



सिपेट : सी एस टी एस औरंगाबाद के प्लास्टिक सामानोंके परिवहन हेतु ई निविदा  
निविदा संख्या : सिपेट/और/परिवहन/2023-24/01 दिनांक : 06.10.2023

निविदा जमा कराने की अंतिम तिथि : 20.10.2023 दोपहर 14.00

सिपेट: सेन्टर फॉर स्किलिंग एण्ड टेक्निकल सपोर्ट (सी एस टी एस)

(रसायन एवं पेट्रोसायन विभाग, रसायन एवं उर्वरक मंत्रालय, भारत सरकार)

प्लॉट न जे 3/2, एम आय डी सी औद्योगिक क्षेत्र, चिकलथाना, औरंगाबाद 431 006

दुरभाष : 0240- 2478305/307, ई-मेल [aurangabad@cipet.gov.in](mailto:aurangabad@cipet.gov.in)

## **E-Tender Document for Hiring of Vehicle for Transportation of Plastic Goods to various destinations from CIPET: CSTS, Aurangabad**

**E-Tender Doc. No: CIPET/AWB/TRANSPORT/23-24/01 dated: 06.10.2023**

**Last Date of Submission 20.10.2023 up to 14.00 hrs.**

## **CIPET: CENTRE FOR SKILLING AND TECHNICAL SUPPORT (CSTS)**

Department of Chemicals & Petrochemicals (Ministry of Chemicals & Fertilizers, Govt. of India)

Plot No J-3/2, MIDC Industrial Area, Chikalthana, Aurangabad - 431 006

Telephone: 0240- 2478305/307, **Email:** aurangabad@cipet.gov.in

**Newspaper Advertisement to be published in Lokmat Marathwada Edition on Dated: 06.10.2023**

निविदा आमंत्रण सूचना / Notice Inviting Tender

**CIPET: CSTS, Aurangabad invites online Tenders from registered and authorized Transport Agency in two Bid Systems (Part 1 Technical and Part 2 Financial) for Hiring of Vehicle for Transportation of Plastic Goods from CIPET: CSTS, Aurangabad to various destination of Maharashtra state and out of state in India (when as required for Local, outstation and out of State) from Plot No J-3/2, MIDC Industrial Area, Chikalhana, Aurangabad - 431 006**

**महत्वपूर्ण जानकारी एव तिथि / Important Information and Dates**

Sl. No	Description	Details
1	Purchaser	<b>CIPET: CSTS, Aurangabad</b>
2	Tender No	<b>Tender Doc. No: CIPET/AWB/ TRANSPORT/23-24/01 Dated: 06.10.2023</b>
3	Tender submission of bid	CIPET: CSTS Aurangabad
4	Tender information available at	<a href="http://www.cipet.gov.in/">www.cipet.gov.in /</a> <a href="http://www.tenderwizard.com/CIPET">www.tenderwizard.com/CIPET</a>
5	Tender Fees (including GST) <b><u>Non Refundable</u></b>	Rs. 1180/- ( Rs. 1000/- Tender Fees+180/- GST) (One Thousand One hundred and Eighty rupees only)
6	Earnest Money Deposit EMD (in Rs.)	Rs. 10,000/- (Ten Thousand only)
7	Security Deposit (in Rs.)	Rs 25,000/- (Twenty Five Thousand only)
8	Date of Tender Publication	06.10.2023
9	Date of Time of Issue or download Tender	06.10.2023; 11.00hrs onwards
10	Last Date and Time for sale of Tender	20.10.2023 ; up to 11.30 Hrs
11	Last Date and Time for Submission of Tender	20.10.2023 ; up to 14.00 Hrs
12	Date, Time and place of opening of Technical bid	20.10.2023 ;16.30 Hrs CIPET: CSTS, Aurangabad Plot No J 3/2, Chikalhan, Industrial area, Aurangabad 431 006
13	Date and Time of opening of Financial bid	Opening of financial bid date, time, and venue will be conveyed to the technically qualified tenderers by post/telephonically.
14	CIPET: CSTS, Aurangabad online Bank Details	State Bank of India Branch: Industrial Area Branch Branch Code: 03449 IFSC Code: SBIN003449 MICR: 431002006

