rates may be filled appropriately in this format only. This file may also be saved in a separate folder on your computer.
8. While uploading/submitting the documents, it should be ensured that the file name should be the name of the document itself.
9. All pages of Tender documents with Addenda/Corrigenda (if any) must be signed with proper official stamp and date by the Bidders / or authorized power of attorney holders at the lower right hand corner.
10. Bidders are advised to visit CIPET's e-Tender portal regularly for any Addenda/Corrigenda (if any) with regard to the e- Tender for which no separate paper advertisement will not be published.
11. **Last date of online submission of Tender bid: 22.01.2021 up to 14.00 Hrs.**
12. EMD and Tender Fee must be in approved mode and Duly Signed & Sealed in separate cover along with filled Technical Bid and with necessary enclosures shall be submitted in physical form (hard copy) in person/by speed post on or before 22.01.2021 by 14.00 Hrs. at CIPET:IPT Lucknow. Non receipt of which the Tenders are liable for rejection.
13. **Date & Time of Technical Bid Opening: 22.01.2021 at 15.00 Hrs.**
14. Date & Time of Financial Bid Opening: Technically qualified bidders will be intimated the date & time after technical bid evaluation through the e-Tender portal.
15. Venue for Opening Bids: CIPET:IPT, Amausi Industrial Area, Lucknow-226008
Ph: **7607194014**.

CIPET:IPT,Lucknow reserves the absolute right to accept/reject any or all bids at any stage of the tender process without assigning any reason whatsoever.

Principal Director & Head
CIPET:IPT,Luckno

CIPET:IPT, LUCKNOW
WORK SCHEDULE

Sub:- Hiring of Vehicles as below

- Hiring of Tata Tigor, Etios (AC) or similar Vehicle for CIPET:IPT, B-27, Amausi Industrial Area, Lucknow on Monthly basis.

TIME OF CONTRACT PERIOD : ONE year

S. N.	Particulars	Rates (in words)	Rates (in figures)
1.	Hiring Charges for 312 Hrs. & 2400 Km per month		
2.	Extra Charges per Km for Run beyond 2400 Km		
3.	Per Hr. Charges fr detention beyond 312 Hrs.		
4.	Night Charges		

- Hiring of Tata Tigor, Etios, Tata Nexon, Innova Cresta, Honda City, (AC) or similar vehicle for CIPET, B-27, Amausi Industrial Area, Lucknow on daily Call basis.

Hiring of one Honda City, Tata Indigo, Tata Indica (AC) or similar Taxi daily call Basis)						
S. No	Particulars	Rates (in words)	Rates (in figures)	Per hrs. charges for detention beyond 08 hrs.	Per Km. Extra Charges beyond 80 Km.	Night charges
01	Hiring Charges for 08 Hrs. & 80 Km (AC) per day (Honda City)					
02	Hiring Charges for 08 Hrs. & 80 Km (AC) Per day (Tata Innova)					
03	Hiring Charges for 08 Hrs. & 80 Km (AC)per day (Innova Cresta)					
04	Hiring Charges for 08 Hrs. & 80 Km (AC) per day (Non – AC) Tata Indica					

Declaration:-

- The rates mentioned above are all inclusive of fuel & driver and no further Maintenance/ other charges will be claimed.