## निविदा आमंत्रण सुचना/Notice Inviting Tender

Tender Doc. No: CIPET: CSTS/AWB/TRANSPORT/23-24/01 Dated: 06.10.2023

The prescribed Tender Form containing the details may be obtained from [www.cipet.gov.in](http://www.cipet.gov.in) up to 20.10.2023 up to 13.00 Hrs. The Tender Fee and EMD will be accepted in Online Transfer RTGS/NEFT State Bank of India Current A/c No- 11162576624 IFSC: SBIN0003449 on the name of "CIPET AURANGABAD"

The bidding documents (Technical bid, EMD and Financial bid) duly filled in as per the instructions of the Tender document submission latest by 14.00 hrs on 20.10.2023 and offline tender document shall not be accepted and it may be treated as rejected.

The technical bid shall be opened electronically on 20.10.2023 @ 16.30 Hrs.

**The details about the Institute and the terms and conditions are given in the tender form which shall be part of the Contract / Agreement. The participants are required to read and understand it properly before submission of the tender.**

The offers will be submitted in online which shall contain as follows:

**आवश्यक दस्तावेज़ / Important Document**

**निम्नलिखित दस्तावेज़ना होने पर निविदा निरस्त की जा सकती है। Tender can be rejected, if the following document is not mentioned.**

**Technical Bid:**

**List of Documents to be uploaded online as per following mention order only**

1. Upload Paid Earnest Money Deposit (EMD) details

2. Upload Paid Tender fess details

**(EMD and Tender Fees directly Online Transfer on CIPET A/c No- 11162576624 IFSC code SBIN0003449)**

3. Profile of the Transporter on letter head

4. Valid copy of Established office in Aurangabad

5. Valid copy Goods and Services Tax (GST)

6. Valid copy Permanent Account Number (PAN) registration

7. Work order copy of similar work in last 3 years as copy similar experience /work order for transportation Services of reputed Govt./Semi-Govt./Central Govt. /Autonomous bodies/company and any other organization.

8. **Work done/completion certificate with satisfactory remark for minimum period of 1 year**

9. Name and addresses of bankers with whom the account is maintained

10. Last three years balance sheet with Income Tax Returns preferably 2020-21, 2021 - 22 and 2022 - 23 (latest 3 years)

11. Last three years Annual Turnover of Rs. 15 Lakhs preferably 2020-21, 2021 - 22 and 2022 - 23 (latest 3 years)

12. Number of disputes arises with clients, reasons of disputes and present position of disputes of detail. (on company letter head)

**आवश्यक दस्तावेज़ उपरोक्त दिये गये क्रम में ही अपलोड करें। / Upload the required documents in the above mentioned order only.**

Financial Bid Details -As per online Schedule

Price bid of the tenderers whose Tender cost, EMD and Technical bid found in order, shall be opened. Director & Head, CIPET: CSTS, Aurangabad reserves all right regarding enhance or reduce the work and to cancel all the tender or any tender without assigning any reason thereof. Conditional Tender will not be accepted.

**Note: The Tenderers are requested to go through the instructions carefully and complete all formalities as required and submit along with bid.**

Director & Head  
CIPET: CSTS, Aurangabad

## **ELIGIBILITY AND SELECTION CRITERIA**

1. A registered company, firm or agency having:
  - a. Experience of at least Three Years in providing the Transportation Services in any Govt./Semi-Govt./Central Autonomous bodies/company/any other organization.
  - b. Minimum Annual Turnover of Rupees 15 Lakhs and more only for Transportation Services during the last three financial years
2. The Tenderer should be registered should have PAN and GST registration,
3. The Tenderer shall have well established office in Aurangabad since last 3 years.
4. The Tenderer should not have been blacklisted by any Govt./Semi-Govt./Central Autonomous bodies/any other organization.
5. The Tenderer must electronically submit duly filled Tender form specified in Annexure 2 to 4 (as Technical Bid) of this document.
7. Certificate of registration, MOU in case of partnership firm, article of association etc. shall be attached.
8. The Tenderer submit Work Done Certificate/ Work Order on letter head of client for last 3 Year for Turnover and carried Transportation Services contract.
9. The Tenderer without the qualifications as mentioned at Sl. No.1 to 8 above and Tender without all the required documents shall be rejected. Tenders incomplete in any form are liable to be rejected out rightly.
10. Canvassing in any form is prohibited and the tenders submitted by the contractor who resort to canvassing are liable for rejection.
11. In case any person sign the tender/agreement on behalf of a limited company or firm, letter of authority/resolution passed by the company /firm empowering him/her to sign the documents on behalf of company or firm shall be enclosed in the tender document.
12. CIPET: CSTS, Aurangabad does not bind himself to accept the lowest tender and reserves the right to accept or reject, in part or full, any or all the tenders received without assigning any reasons.

## Special Terms & Conditions

1. The transporter shall make available the trucks and lift the consignment within 8 -10 hours of intimation by CIPET Aurangabad.
2. It shall be ensured that the entire consignment under the agreement is lifted within the dates intimated by CIPET Aurangabad on each occasion. If the transporter fails to lift the stocks within 8-10 hours of CIPET Aurangabad's intimation, CIPET shall have the right to impose a penalty for delayed lifting at the rate of two percent of the freight charges per day per truck up to a maximum of three days beyond which it shall be open to CIEPT to transport the goods through any other transporter.
3. If CIPET has to pay more than the amount payable to the transporter under this contract, the excess amount paid shall be recovered/adjusted by CIPET from the amount and/security deposit at the credit of the transporter.
4. The receipt from the other transporter for payment by CIPET on account of transporting the goods through them shall be conclusive evidence of the amount so paid and the transporter under this contract shall without any dispute pay the excess amount either in cash/accept recovery /adjustment from the amount at his credit.
5. The consignment shall be delivered by the transporter at the consignees address at the specified destination on door delivery basis during office hours i.e. 10.00 hours to 17.30 hours, on working days
6. If delivery outside office hours or on holidays is anticipated, the transporter shall inform the consignee, in writing, at least 6 hours in advance above such delivery to enable the consignee to make the required arrangement. However, neither the transporter nor the consignor shall be responsible if arrangements are not made by the consignee for taking delivery of the consignment after the office hours or on holidays.
7. CIPET will however not make any separate payment on account of insurance if arranged by the transporter. The payments towards freight charges shall be made on to be billed basis.
8. No detention charges will be payable for the first 24 hours of detention of trucks at the originating station or at the destination station. For detention beyond 24 hours, CIPET may pay detention charges @ Rs.400/- per day
9. The transporter shall not withhold the delivery of the consignment for any reason whatsoever, and shall be solely responsible for any loss that CIPET may sustain on account of such non delivery. In the event of non-delivery of the consignment at the destination the transporter shall bear the entire cost of the material.
10. No transshipment is allowed in between the destinations. For any reason such as breakdown, accident etc. if the truck is stranded beyond reasonable limits, the transporter should make alternative arrangements for safe transportation of the goods by road within the delivery time limit prescribed already. Except the extraordinary justifiable situation such as accident, break-down, road blockage etc. no transshipment is allowed i.e. the truck received by the consignee should be the same as that into which the stock was loaded by the consignor as indicated in the LR. If and when transshipment is resorted to and the truck No. is changed, the transporter shall justify the same to CIPET's satisfaction. For delay/damages on account of transshipment not accepted by CIPET, penalty shall be twice the penalty prescribed for normal delay / damages.
11. No endorsement shall be made on the LR/GC to the effect the consignment is carried at the "owner's risk" and it should be on "Carrier's Risk" only.

### 12. **Compensation/recovery:**

1. Compensation/recovery clause on account of variation in fuel prices on quarterly basis: -To take care of price variation in fuel (Diesel), the price compensation/recovery will be as per the following formula:

$$\% \text{ compensation/recovery} = (F1/F0-1) * 100 * 0.30$$

- Where F1 is the minimum price of diesel cost during the month to which the bill will relate.
- F0 is diesel cost; as on the Tender opening date.
- -/+ indicates recovery and compensation respectively.
- % compensation/recovery will be on the accepted rates for monthly and daily segments of vehicles indicated.

(Note: If there is decrease in Fuel Price, formula will indicate negative figure which means the deduction shall be done from the Bill)

2. The service provider shall submit supplementary bill for reimbursement towards increase in Fuel price on a monthly basis by 1<sup>st</sup> of the following month. This supplementary bill is to be supported with proof of fuel price prevailing on the 1<sup>st</sup> of month for which the bill pertains.
3. Payment of Compensation/recovery is solely at the discretion of the Competent Authority and it is not the right of the contractor to claim the same.