2. Hiring period : for one year from the date of operation but can be extended by CIPET:IPT, Lucknow administration. Lko for a period of deemed suitable at accepted/rates.
3. We agree to supply the vehicles at above rates as and when required by the CIPET:IPT, Lucknow.
4. A list indicating the particulars of Vehicles. Mentioned in Tender notice available with us for such hire is enclosed. We also enclose certificates/documents (as detailed below) regarding our best performance with other CIPET offices.
5. We agree to maintain such records as may be required or prescribed by the CIPET:IPT, Lucknow from documenting the hiring of the vehicles and for preferring claims thereof, for payment.
6. We note that CIPET:IPT, Lucknow reserves the right to consider/cancel or any of the offers received without assigning any reason and that it also reserves the right to accept more than one offer.
7. We agree that in the event of any doubt or dispute about the hiring of these vehicles including the rates of hire charges we shall abide by the decision of the Principal Director CIPET:IPT, Lucknow.
8. The tenderer should have similar nature of work in any Govt./Semi Govt./Autonomous organization in the last two years as single/personal order. These experience certificate, Service Tax Registration No (Certificate). Firm Registration No (Certificate) & PAN is attached.
9. We understood that contract is for supplying for One Tata Tigor, Etios (AC) or similar Vehicle on Monthly basis and we have to provide vehicle on daily call basis.
10. CIPET:IPT, Lucknow administration, however. Reserve the right to increase/decrease the nos. of vehicle as per the requirement.
11. Months means calendar month

Yours faithfully.

Signature of Tenderer
Name in (Block letters)
Address with Telephone no. & date

Encl: As above

Tender Document for Hiring of Vehicle on Monthly and Daily Basis

INSTRUCTIONS TO THE BIDDERS

1. Eligibility Conditions and Documents for Technical bids

a. Tenders are hereby invited to **Supply of Vehicle for Office** 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 CIPET:IPT, Lucknow,.

b. The service provider/agency should be an income tax and service tax assessee (self attested copies of PAN card, latest income tax return and service tax return need to be enclosed)

c. Experience of providing vehicle to government departments/PSU/ Universities would be desirable. Relevant documents should be submitted with the technical bids. Bidder should have experience of supplying of commercial vehicle with Central or State Govt. Departments or its Autonomous bodies/Public Sector Undertaking/ CSIR or any of its laboratories / reputed Multi National Companies.

d. All vendors are requested to submit the tender documents (Technical Bid and Price Bid) duly filled in with the relevant documents / information at the following address :

CIPET:IPT, Lucknow
B- 27, Amausi Industrial Area
Nadar Ganj, Lucknow 226 008

2. PERFORMANCE SECURITY:

The successful Agencies/Firms shall have to deposit of Rs 50,000.00/ (Rs Fifty Thousand only) towards performance security by way of Demand Draft/ Bank Guarantee issued by a Nationalized / Scheduled Commercial Bank in favor of CIPET payable at Lucknow. The Bank Guarantee should be valid for 60 days beyond the period of contract.

I. EMD of the selected Agency / Firm will be refunded on after submission the performance Security.

II. No interest will be payable by the CIPET:IPT, Lucknow on the Earnest Money Deposit/ performance security in any quarter.

1. All pages of the tender document shall be signed by the person or persons duly authorized to sign, on behalf of the bidder.

2. Offers should be clearly written or typed without any cutting or over writing. All cutting/over writing must be initialled and stamped.

3. Agency/Firm must confirm the acceptance of all the terms and conditions of the tender.
4. Any non-acceptance or deviations from the terms and conditions must be CLEARLY mentioned. However, bidder Agency / Firm must note that any conditional offer or any deviation from the terms and conditions of this tender may render the bids liable for rejection.
5. Furnishing of any false information/ fabricated document would lead to rejection of tender at any stage.
6. There shall NOT be any price indication in the technical bid. If for any reason, it is found that the technical bid reveals the price bid related details in any manner whatsoever will be summarily rejected in the first instance itself.
7. FUNDAMENTAL METHOD OF CALCULATION:
 - a. FOR DAILY RENTAL: Daily Fixed Rental charge + Running rate per Km + Extra hour. Calculation for lowest bidder will be only done in total summation of columns as per ANNEXURE for daily rental basis.
 - b. FOR MONTHLY RENTAL Monthly Rental Charge + Running rate per Km + extra hour. Calculation for lowest bidder will be only done in total summation of columns as per ANNEXURE for monthly rental basis.

Selection of the lowest bidder may be done separately for DAILY RENTAL & MONTHLY RENTAL basis.