## Terms and Conditions

1. Period of Contract: The contract period will be initially for a period of One Year extendable on satisfactory performance and mutual consent on same terms and conditions to twice, each time for One Year and/or it can be terminated by the Director & Head by giving one month notice to the agency.
2. Tenders received without prescribed Tender fee & Earnest Money Deposit (EMD) shall not be considered.
3. Bidder register under Micro & Small Enterprise (MSEs) as defined in MSE procurement policy issued by department of MSME or register with central purchase organisation will be considered for relaxation of EMD and Tenders Fees. The relevant valid documents shall be submitted along with the Technical bid.
4. Transporter must have its own local Office in "Aurangabad" & in this office there must be minimum 2-3 staff who can handle the problem related to transportin issues.
5. The received bids will be evaluated by the Committee of CIPET: CSTS, Aurangabad on the basis of requisite documents. There after a team of CIPET will visit the site for physical inspection of the site and if found suitable and meeting the requirements of CIPET: CSTS, Aurangabad as indicated in these terms & conditions the financial bid will be open for technically qualified bidder.
6. CIPET: CSTS, Aurangabad reserves all rights to accept or reject in part or full any or all the offers without assigning any and/or to withdraw/relax any of the terms and condition mentioned above so as to overcome the problem encountered at a later stage
7. The period of contract shall be initially for one year, & can be terminated by the Director & Head by giving one month notice to the agency.
8. The bill shall be submitted by the Transport Agency in duly supported by proof of Delivery Memo
9. The rates and prices toward the service charges quoted by the bidder shall be fixed for the whole duration of the service contract and shall not be subject to adjustment on any account.
10. The tenderer shall have to execute an agreement with CIPET: CSTS, Aurangabad on a Non Judicial stamp paper of Rs.100/- after issue of work order.
11. The successful tenderer/agency shall not engage any sub-agency or transfer the contract to any other person/firm/agency in any manner. The agency shall not be permitted to transfer their rights and obligations under the contract to any other person/organization or otherwise.
12. The payment for the services rendered would be paid within 10 days from the date of receipt of invoice.
13. The charges as mutually agreed upon would be followed for the entire period of the agreement and the contractor shall not make any claim or additional charges other than expressly agreed to in this agreement.
14. TDS and GST on TDS as applicable shall be deducted from the monthly bill of the agency as per extend rules
15. The agency selected should follow the instructions given by the management of CIPET from time to time and in case of violation of the instructions, the agreement can be cancelled without any reference or notice.
16. CIPET reserves the right to consider/reject any or all tenders the tender process without assigning any reasons/notice. The management decision in this regard will be final in all respect and shall be binding on the Tenderer.
17. Each page of the Tender documents is required to be signed by the tenderer. The Tender documents must be filled in English or Hindi and all the entries must be hand written in ink. If any of the documents are missing or unsigned, the tender may be considered as invalid. Overwriting of figures is not permissible.
18. The offer will be accepted subject to verification of documents and satisfactory quality of services provided by the agency to the other clients. In case any document submitted by the agency is found false, the offer shall be rejected without assigning any reasons.
19. During the period of operation of the contract, CIPET will have full authority to recover the losses incurred by the institute due to the negligence of the transport contractor. The decision of the Director & Head with respect to calculate the losses will be final and binding.
20. CIPET: CSTS, Aurangabad is not responsible for any disability or casualty incurred by the workers doing the work for the contractor. It is the responsibility of the contractor to comply with the statutory requirements of safety and compensation.

21. The Technical bid will be evaluated and merit list will be prepared on the following basis:-

- a. Services provided to the Educational/ Cultural Institution/ Govt. Institutions and number of Govt / Semi Govt/ PSU contract in Hand / completed last three (3) years.
- b. Satisfactory report of performance from the organizations / Institutions where the contracts has been already executed or in running
- c. Minimum average Annual Turnover of Rupees 15 Lakhs and more only for Transportation Services during the last three financial years
- d. Length of experience in providing transportation services in last three years contracts
- e. In additions to the above, the documents required to be submitted as per Annexure I (Technical Bid).