8. DISCRETION: The Institute reserves the right of accepting any bid other than the lowest or even rejecting all the bids without assigning any reasons therefore. The decision of the Principal Director & Head, CIPET:IPT, Lucknow OR Person authorized by him is final in all matters of tender and purchase.

TERMS & CONDITIONS :

1. The contract would be valid for One year from the date of contract and can be extended for further period as deemed suitable and on the basis of requirement, performance and at the sole discretion of CIPET:IPT, Lucknow.
2. The vehicle must be registered in Uttar Pradesh with **commercial registration and comprehensively insured.**
2. The Driver must have the licenses and properly dressed up with Shirt, Trousers & shoes which should be provided by Agency.
4. The Agencies will be solely responsible for any misconduct of the drivers.
5. No advance payment will not be made, During the period of contract, the rates will not be revised.

6. TDS will be deducted at source from hiring bill/s as per the Income Tax Act.
7. GST TDS will be deducted at source from monthly hiring bills as per GST Act.
8. CIPET:IPT, Lucknow reserves the right to terminate the contract with 15 days' notice without assigning any reason.
9. In case of any Loss, damage or accident, total responsibility lies with agency/ firm and driver will be fully responsible in case unauthorized / illegal materials are found in the vehicle during the use of the officials of the CIPET:IPT, Lucknow.
10. Parking & toll taxes will be reimbursable on actual.
11. Vehicle model hired on monthly basis should not be of earlier than One Year Old.
12. Payment shall be made preferably within 15 days following submission of tax invoices in original by the Service Provider.
13. The vehicle(s) should be in good condition and should be provided on time. Replacement of vehicle shall be done immediately in case of repair, maintenance or any other condition with equally good condition vehicle. The service provider shall be responsible for appropriate insurance coverage. In this regard, the service provider shall maintain workers compensation; provider shall also maintain comprehensive general liability Insurance, including contractual liability coverage adequate to cover the indemnity of obligation against all damage to any property arising out of, or in connection with, the services which result from the fault of the service provider, or its staff/ driver. The service provider shall provide CIPET:IPT, Lucknow with certification thereof upon request.
14. The service provider/contractor should have enough resources to repair their vehicles in minimum possible time. When required, they should be in a position to substitute/ replace or arrange extra vehicle at very short notice.
15. The service provider / agency shall not provide any person as driver who has not completed 18 years of age. The agency shall comply with all statutory provisions as laid down under various Labour Laws like Minimum wages, Contract Labour Act etc. In case of violation of any such statutory provisions, the agency will be solely responsible.
16. The firms whose tender for monthly hiring are accepted shall deposit Performance Security within 07 days from the issue of offer of work order. It should be paid in the form of DD in favour of CIPET:IPT, Lucknow, payable at Lucknow. The contract shall be signed only after furnishing of performance security. In case of breach of contract by the contractor, the performance of security shall be forfeited by the CIPET:IPT, Lucknow and the firm / agency shall be blacklisted in addition to the termination of the contract.
17. All the vehicles provided to CIPET:IPT, Lucknow should be in good road worthy and having valid documents / licenses from department and Insurance Policy of the Driver & Vehicles with Pollution Certificate. The Tenderer shall be responsible for total maintenance of the vehicles provided by him.

18. The Tenderer shall provide vehicles as per requirement of the Institute and as and when required even at a short notice.
19. Bidders must submit an undertaking for providing Monthly Wages/Salary to be paid to the drivers (not less than the minimum wages).
20. An undertaking to the effect that the firm is not being blacklisted/banned/suspended/debarred from any organization/ institute and no case is pending with the police or in court of law against their name, duly notarized.
21. The colour of vehicle shall be white or light colour preferable for Car & MUV.
22. The car and driver shall be at the disposal of the Institute Authority officials during the period of engagement.
23. In case of the absence of Driver, agency has to provide the substitute. If the agency fails to provide the substitute of Driver/Vehicle, a penalty @ 4 times per day on the hiring cost of the vehicle shall be imposed.
24. Normally, notice will be issued to the agency by the Institute for vacation and no payment for this period will be made in case of monthly rental basis if hired for services.