**22. FINANCIAL EVALUATION:**

- a. Those bid which are qualified for the Technical part will be considered for examination in the financial part.
- b. After opening of successfully qualified in the technical bid inspection team of CIPET: CSTS, Aurangabad verify the sites/Office of the tenders.
- c. The evaluation and comparison of responsive bids shall be on the rate for the services offered.
- d. If there is a tie in service charges, the bid scrutiny committee decides the awarding the contract depending upon their Last three years Annual Turnover, if still there is a tie, then the same shall be decided basing on the maximum number of services provided to a Govt. organizations.

**23. CONVASSING AND OTHER OUTSIDE INFFUENCE**

- a. No bidder shall bring outside influence to the contracting authority on any matter relating to its bid, from the time of the bid opening till the time the contract is awarded.
- b. Any effort by a bidder to modify his bid or influence the contracting authority in its bid evaluation, bid comparison or contract award decision shall result in the rejection of the bid.
- c. If there is any dispute with any of the earlier contracts CIPET will not be responsible and will be free to take any decision for the entering / entered contract will regard to this dispute.

**24. SUMMARY REJECTION OF BIDS**

- a. Any bid, received late without conclusive proof that it was submitted/upload on or before the specified closing time.
- b. Any conditional bid.
- c. Any bid in which rates have not been quoted in accordance with specified formats / details as specified in tender document.
- d. Any bid received not signed by duly authorized signatory at all appropriate places.

25. All legal matter will be under Aurangabad Judiciary only.

I/we hereby agree to the above terms and conditions.

Signature of the bidder  
With date and seal



**CIPET: CENTRE FOR SKILLING AND TECHNICAL SUPPORT AURANGABAD****TENDER APPLICATION FROM FOR HIRING TRANSPORTION VEHICLE CONTRACT  
(Technical-Bid)****TO BE FILLED UP BY THE CONTRACTOR**

Technical Bid should indicate following information along with the self-attested photocopies of supporting documents:

**DECLARATION BY THE CONTRACTOR**

S. No.	Details of Information/Data	Details
1	Name of the Firm	
2	Address of the Firm with Pin code.	
3	Name of Contact Person(s)	
4	Contact Details: a. Landline Phone No. b. Fax No. c. Mobile No. d. E-mail ID.	
5	Proof of Incorporation/ Inception of the Firm and age of Firm (Enclose photo copy of certificate)	
6	Transportation License (Enclose copy of certificate)	
7	GST Regn. No. & Date (Enclose copy of certificate)	
8	PAN Details (Enclose copy of certificate)	
9	Tender Fees Rs. 1180/- Details(Please submit details of draft enclosed)UTR No & Date	
10	EMD Details Rs. 10,000/- (Please submit details of draft enclosed) UTR No & Date	
11	Income Tax Return for Last three Financial years - preferably 2020-21, 2021 - 22 and 2022 - 23	
12	Annual Turnover of Rs 15 Lakhs. (Rupees Fifteen Lakhs) and above in Last three Financial years - preferably 2020-21, 2021 - 22 and 2022 - 23	
13	Experience of similar services offered by your firm for last three year(Enclosed Certificate) List of Existing Clients (Please use Separate Sheet if required)	
14	Whether the firm has any legal suit/criminal cases pending against it. If yes, please furnish details.	
15	Any other information, bidder wishes to provide in support of their credentials, details, if any, to be furnished.	

I/We have carefully read the terms and conditions of contract as contained in Tender and agree to abide by these terms. If, I/We fail to fulfil any of the terms and conditions of the contract, then CIPET: CSTS, Aurangabad has the right to cancel the contract without any further correspondence and no financial liability.

I/We promise to pay the compensation or fine in case of such default.

(Signature of Bidder)  
Name & Designation Seal of the firm

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Work done in last 3 years (all details should be supported by the documents)

(Use separate sheet, if required)

Name of organisation	Nature of Work	Work Order No. And Date	Value of Work done	Number of Workers	Period (Duration)	Date of Completion	Annexure Page No

Note: Work done Certificate on clients letter hand as proof providing transportation services

Authorized Signature

(Person of Agency)

**LETTER OF AUTHORIZATION FOR ATTENDING BID OPENING  
(TO BE PRESENTED TO THE BID OPENING COMMITTEE)**

To,

The Director & Head  
CIPET: CSTS, Aurangabad  
Aurangabad

Shri.....whose specimen signature is given below is hereby authorized to attend the bid opening on..... at.....