Additional Terms and Condition for Monthly Hired Vehicle:

In addition to terms and conditions mentioned above, the following additional terms and conditions shall be applicable on vehicles taken on monthly hire:-

1. The driver should have at least 3 years of work experience. The drivers of the vehicle provided must follow traffic rules and other regulations prescribed by the Government from time to time. Original copies of Registration, Insurance of Vehicle & Driving License of Driver must be produced before engagement of Vehicle.
2. Behavior of the driver should be extremely courteous and refined. He should be well aware of and should meticulously follow traffic rules. He should not be in habit of rash and fast driving and should have proper vision. He should have absolutely clean background and police record. A self- declaration certificate shall be furnished by the selected vendor/agency.
3. Minimum monthly emoluments paid to the driver would be as per applicable minimum wage notification of Govt. However, the agency is free to pay any amount above this minimum stipulation. Further, the agency would also be required to adhere to all government statutory requirements in respect of minimum pay and statutory deductions.
4. The duty timing of the monthly hired driver would be normally from **8 am to 8 pm** but could be longer as per requirement and need. Accordingly the driver needs to be paid/ compensated for overtime and other allowances by the agency.

5. One day compulsory rest in a week shall be given to the driver. On the day of rest, alternate driver shall be provided by the agency/ service provider as per the need of CIPET:IPT, Lucknow.
6. The agency will have to provide the replacement of driver in case of any eventuality. CIPET:IPT, Lucknow has the right to ask the agency for removal of any Driver who is not found competent or disciplined.
6. Once assigned, the **Vehicle and Driver** will not be changed / replaced without prior permission of CIPET:IPT, Lucknow.
8. There will be separate log book for monthly vehicle maintained by the driver/agency. All entries in the log book will verified/ countersigned by the concerned officers.
9. In case of failure to provide vehicle on time, CIPET:IPT, Lucknow will procure a from open market and the charges paid to such vehicle will be deducted from the monthly bill of the service provider. In addition, a penalty of Rs. 2000/- per day till date of default shall also be charged by CIPET:IPT, Lucknow from the service provider, which will be deducted from the bill. service provider, which will be deducted from the bill.
10. The service provider / firm shall submit attested copies of owner book, insurance papers and other papers of the vehicle and attested copies of driver license.
11. Driver selected by the agency will be assessed by the Institute before his engagement is finalized. The driver must be provided
12. The agency shall be responsible for any thefts / burglary / damage caused to the students / employee / Guest of the Institute travelling in the Vehicles. The compensation arising out of such activities shall be borne by the agency.
13. All maintenance/servicing of the vehicles should be done by the Agency at their own cost. The interior and exterior conditions of the vehicles should be well maintained.
14. In case of break down, the Agency will be responsible for repair and vehicle maintenance of the vehicle and will arrange alternate vehicle within One hour. Institute will not pay any type of compensation for maintenance of the vehicle.
15. In case of frequent violation of the terms and conditions, the contract can be cancelled forthwith at the cost of the agency.
16. The Agency shall abide by all statutory laws, rules and regulation of the state Govt. / Central Govt. as per jurisdiction.
17. No manpower should be engaged exclusively for this contract when the contract terminates there shall be no physical or moral pressure on the institute, on grounds of "person displaced from job". The institute shall not entertain such claim.

18. During the agreement period, all safety measures must be taken care of by the agency for the vehicle and the personnel engaged under this contract. Any safety hazard occurring during the lease period shall be the sole responsibility of the Agency. The institute shall in no way be liable for any such incident occurring occurring during or in connection with this contract.
19. The Institute rules shall be binding for execution of the contract. Further in case of any dispute arising out of or in connection the aforesaid contract either during subsistence of the contract or thereafter, the Principal Director & Head, CIPET:IPT, Lucknow is the sole arbitrator to decide the same or his decision is final and binding on both the parties.
20. The vehicle can be de-hired giving prior notice of One month considering the requirement of the institute for which no payment will be made by the institute. In case of unsatisfactory services the work order of the Agency may be terminated giving One weeks' notice.
21. Force Majeure : If at any time the currency of the contract, either party is subject to subject to force majeure, which can be termed as civil disturbance, riots, strikes, tempest, acts of God etc. which may prevent either party to discharge his obligation, the affected party shall promptly notify the other party about the happening of such an event. Neither party shall by reason of such event be entitled to terminate the contract in respect of such performance of their obligations. The obligations under the contract shall be resumed as soon as practicable after the event has come to an end or eased to exist. The performance of any obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. If the performance of any obligation under the contract is prevented or delayed by reason of event beyond a period mutually agreed to if any or seven days, whichever is more, either party may at its option terminate the contract.

DOCUMENTATION OF BILL : Selected Firm/Agency has to submit the bill monthly along with signed logbook. Logbook will be provided by the service Provider and will be carried in all Vehicles by the Driver. Log book has to be signed by the Authorized Person of the Institute daily.

- PAYMENT:** I. Payment will be made by monthly only after receipt of the relevant Bill along with clear and duly certified log book.
II. No part payment/advance payment shall be made.

PENALTY :

- a) Non availability of vehicle @ Rs.2000/- per day.
- b) Change of Driver without prior approval of management @ Rs.1000/-
- c) Driver not properly dressed up @ Rs.500/-

TECHNICAL BID - HIRING OF VEHICLES
(PRE-QUALIFYING REQUIREMENT)

S.No.	Particulars	YES / NO
1	Name of the Firm/Agency with address and ph no.	
2	Registration No of the firm	
3	Permanent account number (Attach proof)	
4	G S T Reg. No (Attach proof)	
5	Details of three years for supply of vehicles in any of the Department/Autonomous /universities/Public Sector undertaking of GOI or any other state Government or Public Sector Banks or Local Bodies/ Municipalities (Attach performance Certificate issued by the office at the end of the contract)	
6	The firm ever been reprimanded by any of the department for providing unsatisfactory services If yes, complete details thereof	
7	Whether the agency has been blacklisted by any of the departments/organizations of the Government of India/ Government of Jharkhand and any criminal case is pending against the said firm/agency	
8	Whether Terms and conditions of the tender duly accepted	
	Signature of the Tenderer Name of the Singatory & post held in the Company (if any) Place Date	
9	EMD Details	
10	Payment Terms agreed as Specified.	
11	Certified copy of Tender documents	

Agencies / Bidders not submitting full information/ documents/ past experience at the first instance shall be rejected.

Signature of the Tenderer _____

FINANCIAL BID (Price Bid – 1)**(To be kept Envelop duly super-scribed as PRICE BID In envelop – II)****Format for quoting rates for vehicles on monthly basis**

Sub : Hiring of One Tata Tigor, Etios or similar vehicle (Monthly Basis) Make not older than June 2020)

The financial Bid dully signed & stamped is to be submitted in Envelop II Super-scribed as PRICE BID Both Envelop –I (Technical Bid) & Envelop II (FINANCIAL or PRICE BID) are to be put in the bigger cover which should also be sealed and super – scribed as “BID OF HIRING OF VEHVILE” due on 22.01.2021 at 14.00 hrs either sent by registered post or delivered in person to Central Institute of Petrochemicals Engineering & Technology , Lucknow – 226 008, on or before due date. CIPET:IPT, Lucknow shall not be responsible if the bids are delivered elsewhere.

Sl. No.	Particulars	Rate in Words	Rates (in Figures)
01	Hiring charges for 312 Hrs. & 2400 Km. per month (12 Hrs per day for 26 days in a month) (Note : Vehicle should be provided on Sunday and Govt. Holidays also if required)		
02	Extra charges per Km for run beyond 2400 Km per month (Extra Km Charges)		
03	Per hrs Charges for detention beyond 312 hrs (Extra Hrs. Charges)		
04	Night charges (Between 10.00 PM to 5.00 AM)		

The above rates are inclusive of statutory taxes as may be applicable (Except GST).