1. Specimen Signature

Of the person authorized  
To attend the Bid

2. Name.....

Signature of Bidder

Name:.....

Name of Firm:.....

.....

Date:.....

**CERTIFICATE**

I / We hereby declare that NONE of my / our relative(s) is / are employed in any capacity in any unit of CIPET, Aurangabad. I / We shall also intimate the name of the person(s), who is / are working with us in any capacity or is / are subsequently employed by us and who are near relative to any officials in the CIPET. I / We am / are aware that any breach of this condition shall result in immediate termination of the contract / cancellation of the existing contract(s) and also forfeiting of my/our security deposit.

('Near Relative' means Wife / Husband / Parents / Grand Parents / Children / Grand Children / Brothers / Sisters / Uncles / Aunts / Cousins and their corresponding in-laws)

Place:.....

Seal & signature of Bidder

Date:.....

Name:.....

Address:.....

.....

.....

## FINANCIAL BID

Please fill rates in appropriate columns in Indian Rupees

## I) District wise Transportation Services

Sl.No.	Name of District	Pickup	Tata 407	Tata 909 (17FT)	Tata 1109(19FT)
1	Local up to 30 km				
2	Ahemadnagar				
3	Akola				
4	Amravati				
5	Beed				
6	Bhandra				
7	Buldhana				
8	Chandrapur				
9	Dhule				
10	Gadchiroli				
11	Gondia				
12	Hingoli				
13	Jalgaon				
14	Jalna				
15	Kolhapur				
16	Latur				
17	Mumbai				
18	Nagpur				
19	Nanded				
20	Nandurbar				
21	Nashik				
22	Osmanabad				
23	Parbhani				
24	Pune				
25	Raigad				
26	Ratnagiri				
27	Sangali				
28	Satara				
29	Sindhudurg				
30	Solapur				
31	Thane				
32	Wardha				
33	Washim				
34	Yevatmal				
35	Palghar				
	Total				

## II) Local Transportation Services(± 05km)

Sl. No.	Distance	Tata ACE	Pickup	Tata 407	Tata 909(17FT)	Tata 1109 (19FT)
1	Up to 25 Km					
2	Up to 25 to 50 Km					
3	Up to 50 to 75 Km					
4	Up to 75 to 100 Km					

## III) Within District Transportation Services (from District point to BlockPoint) (± 10 km)

Sl.No.	Distance	Pickup	Tata 407	Tata 909(17FT)	Tata 1109 (19FT)
1	Up to 25 Km				
2	Up to 25 to 50 Km				

IV) Out of State Transportation Services (Rate per K.M.) ( $\pm$  10 km)

Sl. No.	Distance	Pickup	Tata 407	Tata 909(17FT)	Tata 1109 (19FT)
1	Up to 500 Km				
2	Up to 500 to 1000 Km				
3	Up to 1000 to 1500 Km				
4	Above 1500 Km				

V) Other Charges

Sl. No.	Particular	Pickup	Tata 407	Tata 909 (17FT)	Tata 1109 (19FT)
1	L R Charges				
2	Night halt				
3	loading /unloading				

Signature of the Bidder \_\_\_\_\_

Date:

Name of the Bidder \_\_\_\_\_

Place:

Business Address \_\_\_\_\_

Seal

NOTE:

The Tenderers quoted rates/amount are inclusive of all taxes and statutory contributions etc. except GST which will be paid on RCM basis by CIPET: CSTS, Aurangabad as per actual against, documentary proof of tax invoices raised by the tenderer. Other tax liabilities and statutory deductions will be applicable from time-to-time as per the extant rules.

द्वारा तैयार/Prepared by  
लेखा सहायक/Account Asst.

सहा अधिकारी (का एवं प्रशा) / प्रभारी लेखा  
Asst. Officer (P&A) / I/c Accounts

तकनीकी अधिकारी  
Technical Officer

वरिष्ठ तकनीकी अधिकारी  
Sr. Technical Officer

प्रबंधक (त)  
Manager (T)

प्रबंधक (पी/टी)  
Manager (P/T)

निदेशक एवं प्रमुख  
Director & Head