There shall be no minimum mileage per day. Extra hours shall be over and above 12 hours per day (Normal day shall be from 08.00 hrs to 20.00 Hrs.) and extra mileage will be over and above 2400 in a month.

In case if vehicle is utilized below 2400 Km in a month, balance Km (2400 Kms – actual Kms run) shall be carried forward for next two months and will be adjusted against extra mileage, if any (i.e. for more than 7200 Kms run in the months (2400 x 3 = 7200 Kms) without any extra cost by CIPET:IPT, Lucknow.

No amount shall be payable for garage to Institute and visa-versa, neither, mileage should be counted in running milage

Note : Toll Tax & Parking shall be borne by CIPET:IPT, Lucknow.

Date :

Signature.....

FINANCIAL BID (Price Bid – 1)**(To be kept Envelop duly super-scribed as PRICE BID In envelop – II)****Format for quoting rates for vehicles on Call Basis for Local**

Sub : Hiring of various vehicles for Call Basis as per details given below.

Sl. No.	Particulars	Package Rates (8.00 Hrs. & 80 Kms Per Day)	Rates per additional each hours beyond the total hours of package of 8 hrs & 8 Kms per day)	Rates per additional each Kilometer beyond the total Kilometers of package of 8 hrs & 8 Kms per day)	Night Charges (if any between 10.00 hrs to 5.00 hrs.
01	Tata Tigor or Similar AC vehicle				
02	Honda City				
03.	Innova				
04	Innova Cresta				
05	For tuner				
06	XUV				

Note : Toll Tax & Parking shall be borne by CIPET:IPT, Lucknow.

Date :

Signature.....

FINANCIAL BID (Price Bid – 1)**(To be kept Envelop duly super-scribed as PRICE BID In envelop – II)****Format for quoting rates for vehicles on Call Basis for Out Station**

Sub : Hiring of various vehicles for Call Basis as per details given below.

Sl. No.	Package Rates (8.00 Hrs. & 80 Kms Per Day)	Minimum Billing Per Day 200 Kms	Rates per each Kilometer beyond the total 200 Kilometers	Night Charges (if any 10.00 hrs to 5.00 hrs.)
01	Tata Tigor or Similar AC vehicle			
02	Honda City			
03.	Innova			
04	Innova Cresta			
05	For tuner			
06	XUV			

Note : Toll Tax & Parking shall be burned by CIPET:IPT, Lucknow.

Date :

Signature...

FORMAT TO BE FILLED UP AND SUBMITTED IN THE LETTER HEAD OF THE BIDDER

To,
PRINCIPAL DIRECTOR & HEAD
Central Institute of Plastics Engineering & Technology
B-27, Amausi Industrial Area, Nadarganj,
Lucknow-226 008

Sub: Hiring of vehicle at CIPET:IPT, Lucknow

Dear Sir,

- a) Having examined the conditions of Tender conditions for hiring of vehicle , we, the undersigned, offer for hiring of vehicle as mentioned in the **Annexure I to IV** as per the Terms and conditions given in the tender.
- b) **The original tender document duly signed on all pages is enclosed.**
- c) We agree to abide by this tender for the period from the opening date fixed for receiving the same and it shall remain binding upon us for a mutually extended period agreed in writing by us.
- d) If our tender is accepted, we undertake that we will provide the vehicle to CIPET:IPT, Lucknow as per the terms & conditions of the tender within the specified periods mentioned in work order received from the CIPET:IPT, Lucknow in writing.
- e) We have used only tender documents as issued for submitting this bid and shall comply with various terms and conditions.
- f) We understand that you are not bound to accept the lowest or any tender you may receive.

Authorized Signatory
Signature dated

Designation / Capacity

Name & Address of the Company:

Seal of the Company: